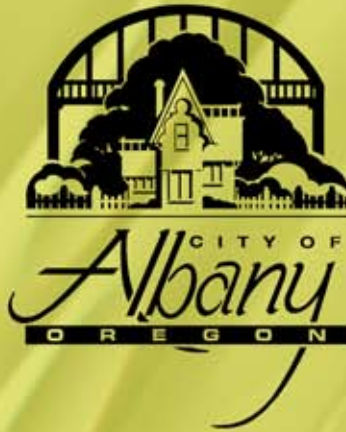


Budget 2008/2009



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**CITY OF ALBANY, OREGON
ADOPTED BUDGET**

2008 - 2009



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GFOA Budget Award



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

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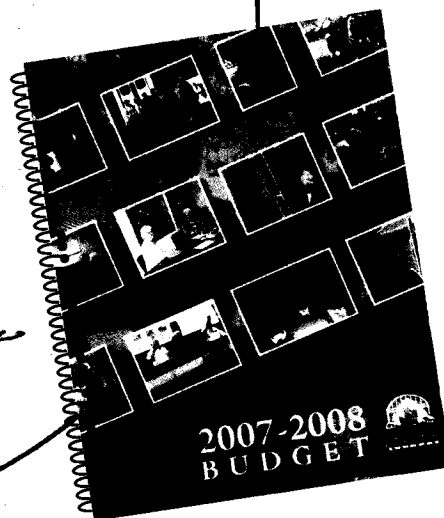
July 1, 2007

Oliver S. Cox

President

Jeffrey R. Brown

Executive Director



The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to the City of Albany for its annual budget for the fiscal year beginning July 1, 2007.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operation guide, as a financial plan, and as a communication device.

The award is valid for a period of one year only. We believe our budget will continue to conform to program requirements, and we are submitting the adopted budget to GFOA to determine its eligibility for another award.

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EXECUTIVE SUMMARY



BUDGET MESSAGE FY 2008-2009

INTRODUCTION

Earlier this year, I attended a conference in Washington, D.C., and had the opportunity to take a nice run from my hotel to Arlington National Cemetery. I was a child the last time I toured the cemetery; so I decided to wander the grounds and take advantage of a glorious late winter day. While climbing the hill to the Custis-Lee Mansion, I came across the graves of many U.S. Supreme Court Justices, including that of Oliver Wendell Holmes, Jr. Holmes lived an extraordinary life and was, like his father, one of our country's most brilliant observers and writers. He wrote in a 1919 opinion that, "Every year, if not every day, we have to wager our salvation upon some prophecy based upon imperfect knowledge." Justice Holmes' reflection is the perfect introduction to our budget.

We have many reasons to be positive about the budget and what we will be able to accomplish next year.

We know that General Fund expenses are increasing at a faster pace than revenues and can reasonably predict that this trend will continue in the coming year. Albany has not experienced serious job losses or reductions in assessed value, but we have to acknowledge that we might see these problems in the months ahead. I am, therefore, concerned that the General Fund budget I'm proposing may be too ambitious in light of growing fears about the economy.

My goal over the past 20 years has been to present a responsible plan to the Budget Committee for review and revision. While I believe the budget is responsible given our current financial condition, I know there is a chance that a declining economy could lead to service reductions in the future. The Fiscal Year 2008-2009 budget maintains existing service levels and adds resources to the Fire Department, Police Department, Library, and Public Works Department. Fire, Police, and the Library requested more resources than I am proposing in the budget. I cannot recommend adding positions this year that I believe will need to be cut during our next budget process. Even with the deletions I've made, I think there may be a need in the coming year to hold some vacant positions open in the General Fund. I also rejected a very legitimate request to add a half-time position to assist with managing the City's Web site. As we expand the range of services available through the Internet, our single employee who manages the site carries an increasingly heavy burden.

Despite my concerns, we have many reasons to be positive about the budget and what we will be able to accomplish next year. Additional personnel in both the Fire and Police Departments will help improve our response to emergencies and bring more resources to bear on criminal activity. Our new library will open with an improved electronic check-out system and greatly increased space to provide programs and services. We will near completion of our wastewater plant and make progress on our plans to develop a wetlands treatment system. In addition

to new programs, we should also be able to sustain existing service levels. Declining residential construction activity may require some additional reduction of hours for personnel in the Building Division, but a recent increase in commercial work may offset the decline.

Albany has a good record of progress, measured in historic preservation, new business and new residents attracted by the community's great neighborhoods, healthy economy, effective government, and safety.

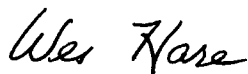
I am proposing to address concerns about pay equity at the director level by increasing salaries for our Human Resources, Library, Information Technology, and Economic Development Directors to insure that they do not receive less compensation than management employees who are not directors in other departments. We have invested heavily in developing an outstanding management team, and I believe it is important that we maintain internal equity to retain critical employees.

Finally, I am proposing to create a director-level position to implement a citywide performance measurement and process improvement system. The new Management Systems Director will be leading teams to analyze how we do things, using data and benchmarks gathered from the International City-County Management Association (ICMA) National Center for Performance Measurement and our Oregon regional consortium. This approach has produced significant savings in other jurisdictions, and I think it offers a much-needed opportunity to control expenses without reducing services.

We will not be “wagering our salvation” with this budget, but we need to recognize that we are wagering future service levels and basing many of our decisions on imperfect information. I am proposing that we invest in improving the quality of our information with the expectation that our return will be more efficient use of the resources we have. I do not believe Albany citizens will support new requests for funds in the near future; so our focus must be on raising already high performance levels.

Albany has a good record of progress, measured in historic preservation, new business and new residents attracted by the community's great neighborhoods, healthy economy, effective government, and safety. The budget maintains the City's commitment to its Strategic Plan and seeks to do a better job of using information to implement the Plan's goals. Our hope is that future actions will become less of a wager and more of a wise investment.

Respectfully submitted,



Wes Hare, City Manager

EXECUTIVE SUMMARY

STRATEGIC PLAN

Albany's Strategic Plan was first implemented in the 2005-2006 Adopted Budget. In that document, it was characterized as a way of taking traditional goal setting to the next level. The plan continues to evolve but has in a very meaningful way fulfilled that expectation by becoming the standard against which goals, objectives, strategies and activities are measured. Each succeeding budget has to a greater degree incorporated references to the themes and objectives of the Strategic Plan.

The City Council has maintained the policy direction and leadership role in the strategic planning process by reviewing the plan on an annual basis. This year's review was conducted in a work session on March 3, 2008. The review was one of the first steps in the process to compile the 2008-2009 budget. Based on the direction given by the City Council, the staff and City Manager developed the proposed budget to present to the Budget Committee. Through this process, the budget effectively becomes the implementing document for the Strategic Plan.

Presented below are examples of how the themes of the Strategic Plan are implemented in the budget:

THEME: GREAT NEIGHBORHOODS

Goal: Provide an efficient transportation system with safe streets and alternative modes of transportation.

Objective: Increase City streets in good or better condition from 60 percent in 2000 to 65 percent in 2010. Reduce street deficiencies.

Activity: Develop an inventory of curb/gutter and sidewalks, along with a rating system for condition assessment.

THEME: SAFE CITY

Goal: Ensure a safe community by protecting people and property.

Objective: Strive for a response time of four minutes or less to 90 percent of fires and emergencies within the City.

Activity: Staff to meet reporting, records, and maintenance requirements and Fire Service Standards.

THEME: HEALTHY ECONOMY

Goal: Enhance the value and diversity of Albany's economy.

Objective: Develop two additional state-certified industrial sites by 2008.

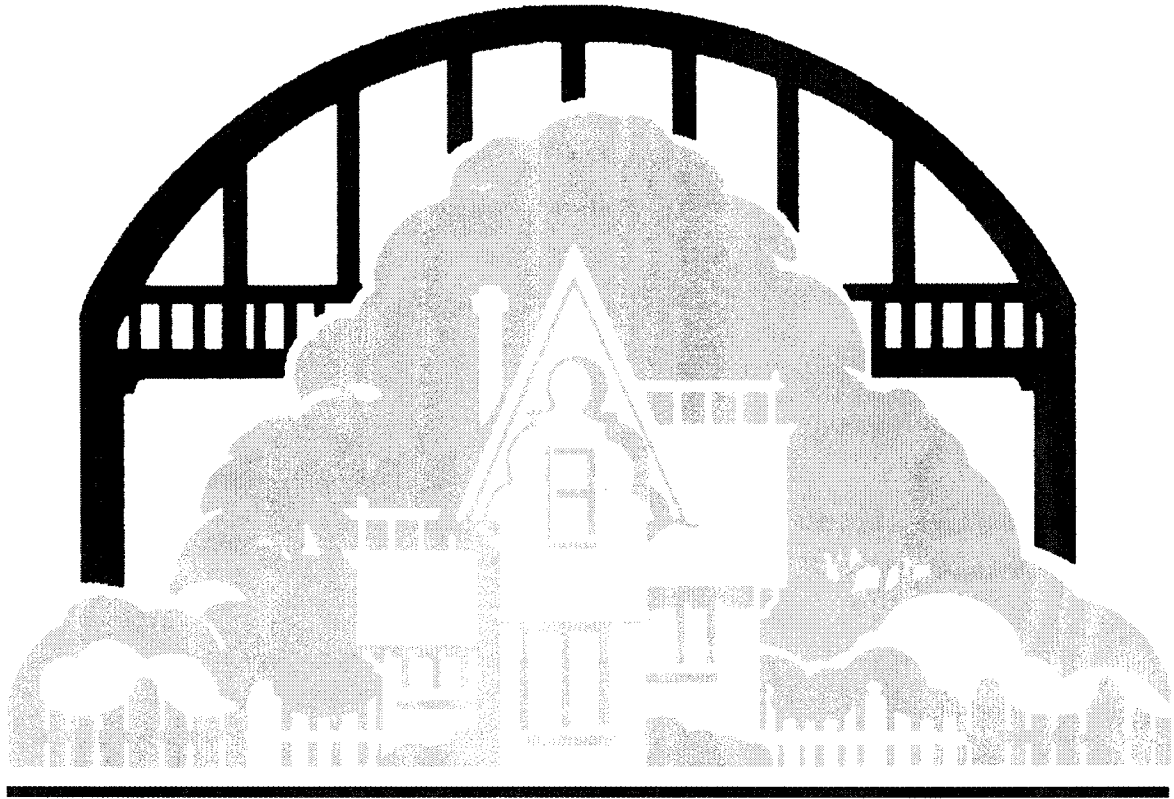
Activity: Acquire state certification of the North Albany Industrial Park property.

THEME: EFFECTIVE GOVERNMENT

Goal: Effectively deliver the services that Albany's citizens need, want, and are willing to support.

Objective: Continue to achieve recognition of organizational excellence by the Government Finance Officers Association and others.

Activity: Number of consecutive years received GFOA Distinguished Budget Presentation Award.



CITY OF
Albany

O R E G O N



CITY OF ALBANY **STRATEGIC PLAN**

2008-2013

Revised: March 2008

Our Mission: Providing quality public services for a better Albany community.

Our Vision: A vital and diversified community that promotes a high quality of life, great neighborhoods, balanced economic growth, and quality public services.

Our Values

The City of Albany's Strategic Plan is guided by three fundamental elements: our mission, our vision, and our core values. Our mission statement is based on the principles of high quality and continuous improvement. Our vision statement presents a compelling future toward which our strategic plan is directed. Both our mission and our vision are founded on the following basic values that guide all of our actions and that reflect what we expect from our employees and our elected officials:

Transparent, Open, and Honest Government. This value reflects our first and most important responsibility. Our competence is measured and, in fact, reinforced through active engagement of those we serve. We maintain an organizational reputation for openness, honesty, and integrity.

Dedication to Service. Our primary duty is to the people we serve. We are accessible, responsive, consistent, and understanding. We provide assistance beyond our customers' expectations, and we find effective solutions to problems that they bring to our attention.

Fiscal Responsibility. Proper use of public resources is a trust which we continually guard. In our management of this trust, we must avoid even the appearance of impropriety. In our management of public funds, we constantly strive for the greatest possible efficiency and effectiveness.

Personal Honesty and Integrity. Each of us demonstrates the highest standards of personal integrity and honesty in our public activities to inspire confidence and trust in our government.

Excellence. We continually pursue excellence by being creative, professional, taking risks, showing initiative, and being committed to our community and team. In this pursuit, we support continuing education and training for all team members.

Teamwork. We are a team that emphasizes high levels of trust and cooperation and a commitment to excellent communications within the organization. We encourage employees to exercise independent judgment in meeting customer needs through professional behavior that is consistent with our values.

A Humane and Diverse Organization. We are a humane organization that honors diversity and protects individual rights. Open communication, respect for others, compassion, and a sense of humor contribute to our positive work environment. We make it possible for every employee to achieve his or her full potential. We value the cultural and social diversity that is reflected in our community, and we welcome the changes and new perspectives that this diversity brings to us. We protect those individuals whose basic rights are placed in jeopardy.

Why do Strategic Planning?

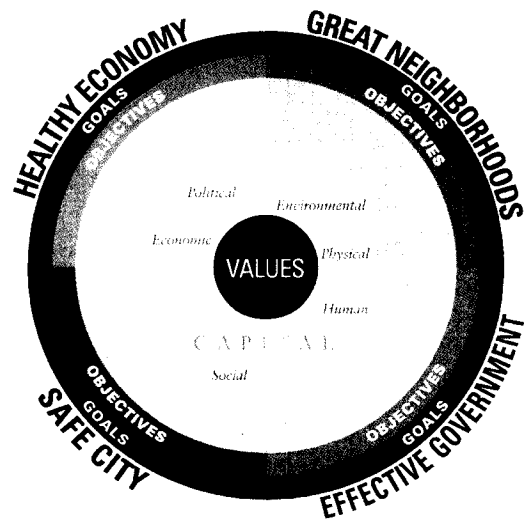
If our mission and vision statements are to have any meaning, they must be accompanied by deliberate planning efforts to move the organization and the community toward a desired future. This requires clearly defined goals, proactive strategies, committed leadership and effective management. Above all, it requires managing the forces of change. Those forces include community demographics, state and federal mandates, fiscal constraints, economic conditions, emerging technologies and many other influences on our service delivery efforts. High performing organizations are those that learn to anticipate and adapt to change by creating value for those we serve and motivation and meaning for those who serve them. The best tool for accomplishing these objectives is strategic planning.

Strategic Plan Themes

Our Strategic Plan has four primary themes that reflect our mission and vision statements: Great Neighborhoods, a Safe City, a Healthy Economy, and an Effective Government. Specific goals, objectives, strategies and actions move the organization toward our vision of the future.

Each theme is followed by the City’s primary goals in that subject area for the foreseeable future. The goals should remain constant over time and should only be revised to reflect significant community changes or unanticipated events. A list of measurable objectives or benchmarks helps us track progress toward the goals. Objectives are generally identified to cover the five-year planning period from the date they are adopted or revised. Strategies and actions are needed to meet the benchmarks. The strategies and actions in this document represent items that are likely to require public involvement and City Council action. Many more strategies and actions will be developed at the department and division level to align the entire organization with the goals and objectives.

This plan is intended as a work in progress. While the mission, vision, values and goals should remain constant, the objectives and strategies and actions will need periodic review and refinement. We will track progress through regular reporting on the measure, and they will be incorporated into department, organization, and community publications. The annual Budget and Capital Improvement Program will serve as reporting and implementing policy documents, identifying relationships with the Strategic Plan.



Great Neighborhoods

Goals:

- Create and sustain a city of diverse neighborhoods where all residents can find and afford the values, lifestyles, and services they seek.
- Provide an efficient transportation system with safe streets and alternative modes of transportation.
- Provide effective stewardship of Albany’s significant natural resources.
- Provide diverse recreational, educational, and cultural opportunities that enrich the lives of our citizens.

Great Neighborhoods Objectives:

1. Improve the condition of Albany’s transportation system streets.
 - a. Increase City streets in good or better condition from 60 percent in 2000 to 65 percent in 2010. Reduce street deficiencies
 - b. Measure percentage of single-occupancy vehicle trips and develop a strategy by 2010 to reduce the trend.
2. Achieve excellence in Library programs and facilities as measured by the Oregon Library Association benchmarks.
3. Design strategies that protect Albany’s significant natural resources.
4. Complete park and recreation capital projects as set forth in the adopted 2006-2010 Parks and Recreation Master Plan.
5. Maintain the value and attraction of Albany’s historic assets.

Great Neighborhoods Strategies and Actions:

1. Decrease reported property code violations
2. Assess Albany’s housing needs and issues; adjust plans and policies, and implement strategies to address these by 2010. Develop proposals to amend plans and policies.
 - a. Update Development Code regulations to improve appearance of residential

- development along arterial and collector streets.
 - b. Improve neighborhood design standards.
 - c. Identify pockets of substandard housing and infrastructure for potential grant funding or other resources.
 - d. Implement the housing policies in the Albany Comprehensive Plan.
 - e. Bring more properties into compliance with the Development and Municipal Codes.
 - f. Develop and implement a plan for alternate modes of transportation from homes to places of employment, retail centers, recreation/entertainment venues, and other high-traffic locations.
3. Continue to assess library services and facility needs through 2012.
 - a. Update and refine Library strategic plan.
 4. Periodically assess the community's needs for parks, recreation facilities and services; adjust plans and strategies as necessary to achieve new objectives.
 5. Establish and sustain the community partnerships that are necessary to meet the community's parks and recreation needs.
 6. Secure and sustain the financial resources required to meet the community's parks and recreation service objectives, including a greater reliance on non-tax resources.
 7. In 2010, complete an update of Parks, Recreation and Open Space Master Plan.
 - a. In partnership with the YMCA, complete the new YMCA center and related improvements in FY 2008-09; initiate joint operations in accordance with the operating agreement.
 - b. In FY 2007-08, review the current lease agreement for the Albany Community Pool and determine if the lease should be extended.
 8. Increase the aggregate cost recovery rate for tax-supported services and programs in Fund 04 (Parks and Recreation) from 25 percent (fiscal year 2003-2004) to 34 percent by fiscal year 2009-2010.
 9. Assess natural resources needs and issues; adjust plans and policies, and implement strategies to address them:
 - a. Assess the effectiveness of current wetland and riparian area protection measures; adjust plans to meet objectives.
 - b. Continue to inventory public trees, trees in City parks, and significant large trees and stands of trees on developable property.
 - c. Continue comprehensive review of tree regulations.

CITY OF ALBANY STRATEGIC PLAN

2008-2013

10. Assess transportation system needs and issues; adjust plans and implement policies.
 - a. Update Transportation System Plan and develop a viable financial plan to fund priority projects.
 - b. Increase spending on street maintenance to improve the condition of City streets.
 - c. Work with Oregon Department of Transportation to develop a short- and long-term strategy for improving Albany's Interstate 5 interchanges and ingress-egress in North Albany.
 - d. Develop a rail strategy to:
 - i. Explore available options to develop inter-city passenger rail service between Albany, Lebanon, Sweet Home, Corvallis and Philomath.
 - ii. Solve the Queen Avenue and Pacific Boulevard bottleneck.
 - iii. Solve the North Albany Road, Spring Hill Drive, Water Avenue, and Willamette River crossing bottlenecks.

11. Maintain the value and attraction of Albany's historic assets.
 - a. Increase the number of contributing historic assets.
 - b. Increase the percentage of downtown structures that meet current fire and life safety standards.
 - c. Develop streetscape designs for Water and Second Avenues.
 - d. Work with railroad interests to create a long-term solution to resolve the rail line impediment to waterfront development.

A Safe City

Goals:

- Ensure a safe community by protecting people and property.
- Provide safe, sufficient, and reliable drinking water, sewage disposal, and drainage systems.

Safe City Objectives:

Police

1. Meet or exceed national benchmarks for police services in comparably-sized cities.
2. Reduce the number of traffic accidents involving physical injury or fatalities in our community.
3. Reduce the number of reported drug houses in our community.
4. Measure community perception of personal safety through community surveys.
5. Measure community perception of service they receive when reporting crimes and their interaction with police department staff through community surveys.
6. Reduce the number of reported crimes to the state average or less by 2010.

Fire

1. Strive to reduce the number of residential, commercial and industrial structure fires to the benchmark achieved by comparable Oregon communities.
2. Strive for a response time of four minutes or less to 90 percent of fires and emergencies within the City.
3. Evaluate the potential adoption of fire sprinkler ordinances.
4. Review development and street design standards for impact on traffic, emergency response times and law enforcement.
5. Review water system designed fire flows and applicable zoning to identify potential impacts on fire suppression capabilities.
12. Evaluate options to relying on public safety levy for police and fire department operations.
13. Meet or exceed safe water regulations and national benchmarks for service delivery to provide safe, sufficient, and reliable drinking water services.

CITY OF ALBANY **STRATEGIC PLAN**

2008-2013

14. Meet or exceed benchmarks for wastewater and drainage systems for service delivery and compliance with environmental regulations.

Safe City Strategies and Actions:

1. Assess public safety service and infrastructure needs through 2010; develop plans and strategies to meet those needs.
 - a. Identify and secure property for the replacement of downtown fire station in 2007.
 - b. Construct new downtown fire station in 200* utilizing reserve funding set aside for construction.
 - c. In conjunction with Public Works and Parks, evaluate purchase of 5-12 acres of property in the south end of the city for construction of future fire administrative offices, fire station and fire training center.
 - d. Construct new fire administrative building in 200* at south end property.
 - e. Begin development and construction of training center in 200* at south end property.
 - f. Complete identified seismic upgrades required for the 34th Avenue station in 200*.
 - g. Provide for peak load staffing of fire department resources through staffing an additional ambulance 12 hours a day beginning in fiscal 2007-2008.
2. Assess water system needs and issues; adjust policies and implement strategies.
 - a. Assess and adjust water operating and maintenance program service levels and priorities to meet benchmarks.
 - b. Re-evaluate water bill subsidy program to include fixed-income seniors and other low-income households.
 - c. Meet the standard of a maximum 10% water loss from the system.
3. Assess wastewater system needs and issues; adjust policies and implement strategies.
 - a. Assess and adjust wastewater operating and maintenance program service levels and priorities to meet benchmarks.
4. Assess storm drainage system needs and issues; adjust policies and implement strategies.
 - a. Assess current service levels and funding.
 - b. Assess service levels needed to be in compliance with environmental programs.
 - c. Develop an organization plan for effective delivery of storm drainage systems.
5. Create inventory of residential occupancies.

6. Develop traffic safety strategies.
7. Enhance police crime/drug strategies.
 - a. Consider the formation/implementation of a “Street Crimes Unit” concept as the community grows.
 - b. Explore potential interagency partnerships related to prolific offender targeting programs.

A Healthy Economy

Goal:

- Build and maintain a healthy economy (or)
- Enhance the value and diversity of Albany’s economy through building on Albany’s status as a regional center of manufacturing, research and development, retail services, finance, health care, tourism, and government;
- Create a readily identifiable downtown core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses; and
- Achieve a healthy balance of housing and jobs.

Healthy Economy Objectives:

1. Increase the percentage of family-wage jobs in Albany.
2. Balance community investments with benefit of return.

Healthy Economy Strategies and Actions:

1. Approve and implement an economic development plan to sustain a balanced economy that supports the expansion and retention of family wage jobs.
 - a. Continue leveraging existing economic development resources, i.e. Albany-Millersburg Economic Development Corporation, Albany Visitors Association, Albany Downtown Association, Chamber of Commerce, Linn County and State of Oregon, as well as expanded cooperation and collaboration with the Greater

CITY OF ALBANY **STRATEGIC PLAN**

2008-2013

Albany Public Schools, Linn-Benton Community College and Oregon State University

- b. Assist AMEDC and Oregon Economic and Community Development Department in developing a marketing and recruitment plan that capitalizes on Albany's unique attributes.
 - c. Develop a targeted-industries approach to attract and retain business and industry for Albany.
 - d. Partner with regional, state and local investors to develop an investment strategy in existing and emerging business and industry.
 - e. Ensure an adequate supply of zoned and serviced industrial and commercial property for growth and expansion.
 - f. Develop two additional state-certified industrial sites by 2008.
2. Continue development of Central Albany Revitalization Area downtown and waterfront areas to increase the tax increment income of the district.

An Effective Government

Goal:

- Effectively deliver the services that Albany's citizens need, want, and are willing to support.
- Establish City government as a model of sustainability in practice.

Effective Government Objectives:

1. Increase percentage of the population directly participating in local government.
2. Create a financial model to support long-term goals.
3. Achieve customer satisfaction of at least 85 percent for services and the cost of services delivered.
4. 100% of City-initiated ballot measures approved by voters.
5. Achieve City of Albany standards related to the continuous preservation, repair and maintenance of all City buildings and facilities.

Effective Government Strategies and Actions:

1. Use the City communications plan to encourage informed citizen participation in local government.
2. Create and implement a comprehensive index of community satisfaction with municipal services through a variety of media.
3. Create and maintain a legal framework that enables the City to respond more effectively to federal, state, and judicial requirements.
 - a. Initiate a charter review by July 2006 for voter consideration in November 2008.
4. Update and report on the City's Strategic Plan annually.
5. Pursue appropriate alternative service delivery models through the use of regional collaborative partnerships, private contracting, volunteers, and other innovative methods.
6. Submit organizational achievements for professional association recognition and publications.

CITY OF ALBANY **STRATEGIC PLAN**

2008-2013

- a. Continue to achieve recognition of organizational excellence by the Government Finance Officers Association and others.
 - b. Achieve annual award for wastewater treatment performance from Association of Metropolitan Sewerage Agencies.
 - c. Maintain a certified National Biosolids Environmental Management System program.
7. Demonstrate effectiveness with partner governments
 - a. Schedule periodic meetings with partner governments.
 - b. Identify joint venture opportunities that have the potential cost savings.
 - c. Maintain regular communication with state and federal delegation on community needs.
 8. Evaluate customer service delivery needs and actions.
 9. Establish a citizens commission on sustainability.
 10. Implement results and recommendations from community survey.
 11. Support neighborhood organizations within the city.

APPENDIX

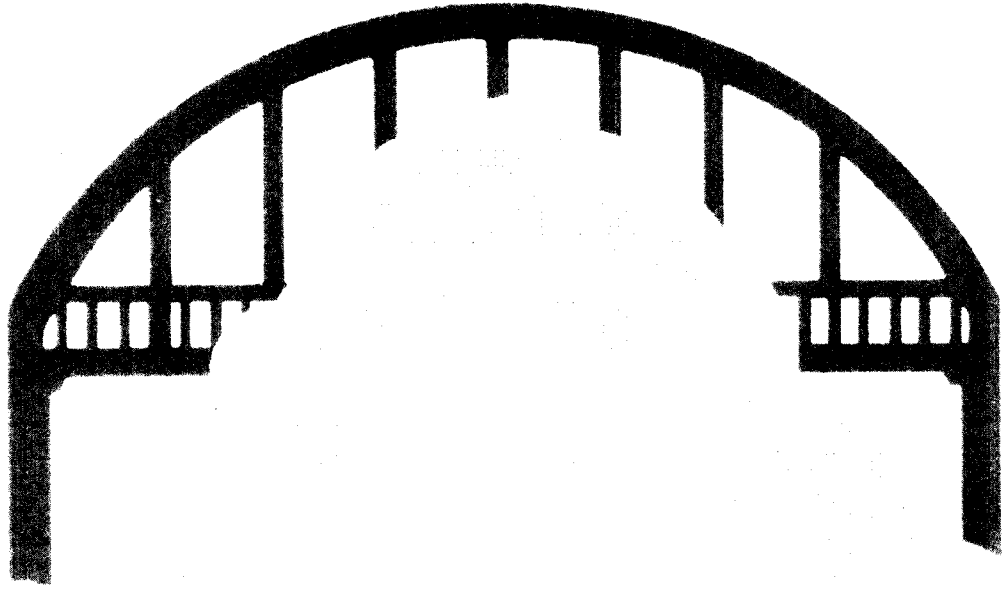
Capital Necessary to Achieve Strategic Plan Goals

Webster's Dictionary defines capital as "...a store of useful assets or advantages." Our organization has a finite amount of capital with which to accomplish our Strategic Plan goals. The efficient and well-planned distribution of this capital is critical to our future success. It is important to understand what these capital elements are and how each is affected by the decisions we make. The six areas of capital from which we draw are physical, economic, social, political, environmental, and human. Our goals for effective use of these forms of capital are::

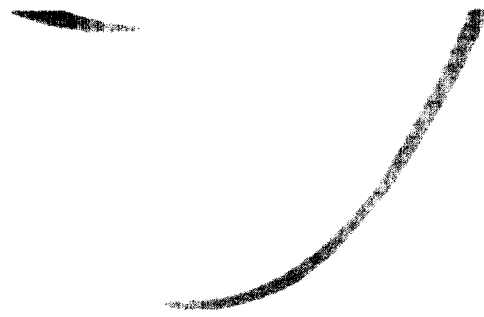
1. To maintain and improve the City's physical capital through the active management and sustainability of public infrastructure.
2. To strengthen our economic capital by building on Albany's unique advantages, developing and promoting a strategic economic plan, and leveraging public and private resources to maintain and attract family-wage jobs.
3. To raise Albany's social capital by enabling civic leadership, community involvement and developing great neighborhoods.
4. To build political capital to meet the broader long-range public service needs of Albany and the surrounding region.
5. To protect and enhance environmental capital through the strategic management of our natural resources.
6. To safeguard and enhance the human capital of our organization as an important building block necessary to achieve the other goals.

TRENDS

- Decrease percentage of households spending more than 30 percent of income on housing and utilities from 34 percent in 2000 to 30 percent by 2010.
- Increase owner-occupied households from 60 percent in 2000 to the statewide average (currently 64 percent) by 2010.
- Reduce the percentage of Albany residents below poverty from 11.5 percent in 2000 to 10 percent in 2010.
- Increase median income of Albany families to at least 100 percent of state median income as measured by 2010 Census data.
- Increase visitor stays.
- Improve ratio of jobs to housing units.



CITY OF
Albany



EXECUTIVE SUMMARY

PROPERTY TAXES

The total property taxes to be levied for operations and debt service are estimated to be \$23,388,278.

Assumptions:

- (1) The assessed valuation of the City is estimated to be \$2,940,090,543, an increase of 4.59 percent.
- (2) The City's permanent tax rate will be \$6.3984/1000 assessed value.
- (3) The Budget Committee will recommend and the City Council will adopt the full taxing authority.
- (4) The levy for the General Obligation Debt will be \$1,898,191, a tax rate of \$0.6456/\$1,000 of assessed value.
- (5) The Public Safety Local Option Levy is estimated to be \$2,654,515, a tax rate of \$0.90287/\$1,000 of assessed value.
- (6) The Public Safety Local Option levy will have an estimated \$140,000 reduction in tax revenues due to compression.
- (7) The current year's tax collection rate is estimated to be 93.41 percent.

CAPITAL PROJECTS

The City prepares a separate five-year Capital Improvement Program (CIP). On April 23, 2008, the City Council adopted the 2009-2013 CIP as a planning document, following a public hearing.

For Fiscal Year 2008-2009 the CIP identified capital projects totaling \$15,403,000.

A complete list of Capital Projects is included in the Capital Outlay section of this budget document.

DEBT MANAGEMENT

The City has a General Obligation Bond rating of "A2" from Moody's Investors Service, and a rating of "A" from Standard and Poor's. The ratings reflect the City's growing tax base, stable financial position, and moderate debt burden. Full value per capita is a respectable \$83,417.

The City's direct debt burden is 0.26 percent of the true cash value and the overall debt burden is 2.61 percent of the true cash value.

Debt Principal Outstanding as of July 1, 2008

General Obligation	\$10,150,000
Less: Sinking Fund Reserves	<u>(418,437)</u>
Net General Obligation Debt	\$9,731,563

Other Bonds	
Sewer Revenue	1,000,000
Water Revenue	35,510,000
Limited Tax Assessments	404,666
Motel Revenue Tax	630,000
Revenue Obligations	2,960,000
Limited Tax Pension	<u>6,618,738</u>
Total Other Bonds	\$47,123,404

Other Debt:

State Revolving Fund	
(SRF) Loan-North Albany	644,324
Certificates of Participation	279,584
State Revolving Fund-Sewage	
Treatment Plant	<u>48,378,268</u>
Total Other Debt	\$49,302,176

Oregon Revised Statutes, Chapter 287, provides a debt limit for General Obligation Bonds of three percent of the true cash value (TCV) of all taxable property within the City's boundaries. As of June 30, 2008, that limit was \$119 million on \$3.960 billion TCV. The City's legal debt margin for General Obligation Debt is \$109 million. It is anticipated that the limit will increase to \$114 million for Fiscal Year 2008-2009.

EXECUTIVE SUMMARY

BASIS OF BUDGETING

The budgets of all fund types (General, Special Revenue, Debt Service, Capital Projects, Permanent, Enterprise, and Internal Service) are prepared on a modified accrual basis. Briefly, this means that obligations of the City are budgeted as expenditures but revenues are recognized only when they are measurable and available.

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of "generally accepted accounting principles" (GAAP). In most cases this conforms to the way the City prepares its budget. Exceptions are as follows:

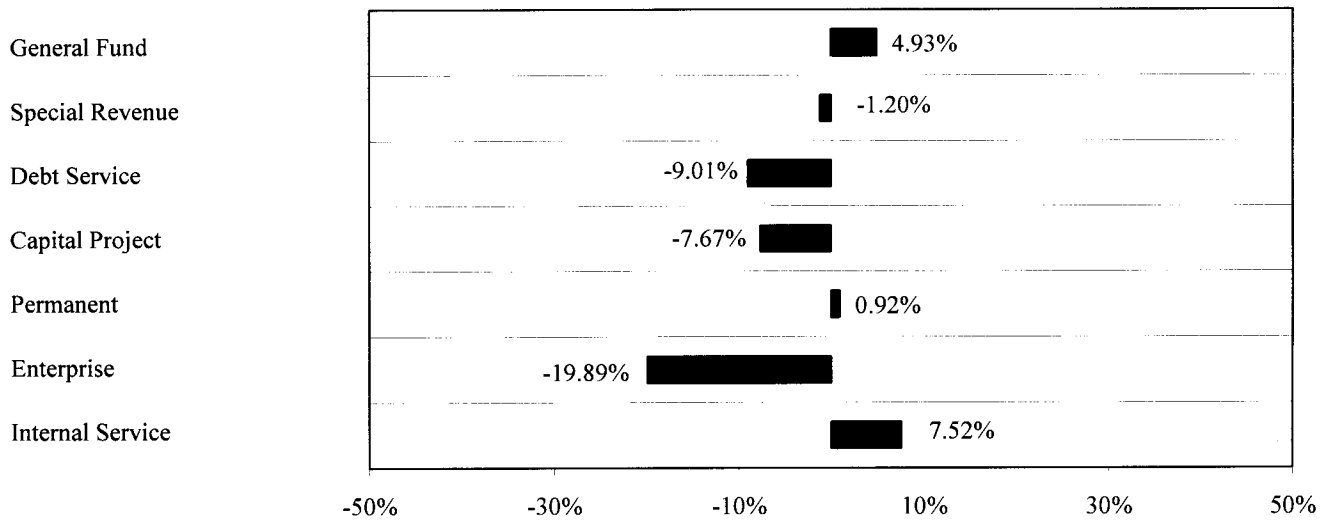
- 1) Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP), as opposed to being expended when paid (Budget).
- 2) Principal payments on long-term debt within the Enterprise Funds are applied to outstanding liability on a GAAP basis, as opposed to being expended on a Budget basis.
- 3) Capital outlay within the Enterprise and Internal Service Funds are recorded as assets on a GAAP basis and expended on a Budget basis.
- 4) Depreciation expense is recorded in the Enterprise and Internal Service Funds on a GAAP basis only.
- 5) Revenues are accrued on a GAAP basis in the Enterprise and Internal Service Funds as opposed to the modified accrual method for the Budget.
- 6) Principal receipts on City-financed assessments are applied to outstanding assets on a GAAP basis as opposed to being recorded as revenue on a Budget basis.

EXECUTIVE SUMMARY

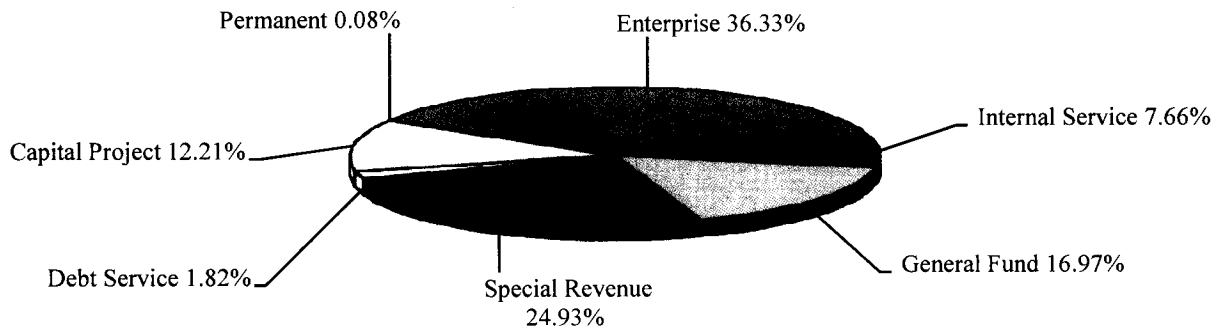
FUND TYPE SUMMARY AS PROPOSED BY THE CITY MANAGER for the 2008-09 Fiscal Year

Fund Type2007-08.....	2008-09.....		Adopted Budget	Over (under) 2007-08 Revised Budget	Percent of Total Budget
	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget			
General Fund	\$ 28,955,400	\$ 28,994,600	\$ 30,423,500	\$ -	\$ -	4.93%	16.97%
Special Revenue	44,856,700	45,246,200	44,702,400	-	-	-1.20%	24.93%
Debt Service	3,591,600	3,591,600	3,267,900	-	-	-9.01%	1.82%
Capital Project	23,700,900	23,700,900	21,884,200	-	-	-7.67%	12.21%
Permanent	141,300	141,300	142,600	-	-	0.92%	0.08%
Enterprise	81,144,800	81,299,700	65,130,600	-	-	-19.89%	36.33%
Internal Service	12,780,700	12,780,700	13,741,800	-	-	7.52%	7.66%
Totals, All Fund Types	\$ 195,171,400	\$ 195,755,000	\$ 179,293,000	\$ -	\$ -	-8.41%	100.00%

Percentage Change in the 2008-09 Proposed Budget from the 2007-08 Revised Budget



Proposed Budget by Fund Type, Percentage of Total Budget



EXECUTIVE SUMMARY

ADJUSTMENTS TO THE PROPOSED BUDGET AS APPROVED BY THE BUDGET COMMITTEE

The City Manager and the Budget Officer have the responsibility for preparing and presenting a proposed document to the City's Budget committee that is balanced and consistent with the Council's policies. The Budget Committee met and reviewed the proposed budget, considered public input, and then recommended adjustments to the document. This become the approved budget. Adjustments made by the Budget Committee were as follows:

RESOURCES:

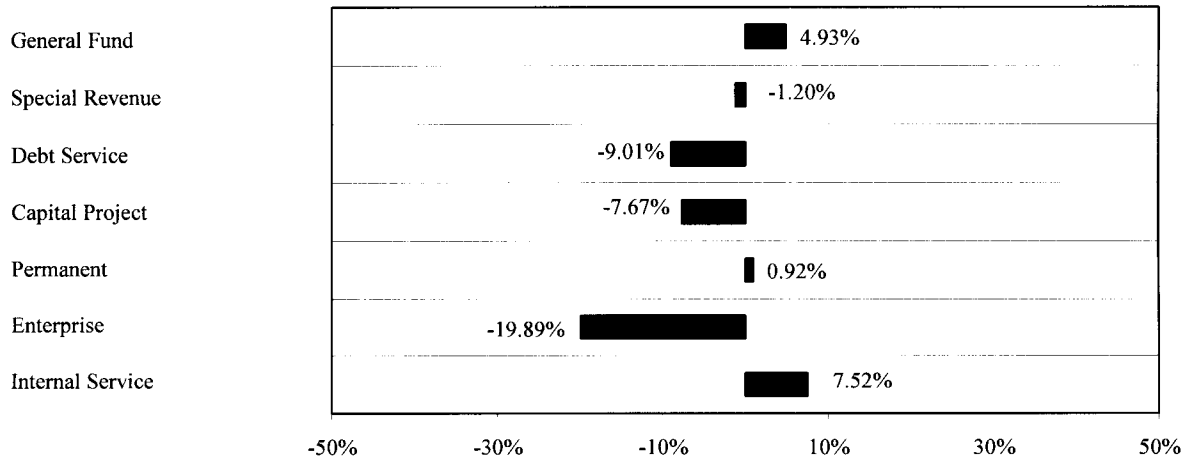
No changes.

REQUIREMENTS:

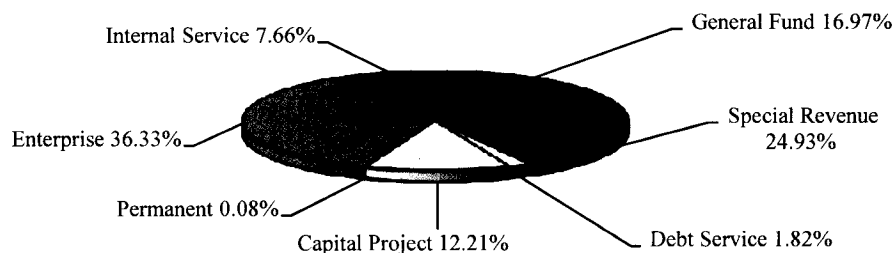
In the General Fund, \$20,000 was added to Contractual Services in Planning. The General Fund Contingency was reduced by \$20,000. In the Economic Development Fund, Economic Development Activities program, the Albany Visitors' Association Special Grant was increased by \$26,700. Wages & Salaries were reduced by the same amount.

Fund Type2007-08.....	2008-09.....		Adopted Budget	Over (under) 2007-08 Revised Budget	Percent of Total Budget
	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget			
General Fund	\$ 28,955,400	\$ 28,994,600	\$ 30,423,500	\$ 30,423,500	\$ -	4.93%	16.97%
Special Revenue	44,856,700	45,246,200	44,702,400	44,702,400	-	-1.20%	24.93%
Debt Service	3,591,600	3,591,600	3,267,900	3,267,900	-	-9.01%	1.82%
Capital Project	23,700,900	23,700,900	21,884,200	21,884,200	-	-7.67%	12.21%
Permanent	141,300	141,300	142,600	142,600	-	0.92%	0.08%
Enterprise	81,144,800	81,299,700	65,130,600	65,130,600	-	-19.89%	36.33%
Internal Service	12,780,700	12,780,700	13,741,800	13,741,800	-	7.52%	7.66%
Totals, All Fund Types	\$ 195,171,400	\$ 195,755,000	\$ 179,293,000	\$ 179,293,000	\$ -	-8.41%	100.00%

Percentage Change in the 2008-09 Approved Budget from the 2007-08 Revised Budget



Approved Budget by Fund Type, Percentage of Total Budget



EXECUTIVE SUMMARY

ADJUSTMENTS TO THE APPROVED BUDGET AS ADOPTED BY THE CITY COUNCIL

RESOURCES:

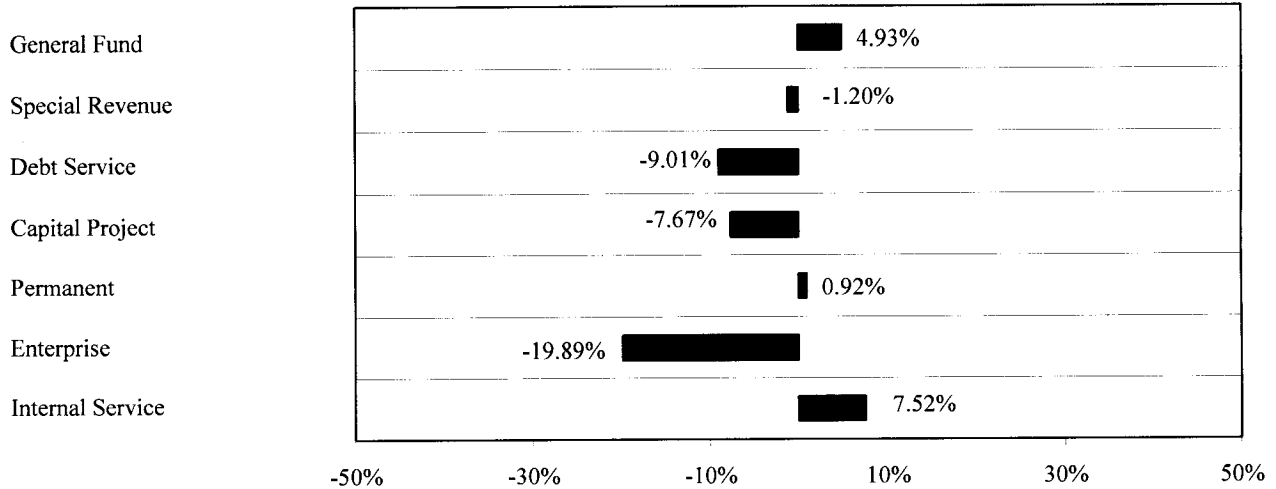
No changes

REQUIREMENTS:

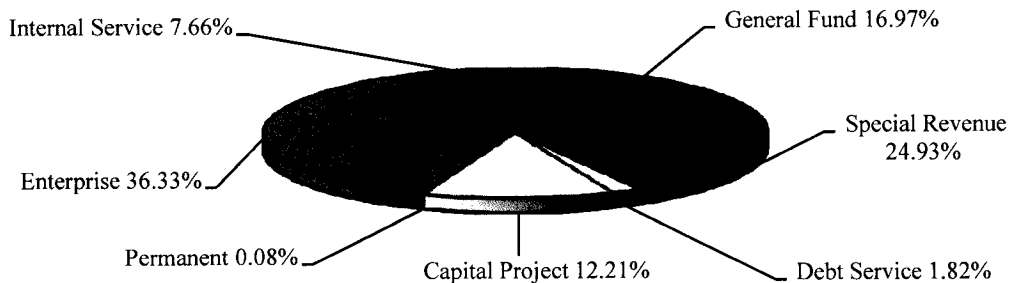
No changes

Fund Type2007-08.....	2008-09.....		Adopted Budget	Over (under) 2007-08 Revised Budget	Percent of Total Budget
	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget			
General Fund	\$ 28,955,400	\$ 28,994,600	\$ 30,423,500	\$ 30,423,500	\$ 30,423,500	4.93%	16.97%
Special Revenue	44,856,700	45,246,200	44,702,400	44,702,400	44,702,400	-1.20%	24.93%
Debt Service	3,591,600	3,591,600	3,267,900	3,267,900	3,267,900	-9.01%	1.82%
Capital Project	23,700,900	23,700,900	21,884,200	21,884,200	21,884,200	-7.67%	12.21%
Permanent	141,300	141,300	142,600	142,600	142,600	0.92%	0.08%
Enterprise	81,144,800	81,299,700	65,130,600	65,130,600	65,130,600	-19.89%	36.33%
Internal Service	12,780,700	12,780,700	13,741,800	13,741,800	13,741,800	7.52%	7.66%
Totals, All Fund Types	\$ 195,171,400	\$ 195,755,000	\$ 179,293,000	\$ 179,293,000	\$ 179,293,000	-8.41%	100.00%

Percentage Change in the 2008-09 Adopted Budget from the 2007-08 Revised Budget



Adopted Budget by Fund Type, Percentage of Total Budget



PERSONNEL CHANGE REPORT

The adopted budget for Fiscal Year 2007-2008 authorized 416.76 full-time equivalent (FTE) positions. During the year, the following personnel position adjustments were approved:

1. Reclassified a vacant Environmental Services Technician I position to Environmental Services Technician II (601-50-2402).
2. Reclassified the EMS Chief position to EMS/Operations Division Chief (212-25-1206).
3. Reclassified the Training Chief position to Training Division Chief (100-25-1201).
4. Added 1.0 FTE Training Lieutenant position (212-25-1206).
5. Transferred 1.00 FTE Park Maintenance II position from Park Maintenance (202-35-1407) to Urban Forestry (202-35-1419).
6. Reclassified the vacant Transit Programs Manager position to Transit Programs Supervisor (213-16-1106; 213-16-1107).
7. Reclassified the vacant Water Quality Control Technician position to Environmental Services Technician II (705-50-2806).
8. Reclassified 2.0 FTE Community Service Officer positions to Community Education Specialists (100-30-1301).
9. Increased the FTE for the 0.91 FTE Transit Operator position to 1.00 FTE (213-16-1106).
10. Deleted 1.00 FTE Design and Construction Supervisor position (705-50-2803).
11. Reclassified the 1.00 FTE Public Works Permitting and Development Services Engineer position to Assistant City Engineer (705-50-2803).
12. Reclassified 2.00 FTE Civil Engineer II positions to Civil Engineer III's (705-50-2803).
13. Reclassified 1.00 FTE vacant Clerk II position to Clerk III in Engineering Services (705-50-2803).
14. Reclassified 1.00 FTE vacant Park Maintenance II position to Park Maintenance III in Urban Forestry (202-35-1419).
15. Reclassified 2.00 FTE Deputy Fire Marshal I positions to 1.00 FTE Deputy Fire Marshal I/II – Compliance and 1.00 FTE Deputy Fire Marshal I/II – Public Education (100-25-1202).
16. Reclassified 2.00 FTE Deputy Fire Marshal II positions to 1.00 FTE Deputy Fire Marshal I/II – Compliance and 1.00 FTE Deputy Fire Marshal I/II – Public Education (100-25-1202).
17. Reclassified 1.00 FTE Park Maintenance Aide position to Park Maintenance II (202-35-1407).

18. Reclassified 1.00 FTE Ambulance Billing Specialist II position to Ambulance Billing Specialist III (212-25-1206).

With the above adjustments, the current FTE total increased by 0.09 FTE for a total of 416.85 FTE positions as of April 30, 2008.

The budget for Fiscal Year 2008-2009 proposes 428.575 full-time equivalent (FTE) positions; this is a net increase of 11.725 FTE positions from the current authorized 416.85 FTE positions. The proposed changes are:

CITY MANAGER'S OFFICE

- Add 1.00 FTE Management Systems Director position
- Increase director salary ranges for Economic Development, Human Resources, Information Technology, and Library from Executive E100 and E101 to E102

COMMUNITY DEVELOPMENT DEPARTMENT

ADA Code Enforcement

- Add 1.00 FTE Disability Access Coordinator position

ECONOMIC DEVELOPMENT DEPARTMENT

Economic Development Activities

- Reclassify 1.00 FTE Urban Renewal Coordinator to Urban Renewal Manager

Albany Transit System

- Reclassify the 0.33 FTE Transit Services Dispatcher position to Clerk III

Linn-Benton Loop

- Reclassify the .033 FTE Transit Services Dispatcher position to Clerk III
- Add 1.5 FTE Transit Operators positions

Paratransit System

- Reclassify the 0.34 FTE Transit Services Dispatcher position to Clerk III

FINANCE DEPARTMENT

- Reclassify the 1.00 FTE Payroll Accountant position to Payroll Supervisor

FIRE DEPARTMENT

position as a transfer from Engineering Services

Fire Suppression

- Add 2.00 FTE Firefighter/EMT (day) positions

INFORMATION TECHNOLOGY DEPARTMENT

Information Technology

- Add 1.00 FTE IT Project Manager position

LIBRARY

- Reclassify 1.00 FTE Library Assistant position to Senior Library Assistant
- Add 1.00 FTE Library Assistant position
- Add 0.75 FTE Library Resources Coordinator position

PARKS & RECREATION DEPARTMENT

Children, Youth, & Family Recreation Services

- Add 0.475 FTE Maple Lawn Preschool Teaching Assistant II position

POLICE DEPARTMENT

- Add 1.00 FTE Police Corporal (Detective) position

PUBLIC WORKS DEPARTMENT

Water Canal Maintenance

- Add 1.00 FTE Lead Canal Operator position
- Delete 1.00 FTE Facilities Maintenance Coordinator position

Vine Street Water Treatment Plant

- Add 0.40 FTE Treatment Facilities Relief Operator position

Albany-Millersburg Water Treatment Plant

- Add 0.60 FTE Treatment Facilities Relief Operator position

Engineering Services

- Transfer 1.00 FTE Special Projects Coordinator position to Facilities & Maintenance Engineering

Public Works Customer Services

- Add 1.00 FTE Public Works Customer Service Representative position

Facilities & Maintenance Engineering

- Add 1.00 FTE Special Projects Coordinator

City of Albany
Personnel FTE's

Fund/Department	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Revised	2008-09 Proposed	2008-09 Approved	2008-09 Adopted
100 General Fund							
1029 Municipal Court	4.050	4.125	5.125	5.125	5.125	5.125	5.125
1201 Fire Suppression	48.000	47.000	47.000	47.000	49.000	49.000	49.000
1202 Public Safety Levy: Fire	8.000	8.000	8.000	8.000	8.000	8.000	8.000
1203 Fire & Life Safety	4.000	4.000	4.000	4.000	4.000	4.000	4.000
1301 Police	78.000	84.250	84.250	84.250	85.250	85.250	85.250
1302 Public Safety Levy: Police	9.000	9.000	9.000	9.000	9.000	9.000	9.000
1601 Planning	8.500	9.000	9.000	9.000	9.000	9.000	9.000
1701 Library	20.038	20.038	20.225	20.225	21.975	21.975	21.975
Total General Fund	179.588	185.413	186.600	186.600	191.350	191.350	191.350
202 Parks & Recreation							
1402 Sports Services	1.250	1.000	1.000	1.000	1.000	1.000	1.000
1403 Children/Youth/Family Rec Services	3.350	3.100	3.100	3.100	3.575	3.575	3.575
1404 Resource Devel./Marketing Services	0.540	2.540	2.540	2.540	2.540	2.540	2.540
1405 Adult Rec & Fitness Services	1.450	1.200	1.200	1.200	1.200	1.200	1.200
1407 Park Maintenance Services	8.000	8.000	9.000	8.000	8.000	8.000	8.000
1408 Parks & Recreation Administration	4.125	4.200	4.200	4.200	4.200	4.200	4.200
1409 Senior Services	3.750	4.200	4.200	4.200	4.200	4.200	4.200
1410 Aquatic Services	3.575	4.575	4.575	4.575	4.575	4.575	4.575
1411 NW Art & Air Festival	-	0.330	0.330	0.330	0.330	0.330	0.330
1412 Performance Series	-	0.330	0.330	0.330	0.330	0.330	0.330
1419 Urban Forestry	-	1.500	1.500	2.500	2.500	2.500	2.500
1500 Park SDC Projects	0.075	-	-	-	-	-	-
1501 Performance Series	0.580	-	-	-	-	-	-
1502 Paratransit System	2.175	-	-	-	-	-	-
1503 NW Art & Air Festival	0.330	-	-	-	-	-	-
Total Parks & Recreation	29.200	30.975	31.975	31.975	32.450	32.450	32.450
203 Grants							
5014 Title XIX Grant	0.750	0.250	0.375	0.375	0.375	0.375	0.375
Total Grants	0.750	0.250	0.375	0.375	0.375	0.375	0.375
204 Building Inspection							
1602 Building Inspection	12.000	12.500	14.500	14.500	14.500	14.500	14.500
1603 Electrical Permit Program	1.500	1.500	1.500	1.500	1.500	1.500	1.500
1607 ADA Code Enforcement	-	-	-	-	1.000	1.000	1.000
Total Building Inspection	13.500	14.000	16.000	16.000	17.000	17.000	17.000
211 Economic Development							
1101 Economic Development Activities	2.000	2.585	2.585	2.585	2.585	2.585	2.585
Total Economic Development	2.000	2.585	2.585	2.585	2.585	2.585	2.585

City of Albany
Personnel FTE's, continued

Fund/Department	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Revised	2008-09 Proposed	2008-09 Proposed	2008-09 Adopted
212 Ambulance							
1206 Ambulance	16.000	18.000	18.000	19.000	19.000	19.000	19.000
Total Ambulance	16.000	18.000	18.000	19.000	19.000	19.000	19.000
213 Public Transit							
1106 Albany Transit System	3.340	3.590	3.670	3.760	3.760	3.760	3.760
1107 Linn-Benton Loop	2.410	3.070	3.150	3.150	4.650	4.650	4.650
1108 Paratransit System	-	2.675	2.890	2.890	2.890	2.890	2.890
Total Public Transit	5.750	9.335	9.710	9.800	11.300	11.300	11.300
250 Street							
2602 Street Maintenance	8.000	8.000	8.000	8.000	8.000	8.000	8.000
2604 Street Administration	-	0.800	-	-	-	-	-
2605 Street Operations Administration	-	1.400	-	-	-	-	-
Total Street	8.000	10.200	8.000	8.000	8.000	8.000	8.000
402 Capital Projects							
1109 Albany Station REA Building	-	0.200	0.200	0.200	0.200	0.200	0.200
1110 Albany Station Pathway	-	0.085	0.085	0.085	0.085	0.085	0.085
1111 North Albany Park & Ride	-	0.130	0.130	0.130	0.130	0.130	0.130
Total Capital Projects	-	0.415	0.415	0.415	0.415	0.415	0.415
601 Sewer							
2402 Sewer Environmental Services	5.000	5.000	5.000	5.000	5.000	5.000	5.000
2404 Wastewater Treatment Plant	7.500	6.500	6.500	6.500	6.500	6.500	6.500
2405 Wastewater Collection	9.000	10.000	10.000	10.000	10.000	10.000	10.000
2407 Wastewater Administration	-	1.600	-	-	-	-	-
2408 Sewer Operations Administration	-	2.800	-	-	-	-	-
2409 Sewer Customer Services	-	2.310	-	-	-	-	-
Total Sewer	21.500	28.210	21.500	21.500	21.500	21.500	21.500
615 Water							
2202 Water Administration	-	1.600	1.000	1.000	1.000	1.000	1.000
2204 Water Canal Maintenance	1.000	1.000	3.000	3.000	3.000	3.000	3.000
2205 Vine Street Water Treatment Plant	2.310	2.310	2.310	2.310	2.710	2.710	2.710
2206 Water Distribution	12.000	12.000	11.000	11.000	11.000	11.000	11.000
2207 Albany-Millersburg WTP	5.190	5.190	5.190	5.190	5.790	5.790	5.790
2209 Water Operations Administration	-	2.800	-	-	-	-	-
2210 Water Customer Services	-	4.690	-	-	-	-	-
Total Water	20.500	29.590	22.500	22.500	23.500	23.500	23.500

City of Albany
Personnel FTE's, continued

Fund/Department	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Revised	2008-09 Proposed	2008-09 Proposed	2008-09 Adopted
701 Central Services							
1027 Council & Nondepartmental	7.000	7.000	7.000	7.000	7.000	7.000	7.000
1028 City Manager's Office	15.000	16.600	5.600	5.600	6.600	6.600	6.600
1030 Information Technology Services	-	8.000	8.000	8.000	9.000	9.000	9.000
1032 Human Resources	5.000	5.000	5.000	5.000	5.000	5.000	5.000
1033 Facilities Maintenance	-	2.500	3.500	3.500	3.500	3.500	3.500
1035 Finance	-	-	11.000	11.000	11.000	11.000	11.000
2010 GIS Services	-	4.500	3.500	3.500	3.500	3.500	3.500
2011 Permit Tracking	-	0.500	0.500	0.500	0.500	0.500	0.500
Total Central Services	27.000	44.100	44.100	44.100	46.100	46.100	46.100
702 Information Technology							
Information Technology Services	6.000	-	-	-	-	-	-
Total Information Technology	6.000	-	-	-	-	-	-
704 GIS							
2010 GIS Services	3.500	-	-	-	-	-	-
2011 Permit Tracking	0.500	-	-	-	-	-	-
Total GIS	4.000	-	-	-	-	-	-
705 Public Works Services							
2802 PW Administration	4.000	-	3.000	3.000	3.000	3.000	3.000
2803 Engineering Services	11.600	21.000	22.000	21.000	20.000	20.000	20.000
2804 PW Systems Engineering Services	4.600	-	-	-	-	-	-
2805 Operations Administration	6.000	-	8.000	8.000	8.000	8.000	8.000
2806 Water Quality Control Services	1.000	3.000	4.000	4.000	4.000	4.000	4.000
2807 PW Customer Services	10.000	-	8.000	8.000	9.000	9.000	9.000
2808 Urban Forestry Mgmt/Bldg. Maint	4.000	-	-	-	-	-	-
2809 Facilities & Maint. Engineering	4.000	9.000	10.000	10.000	11.000	11.000	11.000
2810 Utility Facilities Maintenance	5.000	-	-	-	-	-	-
2811 PW Data Management Systems	2.000	-	-	-	-	-	-
Total Public Works Services	52.200	33.000	55.000	54.000	55.000	55.000	55.000
Grand Totals	385.988	406.073	416.760	416.850	428.575	428.575	428.575

Personnel and Monthly Salary Schedule

(Regular, Full-Time FTE and Regular, Part-Time FTE)

Position	2006-2007	2007-2008	2008-2009	2008-2009	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule Minimum	Salary Schedule Maximum
City Manager's Office					
Council & Nondepartmental - 701-11-1027					
Mayor	1.0	1.0	1.0	\$165	N/A
Councilor	6.0	6.0	6.0	\$110	N/A
TOTAL	7.0	7.0	7.0		
City Manager's Office - 701-11-1028					
City Manager	1.0	1.0	1.0	\$9,877	N/A
Management Systems Director	0.0	0.0	1.0	\$7,135	\$8,917
Executive Assistant to the City Manager	1.0	1.0	1.0	\$4,349	\$5,511
Management Assistant/Public Information Officer	1.0	1.0	1.0	\$4,222	\$5,350
Graphics and Web Specialist	1.0	1.0	1.0	\$3,723	\$4,846
Administrative Assistant I (confidential)	1.0	1.0	1.0	\$3,052	\$3,866
Office Clerk (confidential)	0.6	0.6	0.6	\$2,409	\$3,052
TOTAL	5.6	5.6	6.6		
Community Development Department					
Planning - 100-40-1601					
Community Development Director	1.0	1.0	1.0	\$7,545	\$9,431
Planning Manager	1.0	1.0	1.0	\$5,676	\$7,192
Planner III	1.0	1.0	1.0	\$4,506	\$5,864
Planner II	2.0	2.0	2.0	\$4,095	\$5,318
Planner I	1.0	1.0	1.0	\$3,396	\$4,424
Infrastructure Analyst	0.0	1.0	1.0	\$4,095	\$5,318
Engineering Technician IV	1.0	0.0	0.0	\$3,918	\$5,105
Administrative Assistant I	1.0	1.0	1.0	\$2,944	\$3,834
Administrative Assistant	1.0	1.0	1.0	\$2,664	\$3,465
TOTAL	9.0	9.0	9.0		
Building Inspection - 204-40-1602					
Building Official Manager	1.0	1.0	1.0	\$5,676	\$7,192
Assistant Building Official	1.0	1.0	1.0	\$5,194	\$6,581
Community Development Customer Services Supervisor	1.0	1.0	1.0	\$3,980	\$5,043
Building Inspector	4.0	5.0	5.0	\$3,632	N/A
Code Compliance Inspector	2.0	2.0	2.0	\$3,467	N/A
Permit Technician	2.0	2.0	2.0	\$2,944	\$3,834
Permit Clerk	0.5	0.5	0.5	\$2,406	\$3,182
Administrative Assistant I	1.0	1.0	1.0	\$2,944	\$3,834
Clerk III	0.0	1.0	1.0	\$2,294	\$2,977
TOTAL	12.5	14.5	14.5		
Electrical Permit Program - 204-40-1603					
Building Inspector	1.0	1.0	1.0	\$3,632	N/A
Permit Clerk	0.5	0.5	0.5	\$2,406	\$3,182
TOTAL	1.5	1.5	1.5		
ADA Code Enforcement 204-40-1607					
Disability Access Coordinator	0.0	0.0	1.0	\$3,396	\$4,424
TOTAL	0.0	0.0	1.0		
Economic Development Department					
Economic Development Activities - 211-16-1101					
Economic Development Director	1.000	1.000	1.000	\$6,841	\$8,549
Special Projects Coordinator	0.585	0.585	0.585	\$5,676	\$7,192
Urban Renewal Manager	0.000	0.000	1.000	\$5,511	\$6,983
Urban Renewal Coordinator	1.000	1.000	0.000	N/A	N/A
TOTAL	2.585	2.585	2.585		

Personnel and Monthly Salary Schedule

(Regular, Full-Time FTE and Regular, Part-Time FTE)

Position	2006-2007	2007-2008	2008-2009	2009-2010	
	Adopted Employees	Adopted Employees	Adopted Employees	Minimum	Maximum
Title XIX Transportation Grant - 203-16-5014					
Paratransit Services Supervisor	0.250	0.000	0.000	N/A	N/A
Transportation Assistant	0.000	0.375	0.375	\$1,920	\$2,500
TOTAL	0.250	0.375	0.375		
Albany Transit System- 213-16-1106					
Transit Programs Supervisor	0.50	0.50	0.50	\$4,222	\$5,350
Operations Maintenance I	0.25	0.25	0.25	\$2,741	\$3,553
Transit Operator	2.59	2.68	2.68	\$2,657	\$3,454
Clerk III	0.00	0.00	0.33	\$2,294	\$2,977
Transit Services Dispatcher	0.25	0.33	0.00	N/A	N/A
TOTAL	3.59	3.76	3.76		
Linn-Benton Transit Loop - 213-16-1107					
Transit Programs Supervisor	0.50	0.50	0.50	\$4,222	\$5,350
Operations Maintenance I	0.25	0.25	0.25	\$2,741	\$3,553
Transit Operator	2.07	2.07	3.57	\$2,657	\$3,454
Clerk III	0.00	0.00	0.33	\$2,294	\$2,977
Transit Services Dispatcher	0.25	0.33	0.00	N/A	N/A
TOTAL	3.07	3.15	4.65		
Paratransit System - 213-16-1108					
Paratransit Services Supervisor	0.750	1.00	1.00	\$3,980	\$5,043
Transportation Assistant	1.925	1.55	1.55	\$1,920	\$2,500
Clerk III	0.000	0.00	0.34	\$2,294	\$2,977
Transit Services Dispatcher	0.000	0.34	0.00	N/A	N/A
TOTAL	2.675	2.89	2.89		
Albany Station REA 402-16-1109					
Special Projects Coordinator	0.20	0.20	0.20	\$5,676	\$7,192
TOTAL	0.20	0.20	0.20		
Albany Station Pathway 402-16-1110					
Special Projects Coordinator	0.085	0.085	0.085	\$5,676	\$7,192
TOTAL	0.085	0.085	0.085		
North Albany Park & Ride 402-16-1111					
Special Projects Coordinator	0.13	0.13	0.13	\$5,676	\$7,192
TOTAL	0.13	0.13	0.13		
Finance Department					
Municipal Court - 100-10-1029					
Senior Court Clerk	1.00	1.00	1.00	\$2,906	\$3,768
Accounting Specialist	0.00	1.00	1.00	\$2,535	\$3,292
Court Clerk	3.125	3.125	3.125	\$2,294	\$2,977
TOTAL	4.125	5.125	5.125		
Finance Office - 701-10-1035					
Assistant City Manager/Chief Financial Officer	1.0	0.0	0.0	N/A	N/A
Finance Director	0.0	1.0	1.0	\$7,923	\$9,903
Assistant Finance Director	1.0	1.0	1.0	\$5,847	\$7,408
Senior Accountant	1.0	1.0	1.0	\$5,350	\$6,778
City Clerk	1.0	1.0	1.0	\$4,100	\$5,193
Deputy City Clerk	1.0	1.0	1.0	\$3,335	\$4,223
Payroll Supervisor	0.0	0.0	1.0	\$4,100	\$5,193
Payroll Accountant	1.0	1.0	0.0	N/A	N/A
Purchasing Coordinator	1.0	1.0	1.0	\$3,692	\$4,866
Accounting Specialist	4.0	4.0	4.0	\$2,535	\$3,292
TOTAL	11.0	11.0	11.0		

Personnel and Monthly Salary Schedule

(Regular, Full-Time FTE and Regular, Part-Time FTE)

Position	2006-2007	2007-2008	2008-2009	2008-2009		
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule		
				Minimum	Maximum	
Fire Department						
Fire Suppression - 100-25-1201						
Fire Chief	1.00	1.00	1.00	\$7,545	\$9,431	
Training Division Chief	0.00	1.00	1.00	\$6,203	\$7,859	
Training Chief	1.00	0.00	0.00	N/A	N/A	
Battalion Chief	3.00	3.00	3.00	\$5,847	\$7,408	
Lieutenant	12.00	12.00	12.00	\$4,700	\$5,963	7-1-08 thru 12-31-08
				\$4,794	\$6,082	1-1-09 thru 6-30-09
Apparatus Operator	12.00	12.00	12.00	\$4,241	\$5,346	7-1-08 thru 12-31-08
				\$4,326	\$5,453	1-1-09 thru 6-30-09
Firefighter/EMT	15.00	15.00	15.00	\$3,953	\$4,997	7-1-08 thru 12-31-08
				\$4,032	\$5,097	1-1-09 thru 6-30-09
Firefighter/EMT (day)	0.0	0.0	2.0	\$3,716	\$4,697	7-1-08 thru 12-31-08
				\$3,790	\$4,791	1-1-09 thru 6-30-09
Administrative Services Supervisor	1.00	1.00	1.00	\$3,980	\$5,043	
Administrative Assistant I	1.00	1.00	1.00	\$2,944	\$3,834	
Clerk III	1.00	1.00	1.00	\$2,294	\$2,977	
TOTAL	47.00	47.00	49.00			
Public Safety Levy - Fire - 100-25-1202						
Firefighter/EMT	6.0	6.0	6.0	\$3,953	\$4,997	7-1-08 thru 12-31-08
				\$4,032	\$5,097	1-1-09 thru 6-30-09
Deputy Fire Marshal I	2.0	0.0	0.0	N/A	N/A	
Deputy Fire Marshal I/II - Compliance or Public Education	0.0	2.0	2.0	--	--	
Deputy Fire Marshal I - Compliance or Public Education	N/A	N/A	N/A	\$4,180	\$4,374	7-1-08 thru 12-31-08
				\$4,285	\$4,483	1-1-09 thru 6-30-09
Deputy Fire Marshal II - Compliance or Public Education	N/A	N/A	N/A	\$4,494	\$5,696	7-1-08 thru 12-31-08
				\$4,606	\$5,838	1-1-09 thru 6-30-09
TOTAL	8.0	8.0	8.0			
Fire & Life Safety - 100-25-1203						
Fire Marshal	1.0	1.0	1.0	\$6,203	\$7,859	
Fire Protection Engineer	1.0	1.0	1.0	\$5,008	\$6,393	7-1-08 thru 12-31-08
				\$5,108	\$6,521	1-1-09 thru 6-30-09
Deputy Fire Marshal II	2.0	0.0	0.0	N/A	N/A	
Deputy Fire Marshal I/II - Compliance or Public Education	0.0	2.0	2.0	--	--	7-1-08 thru 12-31-08
Deputy Fire Marshal I - Compliance or Public Education	N/A	N/A	N/A	\$4,180	\$4,374	7-1-08 thru 12-31-08
				\$4,285	\$4,483	1-1-09 thru 6-30-09
Deputy Fire Marshal II - Compliance or Public Education	N/A	N/A	N/A	\$4,494	\$5,696	7-1-08 thru 12-31-08
				\$4,606	\$5,838	1-1-09 thru 6-30-09
TOTAL	4.0	4.0	4.0			
Ambulance - 212-25-1206						
Assistant Fire Chief	1.0	1.0	1.0	\$6,780	\$8,588	
EMS/Operations Division Chief	0.0	1.0	1.0	\$6,203	\$7,859	
EMS Chief	1.0	0.0	0.0	N/A	N/A	
Training Lieutenant	0.0	1.0	1.0	\$4,344	\$5,511	
Firefighter/EMT	12.0	12.0	12.0	\$3,953	\$4,997	7-1-08 thru 12-31-08
				\$4,032	\$5,097	1-1-09 thru 6-30-09
Firefighter/EMT (day)	2.0	2.0	2.0	\$3,716	\$4,697	7-1-08 thru 12-31-08
				\$3,790	\$4,791	1-1-09 thru 6-30-09
Ambulance Billing Specialist III	0.0	0.0	1.0	\$2,659	\$3,463	
Ambulance Billing Specialist II	2.0	2.0	1.0	\$2,406	\$3,182	
TOTAL	18.0	19.0	19.0			

Personnel and Monthly Salary Schedule

(Regular, Full-Time FTE and Regular, Part-Time FTE)

Position	2006-2006	2007-2006	2008-2009	2008-2009	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule	
				Minimum	Maximum
Human Resources Department					
Human Resources - 701-14-1032					
Human Resources Director	1.0	1.0	1.0	\$7,135	\$8,917
Human Resources Generalist	1.0	1.0	1.0	\$4,100	\$5,193
Benefits Coordinator	1.0	1.0	1.0	\$4,100	\$5,193
Human Resources Recruitment Coordinator	1.0	1.0	1.0	\$3,538	\$4,479
HRIS Coordinator	1.0	1.0	1.0	\$3,335	\$4,223
TOTAL	5.0	5.0	5.0		
Information Technology Department					
Information Technology Services - 701-13-1030					
Information Technology Director	1.0	1.0	1.0	\$7,135	\$8,917
Information Technology Project Manager	0.0	0.0	1.0	\$5,511	\$6,983
Network Engineer	0.0	1.0	1.0	\$3,918	\$5,105
Network Services Coordinator	1.0	0.0	0.0	N/A	N/A
Database Administrator	1.0	1.0	1.0	\$3,918	\$5,105
Network Administrator	0.0	1.0	1.0	\$3,918	\$5,105
LAN Administrator	1.0	0.0	0.0	N/A	N/A
System Administrator	0.0	2.0	2.0	\$3,918	\$5,105
Information Systems Technician	4.0	2.0	2.0	\$3,077	\$4,013
TOTAL	8.0	8.0	9.0		
Geographic Information Services - 701-50-2010					
Public Works Data Systems Manager	1.0	1.0	1.0	\$5,511	\$6,983
Geographic Information System Analyst	2.0	2.0	2.0	\$3,918	\$5,105
Public Works Data Technician	1.0	0.0	0.0	N/A	N/A
Data Systems Analyst	0.5	0.5	0.5	\$3,918	\$5,105
TOTAL	4.5	3.5	3.5		
Permit Tracking Services - 701-50-2011					
Data Systems Analyst	0.5	0.5	0.5	\$3,918	\$5,105
TOTAL	0.5	0.5	0.5		
Library Department					
Library - 100-45-1701					
Library Director	1.0000	1.0000	1.0000	\$7,135	\$8,917
Supervising Librarian	1.0000	1.0000	1.0000	\$4,752	\$6,022
Library Resources Coordinator	0.0000	0.0000	0.7500	\$3,692	\$4,866
Librarian II	2.0000	2.0000	2.0000	\$3,347	\$4,349
Librarian I	5.0000	5.0000	5.0000	\$2,975	\$3,858
Senior Library Assistant	0.0000	0.0000	1.0000	\$2,879	\$3,740
Library Assistant	2.6625	2.6625	2.6625	\$2,595	\$3,377
Information Systems Technician	1.0000	1.0000	1.0000	\$3,077	\$4,013
Administrative Assistant I	1.0000	1.0000	1.0000	\$2,944	\$3,834
Library Aide	6.1250	6.3125	6.3125	\$2,114	\$2,741
Library Page	0.2500	0.2500	0.2500	\$1,703	\$2,212
TOTAL	20.0375	20.2250	21.9750		

Personnel and Monthly Salary Schedule

(Regular, Full-Time FTE and Regular, Part-Time FTE)

Position	2005-2007	2007-2009	2009-2009	2008-2009	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule Minimum	Salary Schedule Maximum
Parks & Recreation Department					
Sports Services - 202-35-1402					
Recreation Programs Specialist	1.0	1.0	1.0	\$3,089	\$4,023
TOTAL	1.0	1.0	1.0		
Children, Youth, & Family Recreation Services- 202-35-1403					
Recreation Programs Manager	0.200	0.200	0.200	\$5,194	\$6,581
Recreation Programs Supervisor	1.000	1.000	1.000	\$3,980	\$5,043
Maple Lawn Preschool Teaching Assistant II	1.025	1.025	1.500	\$1,816	\$2,355
Maple Lawn Preschool Teaching Assistant I	0.875	0.875	0.875	\$1,646	\$2,136
TOTAL	3.100	3.100	3.575		
Resource Development/Marketing Services - 202-35-1404					
Recreation Programs Manager	0.20	0.20	0.20	\$5,194	\$6,581
Resource Development Coordinator	1.00	1.00	1.00	\$3,692	\$4,866
Recreation Coordinator	0.34	0.34	0.34	\$3,514	\$4,567
Recreation Programs Specialist	1.00	1.00	1.00	\$3,089	\$4,023
TOTAL	2.54	2.54	2.54		
Adult Recreation & Fitness Services - 202-35-1405					
Recreation Programs Manager	0.2	0.2	0.2	\$5,194	\$6,581
Recreation Coordinator	1.0	1.0	1.0	\$3,692	\$4,866
TOTAL	1.2	1.2	1.2		
Park Maintenance Services - 202-35-1407					
Parks and Facilities Maintenance Manager	1.0	1.0	1.0	\$5,194	\$6,581
Park Maintenance III	2.0	2.0	2.0	\$3,166	\$4,102
Park Maintenance II	4.0	3.0	4.0	\$2,975	\$3,858
Park Maintenance I	0.0	1.0	1.0	\$2,741	\$3,553
Park Maintenance Aide	1.0	1.0	0.0	N/A	N/A
TOTAL	8.0	8.0	8.0		
Parks & Recreation Administration - 202-35-1408					
Parks & Recreation Director	1.0	1.0	1.0	\$7,135	\$8,917
Recreation Programs Manager	0.2	0.2	0.2	\$5,194	\$6,581
Administrative Assistant I	1.0	1.0	1.0	\$2,944	\$3,834
Clerk III	2.0	2.0	2.0	\$2,294	\$2,977
TOTAL	4.2	4.2	4.2		
Senior Services - 202-35-1409					
Recreation Programs Manager	0.2	0.2	0.2	\$5,194	\$6,581
Recreation Programs Supervisor	1.0	1.0	1.0	\$3,980	\$5,043
Recreation Programs Specialist	1.0	1.0	1.0	\$3,089	\$4,023
Building Security/Custodian	1.0	1.0	1.0	\$2,373	\$3,091
Clerk III	1.0	1.0	1.0	\$2,294	\$2,977
TOTAL	4.2	4.2	4.2		
Aquatic Services - 202-35-1410					
Recreation Programs Manager	1.000	1.000	1.000	\$5,194	\$6,581
Building Maintenance II	1.000	1.000	1.000	\$2,975	\$3,858
Aquatic Programs Leader	2.000	2.000	2.000	\$2,550	\$3,313
Administrative Assistant	0.575	0.575	0.575	\$2,664	\$3,465
TOTAL	4.575	4.575	4.575		

Personnel and Monthly Salary Schedule

(Regular, Full-Time FTE and Regular, Part-Time FTE)

Position	2006-2007	2007-2008	2008-2009	2008-2009	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule Minimum	Salary Schedule Maximum
Northwest Art & Air Festival - 202-35-1411					
Recreation Coordinator	0.33	0.33	0.33	\$3,692	\$4,866
TOTAL	0.33	0.33	0.33		
Performance Series - 202-35-1412					
Recreation Coordinator	0.33	0.33	0.33	\$3,692	\$4,866
TOTAL	0.33	0.33	0.33		
Urban Forestry - 202-35-1419					
Parks and Facilities Maintenance Manager	0.5	0.5	0.5	\$5,194	\$6,581
Park Maintenance III	0.0	1.0	1.0	\$3,166	\$4,102
Park Maintenance II	0.0	1.0	1.0	\$2,975	\$3,858
Laborer	1.0	0.0	0.0	N/A	N/A
TOTAL	1.5	2.5	2.5		
Facilities Maintenance 701-35-1033					
Parks and Facilities Maintenance Manager	0.5	0.5	0.5	\$5,194	\$6,581
Building Maintenance Lead Worker	1.0	1.0	1.0	\$3,349	\$4,353
Building Maintenance II	1.0	2.0	2.0	\$2,975	\$3,858
TOTAL	2.5	3.5	3.5		
<i>Police Department</i>					
Police - 100-30-1301					
Police Chief	1.0	1.0	1.0	\$7,545	\$9,431
Police Captain	3.0	3.0	3.0	\$6,203	\$7,859
Police Sergeant	7.0	7.0	7.0	\$5,350	\$6,778
Police Corporal	4.0	4.0	5.0	\$4,000	\$5,050
Police Officer	43.0	43.0	43.0	\$3,637	\$4,580
Police Records and Systems Supervisor	1.0	1.0	1.0	\$4,222	\$5,350
Police Communications Supervisor	1.0	1.0	1.0	\$4,349	\$5,511
Police Communications Specialist	10.0	10.0	10.0	\$2,959	\$3,758
Community Education Specialist	0.0	2.0	2.0	\$3,145	\$4,030
Community Service Officer	3.0	1.0	1.0	\$3,053	\$3,913
Property and Evidence Specialist	2.0	2.0	2.0	\$2,706	\$3,387
Administrative Services Supervisor	1.0	1.0	1.0	\$3,980	\$5,043
Administrative Assistant I (confidential)	1.0	1.0	1.0	\$2,926	\$3,598
Police Clerk	7.25	7.25	7.25	\$2,302	\$2,933
TOTAL	84.25	84.25	85.25		
Public Safety Levy - Police - 100-30-1302					
Police Officer	4.0	4.0	4.0	\$3,637	\$4,580
Crime Analyst	1.0	1.0	1.0	\$3,539	\$4,519
Community Service Officer	3.0	3.0	3.0	\$3,053	\$3,913
Police Communications Specialist	1.0	1.0	1.0	\$2,959	\$3,758
TOTAL	9.0	9.0	9.0		

Personnel and Monthly Salary Schedule

(Regular, Full-Time FTE and Regular, Part-Time FTE)

Position	2006-2007	2007-2008	2008-2009	2008-2009	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule Minimum	Salary Schedule Maximum
Public Works Department					
Street Maintenance - 250-50-2602					
Street Maintenance Supervisor	1.0	1.0	1.0	\$4,896	\$6,203
Street Field Services Supervisor	1.0	1.0	1.0	\$3,643	\$4,613
Street Maintenance II	6.0	6.0	6.0	\$2,975	\$3,858
TOTAL	8.0	8.0	8.0		
Street Administration - 250-50-2604					
Public Works Director	0.2	0.0	0.0	N/A	N/A
Special Projects Coordinator	0.4	0.0	0.0	N/A	N/A
Public Works Executive Assistant	0.2	0.0	0.0	N/A	N/A
TOTAL	0.8	0.0	0.0		
Street Operations Administration 250-50-2605					
Assistant Public Works Director/Operations Manager	0.2	0.0	0.0	N/A	N/A
Public Works Programs Analyst	0.2	0.0	0.0	N/A	N/A
Public Works Data Systems Analyst	0.4	0.0	0.0	N/A	N/A
Data Systems Technician	0.2	0.0	0.0	N/A	N/A
Administrative Assistant	0.2	0.0	0.0	N/A	N/A
Clerk III	0.2	0.0	0.0	N/A	N/A
TOTAL	1.4	0.0	0.0		
Sewer Environmental Services - 601-50-2402					
Environmental Services Manager	0.0	1.0	1.0	\$5,042	\$6,389
Environmental Services Supervisor	1.0	0.0	0.0	N/A	N/A
Environmental Services Technician II	3.0	4.0	4.0	\$3,514	\$4,567
Environmental Services Technician I	1.0	0.0	0.0	N/A	N/A
TOTAL	5.0	5.0	5.0		
Wastewater Treatment Plant - 601-50-2404					
Treatment Plant Supervisor	1.0	1.0	1.0	\$4,896	\$6,203
Lead Wastewater Facilities Technician	1.0	1.0	1.0	\$3,478	\$4,526
Wastewater Facilities Technician III ⁽¹⁾	2.0	2.0	2.0	\$3,309	\$4,310
Treatment Facilities Relief Operator	2.5	2.5	2.5	\$3,036	\$3,947
TOTAL	6.5	6.5	6.5		
Wastewater Collection - 601-50-2405					
Wastewater Collection Manager	0.0	1.0	1.0	\$5,042	\$6,389
Wastewater Collection Supervisor	1.0	0.0	0.0	N/A	N/A
Water/Wastewater Field Services Supervisor	1.0	1.0	1.0	\$3,753	\$4,752
Wastewater Maintenance II	8.0	8.0	8.0	\$2,975	\$3,858
TOTAL	10.0	10.0	10.0		
Wastewater Administration - 601-50-2407					
Public Works Director	0.4	0.0	0.0	N/A	N/A
Special Projects Coordinator	0.8	0.0	0.0	N/A	N/A
Public Works Executive Assistant	0.4	0.0	0.0	N/A	N/A
TOTAL	1.6	0.0	0.0		

Personnel and Monthly Salary Schedule

(Regular, Full-Time FTE and Regular, Part-Time FTE)

Position	2006-2007	2007-2008	2008-2009	2008-2009	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule Minimum	Salary Schedule Maximum
Wastewater Operations Administration - 601-50-2408					
Assistant Public Works Director/Operations Manager	0.4	0.0	0.0	N/A	N/A
Public Works Programs Analyst	0.4	0.0	0.0	N/A	N/A
Public Works Data Systems Analyst	0.8	0.0	0.0	N/A	N/A
Public Works Data Systems Technician	0.4	0.0	0.0	N/A	N/A
Administrative Assistant	0.4	0.0	0.0	N/A	N/A
Clerk III	0.4	0.0	0.0	N/A	N/A
TOTAL	2.8	0.0	0.0		
Wastewater Customer Services 601-50-2409					
Public Works Customer Services Supervisor	0.33	0.00	0.00	N/A	N/A
Field Representative II	0.66	0.00	0.00	N/A	N/A
Billing/Collection Specialist II	0.66	0.00	0.00	N/A	N/A
Public Works Customer Service Representative	0.33	0.00	0.00	N/A	N/A
Clerk II	0.33	0.00	0.00	N/A	N/A
TOTAL	2.31	0.00	0.00		
Water Administration - 615-50-2202					
Water Superintendant	0.0	1.0	1.0	\$5,042	\$6,389
Public Works Director	0.4	0.0	0.0	N/A	N/A
Special Projects Coordinator	0.8	0.0	0.0	N/A	N/A
Public Works Executive Assistant	0.4	0.0	0.0	N/A	N/A
TOTAL	1.6	1.0	1.0		
Water Canal Maintenance - 615-50-2204					
Lead Canal Operator	0.0	0.0	1.0	\$3,478	\$4,526
Facilities Maintenance Coordinator	0.0	1.0	0.0	N/A	N/A
Water Maintenance II	1.0	1.0	1.0	\$2,975	\$3,858
Water Maintenance I	0.0	1.0	1.0	\$2,741	\$3,553
TOTAL	1.0	3.0	3.0		
Vine Street Water Treatment Plant - 615-50-2205					
Treatment Plant Supervisor	0.31	0.31	0.31	\$4,896	\$6,203
Water Treatment Plant Operator III ⁽²⁾	0.75	0.75	0.75	\$3,309	\$4,310
Treatment Facilities Relief Operator	1.25	1.25	1.65	\$3,036	\$3,947
TOTAL	2.31	2.31	2.71		
Water Distribution - 615-50-2206					
Water Distribution Supervisor	1.0	0.0	0.0	N/A	N/A
Water/Wastewater Field Services Supervisor	1.0	1.0	1.0	\$3,753	\$4,752
Water Maintenance II	10.0	10.0	10.0	\$2,975	\$3,858
TOTAL	12.0	11.0	11.0		
Albany-Millersburg Water Treatment Plant - 615-50-2207					
Treatment Plant Supervisor	0.69	0.69	0.69	\$4,896	\$6,203
Lead Water Treatment Plant Operator	1.00	1.00	1.00	\$3,478	\$4,526
Water Treatment Plant Operator III ⁽³⁾	1.25	1.25	1.25	\$3,309	\$4,310
Treatment Facilities Relief Operator	2.25	2.25	2.85	\$3,036	\$3,947
TOTAL	5.19	5.19	5.79		
Water Operations Administration - 615-50-2209					
Assistant Public Works Director/Operations Manager	0.4	0.0	0.0	N/A	N/A
Public Works Programs Analyst	0.4	0.0	0.0	N/A	N/A
Public Works Data Systems Analyst	0.8	0.0	0.0	N/A	N/A
Public Works Data Systems Technician	0.4	0.0	0.0	N/A	N/A
Administrative Assistant	0.4	0.0	0.0	N/A	N/A
Clerk III	0.4	0.0	0.0	N/A	N/A
TOTAL	2.8	0.0	0.0		

Personnel and Monthly Salary Schedule

(Regular, Full-Time FTE and Regular, Part-Time FTE)

Position	2006-2007	2007-2008	2008-2009	2008-2009	
	Adopted Employees	Adopted Employees	Adopted Employees	Minimum	Maximum
Water Customer Services 615-50-2210					
Public Works Customer Services Supervisor	0.67	0.00	0.00	N/A	N/A
Field Representative II	1.34	0.00	0.00	N/A	N/A
Billing/Collection Specialist II	1.34	0.00	0.00	N/A	N/A
Public Works Customer Service Representative	0.67	0.00	0.00	N/A	N/A
Clerk II	0.67	0.00	0.00	N/A	N/A
TOTAL	4.69	0.00	0.00		
Public Works Administration - 705-50-2802					
Public Works Director	0.0	1.0	1.0	\$7,923	\$9,903
Public Works Business Manager	0.0	1.0	1.0	\$5,676	\$7,192
Public Works Executive Assistant	0.0	1.0	1.0	\$3,980	\$5,043
TOTAL	0.0	3.0	3.0		
Engineering Services - 705-50-2803					
Assistant Public Works Director/City Engineer	1.0	1.0	1.0	\$6,780	\$8,588
Assistant City Engineer	0.0	1.0	1.0	\$5,847	\$7,408
Utilities Services Manager	1.0	1.0	1.0	\$6,203	\$7,859
Special Projects Coordinator	0.0	0.0	0.0	N/A	N/A
Public Works Design and Construction Supervisor	1.0	0.0	0.0	N/A	N/A
Public Works Permitting & Development Services Engineer	1.0	1.0	0.0	N/A	N/A
Transportation Systems Analyst	1.0	1.0	1.0	\$4,506	\$5,864
Civil Engineer III	4.0	6.0	6.0	\$5,042	\$6,562
Civil Engineer II ⁽⁴⁾	4.0	2.0	2.0	\$4,506	\$5,864
Engineering Associate I ⁽⁵⁾	1.0	1.0	1.0	\$3,918	\$5,105
Engineering Technician IV	1.0	1.0	1.0	\$3,918	\$5,105
Engineering Technician III	1.0	1.0	1.0	\$3,564	\$4,631
Engineering Technician II	1.0	1.0	1.0	\$3,145	\$4,086
Public Works Project Accountant	1.0	1.0	1.0	\$3,077	\$4,013
Public Works Project Coordinator	1.0	1.0	1.0	\$3,125	\$4,058
Administrative Assistant I	1.0	1.0	1.0	\$2,944	\$3,834
Clerk III	0.0	1.0	1.0	\$2,294	\$2,977
Clerk II	1.0	0.0	0.0	N/A	N/A
TOTAL	21.0	21.0	20.0		
Operations Administration - 705-50-2805					
Assistant Public Works Director/Operations Manager	0.0	1.0	1.0	\$6,780	\$8,588
Administrative Services Supervisor	0.0	1.0	1.0	\$3,980	\$5,043
Public Works Data Systems Analyst	0.0	1.0	1.0	\$3,918	\$5,105
Public Works Data Technician	0.0	3.0	3.0	\$3,396	\$4,424
Administrative Assistant	0.0	1.0	1.0	\$2,664	\$3,465
Clerk III	0.0	1.0	1.0	\$2,294	\$2,977
TOTAL	0.0	8.0	8.0		
Water Quality Control Services - 705-50-2806					
Water Quality Control Supervisor	1.0	1.0	1.0	\$4,752	\$6,022
Environmental Services Technician II	0.0	1.0	1.0	\$3,514	\$4,567
WWTP Laboratory Technician	1.0	1.0	1.0	\$3,478	\$4,526
Environmental Services Technician II	0.0	1.0	1.0	\$3,514	\$4,567
Water Quality Control Technician	1.0	0.0	0.0	N/A	N/A
TOTAL	3.0	4.0	4.0		

Personnel and Monthly Salary Schedule

(Regular, Full-Time FTE and Regular, Part-Time FTE)

Position	2006-2007	2007-2008	2008-2009	2008-2009	
	Adopted Employees	Adopted Employees	Adopted Employees	Minimum	Maximum
Public Works Customer Services - 705-50-2807					
Public Works Customer Services Supervisor	0.0	1.0	1.0	\$4,752	\$6,022
Field Representative II	0.0	2.0	2.0	\$2,722	\$3,548
Billing/Collection Specialist II	0.0	3.0	3.0	\$2,406	\$3,182
Billing/Collection Specialist I	0.0	1.0	1.0	\$2,294	\$2,977
Public Works Customer Service Representative	0.0	1.0	2.0	\$2,294	\$2,977
TOTAL	0.0	8.0	9.0		
Facilities & Maintenance Engineering - 705-50-2809					
Special Projects Coordinator	0.0	0.0	1.0	\$5,676	\$7,192
Facilities Engineering Manager	1.0	1.0	1.0	\$5,511	\$6,983
Facilities Field Services Supervisor	0.0	1.0	1.0	\$3,753	\$4,752
Facilities Automation Analyst	2.0	2.0	2.0	\$4,182	\$5,442
Facilities Project Coordinator	0.0	1.0	1.0	\$3,918	\$5,105
Wastewater Facilities Technician III-Flow Monitoring Specialist	1.0	1.0	1.0	\$3,309	\$4,310
Facilities Maintenance Coordinator	1.0	0.0	0.0	N/A	N/A
Lead Treatment Facilities Mechanic	1.0	0.0	0.0	N/A	N/A
Facilities Automation Technician	0.0	1.0	1.0	\$3,077	\$4,013
Facilities Mechanic I	3.0	3.0	3.0	\$3,008	\$3,905
TOTAL	9.0	10.0	11.0		
ALL DEPARTMENTS TOTAL	406.0725	416.8500	428.5750		

⁽¹⁾ Budgeted positions are currently underfilled as Treatment Facilities Relief Operators.

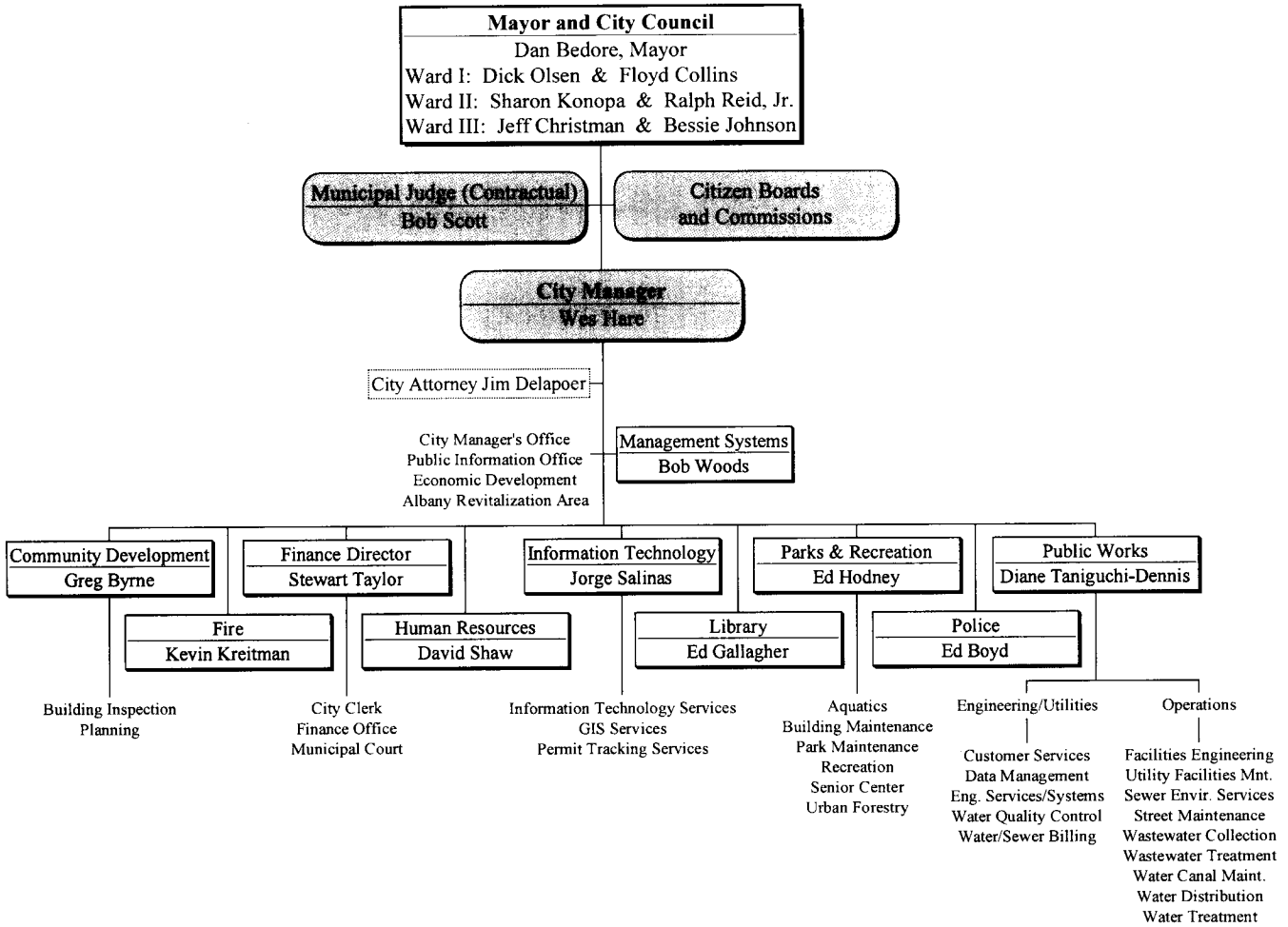
⁽²⁾ Budgeted position is currently filled as a Treatment Facilities Relief Operator.

⁽³⁾ 0.25 FTE budgeted position is currently filled as a Treatment Facilities Relief Operator.

⁽⁴⁾ One budgeted position is currently filled as an Engineering Associate I.

⁽⁵⁾ Budgeted position is currently filled as an Engineering Technician IV.

Citizens of the City of Albany



Elected

Appointed by Council

Recommended by City Manager and ratified by Council

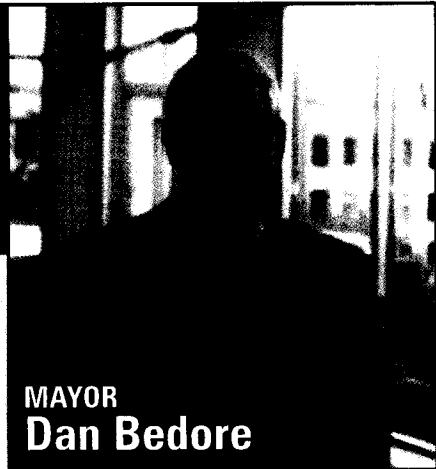
Appointed by City Manager



City of Albany

City Council Wards

Population Estimate 47,470 (July 2007)



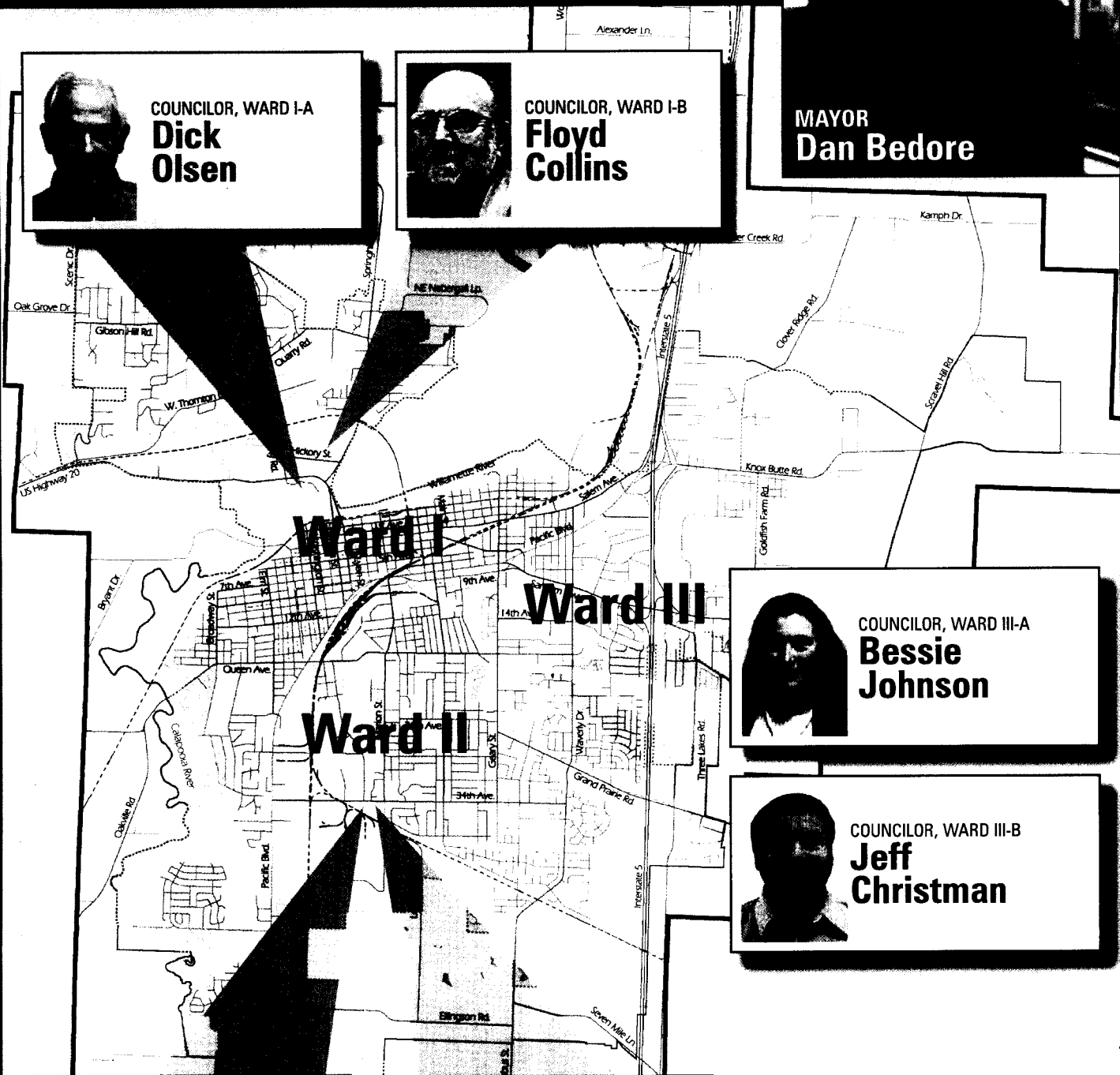
MAYOR
Dan Bedore



COUNCILOR, WARD I-A
Dick Olsen



COUNCILOR, WARD I-B
Floyd Collins



COUNCILOR, WARD III-A
Bessie Johnson



COUNCILOR, WARD III-B
Jeff Christman



COUNCILOR, WARD II-A
Ralph Reid, Jr.



COUNCILOR, WARD II-B
Sharon Konopa

DEPARTMENT THEMES AND GOALS

LIBRARY DEPARTMENT

Great Neighborhoods

Achieve excellence in Library programs and facilities as measured by the Oregon Library Association benchmarks.

Safe City

The Library actively promotes a safe and nurturing environment for Albany's youth, and for all visitors.

Healthy Economy

Library resources that are accurate, timely, and relevant provide significant economic cost-savings to individuals and businesses.

Effective Government

Effectively deliver the Library services that Albany's citizens need, want, and are willing to support.

FINANCE DEPARTMENT

Great Neighborhoods

Provide financial services that invite neighborhood and community participation and communicate openness and full disclosure.

Safe City

Contribute to a safe community by providing an efficient and customer oriented municipal court.

Healthy Economy

Provide financial tools and accountability that support partnerships between government agencies, local businesses and residents to enhance the value and diversity of Albany's economy.

Effective Government

Provide financial models, systems and controls that document and accurately forecast the costs of providing the services that Albany's citizens need, want and are willing to support.

PARKS & RECREATION DEPARTMENT

Great Neighborhoods

Establish and sustain a system of parks, open spaces, and recreation services to provide diverse recreational, educational, and cultural opportunities that enrich the lives of our citizens.

Provide stewardship of Albany's significant natural resources through our public parks, facilities, and recreation services.

Safe City

Ensure that our parks and recreation facilities are designed and maintained as safe places for people to play.

Provide community events, recreation activities, and services that promote safe, healthy recreational experiences.

Healthy Economy

Provide attractive parks, open spaces, and recreation facilities that effectively promote Albany as a place to live, work, visit, and play.

Manage our parks and services in ways that enhance the value and diversity of Albany's economy.

Effective Government

Ensure that our services are efficient, effective, and sustainable.

Establish and sustain effective collaboration and partnerships with other community stakeholders in pursuit of the Parks and Recreation mission.

Secure and sustain the financial resources required to meet the parks, facilities, and recreation services the community wants and needs.

CITY MANAGER/CITY COUNCIL DEPARTMENT

Great Neighborhoods

Provide leadership and support relating to the City of Albany Strategic Plan's theme of Great Neighborhoods.

Safe City

Provide leadership and support relating to the City of Albany Strategic Plan's theme of A Safe City.

Healthy Economy

Provide leadership and support relating to the City of Albany Strategic Plan's theme of A Healthy Economy.

Effective Government

Provide leadership and support relating to the City of Albany Strategic Plan's theme of An Effective Government.

ECONOMIC DEVELOPMENT DEPARTMENT

Great Neighborhoods

Provide public transit service to neighborhoods that is safe, low-cost, and meets customer scheduling needs.

Utilize Central Albany Revitalization Area (CARA) district to cleanup and enhance the livability of the downtown core area.

CARA funding also will enhance the retail growth and viability of the downtown historic district.

Safe City

Transit will provide safe public transportation for residents, students, and other users.

Healthy Economy

Strengthen relationships with existing local industries to assure their economic health doing business in Albany.

Serve as clearing house in cooperation with Albany-Millersburg Economic Development Corporation (AMEDC) for new companies wanting to locate in the area.

Continue to find resolution of economic barriers such as wetland legislation, workforce development, and infrastructure funding.

Effective Government

Utilize all opportunities to acquire state, federal, and private funding resources for Economic Development, thereby stretching and leveraging the dollars committed by the City of Albany.

Continue citizen involvement in boards and commissions for CARA and the Albany Municipal Airport.

COMMUNITY DEVELOPMENT DEPARTMENT

Great Neighborhoods

Write, revise, and administer the Albany Comprehensive Plan and Albany Development Code in ways that produce the maximum benefit for residents, visitors, and businesses.

Preserve and enhance the City's natural and historic resources by maintaining an inventory of resources and adopting regulations necessary for conservation and development.

Provide comprehensive building inspection services that promote the development and redevelopment of diverse neighborhoods, enhance the value of individual properties, and help to create and maintain a safe and vibrant community where all residents can find and afford the housing and lifestyles they seek.

Provide grants through a housing program that allow people to afford housing rehabilitation projects that would not otherwise be done.

Safe City

Protect people and property within the City by inspecting new construction for compliance with minimum safety standards, and through enforcement of standards regulating dangerous existing buildings, structures, and premises.

Manage development in floodplains to minimize loss of property during floods.

Healthy Economy

Provide an adequate supply of commercial and industrial land by reviewing and amending the Comprehensive Plan Map and Zoning Map as necessary.

Enhance the value and diversity of Albany's economy by supporting and encouraging new business development throughout all phases of construction, from early planning stages to final occupancy.

Maintain and enhance the quality of existing housing that is affordable to people with a range of incomes.

Effective Government

Provide opportunities for citizens to participate in the planning process.

Maintain a development review process that balances the need for development regulations with economic efficiency.

Provide Albany's citizens with efficient and cost-effective building inspection services that they need, want, and are willing to support.

HUMAN RESOURCES DEPARTMENT

Great Neighborhoods

Provide Human Resources programs and systems that result in efficient operation of all departments; thus, allowing employees to effectively engage in the strategies and actions necessary to meet the strategic theme of Great Neighborhoods.

Safe City

Contribute to a safe community by providing the Police, Fire, and Public Works Departments with Human Resources programs and systems that provide employees with an environment that encourages and with mechanisms to achieve innovative service delivery models.

Healthy Economy

Serve as a model to community employers by providing family-wage employment opportunities and competitive compensation packages, and employing a diverse workforce.

Effective Government

Provide leadership and expertise in attracting, retaining, and sustaining an effective and high quality workforce committed to providing quality public services for a better Albany.

PUBLIC WORKS DEPARTMENT

Great Neighborhoods

Provide an efficient transportation system with safe streets and alternative modes of transportation.

Provide environmental stewardship of our significant natural resources.

Create and sustain a diversity of recreational, educational, and cultural opportunities that enrich the lives of our citizens.

Safe City

Provide safe, efficient, and reliable drinking water, sewage disposal, and drainage systems.

Healthy Economy

Create transportation, water, sewer, and drainage infrastructure systems that have the capacity to meet the needs of a healthy Albany economy.

Effective Government

Provide cost effective public infrastructure services that address Albany's issues with its aged and obsolete systems in a timely manner and minimizes service interruptions.

FIRE DEPARTMENT

Great Neighborhoods

Provide programs and resources to enhance livability and value in the community through proactive public education resources, life safety services, and maintaining efficient emergency response capabilities.

Safe City

Provide qualified and properly equipped personnel in sufficient numbers and effectively deployed to prevent emergency situations, and when necessary to protect citizens from harm when impacted by medical, fire, and other emergencies that represent unique hazards to our community.

Healthy Economy

Provide life safety and emergency response capabilities to a level of expertise required to meet current and future needs to maintain and attract family-wage businesses and industries.

Maintain and enhance effective partnerships with local business and industry through proactive planning with an emphasis on high risk/high hazard occupancies.

Effective Government

Through partnerships with other local and state governmental agencies provide alternative service delivery in areas such as vehicle maintenance, 9-1-1 dispatching, juvenile intervention, fire investigation, hazardous materials response, urban search and rescue, water rescue, and fire and medical response.

Provide additional resources through innovative means such as peak load ambulance staffing and employee-supported Albany Fire Fighters Community Assistance Fund.

Offset General Fund costs through contractual agreements with three rural fire districts and ambulance service revenues of approximately \$3.5 million annually.

POLICE DEPARTMENT

Great Neighborhoods

Contribute to the livability of the community, in partnership with city residents, and provide effective and professional law enforcement services that support and enhance safety in City parks, streets, and neighborhoods.

Safe City

Provide quality and timely law enforcement service focused on protecting people and property, improving traffic safety, enhanced drug enforcement and continued citizen involvement.

Healthy Economy

Provide effective law enforcement services that will attract new business and industry to Albany, protect and enhance already established infrastructure, and contribute to a healthy and vibrant community where residents feel comfortable and safe.

Effective Government

Deliver the highest quality law enforcement services by the most effective and efficient means possible using innovative strategies, enhanced technology, and effective communication with the community.

INFORMATION TECHNOLOGY DEPARTMENT

Great Neighborhoods

Provide technical solutions such as wireless hotspots, computers, and software access to citizens through the public Library.

Provide accurate computerized graphical information (GIS) to all departments, as well as access through the City's website to selected property information to citizens.

Safe City

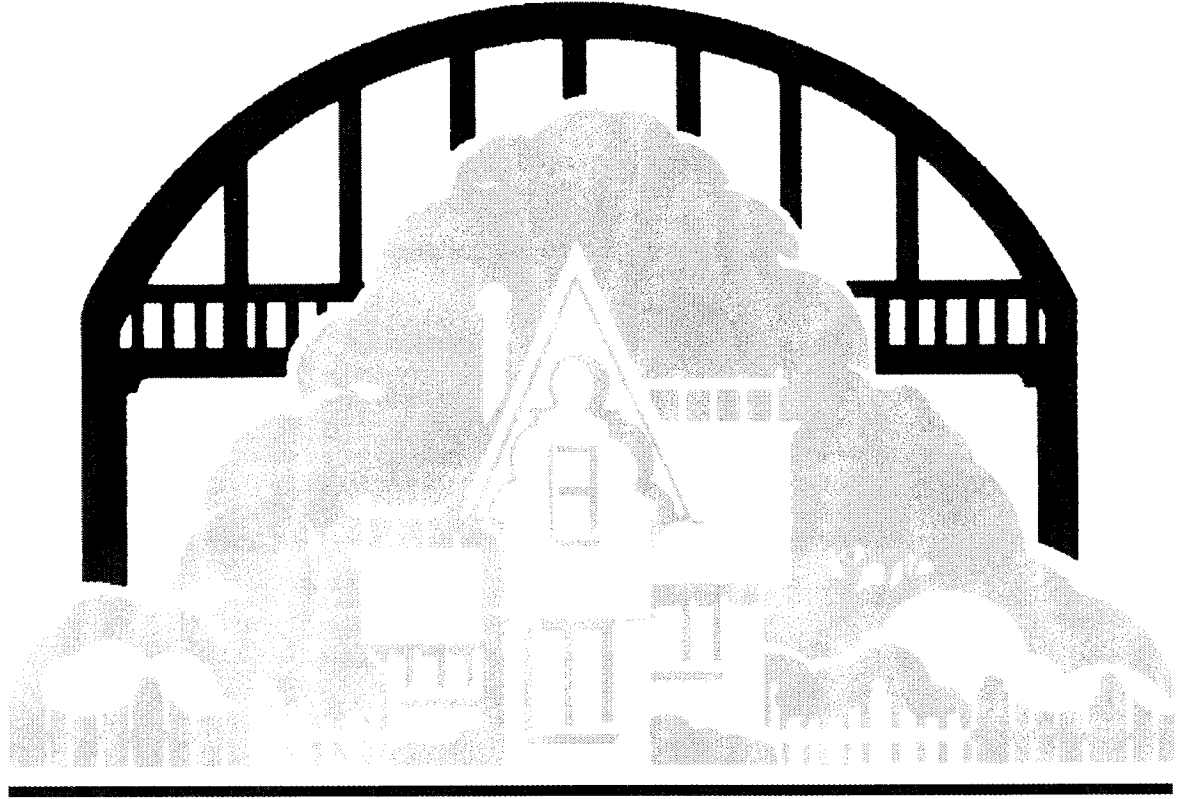
Contribute to a safe community by supporting technology and services such as mobile data terminals (MDTs) for both police and fire.

Healthy Economy

Contribute to the value and diversity of Albany's economy through the partnership of private organizations in the area of wireless infrastructure for both commercial and residential in selected areas within the City.

Effective Government

Provide multiple technical solutions that support and enhances the services that the City delivers to the citizens of Albany.



CITY OF
Albany

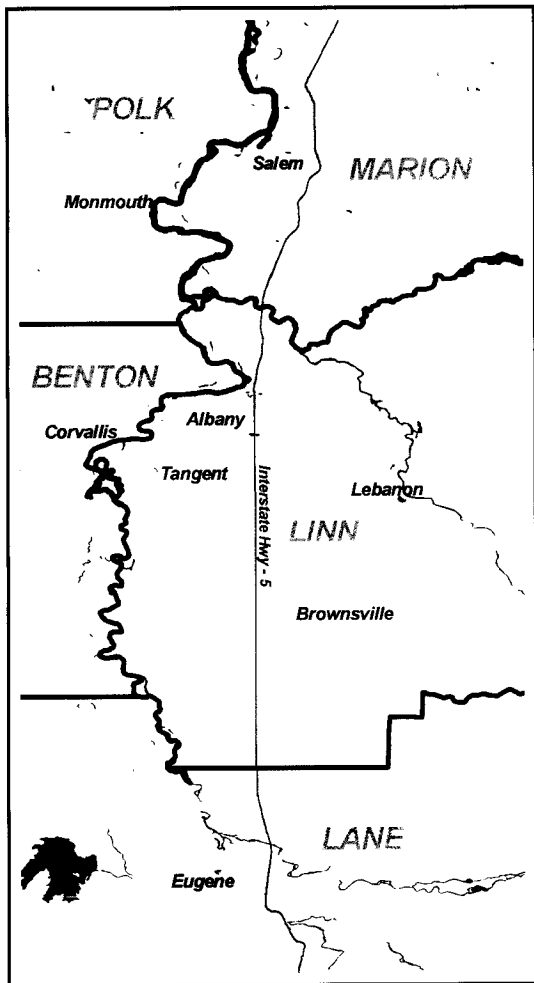
W E L C O M E T O A L B A N Y



A BRIEF TOUR OF ALBANY

Location

The City of Albany is located in both Linn and Benton Counties. It is the county seat of Linn County and has been called the “Hub of the Willamette Valley” due to its location at the junction of US Highways 99 and 20, and Interstate-5. Albany is 24 miles south of Salem, the Oregon state capital, and 69 miles south of Portland. Benton County is adjacent to and west of Linn County and is part of the Willamette Valley. The Willamette River forms the border between Linn and Benton counties. The city of Corvallis is the county seat of Benton County and is the largest city in the county. The second largest city in Benton County is the City of Albany. It encompasses approximately 16 square miles.



Population

Albany has a population of 44,470. Nearly 86 percent of the City’s population resides in Linn County, with the remainder in Benton County. The City saw its greatest growth in the 1960s and 1970s, with over 40 percent increases in population in each decade. In the 1980s, the total increase was approximately 10 percent. In the 1990s, the total increase was approximately 39 percent. The increases for the last six years are:

<u>As of</u>	<u>Population</u>	<u>% Change</u>
2003	42,280	1.5%
2004	43,600	3.1%
2005	44,030	1.0%
2006	45,360	3.0%
2007	46,610	2.8%
2008	47,470	1.8%

Source: Center for Population Research and Census at Portland State University

Demographics

City Boundary Land Area

2005.....	17.70 sq. mi.
2006.....	17.70 sq. mi.
2007.....	17.70 sq. mi.

Urban Growth Boundary Land Area

2005.....	21.72 sq. mi.
2006.....	21.72 sq. mi.
2007.....	21.72 sq. mi.

Assessed Value (\$Millions)

2005.....	2,604
2006.....	2,657
2007.....	3,554

Source: Linn and Benton County Assessor’s Offices

School Enrollment

2005.....	8,721
2006.....	8,515
2007.....	

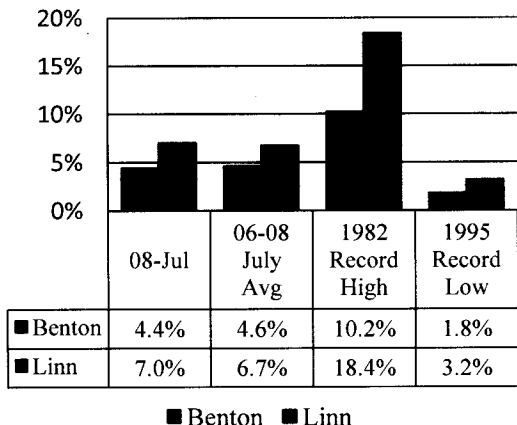
Infrastructure (as of June 30, 2008)

Police Stations.....	1
Fire Stations	4
Libraries	2
Number of Parks	30
Miles of Asphalt roads	173.6
Miles of Concrete roads	4.36
Miles of Gravel roads.....	0.15
Miles of Oil Mat.....	6.8
Miles of Water Lines	269
Miles of Sewer Lines	219
Miles of Storm Drains.....	135

Economics

Unemployment Rate, Linn County

2006.....	6.5%
2007.....	6.5%
2008.....	7.0%



Unemployment Rate, Benton County

2006.....	4.8%
2007.....	4.7%
2008.....	4.4%

Source: State of Oregon Employment Division – July 2008.

Top Ten Taxpayers to the City of Albany in 2007.

<u>Taxpayer</u>	<u>Tax Imposed</u>
Dayton Hudson Corporation	\$593,704
Oregon Metallurgical Corporation	274,152
Oregon Freeze Dry Foods Inc.	243,968
Waverly Land Management	168,566
Steadfast Heritage LLC	160,690
Northwest Natural Gas Company	135,703
Qwest Corporation	130,658
Metropolitan Life Insurance Company	120,714
PacifiCorp (PP&L)	101,668
Mennonite Home of Albany	96,337

Major Employers

Education: including Oregon State University (OSU), located in Corvallis; Linn Benton Community College, located in Albany; and the Greater Albany Public School District 8J, is the largest single source of employment in the Albany area. OSU is Oregon’s leading source of basic applied research in forestry, agriculture, fisheries, engineering, electronics, home economics, and the sciences for the development of human, land, atmospheric, and oceanic resources.

Hewlett-Packard Corporation (HP), located in Corvallis, is the second largest single source of employment in the Albany area. HP produces complex, highly customized integrated circuits for applications in the firm’s products; ink-jet components for printing devices and other applications; and other high-technology products.

Rare metals provide the largest single source of employment within the city limits. The US Bureau of Mines, which opened a research facility in Albany in 1943, introduced rare metal technology. The primary private rare metal industrial plant in the area is Wah Chang, a subsidiary of Allegheny Technologies, along with their sister company Allvac Albany.

Dayton Hudson Corporation, dba Target Distribution Center, also is a major employer in the City. As a regional distribution center, it serves Target stores all over California, Oregon, Washington, Idaho, and Montana.

Government

The City of Albany was founded in 1848, incorporated in 1864, and adopted a home rule charter in 1891. It operates under the provisions of its own Charter and applicable state law. It has a City Manager/Council form of government. The City Council consists of seven members who are elected by the citizens of Albany. Councilors are elected to serve overlapping four-year terms. There are three wards in the City. Two councilors represent each ward. The Mayor is elected “at-large” by the entire City and serves a two-year term. The Mayor presides over all Council meetings and may vote only in the case of a tie. All Council members are part-time elected officials who exercise the legislative powers of the City and determine matters of policy.

The City of Albany provides a full range of municipal services including; fire and police protection, street construction, maintenance and lighting, parks and recreation, library services, planning, zoning, and general administrative services. It also operates water and wastewater treatment plants, and maintains water and sewer systems.

FUND STRUCTURE

The City budgets using seven Fund types: General Fund, Special Revenue Funds, Debt Service Fund, Capital Projects Fund, Permanent Funds, Enterprise Funds, and Internal Services Funds.

General Fund

The General Fund accounts for resources, which are generally not dedicated for a specific purpose. Most services provided are basic to the everyday operation of a municipality.

Major Revenues

- Property tax
- Franchise Fees
- Privilege tax
- Fees, licenses, and permits
- Fines and forfeitures
- Intergovernmental (federal, state)

Primary Services

- Police protection
- Fire protection
- Emergency medical services
- Planning
- Municipal Court
- Library Services

Special Revenue Funds

These funds account for revenues, which are to be used for a specific purpose. Most of the time the revenues are obtained through a legal agreement and must be restricted for such purposes. An example is a gas tax for street improvements.

Major Revenues

- Property tax
- State gas tax
- State and federal grants
- Building fees and permits
- Charges for services

Primary Services

- Street Maintenance
- Parks & Recreation services
- Building Inspections
- Economic Development
- Public Transit
- Ambulance

Debt Service Fund

These funds are set up to account for the payment of principal and interest on bond issues. The revenues used to retire debt can come from taxes or other revenue sources.

Major Revenues

- Property tax
- Transient Room tax
- Special assessments

Primary Services

- Payment of principal and interest on outstanding bonds.

Capital Projects Fund

These funds are created to record all revenues and expenditures used to finance the building or acquisition of capital facilities.

Major Revenues

- Transfers from other funds
- Special assessments
- Federal and state grants

Primary Services

- Acquisition, construction, and improvement of City buildings, bridges, sewer and water, and road extensions.

Permanent Funds

These funds are created to account for assets that have been given to the City and the City thereby acts as the trustee.

Major Revenues

- Endowments
- Gifts and donations

Primary Services

- To account for and spend monies in the manner in which they were granted.

FUND STRUCTURE (cont.)

Enterprise Funds

These funds are created to finance and account for acquiring, operating, and maintaining facilities and services that are self-supporting.

Major Revenues

- User charges
- Revenue bonds
- Property taxes
- Assessments
- Development fees

Primary Services

- Water treatment and distribution
- Sewage collection and disposal
- Sewer and water infrastructure maintenance and improvements

Internal Services Funds

These funds account for services furnished by one City department to other departments on a cost reimbursement basis.

Major Revenues

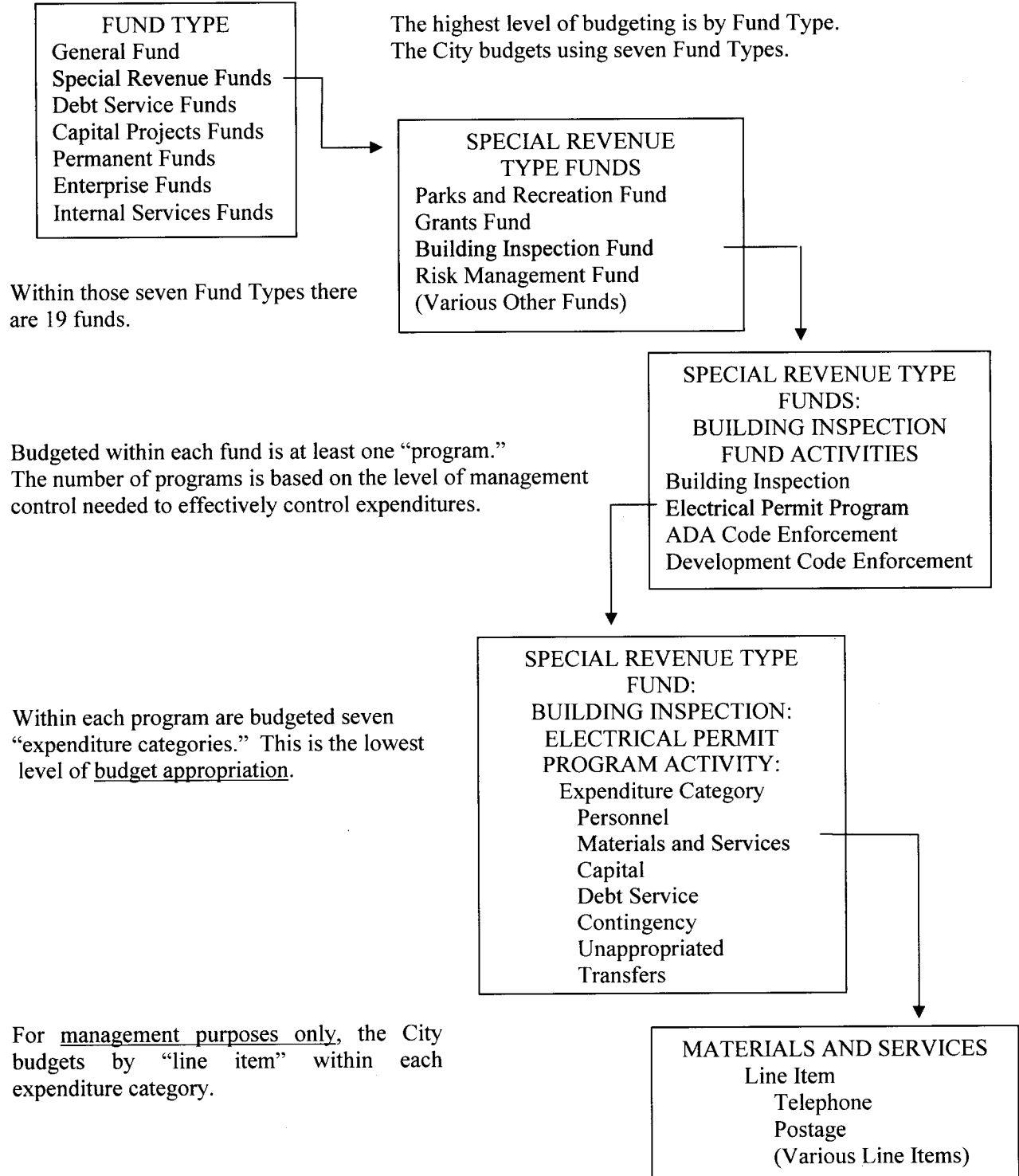
- Charges to other City departments

Primary Services

- General Administrative Services (e.g., City Manager, Finance, and Legal)
- Human Resources
- Information Technology Services
- Geographical Information Services
- Facilities Maintenance
- Permit Tracking Services
- Public Works Administration Services

BUDGET DOCUMENT STRUCTURE

The City's budget document is organized into sections by Fund Type. Each Fund Type section contains summaries by fund and program. Each program is explained by its functions and responsibilities, strategies/actions, performance measures and workload indicators, staffing summary, and three-year financial history.



CITY OF ALBANY BUDGET PROCESS

The objective throughout the budgeting process is to strive to achieve the City's mission statement, which is, "Providing quality public services for a better Albany community." With this in mind, the City Council and management staff expand upon its mission and lay the groundwork for a detailed budget process. The City of Albany's budget process is driven primarily by four components: 1) revenue forecast, 2) Council's Strategic Plan themes, 3) departmental strategies/actions, and 4) Oregon Local Budget Law.

Revenue Forecast

Toward the end of the calendar year, a five-year revenue forecast is prepared. This forecast takes into consideration such things as the current and future economic outlook, construction, population growth, and business growth in the City. These factors, as well as operational directives, will result in future demands for City services.

Council's Strategic Plan Themes

Soon after the revenue forecast has been done, the City Council and Budget Committee meet during a work session in order to set policy and themes (goals) for the fiscal year beginning July 1. About this same time, the Council will be meeting with City staff to develop its five-year Capital Improvement Program which will also aid in the development of department strategies.

Department Strategies/Actions

After Citywide policy and themes have been developed, management and staff will formulate their current and future departmental strategies or actions. While prioritizing these strategies, City staff has to consider many factors such as: current workload or service demands, its revenue forecast, project schedules, current workforce staffing needs, and fixed assets.

Oregon Local Budget Law

Chapter 294 of the Oregon Revised Statutes (ORS) governs budgeting in Oregon. The objectives are as follows:

- To provide standard procedures for preparing, presenting, and administering a district's budget.
- To encourage citizen participation in the preparation of and exposure to the budget before its adoption.

ORS 294 requires all taxing districts to file their budgets with the county no later than July 15 of the new fiscal year.

As an aid to taxing districts, the Oregon State Department of Revenue has broken down the budget process into nine steps. They are as follows:

1. *Appoint Budget Officer* - Every local government is required to have a budget officer, either appointed by the governing body or designated in its charter. The Albany City Council has chosen to designate the City's Finance Director as the Budget Officer.
2. *Prepare Proposed Budget* - With much of the groundwork laid by the City Council and various work sessions, City management and staff meet and prepare an estimate of revenues and expenditures for the upcoming fiscal year. The City Manager and Budget Officer meet with various departments in order to "balance" the budget as required by the Oregon Revised Statutes.
3. *Public Notice of Meeting* - Upon completion of the budget reviews, the proposed budget is prepared and a "Notice of Budget Committee Meeting" is advertised in the local newspaper. ORS 294 requires notice to be published at least twice, five to 30 days before the scheduled Budget Committee meeting date, separated by at least seven days.

USER'S GUIDE

4. *Budget Committee Meets* - At the first formal Budget Committee meeting, the City Manager presents the budget message and the proposed budget document to the Committee for review. The Budget Committee may then meet as often as necessary with the public, until all citizen concerns are heard.
5. *Budget Committee Approves Budget* - When the Budget Committee is satisfied that the budget will meet the needs of the citizens of Albany, it will approve the document and forward it on to the City Council for adoption. The Budget Committee shall also approve a rate of total ad valorem property taxes to be certified for collection.
6. *Notice of Hearing and Financial Summary* After approval of the budget, a budget hearing must be held. The City Council must publish, by one or more of the methods described in ORS 294.311, a summary of the recommended budget and a notice of budget hearing five to 25 days before the scheduled hearing date. If the notice is posted instead of published in the newspaper, then a second posted notice is required eight to 14 days prior to the budget hearing.
7. *Budget Hearing Held* - The budget hearing must be held on the date advertised in the newspaper and must allow for public testimony on any aspect of the approved budget.
8. *Adopt Budget, Make Appropriations, Levy Taxes* - The City Council may make changes to the budget during the budget hearing, however, there are limitations to these changes.
 - a. Taxes may not be increased over the amount approved by the Budget Committee.
 - b. Estimated expenditures in any fund may not be increased by more than \$5,000 or 10 percent, whichever is greater.

The City Council may do either of these only after publishing a revised financial summary and holding another budget hearing.

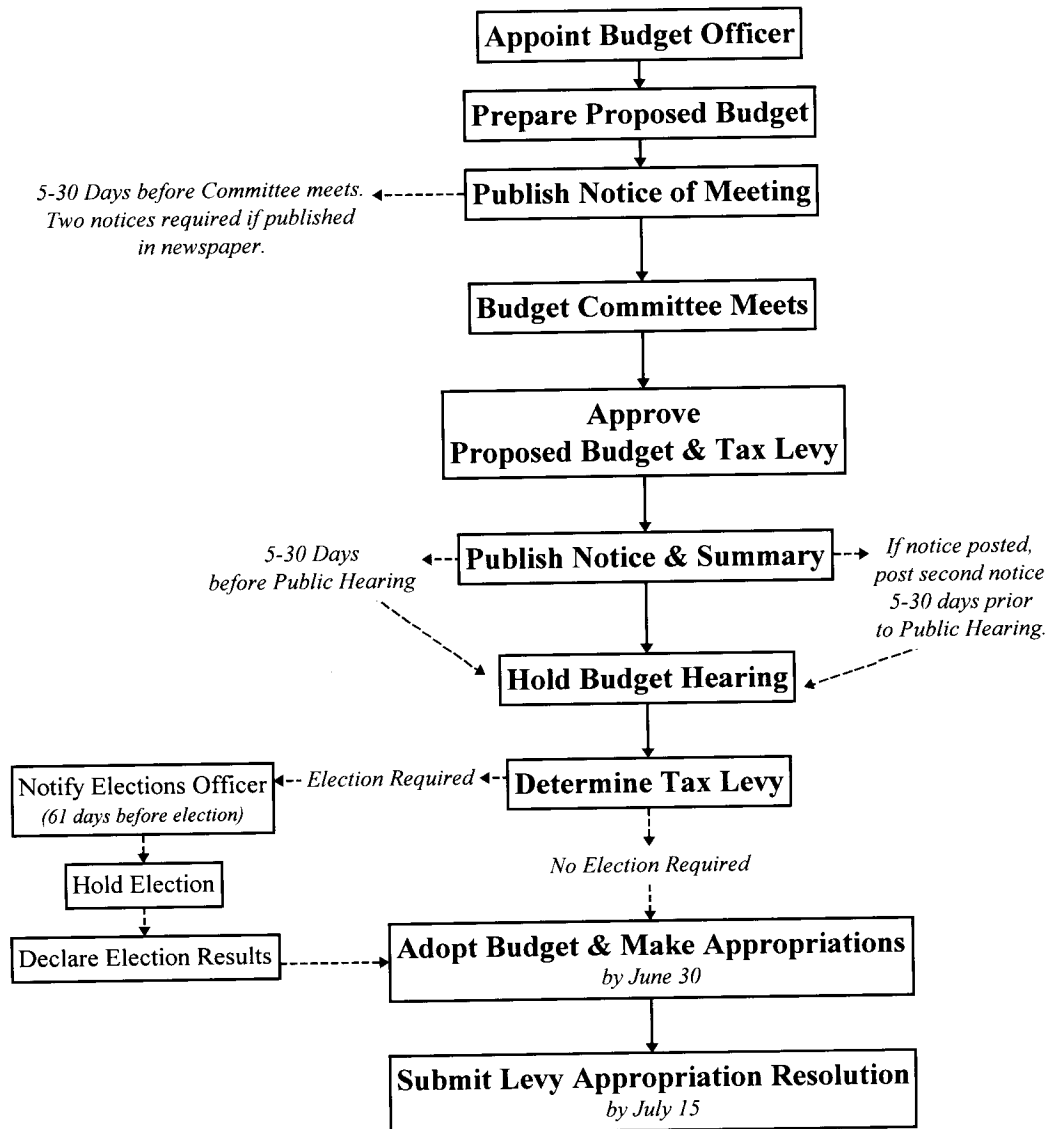
After considering any public testimony, the City Council will then adopt a resolution that appropriates expenditures, levies the ad valorem tax rate, and categorizes the levy. The resolution must be adopted by June 30 before the next fiscal year.

Included in the notice shall be a summary of the budget comparing the most recent preceding year's actual expenditures and budget resources, the current year budget summary with detail for each expenditure category (Personnel Services, Materials & Services, Capital Outlays, Debt Service, Transfers, and Operating Contingencies), the major resources for financing activities and significant changes from the current year, the estimated tax levy necessary to balance the budget and an analysis of tax levy and special levies for the ensuing years and current year, the time and place of the budget hearing, the basis of accounting used in the preceding and current years, and the place where the complete budget document can be inspected by the general public.

USER'S GUIDE

9. *Submit Budget to Assessor* - The final step in the budget process is to file the budget and certify any necessary property tax levy to the Linn and Benton County Assessors.

THE BUDGET PROCESS



Supplemental Budget

During the fiscal year, circumstances may require expenses to be paid that were not budgeted or the City may receive unanticipated resources. A supplemental budget must be adopted and appropriated before any additional money can be spent. Supplemental budgets are good only through June 30 of the fiscal year in which they are adopted. Preparing a supplemental budget does not authorize the governing body to levy additional ad valorem taxes.

When the estimated expenditures contained in a supplemental budget differ by less than 10 percent of any one of the individual funds contained in the regular budget for that fiscal year, then the process used to adopt the supplemental budget is as follows:

1. The supplemental budget may be adopted by the Council at a regularly scheduled Council meeting. The Budget Committee is not required to convene.
2. Notice of the regular meeting at which the supplemental budget will be adopted must be published not less than five days before the meeting. The notice must include the name of each fund being adjusted and the amount of change in each fund's revenues and expenditures.
3. At the Council meeting a resolution adopting the supplemental budget and making appropriations may be approved.

When the supplemental budget will adjust any one of the individual funds in the current budget by 10 percent or more, then a longer process must be used to adopt the supplemental budget. This process is described below:

1. A public hearing must be held to discuss and adopt the supplemental budget. The City Council holds the hearing. The Budget Committee is not required.
2. A "Notice of Hearing" of the proposed supplemental budget and a summary of the proposed supplemental budget must be published and posted not less than 5 days, and not more than 30 days prior to the hearing.
3. The City Council may resolve to adopt and appropriate the supplemental budget at the hearing.

2008-2009 BUDGET CALENDAR

Council/Budget Committee Work Session	January 07
Outside agency grant applications sent out.....	February 15
Outside agency grant requests due.....	March 07
Council, Budget Committee, Planning Commission, and staff review of the Capital Improvement Program (CIP) and budget update.	March 06
City Manager/Finance Director/Department Director Budget Reviews.....	Month of March
Publish Notice of Budget Committee Meeting.....	April 18, April 25
CIP Public Hearing and adoption by CC	April 23
<i>Budget Committee (Proposed Budget, Budget Message, and start review)</i>	<i>May 06</i>
<i>Budget Committee Meetings (continue review if necessary)</i>	<i>May 07, May 08</i>
Publish Approved Budget and Supplemental Budget Notice & Summary	May 30 & June 06
Public Hearing on 2008-2009 Approved Budget & 2007-2008 Supplemental Budget.....	June 25
Adoption of 2008-2009 Approved Budget & 2007-2008 Supplemental Budget by Council.....	June 25
File budget with Linn County and Benton County	July 15

USER'S GUIDE

BUDGET ASSUMPTIONS

During the initial phase of the budget process, the Finance Department compiles the Budget Planning Resource Guide. This manual provides the budget calendar, guidelines for budget worksheets, assumptions to include when formulating a program budget, and samples of budget forms. The rates provided below assist in the formulation of economic and personnel expenditures and revenues.

Economic

- **Interest:** The average rate of return for City investments will be three percent.
- **Assessed Value Growth:** The assessed value of property within the City of Albany will increase by 4.59 percent.

Personnel

- **Salaries:** Salaries will be adjusted per union contracts (e.g., Fire, Police, and AFSCME bargaining units).
- **PERS:** The cost per employee for retirement benefits for the Public Employee Retirement System (PERS) will be calculated at 17 percent of the monthly salary.
- **PERS Pick-Up:** The City of Albany will continue the PERS pick-up of six percent.
- **Health Benefits:** An increase in health insurance premiums will be calculated at 10 percent.

REVENUE TRENDS AND ASSUMPTIONS

General Fund

- The Local Option Public Safety Levy for this budget will be at a similar level of compression as in 2007 - 2008. The City's permanent tax rate will be \$6.3984/\$1,000 valuation.

Special Revenue Funds

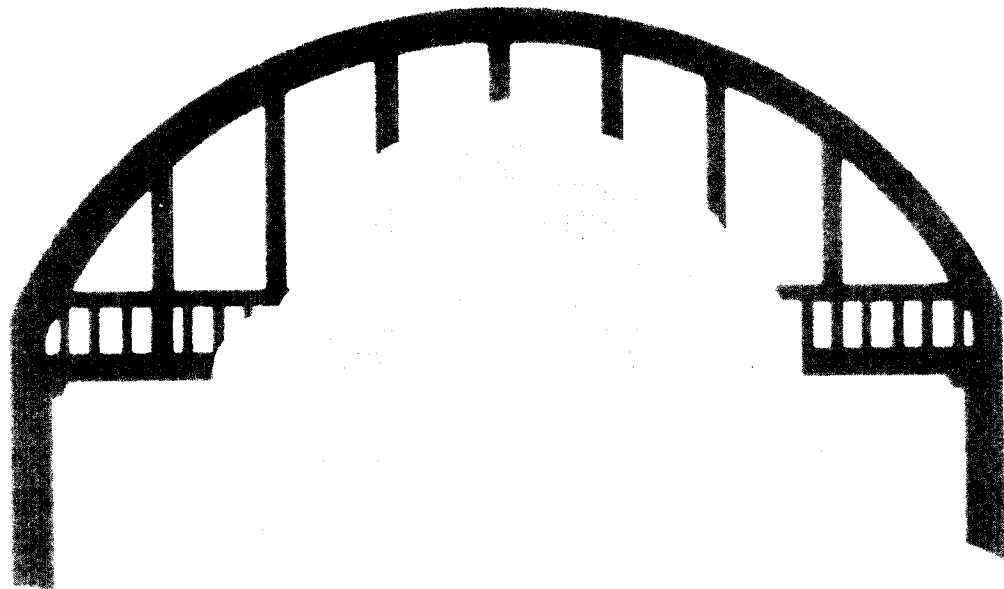
- New housing and commercial development will be at a reduced level.
- The City will continue to receive state revenue sharing funds at the same level as the prior year.

Capital Project Funds

- The budget will reflect the total estimated construction project for capital projects that will be initiated in the fiscal year.

Enterprise Funds

- A sewer rate increase of 9.0 percent is expected July 1, 2008.
- Water rates will increase in January 2009 by 2.5 percent.



CITY OF
Albany



BUDGET POLICIES

I. REVENUE POLICIES

In any city's fiscal system, management of revenues must be a primary concern. Revenue management includes within its focus an ongoing process for reviewing and analyzing each revenue source, to insure that proceeds from each source are at an optimum level. Revenue policies are as follows:

A. Local Taxes

1. Before taxes are increased, consideration shall be given to the local taxing effort of Albany as compared to other similar cities.
2. Consider the Council's priorities and the need for new public services.
3. Move toward a local revenue structure for financing public services, which de-emphasizes the property tax and encourages the use and development of alternative revenue sources.
4. Before additional City taxing authority is implemented, consider the impact on other "non-school" taxing entities.

Rationale: Article 11b of the Oregon Constitution limits "non-school" property taxes to \$10/\$1,000 of true market value. An increase in the City's taxing authority could proportionally decrease tax receipts to Linn and Benton Counties.

B. Fees for Services

1. Consideration shall be given to the market rate charged by other public and private organizations for similar services.
2. Water and sewer rates will be adjusted annually.
3. Fees for City services provided to non-City residents will include the cost of risk associated with the service, the absence of property tax support, and the community benefit of the organization requesting services.

Rationale: Water customers living outside the City limits will be charged the citywide base rate and additional charges for service. Both water plants were bought and improved with General Obligation Bonds. The full faith and credit of the City taxpayers secure these bonds. Customers living outside the City cannot be held responsible for repayment of the bonds from property taxes in case of default.

4. Contracts with the rural fire districts will be based on a proportionate amount of assessed valuation.
5. The City will maintain a policy of aggressively collecting accounts receivables whereby after City staff has exhausted all in-house collection alternatives, accounts are assigned to a private collection agency.

C. Licenses

1. The costs of administering and collecting licenses will be evaluated on an annual basis.
2. Consideration shall be given to the amount that other jurisdictions are charging for similar licenses.
3. Review periodically the purpose of the license and if that purpose is being accomplished.

BUDGET POLICIES

II. EXPENDITURE POLICIES

Equal in importance to revenue management is the administration of departmental expenditures. Expenditures are reviewed by staff, the City Manager, Budget Committee, and City Council prior to adoption and are continually monitored throughout the budget year by Finance staff. Expenditure policies are as follows:

A. Personnel

1. Employee compensation will be comparable to the public sector labor market.
2. All requests for position additions or position eliminations will first be reviewed by the City Manager and then approved by Council prior to advertisement. Position reclassifications must be approved by the Council before implementation.

B. Materials & Services

1. As Internal Service Funds, the Central Services and Public Works Services funds will charge user fees to activities to which services are provided.
2. As Enterprise Funds, the Sewer and Water Funds will be charged an indirect fee for administrative services.
3. The City will evaluate its service delivery system according to established efficiency and effectiveness criteria to determine whether a service should be provided with staff or by contract.

C. Capital

1. The City will prepare and adopt a five-year Capital Improvement Program (CIP) and review it annually. Priority for capital spending will be for projects identified in the CIP.
2. Equipment replacement costs will be charged to all funds on a uniform and equitable basis. The "depreciation" amount will be based on the replacement cost of each fund's capital assets.
3. Proceeds from increases in the state gas tax will first be considered for street maintenance and then for capital improvements.
4. Projects that can be funded through grants and/or user fees will be given funding priority.
5. All departments will follow the purchasing ordinance that will be reviewed periodically.

III. OTHER POLICIES

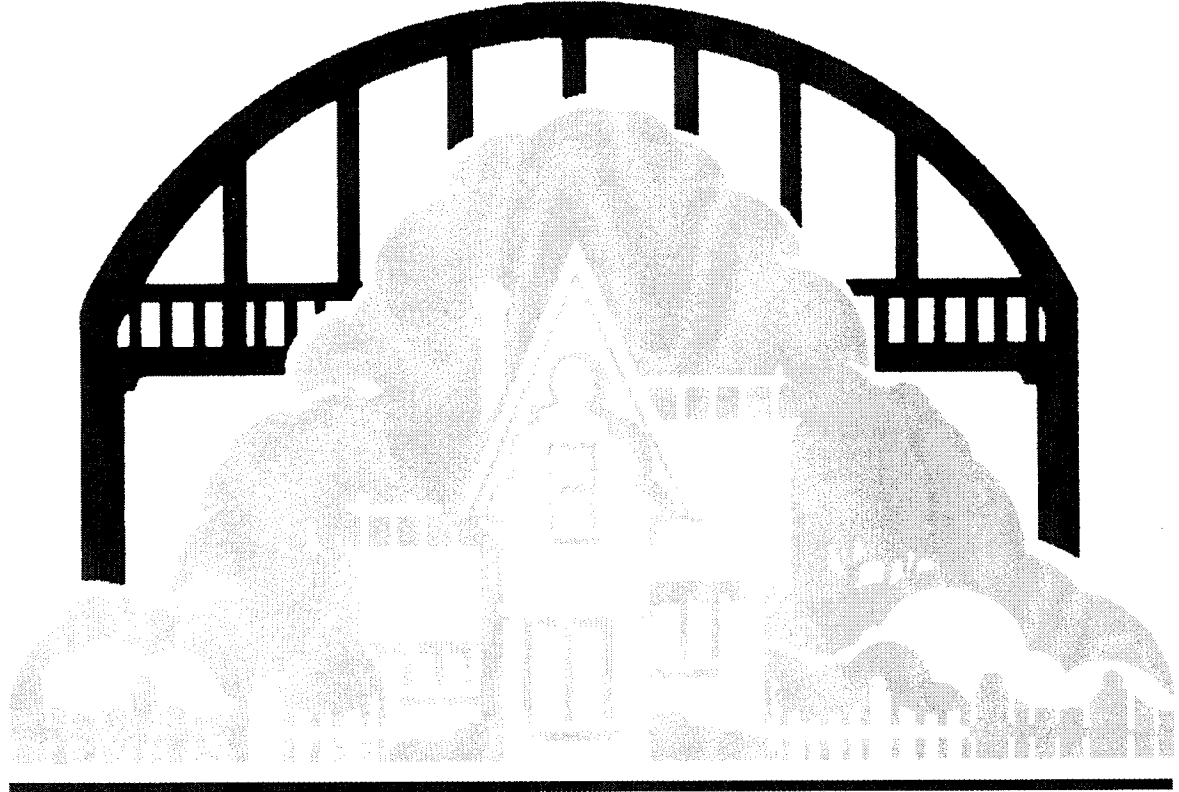
1. The General Fund Contingency (or a combination of contingency and unappropriated) shall be funded at a minimum of five percent of fund expenditures. The maximum General Fund Contingency will be no greater than 20 percent with the balance placed in an unappropriated reserve.
2. Contingencies for the operating departments in the Water and Sewer Funds shall be 10-15 percent of total fund rate revenues.
3. Budget reductions will be considered on a case-by-case basis.
4. The City will evaluate liability and employee health insurance alternatives to reduce costs, improve coverage, and to educate City personnel in cost controlling measures.

BUDGET POLICIES

5. Supplemental budget adjustments will consist of negotiated labor agreements, audited ending fund balances, emergency requests, and those circumstances shown below (ORS 294.480).
 - Occurrences not known when the budget was proposed.
 - Unforeseen situations which require action.
 - Unanticipated funds from another government unit.
 - A request for services/facilities is received with funding paid by others.
 - Involuntary destruction, conversion, or sale of property has necessitated immediate replacement to carry out operations.
 - Ad valorem taxes are received during the year in an amount sufficiently greater than expected.

6. The City will annually seek the GFOA (Government Finance Officers Association) Certificate of Achievement for Excellence in Financial Reporting and the GFOA Distinguished Budget Presentation Award.

7. Outside agencies will submit funding applications for grants to the City no later than March 1 of each year. Funding applications will be reviewed by the department director responsible for the funding of the grant under the guidelines adopted by the City Council and the Budget Committee. Primary consideration will be given to those programs that fit within the City's mission and vision statements. Funding the applications that are approved by the department director and City Manager shall be included in the Proposed Budget for Budget Committee approval.



CITY OF
Albany

ALBANY, NEW YORK

INVESTMENT POLICY AND PORTFOLIO GUIDELINES

I. POLICY STATEMENT

It is the policy of the City of Albany (“City”) that the administration of its funds and the investment of those funds shall be handled as its highest public trust. Investments shall be made in a manner that will provide the maximum security of principal invested, employing limitations on maturities and diversification of the portfolio while meeting the daily cash flow needs of the City and conforming to all applicable state and City statutes governing the investment of public funds. The receipt of a market rate of return will be secondary to safety and liquidity requirements. It is the intent of the City to be in complete compliance with local, state, and federal law. The earnings from investment will be used in a manner that best serves the public trust and interests of the local government.

II. SCOPE

This policy applies to activities of the City of Albany with regard to investing the financial assets of all funds. In addition, funds held by trustees or fiscal agents are excluded from these rules; however, all funds are subject to regulations established by the State of Oregon. Other than bond proceeds or other unusual situations, the total of all funds ranges from \$50 million to \$100 million.

The City commingles its daily cash into one pooled investment fund for investment purposes for efficiency and maximum investment opportunity. The following funds, and any new funds created by the City, unless specifically exempted by the City Council and this policy, are defined in the City’s Comprehensive Annual Financial Report.

- General Fund
- Special Revenue Funds
- Debt Service Funds
- Capital Project Funds
- Enterprise Funds
- Internal Service Funds
- Permanent Funds

These funds will be invested in compliance with the provisions of all applicable Oregon Revised Statutes. Investments of any tax-exempt borrowing proceeds and any related Debt Service funds will comply with the arbitrage restrictions in all applicable Internal Revenue Codes.

III. OBJECTIVES AND STRATEGY

It is the policy of the City that all funds shall be managed and invested with five primary objectives, listed in order of their priority.

A. Legality. The Investment Policy will be in conformance with federal laws, state statutes, local ordinances, and internal policies and procedures.

B Safety of principal. Safety of principal is the foremost objective of the City. Investments of the City shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio.

C. Liquidity. The City’s investment portfolio will remain sufficiently liquid to enable it to meet all operating requirements that might be reasonably anticipated.

D. Diversification. Diversification of the portfolio will include diversification by maturity and market sector and will include the use of a number of broker/dealers for diversification and market coverage.

INVESTMENT POLICY AND PORTFOLIO GUIDELINES

E. Yield. The City's investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the City's risk constraints and the cash flow of the portfolio. "Market rate of return" may be defined as the average yield of the current three-month U.S. Treasury bill or any other index that most closely matches the average maturity of the portfolio.

Effective cash management is recognized as essential to good fiscal management. Cash management is defined as the process of managing monies in order to ensure maximum cash availability. The City shall maintain a comprehensive cash management program that includes collection of accounts receivable, prudent investment of its available cash, disbursement of payments in accordance with invoice terms, and the management of banking services.

IV. LEGAL LIMITATIONS, RESPONSIBILITIES, AND AUTHORITY

Direct specific investment parameters for the investment of public funds in Oregon are found in the Oregon Revised Statutes (ORS 294.035) with the exception of 294.035 (10) which we do not consider a legal investment.

V. ETHICS AND CONFLICT OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees, officers, and their families shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City. Officers and employees shall, at all times, comply with the State of Oregon Government Standards and Practices code of ethics set forth in ORS 244.

VI. DELEGATION OF INVESTMENT AUTHORITY

The Finance Director, acting on behalf of the City Council, is designated as the Investment Officer of the City and is responsible for investment management decisions and activities. The Council is responsible for considering the quality and capability of staff, investment advisors, and consultants involved in investment management and procedures. All participants in the investment process shall seek to act responsibly as custodians of the public trust.

The Investment Officer shall designate a staff person as a liaison/deputy in the event circumstances require timely action and the Investment Officer is not available.

VII. INVESTMENT LIMITATIONS

Before any security purchase or sale is initiated, the Investment Officer shall first determine the appropriateness of seeking competitive bids or offers. Such factors to consider include where the securities are held, the size of the transaction, and the term to maturity. Competitive bids and offers shall always be sought for security purchases and sales of bond funds, when tax laws or bond covenants require such action.

Investments listed below shall not exceed the percentages of the total portfolio as indicated.

U.S. Treasury Bills, Notes, Strips, and Bonds ORS 294.035 (1) (and obligations secured by U.S. Treasury)	100%	36 months
U.S. Gov. Agency Discount Notes and Bonds ORS 294.035 (1)*	45-50%	36 months
Bankers Acceptances (Oregon Issued) (1) ORS 294.035 (8) (a)	25%	6 months
Corporate Indebtedness (2) (Aa/P1, A-1/AA, National market) (2)	35%	9 months

INVESTMENT POLICY AND PORTFOLIO GUIDELINES

Single issuer <i>ORS 294.035 (9) (b)</i>	5%	9 months
Corporate Indebtedness (2) (P-2/A, A-2/A or better, Oregon Issue) (3)	35%	9 months
Single issuer <i>ORS 294.035 (9) (c)</i>	5%	9 months
Time Certificates of Deposit - Commercial Banks (3) <i>ORS 294.035 (4)</i>	25%	1 year
Repurchase Agreements (4) <i>ORS 294.035 (11)</i>	25%	10 days
Local Government Investment Pool (5) <i>ORS 294.810 (1)</i>	90%	Daily Demand
State of Oregon and its Political Subdivisions (Rated A or better) <i>ORS 294.035 (2)</i>	10%	36 months
State of California, Idaho, and Washington and their Political Subdivisions (Rated AA or better) <i>ORS 294.035 (3)</i>	10%	36 months

* *No more than 15 percent per entity.*

(1) Bankers Acceptances – *ORS 294.035 (8) (a)*

All Bankers Acceptances will be purchased from Oregon institutions, must be eligible for discount by the Federal Reserve System, and issued by a qualified institution with a credit rating in the highest category. The Bankers Acceptances with any one financial institution shall not exceed 25 percent of the portfolio or five percent in any single corporate entity.

(2) Corporate Indebtedness - (National and Oregon Market) – *ORS 294.035 (9) (b & c)*

Corporate indebtedness in both Oregon issuer and the national market may not exceed 35 percent of the portfolio and must not exceed 5 percent of portfolio in any one issuer.

(3) Time Certificates of Deposit - (Commercial Banks) – *ORS 294.035 (4)*

All Time Certificates of Deposit will be purchased from Oregon institutions. Investment in any one institution shall not exceed 15 percent of portfolio.

(4) Repurchase Agreements– *ORS 294.035 (11)*

Repurchase Agreements shall be secured by U.S. Government and U.S. Agency Debt Obligations, and will be held in safekeeping at the issuing institution's trust department per *ORS 294.035 (11)*. (No more than 5 percent per entity.)

(5) Local Government Investment Pool– *ORS 294.810 (2)*

The maximum amount of funds to be invested will be per *ORS 294.810 (1)*, increased in proportion to the increase occurring after September 9, 1995, in the CPI as allowed by Oregon Revised Statutes.

VIII. MATURITY STRUCTURE

Investment maturities will be staggered so as to coincide with projected cash flow needs (payroll, bond payments, accounts payable, etc.) as well as considering cash collections (taxes, franchise fees). The Investment Officer shall also consider current market conditions when considering the average length of maturity of the portfolio. To measure the average length the weighted average maturity of securities in the portfolio will be used. The weighted average maturity of the portfolio shall not exceed 18 months.

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The following maturity schedule will assist the Investment Officer when considering a securities maturity date.

Under 36 months	100%
Under 18 months	50% minimum
Under 6 months	20% minimum

IX. PRUDENCE

The standard of prudence to be used in the investment function shall be the “prudent person” standard and shall be applied in the context of managing the overall portfolio. This standard states:

“Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the expected income to be derived.”

Limitation of personal liability. The Investment Officer and those delegated investment authority under this policy, when acting in accordance with the written procedures and this policy, and in accord with the Prudent Person Rule, shall be relieved of personal responsibility and liability in the management of the portfolio.

X. INTERNAL CONTROLS

The City will maintain a structure of internal controls sufficient to assure the safekeeping and security of all investments. All out of compliance situations under this policy will be corrected and brought into compliance as soon as prudently possible.

The Investment Officer shall develop and maintain written administrative procedures for the operation of the investment program that are consistent with this investment policy. Procedures will include reference to safekeeping, wire transfers, banking services contracts, and other investment-related activities.

The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and staff.

No officer or designee may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Investment Officer and approved by the Council.

XI. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The Investment Officer shall maintain a list of all authorized brokers/dealers and financial institutions that are approved for investment purposes or investment dealings. Any firm is eligible to make an application to the City of Albany and upon due consideration and approval will be added to the list. Additions and deletions to the list will be made at the discretion of the Finance Director. At the request of the City of Albany, the firms performing investment services shall provide their most recent financial statements or Consolidated Report of Condition for review. Further, there should be in place, proof as to all the necessary credentials and licenses held by employees of the brokers/dealers who will have contact with the City of Albany as specified by, but not necessarily limited to the National Association of Securities Dealers (NASD), Securities and Exchange Commission (SEC), etc. The Investment Officer shall conduct an annual evaluation of each firm’s credit worthiness to determine if it should remain on the list. Securities brokers/dealers not affiliated with a bank shall be required to have an office located in

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Oregon and be classified as reporting dealers affiliated with the Federal Reserve as primary dealers.

All dealers with whom the City transacts business will be provided a copy of this Investment Policy to ensure that they are familiar with the goals and objectives of the investment program.

The City of Albany may enter into contracts with external investment management firms as it applies to the investment of its short-term operating funds and capital funds including bond proceeds and bond reserve funds.

If an Investment Manager is hired, the Manager will serve as a fiduciary for the City of Albany and comply with all requirements of this investment policy. Exceptions to the investment policy must be disclosed and agreed upon in writing by both parties. The Investment Officer remains the person ultimately responsible for the prudent management of the portfolio.

Factors to be considered when hiring an investment management firm may include, but are not limited to:

1. The firm's major business.
2. Ownership and organization of the firm.
3. The background and experience of key members of the firm, including the portfolio manager expected to be responsible for the City of Albany's account.
4. The size of the firm's assets base, and the portion of that base which would be made up by the City of Albany's portfolio if the firm were hired.
5. Management Fees.
6. Cost Analysis of Manager.
7. Performance of the investment management firm, net of all fees, versus the Local Government Investment Pool over a given period of time.

The Investment Manager will provide promptly a copy of every investment transaction ticket and trade confirmation to the Investment Officer of the City. No less often than quarterly, the Investment Officer of the City will conduct a review of investment activity subject to this policy. In support of such review, the Investment Manager will prepare a written report including a list of investment transactions during the period under review; a list of then - current investment holdings; the par or face value, cost, current market value, yield at cost, and maturity or average life of each such holding; and the percentage, measured at cost, which each holding represents in proportion to the total cost of all investments in the fund or account.

XII. PURCHASE OF DERIVATIVES AND REVERSE REPURCHASE AGREEMENTS

The purchase of derivatives and use of reverse repurchase agreements are specifically prohibited by this policy.

XIII. SAFEKEEPING AND COLLATERALIZATION

The laws of the State and prudent treasury management require that all purchased securities be bought on a delivery versus payment basis and be held in safekeeping by the City, an independent third-party financial institution, or the City's designated depository.

All safekeeping arrangements shall be designated by the Investment Officer and an agreement of the terms executed in writing. The third-party custodian shall be required to issue original safekeeping receipts to the City listing each specific security, rate, description, maturity, and cusip number. Each safekeeping receipt will clearly state that the security is held for the City or pledged to the City.

All securities pledged to the City for certificates of deposit or demand deposits shall be held by an

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independent third-party bank. The safekeeping bank may not be within the same holding company as the bank from which the securities are pledged.

Collateralization

In order to anticipate market changes and provide a level of additional security for all funds, the collateralization level will be as follows:

US Treasury Obligations	102%
US Agency Discount and Coupon Securities	102%
Mortgage Backed and Other	*103%
* Limited to ORS 294.035 (1)	

XIV. PERFORMANCE EVALUATION AND REPORTING

The performance of the City of Albany will be measured against the performance of the Local Government Investment Pool, using monthly net yield of both portfolios as the yardstick. Preservation of capital and maintenance of sufficient liquidity will be considered prior to attainment of market return performance. Given these considerations, the City's portfolio should provide a net yield that is equal or better to that attained by the Local Government Investment Pool. When comparing the performance of the City's portfolio, all fees and expenses involved with managing the portfolio shall be included in the computation of the portfolio's rate of return. This would include any in-house management of the funds, as well as outside management.

The Investment Officer shall submit monthly and annual reports to the local governing board containing sufficient information to permit an informed outside reader to evaluate the performance of the investment program.

At minimum, this report shall contain:

- Beginning and ending market value of the portfolio by market sector and total portfolio
- Beginning and ending book value of the portfolio by market sector and total portfolio
- Detailed reporting on each asset (book, market, and maturity dates at a minimum)
- Overall current yield to maturity of the portfolio
- Overall weighted average maturity of the portfolio
- Maximum maturities in the portfolio

XV. INVESTMENT POLICY ADOPTION BY GOVERNING BOARD

This investment policy will be formally adopted by the Albany City Council. The policy shall be reviewed on an annual basis by the Investment Officer and the Albany City Council. Material revisions to this policy will require a review by the Oregon Short Term Fund Board, pursuant to ORS.

The City of Albany shall comply with all required legal provisions and Generally Accepted Accounting Principles (GAAP). The accounting principles are those contained in the pronouncements of authoritative bodies including but not necessarily limited to, the American Institute of Certified Public Accountants (AICPA); the Financial Accounting Standards Board (FASB); and the Government Accounting Standards Board (GASB).

RISK MANAGEMENT POLICIES/PROCEDURES

I. PURPOSE

The purpose of this Risk Management Policy document is to establish procedures for the implementation and operation of the City of Albany's property, liability, and workers' compensation program and employee medical, dental/vision, accidental death and dismemberment, life insurance, and long-term disability benefits.

The purpose of the Risk Management Program is to protect the City of Albany's assets by identifying and controlling the risks, and evaluating the process continually and implementing improvements. A successful Risk Management Program will strive to reduce costs, to reduce accidents causing injuries to City employees and the public, and to reduce the frequency and severity of all property loss, as well as to provide quality employee benefits at the most effective price.

This policy will also state the responsibilities and authority of the positions assigned to administer these programs.

II. RISK MANAGEMENT RESPONSIBILITIES

The Finance Director and the Human Resources Director will be the Risk Managers and will share responsibilities for the City's overall Risk Management Program with each having assigned areas of direct responsibility. The Finance Director and the Senior Accountant in the Finance office will handle all property and liability claims issues. The Human Resources Director and the Human Resources Generalist will handle all workers' compensation claims issues and group employee insurance.

The City's Risk Management Program shall make maximum use of the expert services of insurers, brokers, and departmental safety directors whenever possible to develop better safety and loss prevention procedures.

A. RESPONSIBILITIES OF THE HUMAN RESOURCES DIRECTOR

1. Identify risk exposure areas and make recommendations to the City Manager as to whether to insure, self-insure, or budget for these risks or to use some combination of these methods. It is also his/her responsibility to recommend changes in current City policy with respect to loss prevention, self-insurance, and insurance coverage.
2. Supervise and encourage all loss prevention activities and cooperate with department heads to establish a working safety program.
3. Provide an annual report to the City Council and City employees with respect to the current status of the insurance and loss prevention programs. Annual surveys shall be made of all insurance and self-insurance to monitor and compare costs.

B. RESPONSIBILITIES OF THE FINANCE DIRECTOR

1. Identify risk exposure areas and make recommendations to the City Manager as to whether to insure, self-insure, or budget for these risks or to use some combination of these methods. It is also his/her responsibility to recommend changes in current City policy with respect to loss prevention, self-insurance, and insurance coverage.
2. Maintain perpetual inventories on the insurable values of all property, including buildings, contents, equipment, vehicles, and supplies.
3. Review municipal and state ordinances and appropriate federal manuals to determine when

RISK MANAGEMENT POLICIES/PROCEDURES

insurance and bonds are required, permitted, or at the discretion of the City.

4. Provide an annual report to the City Council and City employees with respect to the current status of the insurance and loss prevention programs. Annual surveys shall be made of all insurance and self-insurance to monitor and compare costs.

C. RESPONSIBILITIES OF THE CITY ATTORNEY

1. The City Attorney shall review all contract forms entered into by the City with the Risk Managers to identify and reduce any contractual liability being assumed by the City and attempt to transfer such liabilities.
2. The City Attorney shall notify the Risk Managers of changes in the state statutes and common law that affect municipal liability.
3. The City Attorney shall provide assistance to the insurer in the investigation and settlement of claims against the City from both employees and the public.
4. The City Attorney shall provide legal assistance in the examination of insurance and bond contracts entered into by the City.

D. RESPONSIBILITIES OF THE FIRE DEPARTMENT

It is the policy of the City of Albany that the Albany Fire Department will conduct fire and life safety evaluations of the City's facilities according to the following schedule:

1. Low risk buildings such as City Hall, Library, Police and Fire Stations should be evaluated on an every other year basis. (Staff safety committees should evaluate facilities on a biannual basis).
2. Moderate risk buildings such as maintenance facilities should be evaluated on an annual basis. (Staff safety committees should evaluate facilities on a biannual basis).
3. High-risk buildings, that store or use hazardous materials, i.e., wastewater treatment facilities, should be evaluated on a biannual basis. (Staff safety committees should evaluate facilities on a quarterly basis).

All facilities should be in compliance with recognized standards for fire and life safety and be in compliance with the Americans with Disability Act (ADA). The Fire Department is responsible for evaluating facilities for purposes of emergency exiting for compliance with ADA.

E. RESPONSIBILITIES OF OTHER PERSONNEL

Department heads shall cooperate with the Risk Managers in the investigation of loss exposures and claims and in the operation of an effective safety and loss prevention program. They shall also review all contract forms with the Risk Managers before signing them so that any increase or decrease in the City's contractual liability can be properly identified and controlled.

Prompt reporting of losses helps expedite claims handling, reduces loss of time for personnel, and results in cost savings through settlement of justifiable claims. Therefore, all incidents resulting in bodily injury to any person, whether or not employed by the City, should be reported immediately to City Manager and Human Resources in accordance with Employee Relations Policy 3.10 (On-the-job Accident Reporting and Workers' Compensation Claim Processing). All incidents resulting in property damage, destruction or illegal taking of City property, and vehicle accidents shall be reported immediately to the Senior Accountant and in

RISK MANAGEMENT POLICIES/PROCEDURES

accordance with Employee Relations Policy 3.6 (City Vehicles and Equipment: Use, Parking, Maintenance, and Loss or Damages). The Risk Manager and the City Attorney's office will file claims against insurance companies or persons damaging City property.

The Human Resources Director shall design and manage a workable safety and loss prevention program with the cooperation of all City department heads and their designated safety directors. The program will consist of making periodic inspections of facilities, investigating the causes of accidents and property losses, developing training programs for employees, and communicating safety literature to all departments. Department heads will then be expected to have such literature posted.

F. BUDGET

Personnel costs to administer property/casualty claims, Workers' Compensation claims, and Employee Group Insurance claims shall be budgeted within the Human Resources and Finance Department programs.

A reserve account will be established for unforeseen catastrophic events including major deductible amounts. Each fund/activity will be responsible for claim deductibles as they occur and will need to be covered within their current budget appropriation.

G. INSURANCE COVERAGES

The City of Albany is insured by City County Insurance Services. The City property shall be appropriately insured to cover the City's losses through theft, destruction, fire, flood, and other insurable perils. The period of coverage is renewed each fiscal year and valid from July 1 - June 30. The following policies, limits, and deductibles will be purchased:

Property/Casualty

Limit:	Determined each year by the filed value of insured property.	
Deductibles:	Buildings/Contents	\$5,000
	Mobile Equipment	\$1,000
	Earthquake	Two percent deductible per occurrence \$5,000 minimum/\$50,000 maximum
	Flood	(Same as above.)

Liability

Limit:	\$5,000,000	(per occurrence)
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General Auto Liability

Limit:	\$2,000,000
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Auto Physical Damage

Deductibles:	Comprehensive	\$100
	Collision	\$500

Boiler & Machinery

Equipment Breakdown Limit:	Building/contents limit is determined each year by the filed value of insured property
Deductible:	\$1,000

Trip

Limit:	\$5,250
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Workers' Compensation

Minimum amount the City must keep in reserves = \$325,000

RISK MANAGEMENT POLICIES/PROCEDURES

Employee Group Insurance

Medical and Health
Dental/Vision
Life/AD&D
Long-Term Disability (LTD)

H. SELF-INSURANCE

All liability type losses and claims that occur with predictable frequency and which will not have a significant adverse impact on the City's financial position shall be self-insured to an appropriate level. The City shall be self-insured for unemployment insurance, workers' compensation, and dental/vision insurance. In addition, the City shall self-insure to the extent it is more cost effective than commercial insurance and does not present unacceptable financial or other risks to the City.

Long-term disability protection shall be provided to employees through insurance or self-insurance.

I. The City may adopt other policies that relate to the Risk Management Program.

III. CONTRACT AND LEASE REQUIREMENTS

All contracts entered into by the City must meet insurance and indemnification requirements for all City contracts. Short form contracts, professional agreements, and leases should be discussed on an individual basis with the Risk Managers so appropriate insurance requirements may be added into these agreements when necessary.

IV. ALLOCATION OF INSURANCE COSTS

- A. When City operations or divisions have their own revenue sources or are a legal entity to themselves, insurance costs should be attributed to such operations or divisions and will be charged specifically to those operations or divisions.
- B. When premium breakdown is not determinable, liability insurance, Workers' Compensation, and property insurance costs shall be allocated accordingly to each department based on payroll and loss experience. Property insurance costs are allocated according to the specific properties used and operated by each of the divisions or departments.

V. INSURANCE AGENT OF RECORD

It is the policy of the City of Albany to have an insurance agent of record who will be responsible for recommendations on employee group insurance. The City shall maintain a Professional Services Agreement for Agent of Record to cover employee group insurance. Such Agreement shall remain in effect from year to year and until the Agent or the City provides a fifteen (15) day notice of termination.

VI. CONFIDENTIALITY OF RECORDS

Based on the Americans with Disabilities Act, all employee medical records, waiver of life insurance claims, and long-term disability claims will be maintained in separate locked files and limited access is controlled through the City Manager and Human Resources Departments.

Police reports that are submitted to the Senior Accountant in the Finance office are to be kept confidential, unless the Albany Police Department and/or the City Attorney approve release.

VII. REPORTING PROPERTY/CASUALTY ACCIDENTS AND LOSSES

- A. It is important that accidents and losses be reported promptly and in accordance with prescribed

RISK MANAGEMENT POLICIES/PROCEDURES

procedures. The maintenance of a favorable public image, the protection of the City's interests, the reduction in time lost for personnel and equipment, and the savings realized through prompt settlements, are significant benefits.

Reports of general liability and automobile occurrences should be reported to the Senior Accountant promptly.

When preparing reports related to an occurrence or accident, the following information should be included:

1. Date, time, and location of accident or event
2. Description of vehicle, equipment, or property involved
3. Name(s) of person(s) involved
4. Name(s) of person(s) injured
5. Did anyone receive medical attention?
6. Nature of damage/loss and estimated cost
7. Description of circumstances; diagram of events if possible
8. Insurance Policy Numbers, Agents, and/or Agencies
9. Name(s) and addresses of witnesses
10. Appropriate signatures
11. Was a DMV report filed?
12. Was a police report filed?

In addition, procedures described in Employee Relations Policy (ERP) 3.6 (City Vehicles and Equipment: Use, Parking, Maintenance, and Loss or Damage) must be followed.

- B. The Senior Accountant will process all accident/loss notices, except Workers' Compensation, and will notify the insurance company concerned.
- C. Workers' Compensation accident reports must be filed with the appropriate insurance company via the Human Resources Department. Workers' Compensation incidents will be processed in accordance with Employee Relations Policy 3.10, (On-the-Job Accident Reporting and Workers' Compensation Claim Processing).
- D. Accidents of a serious nature and occurring on weekends or holidays should be called in to the appropriate supervisor and followed up with by sending the proper accident forms and information. The Senior Accountant should be notified on the first day back to work.

VIII. PROCEDURE FOR SECURING INSURANCE

- A. All department or division heads are to make recommendations as to coverage that would best protect their particular operation.
- B. All reports and records received from the different departments will be reviewed and the insurance program will be reviewed to meet the changing requirements.
- C. The Risk Manager and the Senior Accountant will consult with the City Attorney's office for a

RISK MANAGEMENT POLICIES/PROCEDURES

recommendation concerning the City's liabilities.

- D. The Risk Manager will make recommendations to the City Manager and City Council as to the proper and adequate insurance coverage.

IX. REPORTS TO BE FILED

- A. All Property/Casualty claims reports will be filed with the Senior Accountant in the Finance office.
- B. Minutes of City Council meetings, safety meetings, and all other City Committee meetings in which Risk Management policy or procedure decisions are made will be filed as appropriate.
- C. Inspection reports when the building inspector or Fire Department inspects City premises will be filed with the Senior Accountant or the Fire Department.
- D. Long-term Disability and Life Insurance claims and Workers' Compensation claims and reports will be filed with the Human Resources Generalist.

X. RECORDS TO BE KEPT BY THE SENIOR ACCOUNTANT IN THE FINANCE OFFICE

- A. An inventory of current locations, descriptions and insurable values of all property/vehicles owned or leased by the City.
- B. An insurance register, outlining all coverage in force and including premiums, policy numbers, servicing agents, terms of coverage and expiration dates.
- C. Premium payment and allocation records.
- D. Claims filed and pending.
- E. Loss records subdivided into property, liability and other liability claims paid by the insurer under existing insurance policies.
- F. Claim recoveries received from third parties who have damaged City property or who are reimbursing for City wages paid.

FINANCIAL SUMMARY

Table 1
SUMMARY OF RESOURCES AND REQUIREMENTS BY FUND TYPE AND CATEGORY
 Adopted for the Fiscal Year 2008-09

Fund/Program	General	Special Revenue	Debt Service	Capital Projects	Permanent	Enterprise	Internal Service	Totals
RESOURCES								
Property taxes	\$14,426,000	\$ 6,176,800	\$1,011,600	\$ -	\$ -	\$ 812,000	\$ -	\$ 22,426,400
Transient room taxes	-	519,200	193,800	-	-	-	-	713,000
Franchise fees/privilege taxes	3,803,600	977,900	-	-	-	-	-	4,781,500
Licenses & fees	236,000	2,576,600	-	-	-	743,000	-	3,555,600
Intergovernmental revenues	2,762,800	5,672,400	-	14,143,000	-	2,259,000	-	24,837,200
Charges for service	412,500	4,869,400	486,200	-	-	22,955,200	13,346,800	42,070,100
Fines & forfeitures	852,000	-	-	-	-	-	-	852,000
Assessment revenues	-	-	7,000	2,565,000	-	45,000	-	2,617,000
Other revenues	120,900	962,800	-	1,890,000	500	5,475,400	61,000	8,510,600
Investment earnings	200,000	749,400	54,200	26,200	6,500	872,600	18,500	1,927,400
Total Current Revenues	22,813,800	22,504,500	1,752,800	18,624,200	7,000	33,162,200	13,426,300	112,290,800
Transfers in	2,774,700	3,238,300	423,500	225,100	-	2,458,500	-	9,120,100
Beginning balance	4,365,000	18,959,600	372,100	3,034,900	56,100	28,169,100	315,500	55,272,300
Reserved beginning balance	470,000	-	719,500	-	-	1,340,800	-	2,530,300
Beginning balance held in trust	-	-	-	-	79,500	-	-	79,500
TOTAL RESOURCES	\$30,423,500	\$44,702,400	\$3,267,900	\$21,884,200	\$142,600	\$65,130,600	\$13,741,800	\$179,293,000
REQUIREMENTS								
Personnel	\$19,612,900	\$ 7,672,000	\$ -	\$ 54,200	\$ -	\$ 3,885,800	\$ 9,258,700	\$ 40,483,600
Materials & Services	7,130,500	10,856,300	2,400	502,000	13,200	12,376,900	4,366,400	35,247,700
Capital	313,100	20,993,700	-	21,328,000	-	39,124,600	16,700	81,776,100
Transfers Out	1,164,900	5,047,800	-	-	-	2,766,500	-	8,979,200
Debt Service	-	54,100	3,265,500	-	-	5,808,400	-	9,128,000
Contingency	2,202,100	78,500	-	-	-	1,168,400	100,000	3,549,000
Unappropriated	-	-	-	-	129,400	-	-	129,400
TOTAL REQUIREMENTS	\$30,423,500	\$44,702,400	\$3,267,900	\$21,884,200	\$142,600	\$65,130,600	\$13,741,800	\$179,293,000

SELECTED FINANCIAL RATIOS

Fund/Program	General	Special Revenue	Debt Service	Capital Projects	Permanent	Enterprise	Internal Service	Totals
Property taxes as a percentage of the total fund type budget.	47.42%	13.82%	30.96%	-	-	1.25%	-	12.51%
Current revenues as a percentage of Personnel and Materials & Services.	85.31%	121.46%	-	-	53.03%	203.92%	98.54%	148.28%
Personnel and Materials & Services as a percentage of the total fund type budget.	87.90%	41.45%	0.07%	2.54%	9.26%	24.97%	99.15%	42.24%
Capital as a percentage of the total fund budget.	1.03%	46.96%	-	97.46%	-	60.07%	0.12%	45.61%

Table 1 summarizes the budget showing resources and requirements by major category. Included are selected financial ratios.

Table 2
SUMMARY OF MAJOR REVENUES BY FUND TYPE
 Adopted Budget for the Fiscal Year 2008-09

Fund type/Fund name		2007-08.....		2008-09 Adopted Budget	% Change from 2007-08	Percent of Fund Type Budget
	2005-06 Actual	2006-07 Actual	Adopted Budget	Revised Budget			
GENERAL FUND							
Property taxes	\$ 12,505,234	\$ 13,193,675	\$ 13,750,000	\$ 13,750,000	\$ 14,426,000	4.92%	47.41%
Franchise fees/privilege taxes	3,265,438	3,575,619	3,565,000	3,565,000	3,803,600	6.69%	12.50%
Licenses & fees	315,963	296,878	260,000	260,000	236,000	(9.23%)	0.78%
Intergovernmental revenues	1,985,100	2,449,888	2,630,200	2,669,400	2,762,800	3.50%	9.08%
Charges for service	310,000	430,840	456,400	456,400	412,500	(9.62%)	1.36%
Fines & forfeitures	581,972	730,232	773,000	773,000	852,000	10.22%	2.80%
Other revenues	102,170	316,242	135,900	135,900	120,900	(11.04%)	0.40%
Investment earnings	203,238	268,651	250,000	250,000	200,000	(20.00%)	0.66%
Total Current Resources	19,269,115	21,262,025	21,820,500	21,859,700	22,813,800	4.36%	74.99%
Transfers in	2,787,449	2,285,498	2,834,900	2,834,900	2,774,700	(2.12%)	9.12%
Beginning balance	2,733,586	3,724,535	3,830,000	3,830,000	4,365,000	13.97%	14.35%
Reserved beginning balance	-	378,590	470,000	470,000	470,000	-	1.54%
Total General Fund	24,790,150	27,650,648	28,955,400	28,994,600	30,423,500	4.93%	100.00%
SPECIAL REVENUE FUNDS							
Property taxes	\$ 5,305,534	\$ 5,650,083	\$ 5,923,900	\$ 5,923,900	\$ 6,176,800	4.27%	13.83%
Transient room taxes	354,502	459,569	437,800	437,800	519,200	18.59%	1.16%
Franchise fees/privilege taxes	736,190	795,959	902,900	902,900	977,900	8.31%	2.19%
Licenses & fees	3,286,937	3,505,337	3,610,400	3,640,400	2,576,600	(29.22%)	5.76%
Intergovernmental revenues	3,719,057	4,136,846	4,544,600	4,856,600	5,672,400	16.80%	12.69%
Charges for service	3,476,998	4,392,006	4,257,200	4,257,200	4,869,400	14.38%	10.89%
Assessment revenues	32,664	-	-	-	-	-	-
Other revenues	499,680	984,065	574,000	574,000	962,800	67.74%	2.15%
Investment earnings	679,136	1,130,036	894,300	894,300	749,400	(16.20%)	1.68%
Total Current Resources	18,090,698	21,053,901	21,145,100	21,487,100	22,504,500	4.73%	50.35%
Transfers in	7,387,350	1,892,296	1,675,700	1,708,200	3,238,300	89.57%	7.24%
Beginning balance	16,294,936	21,795,909	22,035,900	22,050,900	18,959,600	(14.02%)	42.41%
Total Special Revenue Funds	41,772,984	44,742,106	44,856,700	45,246,200	44,702,400	(1.20%)	100.00%
DEBT SERVICE FUND							
Property taxes	\$ 1,113,145	\$ 988,952	\$ 1,020,700	\$ 1,020,700	\$ 1,011,600	(0.89%)	30.95%
Transient room taxes	256,014	241,343	217,800	217,800	193,800	(11.02%)	5.93%
Charges for service	437,823	524,267	458,700	458,700	486,200	6.00%	14.88%
Assessment revenues	174,484	12,213	11,000	11,000	7,000	(36.36%)	0.21%
Other revenues	-	8,456,060	-	-	-	-	-
Investment earnings	123,891	133,892	33,500	33,500	54,200	61.79%	1.66%
Total Current Resources	2,105,357	10,356,727	1,741,700	1,741,700	1,752,800	0.64%	53.63%
Transfers in	2,467,272	346,527	421,700	421,700	423,500	0.43%	12.96%
Beginning balance	2,341,709	2,255,847	793,200	793,200	372,100	(53.09%)	11.39%
Reserved beginning balance	505,976	582,777	635,000	635,000	719,500	13.31%	22.02%
Total Debt Service Fund	7,420,314	13,541,878	3,591,600	3,591,600	3,267,900	(9.01%)	100.00%
CAPITAL PROJECTS FUNDS							
Intergovernmental revenues	\$ 3,447,653	\$ 295,224	\$ 15,611,000	\$ 15,611,000	\$ 14,143,000	(9.40%)	64.62%
Charges for service	536,324	8,725	-	-	-	-	-
Assessment revenues	577,530	272,103	214,000	214,000	2,565,000	1,098.60%	11.72%
Other revenues	3,254,215	33,195	3,845,000	3,845,000	1,890,000	(50.85%)	8.64%
Investment earnings	212,604	128,703	23,500	23,500	26,200	11.49%	0.12%
Total Current Resources	8,028,326	737,950	19,693,500	19,693,500	18,624,200	(5.43%)	85.10%
Transfers in	568,373	620,000	2,000,000	2,000,000	225,100	(88.75%)	1.03%
Beginning balance	3,354,916	2,222,544	2,007,400	2,007,400	3,034,900	51.19%	13.87%
Total Capital Projects Funds	11,951,615	3,580,494	23,700,900	23,700,900	21,884,200	(7.67%)	100.00%

continued

Table 2
SUMMARY OF MAJOR REVENUES BY FUND TYPE, continued
 Adopted Budget for the Fiscal Year 2008-09

Fund type/Fund name	2005-06	2007-08.....		2008-09 Adopted Budget	% Change from 2007-08	Percent of Fund Type Budget
	Actual	Actual	Adopted Budget	Revised Budget			
PERMANENT FUNDS							
Other revenues	\$ 2,414	\$ 922	\$ 2,500	\$ 2,500	\$ 500	(80.00%)	0.35%
Investment earnings	5,136	6,728	6,500	6,500	6,500	-	4.56%
Total Current Resources	7,550	7,650	9,000	9,000	7,000	(22.22%)	4.91%
Beginning balance	48,953	56,047	52,800	52,800	56,100	6.25%	39.34%
Beginning balance held in trust	79,427	79,427	79,500	79,500	79,500	-	55.75%
Total Permanent Funds	135,930	143,124	141,300	141,300	142,600	0.92%	100.00%
ENTERPRISE FUNDS							
Property taxes	\$ 769,943	\$ 758,794	\$ 817,000	\$ 817,000	\$ 812,000	(0.61%)	1.25%
Licenses & fees	2,852,163	3,141,485	1,915,600	1,915,600	743,000	(61.21%)	1.14%
Intergovernmental revenues	70,717	718,920	1,466,800	1,621,700	2,259,000	39.30%	3.47%
Charges for service	18,925,149	20,312,961	21,389,400	21,389,400	22,955,200	7.32%	35.24%
Assessment revenues	112,015	77,540	76,000	76,000	45,000	(40.79%)	0.07%
Other revenues	488,441	29,315,094	25,440,000	25,440,000	5,475,400	(78.48%)	8.41%
Investment earnings	1,320,432	1,505,494	801,100	801,100	872,600	8.93%	1.34%
Total Current Resources	24,538,860	55,830,288	51,905,900	52,060,800	33,162,200	(36.30%)	50.92%
Transfers in	2,143,000	3,068,000	3,637,600	3,637,600	2,458,500	(32.41%)	3.77%
Beginning balance	36,581,844	30,324,897	24,984,200	24,984,200	28,169,100	12.75%	43.25%
Reserved beginning balance	-	704,721	617,100	617,100	1,340,800	117.27%	2.06%
Total Enterprise Funds	63,263,704	89,927,906	81,144,800	81,299,700	65,130,600	(19.89%)	100.00%
INTERNAL SERVICE FUNDS							
Intergovernmental revenues	\$ 7,500	\$ -	\$ -	\$ -	\$ -	-	-
Charges for service	11,969,501	8,566,200	12,332,000	12,332,000	13,346,800	8.23%	97.13%
Other revenues	129,138	77,210	90,000	90,000	61,000	(32.22%)	0.44%
Investment earnings	42,844	20,568	16,000	16,000	18,500	15.63%	0.13%
Total Current Resources	12,148,983	8,663,978	12,438,000	12,438,000	13,426,300	7.95%	97.70%
Transfers in	352,679	-	-	-	-	-	-
Beginning balance	738,755	704,570	342,700	342,700	315,500	(7.94%)	2.30%
Total Internal Service Funds	13,240,417	9,368,548	12,780,700	12,780,700	13,741,800	7.52%	100.00%
TOTAL ALL FUNDS	\$162,575,114	\$188,954,704	\$195,171,400	\$195,755,000	\$179,293,000	(8.41%)	

2008-09 Adopted Budget - Revenues, All Funds

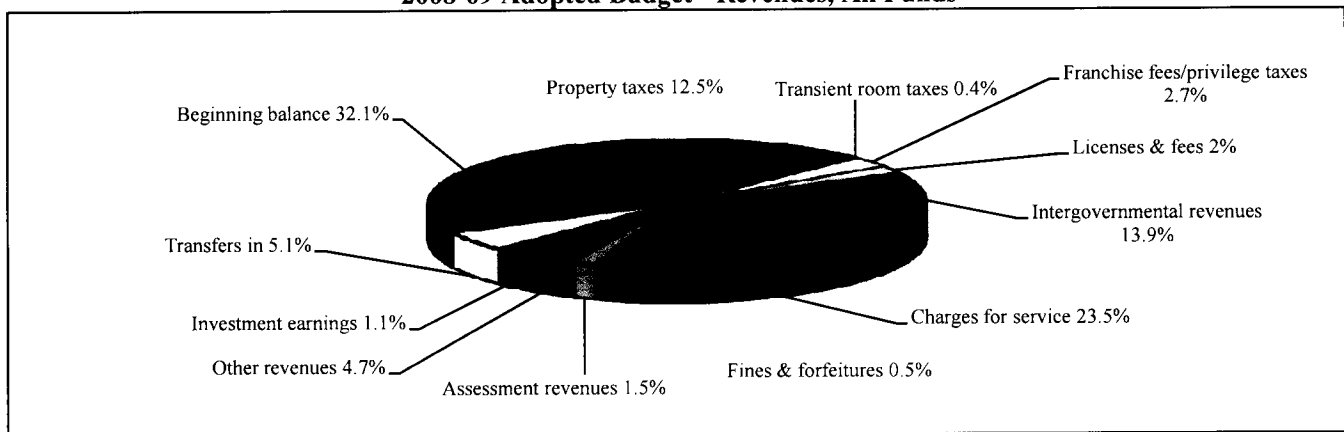


Table 2 summarizes by fund the major revenue categories indicating category percentages of total fund revenues and percentage change from the prior fiscal year.

Table 3
ADOPTED BUDGET BY FUND TYPE AND REQUIREMENT CATEGORY
 Adopted Budget for the Fiscal Year 2008-09

Fund type/Fund name	2005-06 Actual	2006-07 Actual2007-08.....		2008-09 Adopted Budget	% Change from 2007-08	% of Fund Type Budget
			Adopted Budget	Revised Budget			
GENERAL FUND							
Personnel	\$ 15,254,262	\$ 16,579,908	\$ 18,105,900	\$ 18,145,100	\$ 19,612,900	8.09%	64.46%
Materials & Services	4,643,991	5,244,524	6,538,000	6,538,000	7,130,500	9.06%	23.44%
Capital	64,428	165,047	225,500	225,500	313,100	38.85%	1.03%
Transfers Out	724,354	979,234	1,142,200	1,142,200	1,164,900	1.99%	3.83%
Contingency	-	-	2,943,800	2,943,800	2,202,100	(25.20%)	7.24%
Total General Fund	20,687,035	22,968,713	28,955,400	28,994,600	30,423,500	4.93%	100.00%
SPECIAL REVENUE FUNDS							
Personnel	5,641,143	6,392,570	7,311,500	7,545,200	7,672,000	1.68%	17.16%
Materials & Services	6,719,000	8,471,522	10,053,100	10,218,200	10,856,300	6.24%	24.29%
Capital	1,784,649	2,650,196	20,451,200	20,508,900	20,993,700	2.36%	46.96%
Transfers Out	5,796,785	3,360,888	5,624,700	5,639,700	5,047,800	(10.50%)	11.29%
Debt Service	35,511	39,731	58,600	58,600	54,100	(7.68%)	0.12%
Contingency	-	-	1,357,600	1,275,600	78,500	(93.85%)	0.18%
Total Special Revenue Funds	19,977,088	20,914,907	44,856,700	45,246,200	44,702,400	(1.20%)	100.00%
DEBT SERVICE FUND							
Materials & Services	9,225	127,560	2,700	2,700	2,400	(11.11%)	0.07%
Transfers Out	2,110,672	294,688	-	-	-	-	-
Debt Service	2,461,792	11,922,538	3,588,900	3,588,900	3,265,500	(9.01%)	99.93%
Total Debt Service Fund	4,581,689	12,344,786	3,591,600	3,591,600	3,267,900	(9.01%)	100.00%
CAPITAL PROJECTS FUND							
Personnel	579	-	50,700	50,700	54,200	6.90%	0.25%
Materials & Services	959,172	413,359	375,000	375,000	502,000	33.87%	2.29%
Capital	4,865,282	1,867,913	23,275,200	23,275,200	21,328,000	(8.37%)	97.46%
Transfers Out	3,904,037	148,111	-	-	-	-	-
Total Capital Projects Fund	9,729,070	2,429,383	23,700,900	23,700,900	21,884,200	(7.67%)	100.00%
PERMANENT FUNDS							
Materials & Services	455	3,817	11,000	11,000	13,200	20.00%	9.26%
Unappropriated	-	-	130,300	130,300	129,400	(0.69%)	90.74%
Total Permanent Funds	455	3,817	141,300	141,300	142,600	0.92%	100.00%
ENTERPRISE FUNDS							
Personnel	3,047,484	4,313,057	3,624,400	3,624,400	3,885,800	7.21%	5.97%
Materials & Services	9,483,217	10,047,306	11,449,500	11,534,620	12,376,900	7.30%	19.00%
Capital	12,932,355	38,275,717	56,125,400	56,195,180	39,124,600	(30.38%)	60.07%
Transfers Out	2,184,200	3,314,000	3,687,600	3,687,600	2,766,500	(24.98%)	4.25%
Debt Service	4,586,825	4,595,211	5,089,500	5,089,500	5,808,400	14.13%	8.92%
Contingency	-	-	1,168,400	1,168,400	1,168,400	-	1.79%
Total Enterprise Funds	32,234,081	60,545,291	81,144,800	81,299,700	65,130,600	(19.89%)	100.00%

continued

Table 3

ADOPTED BUDGET BY FUND TYPE AND REQUIREMENT CATEGORY, continued

Adopted Budget for the Fiscal Year 2008-09

Fund type/Fund name	2005-06 Actual	2006-07 Actual2007-08.....		2008-09 Adopted Budget	% Change from 2007-08	% of Fund Type Budget
			Adopted Budget	Revised Budget			
INTERNAL SERVICE FUNDS							
Personnel	6,942,459	6,258,014	8,513,200	8,513,200	9,258,700	8.76%	67.38%
Materials & Services	4,670,025	2,780,456	4,267,500	4,250,000	4,366,400	2.74%	31.77%
Capital	35,490	45,423	-	-	16,700	-	0.12%
Transfers Out	887,875	-	-	17,500	-	(100.00%)	-
Contingency	-	-	-	-	100,000	-	0.73%
Total Internal Service Funds	12,535,849	9,083,893	12,780,700	12,780,700	13,741,800	7.52%	100.00%
Total All Funds Types	\$ 99,745,267	\$ 128,290,790	\$ 195,171,400	\$ 195,755,000	\$ 179,293,000	(8.41%)	

ALL FUNDS

Personnel	\$ 30,885,927	\$ 33,543,549	\$ 37,605,700	\$ 37,878,600	\$ 40,483,600	6.88%	22.60%
Materials & Services	26,485,085	27,088,544	32,696,800	32,929,520	35,247,700	7.04%	19.67%
Capital	19,682,204	43,004,296	100,077,300	100,204,780	81,776,100	(18.39%)	45.64%
Transfers Out	15,607,923	8,096,921	10,454,500	10,487,000	8,979,200	(14.38%)	5.01%
Debt Service	7,084,128	16,557,480	8,737,000	8,737,000	9,128,000	4.48%	5.09%
Contingency	-	-	5,469,800	5,387,800	3,449,000	(35.99%)	1.92%
Unappropriated	-	-	130,300	130,300	129,400	(0.69%)	0.07%
Total All Funds Types	\$ 99,745,267	\$ 128,290,790	\$ 195,171,400	\$ 195,755,000	\$ 179,193,000	(8.46%)	100.00%

2008-09 Adopted Budget by Requirement Category

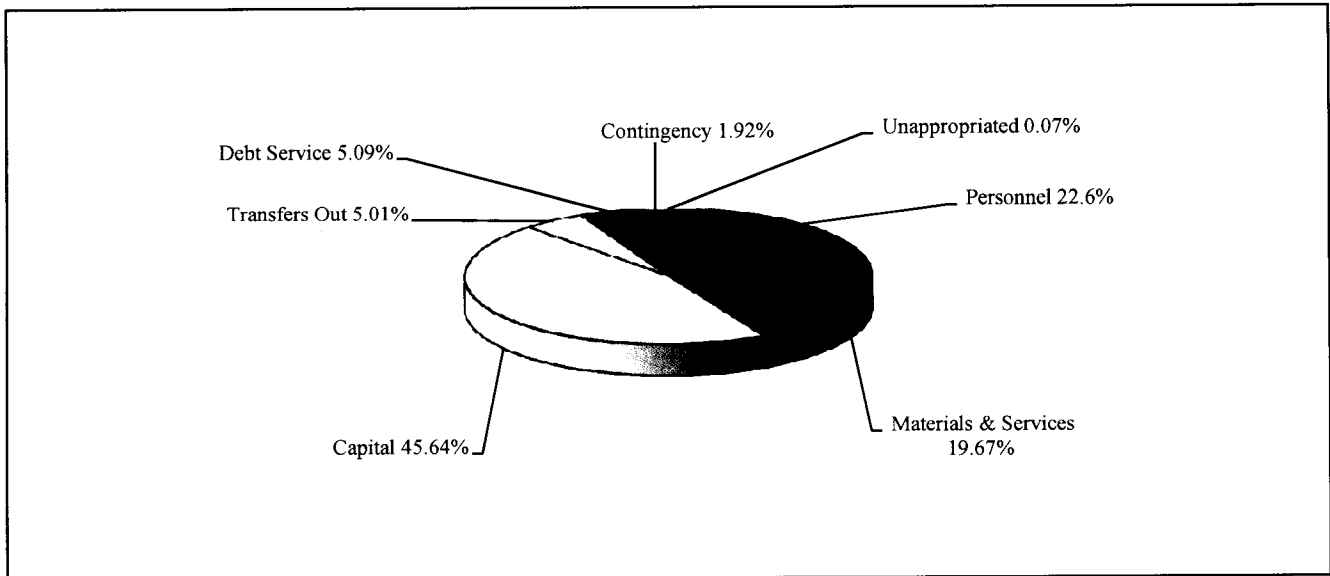


Table 4
BUDGET BY FUND AND REQUIREMENT CATEGORY
 Adopted for the Fiscal Year 2008-09

RESOURCES.....		
	Beginning Fund Balance	Revenues	Total Resources
GENERAL FUND	\$ 4,835,000	\$ 25,588,500	\$ 30,423,500
SPECIAL REVENUE FUNDS			
Parks & Recreation	1,121,300	7,372,100	8,493,400
Grants	83,100	2,784,500	2,867,600
Building Inspection	481,500	1,322,100	1,803,600
Risk Management	1,500,000	490,000	1,990,000
Economic Development	605,900	1,025,800	1,631,700
Ambulance	274,000	2,098,200	2,372,200
Public Transit	125,000	1,141,800	1,266,800
Public Safety Levy	285,000	2,578,100	2,863,100
Capital Replacement	6,997,200	1,729,300	8,726,500
Street	7,486,600	5,200,900	12,687,500
Total Special Revenue Funds	18,959,600	25,742,800	44,702,400
DEBT SERVICE FUND			
Debt Service	1,091,600	2,176,300	3,267,900
Total Debt Service Fund	1,091,600	2,176,300	3,267,900
CAPITAL PROJECTS FUND			
Capital Projects	3,034,900	18,849,300	21,884,200
Total Capital Projects Fund	3,034,900	18,849,300	21,884,200
PERMANENT FUNDS			
Senior Center Endowment	49,400	2,900	52,300
Library Trust	86,200	4,100	90,300
Total Permanent Funds	135,600	7,000	142,600
ENTERPRISE FUNDS			
Sewer	14,938,300	20,310,500	35,248,800
Water	14,571,600	15,310,200	29,881,800
Total Enterprise Funds	29,509,900	35,620,700	65,130,600
INTERNAL SERVICE FUNDS			
Central Services	304,900	6,088,200	6,393,100
Public Works Services	10,600	7,338,100	7,348,700
Total Internal Service Funds	315,500	13,426,300	13,741,800
ADOPTED BUDGET FOR 2008-09	\$57,882,100	\$121,410,900	\$179,293,000
Percent change from 2007-08	4.77%	-13.59%	-8.41%
Percent of 2008-09 budget	32.28%	67.72%	100.00%
REVISED BUDGET FOR 2007-08	\$55,245,700	\$140,509,300	\$195,755,000
Percent of 2007-08 budget	28.22%	71.78%	100.00%

Table 4 summarizes resources and requirements by fund. The revised budget amounts for 2007-08 are presented for comparison purposes. Also included are the percentage of total budget and percentage change from the previous fiscal year.

REQUIREMENTS

Personnel	Materials & Services	Capital Projects	Transfers Out	Debt Service	Contin-gency	Unappro-priated	Total Requirements
\$19,612,900	\$ 7,130,500	\$ 313,100	\$ 1,164,900	\$ -	\$2,202,100	\$ -	\$ 30,423,500
2,696,500	2,518,700	1,387,600	1,812,100	-	78,500	-	8,493,400
16,000	340,100	2,511,500	-	-	-	-	2,867,600
1,148,400	642,300	-	12,900	-	-	-	1,803,600
-	1,990,000	-	-	-	-	-	1,990,000
346,300	842,300	301,000	88,000	54,100	-	-	1,631,700
1,933,900	438,300	-	-	-	-	-	2,372,200
794,700	472,100	-	-	-	-	-	1,266,800
-	-	-	2,863,100	-	-	-	2,863,100
-	315,000	8,411,500	-	-	-	-	8,726,500
736,200	3,297,500	8,382,100	271,700	-	-	-	12,687,500
7,672,000	10,856,300	20,993,700	5,047,800	54,100	78,500	-	44,702,400
-	2,400	-	-	3,265,500	-	-	3,267,900
-	2,400	-	-	3,265,500	-	-	3,267,900
54,200	502,000	21,328,000	-	-	-	-	21,884,200
54,200	502,000	21,328,000	-	-	-	-	21,884,200
-	2,400	-	-	-	-	49,900	52,300
-	10,800	-	-	-	-	79,500	90,300
-	13,200	-	-	-	-	129,400	142,600
1,932,200	6,002,600	22,881,700	2,285,500	1,792,800	354,000	-	35,248,800
1,953,600	6,374,300	16,242,900	481,000	4,015,600	814,400	-	29,881,800
3,885,800	12,376,900	39,124,600	2,766,500	5,808,400	1,168,400	-	65,130,600
4,013,100	2,380,000	-	-	-	-	-	6,393,100
5,245,600	1,986,400	16,700	-	-	100,000	-	7,348,700
9,258,700	4,366,400	16,700	-	-	100,000	-	13,741,800
\$40,483,600	\$35,247,700	\$ 81,776,100	\$ 8,979,200	\$ 9,128,000	\$3,549,000	\$ 129,400	\$179,293,000
6.88%	7.04%	-18.39%	-14.38%	4.48%	-34.13%	-0.69%	-8.41%
22.58%	19.66%	45.61%	5.01%	5.09%	1.98%	0.07%	100.00%
\$37,878,600	\$32,929,520	\$100,204,780	\$10,487,000	\$ 8,737,000	\$5,387,800	\$ 130,300	\$195,755,000
19.35%	16.82%	51.19%	5.36%	4.46%	2.75%	0.07%	100.00%

Table 5
BUDGET BY FUND/PROGRAM AND REQUIREMENT CATEGORY
 Adopted for the Fiscal Year 2008-09

Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency	Unappropriated	Totals
GENERAL FUND								
Nondepartmental	\$ -	\$ 398,200	\$ -	\$ 1,130,100	\$ -	\$ 2,202,100	\$ -	\$ 3,730,400
Municipal Court	321,500	377,200	-	-	-	-	-	698,700
Code Enforcement	-	22,100	-	-	-	-	-	22,100
Fire Suppression	5,956,200	1,781,400	278,100	-	-	-	-	8,015,700
Public Safety Levy: Fire	651,700	381,200	-	-	-	-	-	1,032,900
Fire & Life Safety	502,800	189,100	-	-	-	-	-	691,900
Police	8,934,500	2,306,900	30,000	-	-	-	-	11,271,400
Public Safety Levy: Police	809,000	226,600	5,000	-	-	-	-	1,040,600
Planning	887,800	276,700	-	-	-	-	-	1,164,500
Housing	-	268,500	-	34,800	-	-	-	303,300
Library	1,549,400	902,600	-	-	-	-	-	2,452,000
Total General Fund	19,612,900	7,130,500	313,100	1,164,900	-	2,202,100	-	30,423,500
PARKS & RECREATION FUND								
Sports Services	72,800	137,800	-	-	-	-	-	210,600
Children/Youth/Family Rec Services	208,500	50,400	-	-	-	-	-	258,900
Resource Development/Marketing Services	202,400	58,900	-	-	-	-	-	261,300
Adult Rec & Fitness Services	148,500	38,200	-	-	-	-	-	187,100
Park Maintenance Services	616,600	756,100	-	-	-	-	-	1,372,700
Parks & Recreation Administration	328,600	653,600	-	337,100	-	78,500	-	1,397,800
Senior Services	331,700	129,200	-	-	-	-	-	460,900
Aquatic Services	504,500	173,900	-	-	-	-	-	678,400
NW Art & Air Festival	29,600	143,000	-	-	-	-	-	172,600
Performance Series	28,100	162,600	-	-	-	-	-	190,700
Urban Forestry	194,800	132,000	-	-	-	-	-	326,800
Park SDC Projects	30,000	66,700	95,600	1,475,000	-	-	-	1,667,300
Senior Center Foundation	-	16,300	-	-	-	-	-	16,300
Parks Capital Improvement Program	-	-	1,292,000	-	-	-	-	1,292,000
Total Parks & Recreation Fund	2,696,500	2,518,700	1,387,600	1,812,100	-	78,500	-	8,493,400
GRANTS FUND								
911 Emergency Dispatch	-	250,000	-	-	-	-	-	250,000
FAA Annual Capital Grant	-	-	378,000	-	-	-	-	378,000
Title XIX Grant	16,000	-	-	-	-	-	-	16,000
DOJ Bulletproof Vest	-	12,500	-	-	-	-	-	12,500
Teloh Calapooia Park Grant	-	-	45,000	-	-	-	-	45,000
Henderson Park Playground Grant	-	-	70,000	-	-	-	-	70,000
Periwinkle Path and Bridge	-	-	160,000	-	-	-	-	160,000
Pineway Park Playground Equipment	-	-	100,000	-	-	-	-	100,000
Community Park Dev. Phase I	-	-	1,350,000	-	-	-	-	1,350,000
07-08 SHPO Historic Preservation	-	6,700	-	-	-	-	-	6,700
08-09 SHPO Historic Preservation Grant	-	10,500	-	-	-	-	-	10,500
Library Foundation	-	-	126,500	-	-	-	-	126,500
Oregon Community Foundation	-	50,000	210,000	-	-	-	-	260,000
State Library Grant	-	10,400	-	-	-	-	-	10,400
ODOT Ped/Bike Improvement Grant	-	-	72,000	-	-	-	-	72,000
Total Grants Fund	16,000	340,100	2,511,500	-	-	-	-	2,867,600
BUILDING INSPECTION FUND								
Building Inspection	910,000	595,900	-	12,900	-	-	-	1,518,800
Electrical Permit Program	145,300	36,800	-	-	-	-	-	182,100
ADA Code Enforcement	67,600	300	-	-	-	-	-	67,900
Development Code Enforcement	25,500	9,300	-	-	-	-	-	34,800
Total Building Inspection Fund	1,148,400	642,300	-	12,900	-	-	-	1,803,600
RISK MANAGEMENT FUND								
Risk Management	-	1,990,000	-	-	-	-	-	1,990,000
Total Risk Management Fund	-	1,990,000	-	-	-	-	-	1,990,000
ECONOMIC DEVELOPMENT FUND								
Target Utilities	-	-	-	-	54,100	-	-	54,100
Economic Development Activities	346,300	541,300	-	-	-	-	-	887,600
Albany Municipal Airport	-	301,000	301,000	88,000	-	-	-	690,000
Total Economic Development Fund	346,300	842,300	301,000	88,000	54,100	-	-	1,631,700

continued

Table 5
BUDGET BY FUND/PROGRAM AND REQUIREMENT CATEGORY, continued
 Adopted for the Fiscal Year 2008-09

Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Conti- gency	Unappro- priated	Totals
AMBULANCE FUND								
Ambulance	1,933,900	438,300	-	-	-	-	-	2,372,200
Total Ambulance Fund	1,933,900	438,300	-	-	-	-	-	2,372,200
PUBLIC TRANSIT FUND								
Albany Transit System	311,800	193,100	-	-	-	-	-	504,900
Linn-Benton Loop	311,500	209,200	-	-	-	-	-	520,700
Paratransit System	171,400	69,800	-	-	-	-	-	241,200
Total Public Transit Fund	794,700	472,100	-	-	-	-	-	1,266,800
PUBLIC SAFETY LEVY FUND								
Public Safety Levy	-	-	-	2,863,100	-	-	-	2,863,100
Total Public Safety Levy Fund	-	-	-	2,863,100	-	-	-	2,863,100
CAPITAL REPLACEMENT FUND								
Equipment Replacement	-	25,000	4,332,200	-	-	-	-	4,357,200
City Facilities Replacement	-	-	2,284,000	-	-	-	-	2,284,000
GF Facilities Maintenance Projects	-	115,000	504,500	-	-	-	-	619,500
IT Equipment Replacement	-	175,000	1,290,800	-	-	-	-	1,465,800
Total Capital Replacement Fund	-	315,000	8,411,500	-	-	-	-	8,726,500
STREET FUND								
Street Maintenance	736,200	1,716,900	-	-	-	-	-	2,453,100
Street Administration	-	1,049,600	94,000	271,700	-	-	-	1,415,300
Street Capital & Restoration	-	525,000	2,781,100	-	-	-	-	3,306,100
N. Albany Frontage Fee Projects	-	-	690,000	-	-	-	-	690,000
Transportation SDC Projects	-	6,000	4,817,000	-	-	-	-	4,823,000
Total Street Fund	736,200	3,297,500	8,382,100	271,700	-	-	-	12,687,500
DEBT SERVICE FUND								
Bancroft Debt Service	-	200	-	-	398,900	-	-	399,100
1995 Fairgrounds Revenue Bonds	-	500	-	-	468,400	-	-	468,900
1999 GO Street Improvement Bonds	-	1,000	-	-	479,600	-	-	480,600
2002 LTD Tax Pension Bonds	-	-	-	-	752,000	-	-	752,000
2004 Revenue Obligations	-	700	-	-	422,800	-	-	423,500
2007 GO Refunding Bonds	-	-	-	-	743,800	-	-	743,800
Total Debt Service Fund	-	2,400	-	-	3,265,500	-	-	3,267,900
CAPITAL PROJECTS FUND								
Albany Data Integration Project	-	282,000	-	-	-	-	-	282,000
LID Construction Projects	-	-	2,909,000	-	-	-	-	2,909,000
City Facility Projects	-	-	200,100	-	-	-	-	200,100
Albany Station REA Building	26,000	-	1,563,000	-	-	-	-	1,589,000
Albany Station Pathway	11,200	-	637,700	-	-	-	-	648,900
North Albany Park & Ride	17,000	-	925,200	-	-	-	-	942,200
Library Renovation	-	220,000	3,400,000	-	-	-	-	3,620,000
ST-07-03 53rd Ave Bridge/Roadway	-	-	7,785,000	-	-	-	-	7,785,000
SS-07-02 Ellingson Rd Sewer Ext	-	-	50,000	-	-	-	-	50,000
WL-07-08 Ellingson Rd Water Ext	-	-	1,358,000	-	-	-	-	1,358,000
SVC Access Road	-	-	1,500,000	-	-	-	-	1,500,000
SVC Water Line	-	-	1,000,000	-	-	-	-	1,000,000
Total Capital Projects Fund	54,200	502,000	21,328,000	-	-	-	-	21,884,200
SENIOR CENTER ENDOWMENT FUND								
Senior Center Endowment	-	2,400	-	-	-	-	49,900	52,300
Total Senior Center Endowment Fund	-	2,400	-	-	-	-	49,900	52,300
LIBRARY TRUST FUND								
V. O. Torney Trust	-	2,200	-	-	-	-	10,000	12,200
Manela Trust	-	8,600	-	-	-	-	69,500	78,100
Total Library Trust Fund	-	10,800	-	-	-	-	79,500	90,300

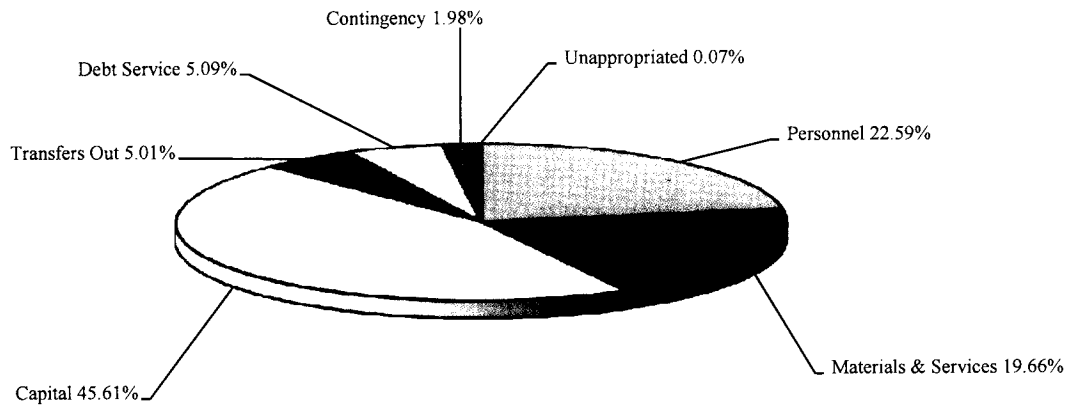
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Table 5
BUDGET BY FUND/PROGRAM AND REQUIREMENT CATEGORY, continued
 Adopted for the Fiscal Year 2008-09

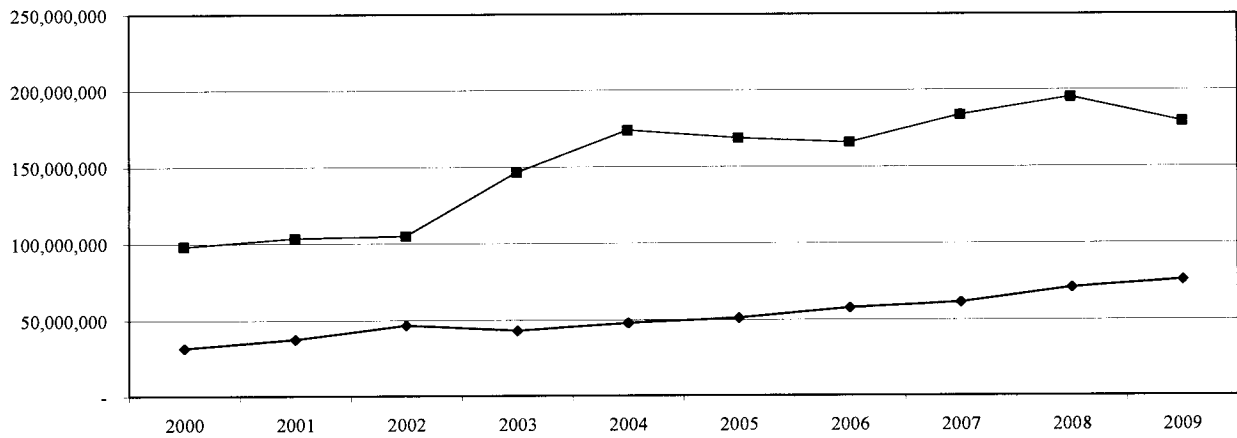
Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency	Unappropriated	Totals
SEWER FUND								
Sewer Environmental Services	450,000	240,100	-	-	-	-	-	690,100
Wastewater Treatment Plant	657,400	1,362,100	-	-	-	-	-	2,019,500
Wastewater Collection	824,800	1,021,000	147,000	-	-	-	-	1,992,800
Wastewater Administration	-	2,826,800	94,000	66,700	-	354,000	-	3,341,500
Sewer System Capital Projects	-	550,000	4,234,300	-	-	-	-	4,784,300
Sewer Equipment Replacement	-	-	1,005,900	-	-	-	-	1,005,900
Sewer SDC Improvement Fee Projects	-	-	3,775,200	2,131,500	-	-	-	5,906,700
Sewer SDC Reimbursement Fee Projects	-	-	1,199,500	-	-	-	-	1,199,500
Sewer Debt Service	-	600	-	-	1,334,300	-	-	1,334,900
Sewer Debt Service: North Albany	-	-	-	-	458,500	-	-	458,500
Sewer Economic Development	-	-	235,800	87,300	-	-	-	323,100
WW Facilities Improvement	-	2,000	12,190,000	-	-	-	-	12,192,000
Total Sewer Fund	1,932,200	6,002,600	22,881,700	2,285,500	1,792,800	354,000	-	35,248,800
WATER FUND								
Water Administration	119,400	3,149,200	94,000	66,700	-	814,400	-	4,243,700
Water Canal Maintenance	221,000	421,100	-	-	-	-	-	642,100
Vine Street Water Treatment Plant	212,000	671,900	100,000	-	-	-	-	983,900
Water Distribution	877,600	1,037,700	-	-	-	-	-	1,915,300
Albany-Millersburg WTP	523,600	855,400	-	-	-	-	-	1,379,000
Water SDC Improvement Fee Projects	-	-	1,744,500	327,000	-	-	-	2,071,500
Water SDC Reimbursement Fee Projects	-	-	912,100	-	-	-	-	912,100
2003 Water Bond Projects	-	-	4,242,100	-	-	-	-	4,242,100
Water Debt Service	-	12,000	-	-	2,999,800	-	-	3,011,800
Water GO Debt Service	-	2,000	-	-	1,015,800	-	-	1,017,800
Water Capital: Canal	-	-	337,100	-	-	-	-	337,100
Water System Capital Projects	-	225,000	7,388,200	-	-	-	-	7,613,200
Water Economic Development	-	-	500,000	87,300	-	-	-	587,300
North Albany Water Capital Projects	-	-	329,100	-	-	-	-	329,100
Water Equipment Replacement	-	-	595,800	-	-	-	-	595,800
Total Water Fund	1,953,600	6,374,300	16,242,900	481,000	4,015,600	814,400	-	29,881,800
CENTRAL SERVICES FUND								
Finance	1,099,600	371,700	-	-	-	-	-	1,471,300
Council & Nondepartmental	14,800	271,300	-	-	-	-	-	286,100
City Manager's Office	790,500	477,700	-	-	-	-	-	1,268,200
Information Technology Services	848,000	383,500	-	-	-	-	-	1,231,500
GIS Services	373,700	225,800	-	-	-	-	-	599,500
Permit Tracking	48,600	42,600	-	-	-	-	-	91,200
Human Resources	551,700	228,500	-	-	-	-	-	780,200
Facilities Maintenance	286,200	378,900	-	-	-	-	-	665,100
Total Central Services Fund	4,013,100	2,380,000	-	-	-	-	-	6,393,100
PUBLIC WORKS SERVICES FUND								
PW Administration	411,800	232,400	-	-	-	100,000	-	744,200
Engineering Services	2,154,300	398,300	-	-	-	-	-	2,552,600
Operations Administration	719,900	450,300	-	-	-	-	-	1,170,200
Water Quality Control Services	339,900	115,800	16,700	-	-	-	-	472,400
PW Customer Services	586,600	540,400	-	-	-	-	-	1,127,000
Facilities & Maintenance Engineering	1,033,100	249,200	-	-	-	-	-	1,282,300
Total Engineering/Water Quality Fund	5,245,600	1,986,400	16,700	-	-	100,000	-	7,348,700
Grand Totals	\$ 40,483,600	\$35,247,700	\$81,776,100	\$ 8,979,200	\$ 9,128,000	\$3,549,000	\$ 129,400	\$179,293,000

Table 5 summarizes the 2008-09 budget by fund, program, and expenditure type.

2008-09 Budget by Expenditure Category



Operating Expenditures and Total Budget for Fiscal Years ended June 30, 2000 through 2009



Year Ended June 30,	Personnel*	Materials & Supplies*	Total Operating Expenditures*	Total Budget	Op. Exp. as % of Total Budget
2000	\$16,929,956	\$14,717,387	\$31,647,343	\$ 98,224,500	32.22%
2001	20,182,958	17,263,616	37,446,574	103,776,300	36.08%
2002	21,859,744	24,791,578	46,651,322	105,016,900	44.42%
2003	23,207,512	19,783,175	42,990,687	146,612,800	29.32%
2004	25,876,196	22,072,782	47,948,978	173,841,300	27.58%
2005	27,858,045	23,259,973	51,118,018	168,787,000	30.29%
2006	30,885,921	26,719,874	57,605,795	165,868,200	34.73%
2007	33,543,548	27,638,969	61,182,517	183,640,400	33.32%
2008	37,726,900	33,009,720	70,736,620	195,348,600	36.21%
2009	40,483,600	35,247,700	75,731,300	179,293,000	42.24%

* Fiscal years ended June 30, 2000 through 2007 are actual expenditures.
 Budgeted amounts are shown for fiscal years ending June 30, 2008 and 2009.

Table 6

SCHEDULE OF RESTRICTED (R) AND UNRESTRICTED (U) RESERVES

Adopted for the Fiscal Year 2008-09

An "unrestricted reserve" is an appropriation which may be used for any legal purpose within the general instructions of the type of fund in which it is budgeted. For example, "unrestricted reserve" in the Street Fund, a Special Revenue fund, can be used for any street related purpose. A "restricted reserve" can only be used for the specific purpose for which the reserve was established. Resources in the North Albany street reserve can be used only to maintain and replace streets in the North Albany area of the City.

Fund/Account#/Description	Reserved Amount	Description/Percent of Fund Budget
GENERAL FUND		
100-10-1003-99005 Contingencies	\$ 2,202,100	U Budgetary policy sets a 5% minimum, 20% maximum
Total General Fund	2,202,100	7.24% of General Fund budget
PARKS & RECREATION FUND		
202-35-1408-99005 Contingencies	78,500	U Designated for Parks activities
202-35-1500-90012 Reserve: Capital Projects	95,600	R Restricted to Parks SDC projects
Total Parks & Recreation Fund	174,100	2.05% of Parks & Recreation Fund budget
RISK MANAGEMENT FUND		
208-10-1005-69016 Reserve: Risk Management	1,990,000	U Designated for potential risk management liabilities
Total Risk Management Fund	1,990,000	100% of Risk Management Fund budget
ECONOMIC DEVELOPMENT FUND		
211-10-1007-95000 Reserve: Debt Service	16,400	R Restricted to debt service
211-16-1103-90012 Reserve: Capital Projects	246,000	U Designated for airport improvements
Total Economic Development Fund	262,400	16.08% of Economic Development Fund budget
PUBLIC TRANSIT FUND		
213-16-1107-69015 Reserve: Operating	11,100	U Designated for Transit Loop System activities
Total Public Transit Fund	11,100	0.88% of Public Transit Fund budget
CAPITAL REPLACEMENT FUND		
217-10-1010-90004 Reserve: Replacement	3,832,200	U Designated for equipment replacement
217-10-1034-90008 Reserve: Building Replacement	2,284,000	U Designated for building replacement
217-10-2002-90010 Reserve: Building Maintenance	419,500	U Designated for building maintenance
217-13-1031-90004 Reserve: Replacement	1,250,800	U Designated for Information Technology equipment
Total Capital Replacement Fund	7,786,500	89.23% of Capital Replacement Fund budget
STREET FUND		
250-50-2700-90009 Reserve: Street Connection Fees	233,400	U Designated for street capital projects
250-50-2700-90012 Reserve: Capital Projects	612,700	U Designated for street capital projects
250-50-2700-90013 RESERVE: GRANT MATCHING FUNDS	40,000	U Designated for street capital projects
250-50-2701-90012 Reserve: Capital Projects	690,000	U Designated for North Albany projects
250-50-2702-90012 Reserve: Capital Projects	4,817,000	R Restricted to Transportation SDC projects
Total Street Fund	6,393,100	50.39% of Street Fund budget
DEBT SERVICE FUND		
301-10-1016-95000 Reserve: Debt Service	313,600	R Restricted to debt service
301-10-1018-95000 Reserve: Debt Service	228,200	R Restricted to debt service
301-10-1021-95000 Reserve: Debt Service	265,800	R Restricted to debt service
301-10-1050-95000 Reserve: Debt Service	36,400	R Restricted to debt service
Total Debt Service Fund	844,000	25.83% of Debt Service Fund budget
CAPITAL PROJECTS FUND		
402-10-1012-90012 Reserve: Capital Projects	409,000	R Restricted endowment donations
Total Capital Projects Fund	409,000	1.87% of Capital Projects Fund budget
SENIOR CENTER ENDOWMENT FUND		
501-35-1418-99505 Unappropriated Surplus	49,900	R Restricted endowment donations
Total Senior Center Endowment Fund	49,900	95.41% of Senior Center Endowment Fund budget
LIBRARY TRUST FUND		
502-45-1703-99505 Unappropriated Surplus	10,000	R Restricted endowment donations
502-45-1704-99505 Unappropriated Surplus	69,500	R Restricted endowment donations
Total Library Trust Fund	79,500	88.04% of Library Trust Fund budget

Table 6

SCHEDULE OF RESTRICTED (R) AND UNRESTRICTED (U) RESERVES, continued

Adopted for the Fiscal Year 2008-09

Fund/Account#/Description	Reserved Amount	Description/Percent of Fund Budget
SEWER FUND		
601-50-2407-99005 Contingencies	354,000	U Designated for sewer operations
601-50-2500-90003 Reserve: Connection Fees	562,000	U Designated for sewer system capital projects
601-50-2500-90011 Reserve: Storm Drain Collection Fees	161,000	U Designated for sewer system capital projects
601-50-2500-90012 Reserve: Capital Projects	1,869,300	U Designated for sewer system capital projects
601-50-2501-90007 Reserve: Equipment Replacement	1,005,900	U Designated for sewer equipment replacement
601-50-2502-90001 Reserve: Pipe Over-sizing	15,000	R Restricted SDC - capacity increasing projects
601-50-2502-90012 Reserve: Capital Projects	3,000,200	R Restricted SDC - capacity increasing projects
601-50-2503-90012 Reserve: Capital Projects	5,000	R Restricted SDC - general capital improvements
601-50-2504-95005 Reserve: Revenue Bonds	819,300	R Restricted to debt service
601-50-2505-95000 Reserve: Debt Service	278,000	R Restricted to debt service
601-50-2506-90012 Reserve: Capital Projects	235,800	U Designated for sewer economic development charges
Total Sewer Fund	8,305,500	23.56% of Sewer Fund budget
WATER FUND		
615-50-2202-99005 Contingencies	814,400	U Designated for water operations
615-50-2300-90001 Reserve: Pipe Over-sizing	10,000	U Designated for water system pipe over-sizing
615-50-2300-90012 Reserve: Capital Projects	1,279,500	R Restricted to SDC - improvement fee projects
615-50-2301-90012 Reserve: Capital Projects	777,100	R Restricted to SDC - reimbursement fee projects
615-50-2302-90012 Reserve: Capital Projects	4,027,100	R Restricted to 2003 water bond projects
615-50-2306-95000 Reserve: Debt Service	165,700	R Restricted to debt service
615-50-2307-90002 Reserve: Canal Capital	215,100	U Designated for water canal maintenance
615-50-2308-90003 Reserve: Connection Fees	458,000	U Designated for water capital projects
615-50-2308-90012 Reserve: Capital Projects	1,046,200	U Designated for water capital projects
615-50-2309-90012 Reserve: Capital Projects	500,000	U Designated for water economic development projects
615-50-2310-90012 Reserve: Capital Projects	329,100	R Restricted to North Albany projects
615-50-2311-90007 Reserve: Equipment Replacement	595,800	U Designated for water equipment replacement
Total Water Fund	10,218,000	34.19% of Water Fund budget
CENTRAL SERVICES FUND		
701-13-2010-69005 Reserve: GIS Aerial Mapping	90,000	U Designated for aerial mapping
Total Central Services Fund	90,000	1.41% of Central Services Fund budget
PUBLIC WORKS SERVICES FUND		
705-50-2802-99005 Contingencies	100,000	U Designated for aerial mapping
Total Public Works Services Fund	100,000	1.36% of Public Works Services Fund budget
TOTAL RESTRICTED RESERVES	17,007,400	
TOTAL UNRESTRICTED RESERVES	21,907,800	
TOTAL RESERVES	\$38,915,200	

Table 7
HISTORICAL FINANCIAL INFORMATION BY FUND AND FUND TYPE
 Adopted Budget for the Fiscal Year 2008-09

Fund type/Fund name	2005-06 Actual	2006-07 Actual2007-08.....		2008-09 Adopted Budget	% Change from 2007-08
			Adopted Budget	Revised Budget		
General Fund	\$ 20,687,035	\$ 22,968,713	\$ 28,955,400	\$ 28,994,600	\$ 30,423,500	4.93%
Special Revenue Funds						
Payroll Insurance	408,972	-	-	-	-	-
Parks & Recreation	5,193,061	5,077,911	8,233,300	8,280,800	8,493,400	2.57%
Grants	617,159	1,054,893	1,335,100	1,415,100	2,867,600	102.64%
Building Inspection	1,479,962	1,755,731	2,924,100	2,924,100	1,803,600	(38.32%)
Community Development	419,367	-	-	-	-	-
Environmental Safety	121,909	-	-	-	-	-
Library Memorial	115,051	-	-	-	-	-
Risk Management	1,994,748	-	1,455,000	1,455,000	1,990,000	36.77%
VALIANT	37,181	-	-	-	-	-
Economic Improvement District	35,652	-	-	-	-	-
Economic Development	591,858	986,114	1,375,200	1,390,200	1,631,700	17.37%
Ambulance	1,780,868	2,056,472	2,192,200	2,192,200	2,372,200	8.21%
Public Transit	554,928	879,073	1,031,000	1,278,000	1,266,800	(0.88%)
Senior Center Foundation	15,894	-	-	-	-	-
Public Safety Levy	2,029,262	2,353,898	3,002,900	3,002,900	2,863,100	(4.66%)
State Revenue Sharing	327,021	-	-	-	-	-
Capital Replacement	6,504	1,733,127	7,945,700	7,945,700	8,726,500	9.83%
Street	4,247,691	5,017,688	15,362,200	15,362,200	12,687,500	(17.41%)
Total Special Revenue Funds	19,977,088	20,914,907	44,856,700	45,246,200	44,702,400	(1.20%)
Debt Service Funds						
Debt Service	2,115,335	12,344,786	3,591,600	3,591,600	3,267,900	(9.01%)
Bancroft Bond Redemption	2,466,354	-	-	-	-	-
Total Debt Service Funds	4,581,689	12,344,786	3,591,600	3,591,600	3,267,900	(9.01%)
Capital Projects Funds						
Equipment Replacement	3,998,089	-	-	-	-	-
Capital Projects	5,428,952	2,429,383	23,700,900	23,700,900	21,884,200	(7.67%)
Improvement Fund	302,029	-	-	-	-	-
Total Capital Projects Funds	9,729,070	2,429,383	23,700,900	23,700,900	21,884,200	(7.67%)
Permanent Funds						
Senior Center Endowment	455	1,854	52,800	52,800	52,300	(0.95%)
Library Trust	-	1,963	88,500	88,500	90,300	2.03%
Total Permanent Funds	455	3,817	141,300	141,300	142,600	0.92%
Enterprise Funds						
Sewer	14,525,688	41,227,388	50,537,700	50,692,600	35,248,800	(30.47%)
Water	17,708,393	19,317,903	30,607,100	30,607,100	29,881,800	(2.37%)
Total Enterprise Funds	32,234,081	60,545,291	81,144,800	81,299,700	65,130,600	(19.89%)
Internal Service Funds						
Central Services	2,937,175	5,267,360	5,758,400	5,758,400	6,393,100	11.02%
Information Technology	1,548,096	-	-	-	-	-
GIS	685,277	-	-	-	-	-
Public Works Services	7,365,301	3,816,533	7,022,300	7,022,300	7,348,700	4.65%
Total Internal Service Funds	12,535,849	9,083,893	12,780,700	12,780,700	13,741,800	7.52%
Totals for All Fund Types	\$ 99,745,267	\$ 128,290,790	\$ 195,171,400	\$ 195,755,000	\$ 179,293,000	(8.41%)

Table 7 summarizes the 2008-09 budget by fund and fund type. Also included are the actual expenditures for the 2005-06 and the 2006-07 fiscal years as well as the 2007-08 adopted and revised budgets.

Table 8
PROJECTED FUND BALANCES
 Adopted for the Fiscal Year 2008-09

Fund Type/Fund Name	July 1, 2008 Fund BalanceResources.....		Operating: Personnel, Materials & Services (1)	Capital (2)	Transfers Out	Debt Service (3)	Projected June 30, 2009 Fund Balance
		Current	Transfers In					
GENERAL FUND	\$ 4,835,000	\$ 22,813,800	\$ 2,774,700	\$26,743,400	\$ 313,100	\$ 1,164,900	\$ -	\$ 2,202,100
SPECIAL REVENUE FUNDS								
Parks & Recreation	1,121,300	5,887,900	1,484,200	5,215,200	1,292,000	1,812,100	-	174,100
Grants	83,100	2,306,500	478,000	356,100	2,511,500	-	-	-
Building Inspection	481,500	1,219,400	102,700	1,790,700	-	12,900	-	-
Risk Management	1,500,000	490,000	-	-	-	-	-	1,990,000
Economic Development	605,900	784,900	240,900	1,188,600	55,000	88,000	37,700	262,400
Ambulance	274,000	1,910,200	188,000	2,372,200	-	-	-	-
Public Transit	125,000	821,800	320,000	1,255,700	-	-	-	11,100
Public Safety Levy	285,000	2,578,100	-	-	-	2,863,100	-	-
Capital Replacement Street	6,997,200 7,486,600	1,639,800 4,865,900	89,500 335,000	315,000 4,033,700	625,000 1,989,000	- 271,700	- -	7,786,500 6,393,100
Total Special Revenue Funds	18,959,600	22,504,500	3,238,300	16,527,200	6,472,500	5,047,800	37,700	16,617,200
DEBT SERVICE FUND								
Debt Service	1,091,600	1,752,800	423,500	2,400	-	-	2,421,500	844,000
Total Debt Service Fund	1,091,600	1,752,800	423,500	2,400	-	-	2,421,500	844,000
CAPITAL PROJECTS FUNDS								
Capital Projects	3,034,900	18,624,200	225,100	556,200	20,919,000	-	-	409,000
Total Capital Projects Funds	3,034,900	18,624,200	225,100	556,200	20,919,000	-	-	409,000
PERMANENT FUNDS								
Senior Center Endowment	49,400	2,900	-	2,400	-	-	-	49,900
Library Trust	86,200	4,100	-	10,800	-	-	-	79,500
Total Permanent Funds	135,600	7,000	-	13,200	-	-	-	129,400
Total Governmental Fund Types	28,056,700	65,702,300	6,661,600	43,842,400	27,704,600	6,212,700	2,459,200	20,201,700
ENTERPRISE FUNDS								
Sewer	14,938,300	18,179,000	2,131,500	7,934,800	14,930,200	2,285,500	1,792,800	8,305,500
Water	14,571,600	14,983,200	327,000	8,327,900	6,839,300	481,000	4,015,600	10,218,000
Total Enterprise Funds	29,509,900	33,162,200	2,458,500	16,262,700	21,769,500	2,766,500	5,808,400	18,523,500
INTERNAL SERVICE FUNDS								
Central Services	304,900	6,088,200	-	6,303,100	-	-	-	90,000
Public Works Services	10,600	7,338,100	-	7,232,000	16,700	-	-	100,000
Total Internal Service Funds	315,500	13,426,300	-	13,535,100	16,700	-	-	190,000
Total Proprietary Fund Types	29,825,400	46,588,500	2,458,500	29,797,800	21,786,200	2,766,500	5,808,400	18,713,500
Total All Fund Types	\$57,882,100	\$112,290,800	\$ 9,120,100	\$73,640,200	\$49,490,800	\$ 8,979,200	\$8,267,600	\$38,915,200

The projected June 30, 2009, fund balance is determined by subtracting the total requirements from the sum of the total resources and the July 1, 2008, beginning balance. Amounts held in reserve for future operating expenditures, debt service, and capital projects total \$2,091,100, \$860,400, and \$32,285,300, respectively. The reserved amounts are included in the projected June 30, 2009, fund balance.

- (1) Operating expenditures less operating reserves.
- (2) Capital projects less capital reserves.
- (3) Debt service less debt reserves.

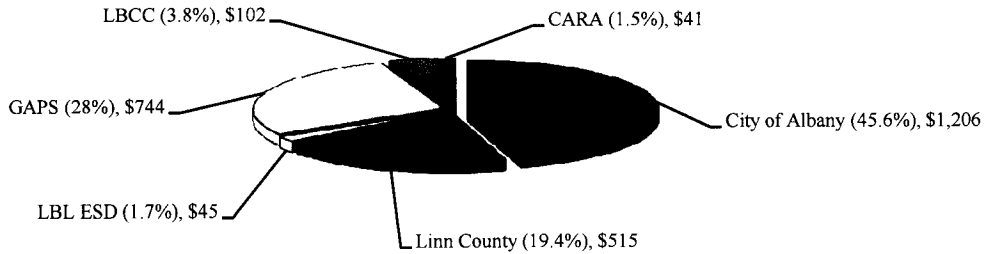
Table 9

PROPERTY TAX RATES - ALL OVERLAPPING DISTRICTS

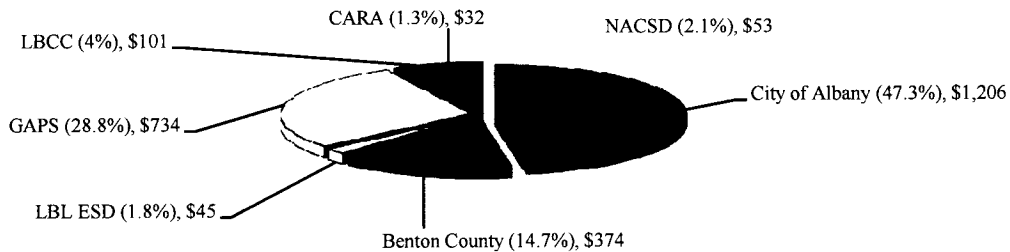
Per \$1,000 of Assessed Value

Fiscal Year	County	City of Albany	Linn & Benton Counties	Linn/Benton/Lincoln Counties ESD	Greater Albany Public School District	Linn/Benton Community College	Albany Urban Renewal (CARA)	North Albany County Service District (NACSD)	Total Effective Rate (1)
1998-1999	Linn	\$6.70	\$3.11	\$0.31	\$5.23	\$0.72	\$0.00	\$0.00	\$16.07
	Benton	6.70	2.21	0.31	5.23	0.75	-	0.54	15.74
1999-2000	Linn	7.16	3.19	0.31	5.54	0.70	-	-	16.90
	Benton	7.16	2.53	0.31	5.54	0.70	-	0.50	16.74
2000-2001	Linn	7.36	3.20	0.30	5.50	0.71	-	-	17.07
	Benton	7.36	2.55	0.30	5.50	0.71	-	0.46	16.88
2001-2002	Linn	7.30	3.05	0.30	5.07	0.72	-	-	16.44
	Benton	7.30	2.85	0.30	5.07	0.70	-	0.46	16.68
2002-2003	Linn	7.23	3.04	0.30	4.93	0.69	0.18	-	16.37
	Benton	7.23	2.85	0.30	4.93	0.70	0.18	0.46	16.65
2003-2004	Linn	8.12	3.34	0.30	4.93	0.67	0.20	-	17.56
	Benton	8.12	2.86	0.28	4.64	0.64	0.15	0.39	17.08
2004-2005	Linn	8.04	3.37	0.30	4.89	0.67	0.26	-	17.53
	Benton	8.04	2.49	0.30	4.89	0.67	0.21	0.35	16.95
2005-2006	Linn	7.96	3.31	0.30	4.84	0.67	0.30	-	17.38
	Benton	7.96	2.54	0.30	4.84	0.67	0.23	0.33	16.87
2006-2007	Linn	7.87	3.31	0.30	4.80	0.67	0.33	-	17.28
	Benton	7.87	2.51	0.30	4.80	0.66	0.26	0.31	16.71
2007-2008	Linn	7.86	3.60	0.30	6.03	0.66	0.42	-	18.87
	Benton	7.86	2.52	0.30	6.03	0.66	0.32	0.29	17.98

**City of Albany (Linn County)
Property Taxes, \$150,000 Assessed Value
Total Property Tax Imposed \$2,831**



**City of Albany (Benton County)
Property Taxes, \$150,000 Assessed Value
Total Property Tax Imposed \$2,698**



(1) Source-Summary of Assessment and Tax Roll, Linn and Benton Counties.

DEBT MANAGEMENT

The City of Albany is subject to City Charter and State Constitutional limitations for issuing debt. Chapter 14,

Oregon Revised Statutes, Chapter 287, provides a debt limit of three percent (3%) of the True Cash Value of all taxable properties within City boundaries. Debt Service Schedule Tables 13-22 summarize the total principal and interest due on all debt of the City. Debt Service Table 23 presents Enterprise Fund revenue bond coverage information for the last 10 fiscal years.

Debt Summary

Outstanding debt as of July 1, 2008:

Short-term	None
Long-term:	
Gross bonded debt (all debt with a General Obligation pledge)	
1996 General Obligation Fire Substation Construction Bonds	\$ 1,630,000
1998 General Obligation Water Bonds	460,000
1999 General Obligation Street Construction Bonds	8,060,000
General Fund Pledge Obligations	
1995 Hotel/Motel Tax Revenue Bonds	630,000
Pledged from the general revenues of the City	
2002 Limited Tax Pension Obligations	6,618,738
Payable from unobligated, non-property tax, revenues of the City	
2004 Revenue Obligations	<u>2,960,000</u>
Gross Debt (General Obligation and General Fund pledge)	<u>\$ 20,358,738</u>
Net direct debt (all debt paid in whole or in part by taxes)	\$ 10,150,000
Net overlapping debt as of June 30, 2007	<u>82,995,496</u>
Total net direct debt and overlapping debt	<u>\$ 93,145,496</u>

Debt Ratios

		<u>Per Capita</u>	<u>Percent of True Cash Value</u>
2008 Population	47,470		
True Cash Value	\$ 3,553,860,690	\$ 74,865.40	
Gross Bonded Debt	10,150,000	213.82	0.29%
Gross Debt including General Fund Obligations	20,358,738	428.88	0.57%
Net Direct Debt (General Obligation only)	10,150,000	213.82	0.29%
Overlapping Debt	82,995,496	1,748.38	2.34%
Net Direct (General Obligation) and Overlapping Debt	93,145,496	1,962.20	2.62%
Gross Debt and Overlapping Debt	103,354,234	2,177.25	2.91%

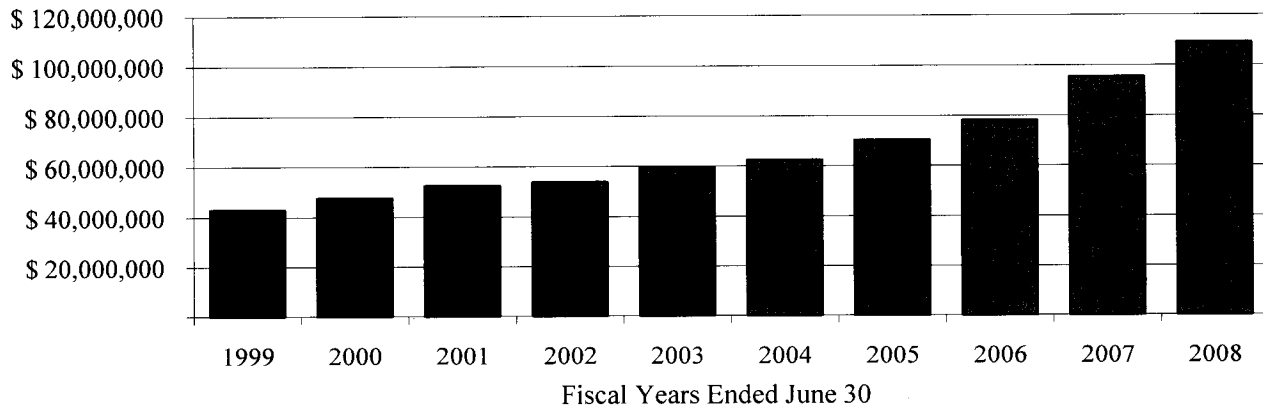
Future Bond Plans:

The City does not plan to issue any bonds in Fiscal Year 2008-2009.

Debt Service Schedule - Table 10
COMPUTATION OF LEGAL DEBT MARGIN
as of June 30, 2008

True Cash Value for the City of Albany (1)	\$ 3,959,814,525
3% Limitation	<u>3%</u>
General Obligation Debt Limit - 3% of True Cash Value	<u>118,794,436</u>
 Gross bonded debt principal:	
1998 Water Bonds	\$ 1,630,000
1999 General Obligation Street Bonds	460,000
2007 General Obligation Refunding Bonds	8,060,000
Less:	
Sinking Fund Reserve (2)	418,437
 Net debt subject to 3% limitation	 <u>\$ 9,731,563</u>
 Legal Debt Margin for General Obligation Debt	 <u><u>\$ 109,062,873</u></u>

Historical Trend of Legal Debt Margin



(1) Source: Tax Rolls - Linn and Benton County Tax Assessors as of July 1, 2008.

(2) Sinking Fund Reserve equals \$225,528 from the Debt Service Fund and \$192,909 from the Water Fund.

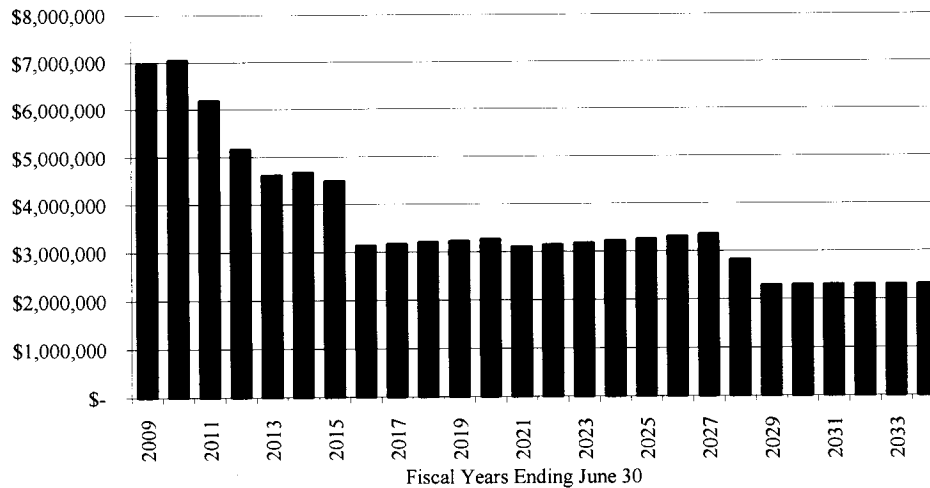
Oregon Revised Statutes Chapter 287 provides a debt limit of three percent (3%) of the true cash value of all taxable properties within City boundaries. Excluded from this limit are improvement bonds and sinking fund reserves. An increasing debt margin is a favorable trend which suggests that the true cash value of the City is rising as compared to outstanding general obligation debt.

Debt Service Schedule - Table 11

**SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS
OUTSTANDING PRINCIPAL AND INTEREST - ALL FUNDS**
as of June 30, 2008

Years of MaturityTotal Requirements.....		
	Total	Principal	Interest
2008-2009	\$ 6,966,141	\$ 4,334,195	\$ 2,631,946
2009-2010	7,043,169	4,565,042	2,478,127
2010-2011	6,189,922	3,832,073	2,357,849
2011-2012	5,163,603	2,922,446	2,241,157
2012-2013	4,610,218	2,452,868	2,157,350
2013-2014	4,669,580	2,586,687	2,082,893
2014-2015	4,491,305	2,480,019	2,011,286
2015-2016	3,136,206	1,192,498	1,943,708
2016-2017	3,169,943	1,244,483	1,925,460
2017-2018	3,200,199	1,296,140	1,904,059
2018-2019	3,225,507	1,346,257	1,879,250
2019-2020	3,259,364	1,454,604	1,804,760
2020-2021	3,105,661	1,630,000	1,475,661
2021-2022	3,144,151	1,760,000	1,384,151
2022-2023	3,174,846	1,890,000	1,284,846
2023-2024	3,219,315	2,040,000	1,179,315
2024-2025	3,256,486	2,190,000	1,066,486
2025-2026	3,306,435	2,360,000	946,435
2026-2027	3,356,316	2,545,000	811,316
2027-2028	2,820,206	2,155,000	665,206
2028-2029	2,290,325	1,740,000	550,325
2029-2030	2,298,125	1,835,000	463,125
2030-2031	2,299,000	1,930,000	369,000
2031-2032	2,300,000	2,030,000	270,000
2032-2033	2,300,875	2,135,000	165,875
2033-2034	2,306,250	2,250,000	56,250
	\$ 94,303,148	\$ 58,197,312	\$ 36,105,836

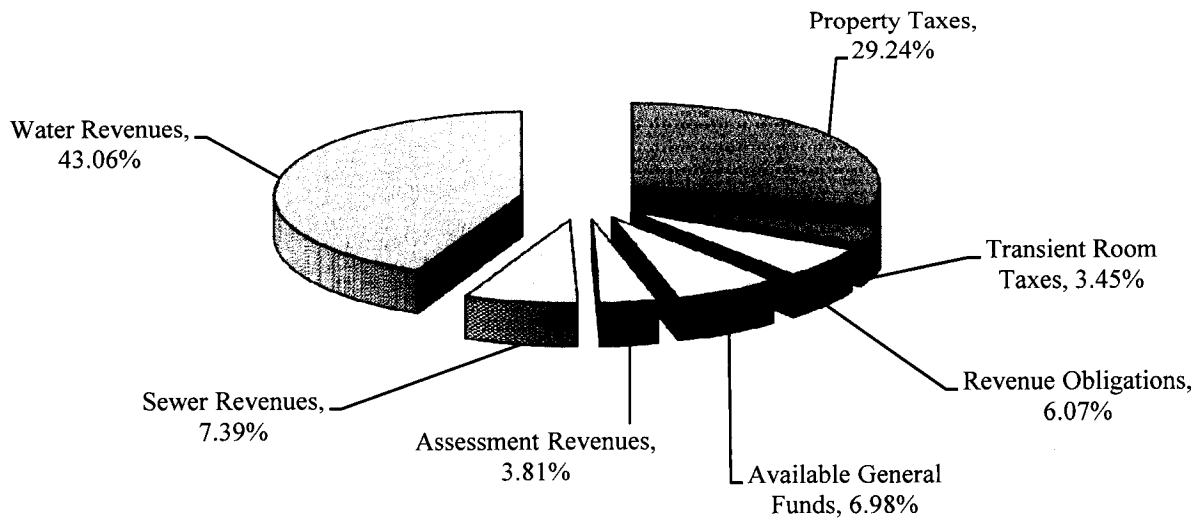
Annual Principal and Interest Requirements - All Funds



Debt Service Schedule - Table 12
SUMMARY OF DEBT SERVICE BY TYPE AND FUND
 2008-2009 Fiscal Year Requirements

Fund/Source	Principal	Interest	Total for 2008-2009
DEBT SERVICE FUND:			
Property Taxes	\$ 845,000	\$ 341,950	\$ 1,186,950
Transient Room Taxes	210,000	30,188	240,188
Revenue Obligations	315,000	107,726	422,726
Limited Tax Pension Obligations (payable from available general funds)	73,231	412,827	486,058
Total Debt Service Fund	1,443,231	892,691	2,335,922
BANCROFT BOND REDEMPTION FUND:			
Limited Tax Bancroft Improvement Bonds	65,567	19,618	85,185
SEWER FUND:			
Property Assessments	161,081	19,330	180,411
Sewer Revenue	495,000	19,941	514,941
Total Sewer Fund:	656,081	39,271	695,352
WATER FUND:			
Property Taxes	795,000	55,065	850,065
Water Revenue	1,374,316	1,625,301	2,999,617
Total Water Fund:	2,169,316	1,680,366	3,849,682
Total Requirements for Fiscal Year 2008-2009	\$4,334,195	\$2,631,946	\$6,966,141

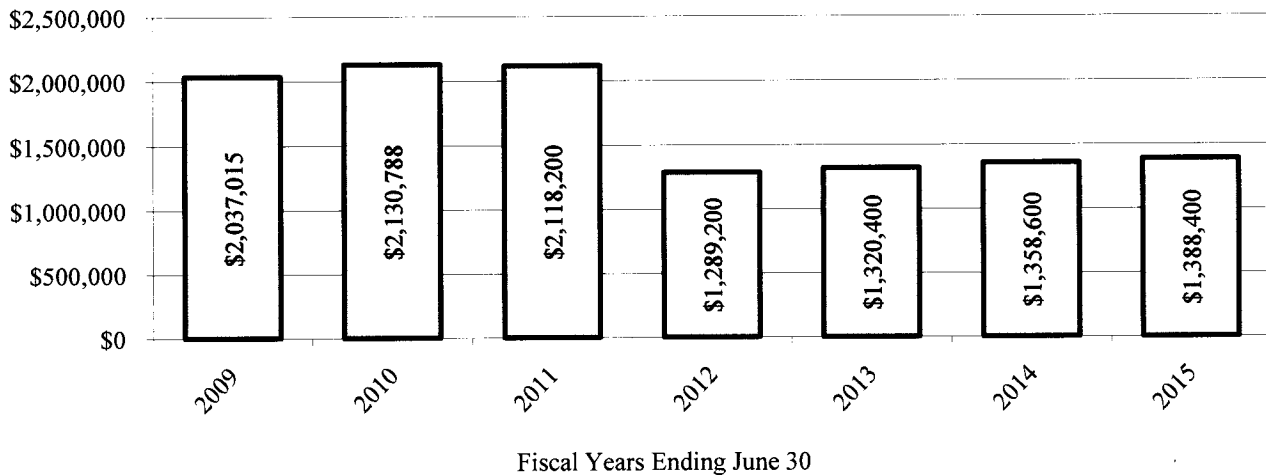
Debt Service Requirements, Summary by Type



Debt Service Schedule - Table 13
SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS
GENERAL OBLIGATION SUPPORTED BONDS
as of June 30, 2008

Years of Maturity	Total Requirements			1998 Water		1999 General Obligation Street Bonds		2007 General Obligation Refunding Bonds	
	Total	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2008-2009	\$ 2,037,015	\$ 1,640,000	\$ 397,015	\$ 795,000	\$ 55,065	\$ 460,000	\$ 19,550	\$ 385,000	\$ 322,400
2009-2010	2,130,788	1,805,000	325,788	835,000	18,788			970,000	307,000
2010-2011	2,118,200	1,850,000	268,200					1,850,000	268,200
2011-2012	1,289,200	1,095,000	194,200					1,095,000	194,200
2012-2013	1,320,400	1,170,000	150,400					1,170,000	150,400
2013-2014	1,358,600	1,255,000	103,600					1,255,000	103,600
2014-2015	1,388,400	1,335,000	53,400					1,335,000	53,400
	<u>\$11,642,603</u>	<u>\$10,150,000</u>	<u>\$1,492,603</u>	<u>\$1,630,000</u>	<u>\$ 73,853</u>	<u>\$ 460,000</u>	<u>\$ 19,550</u>	<u>\$8,060,000</u>	<u>\$1,399,200</u>

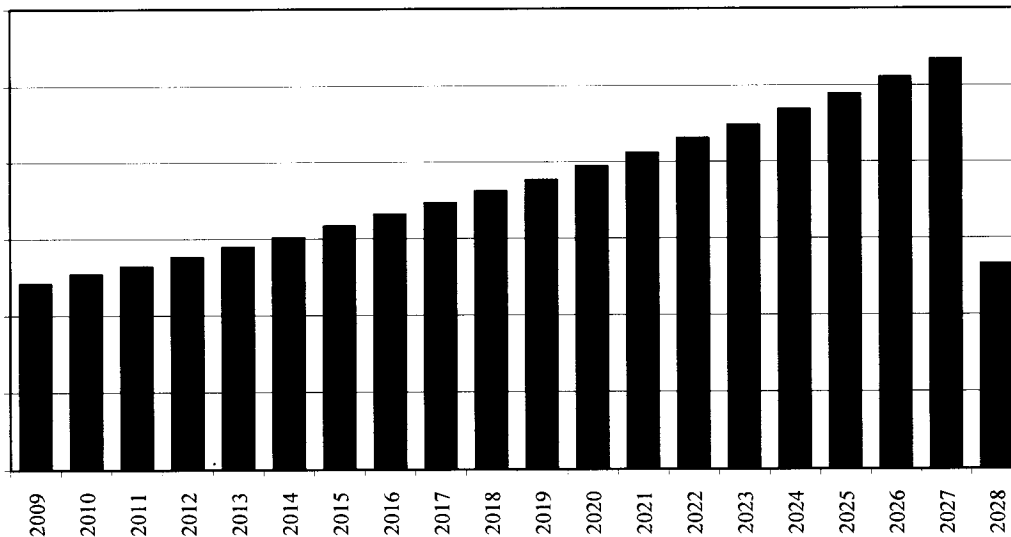
General Obligation Debt



Debt Service Schedule - Table 14
SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS
LIMITED TAX PENSION OBLIGATIONS *
as of June 30, 2008

Years of MaturityTotal Requirements.....			2002 Limited Tax Pension Bonds	
	Total	Principal	Interest	Principal	Interest
2008-2009	\$ 486,058	\$ 73,231	\$ 412,827	\$ 73,231	\$ 412,827
2009-2010	511,057	82,139	428,918	82,139	428,918
2010-2011	531,058	86,861	444,197	86,861	444,197
2011-2012	556,057	92,951	463,106	92,951	463,106
2012-2013	581,057	97,868	483,189	97,868	483,189
2013-2014	606,058	101,687	504,371	101,687	504,371
2014-2015	636,057	105,019	531,038	105,019	531,038
2015-2016	666,058	107,498	558,560	107,498	558,560
2016-2017	696,058	109,483	586,575	109,483	586,575
2017-2018	726,058	111,140	614,918	111,140	614,918
2018-2019	756,057	111,257	644,800	111,257	644,800
2019-2020	791,058	159,604	631,454	159,604	631,454
2020-2021	826,605	460,000	366,605	460,000	366,605
2021-2022	865,095	530,000	335,095	530,000	335,095
2022-2023	898,790	600,000	298,790	600,000	298,790
2023-2024	942,690	685,000	257,690	685,000	257,690
2024-2025	980,767	770,000	210,767	770,000	210,767
2025-2026	1,024,947	865,000	159,947	865,000	159,947
2026-2027	1,070,694	970,000	100,694	970,000	100,694
2027-2028	534,250	500,000	34,250	500,000	34,250
	<u>\$14,686,529</u>	<u>\$6,618,738</u>	<u>\$8,067,791</u>	<u>\$6,618,738</u>	<u>\$8,067,791</u>

Limited Tax Pension Obligations

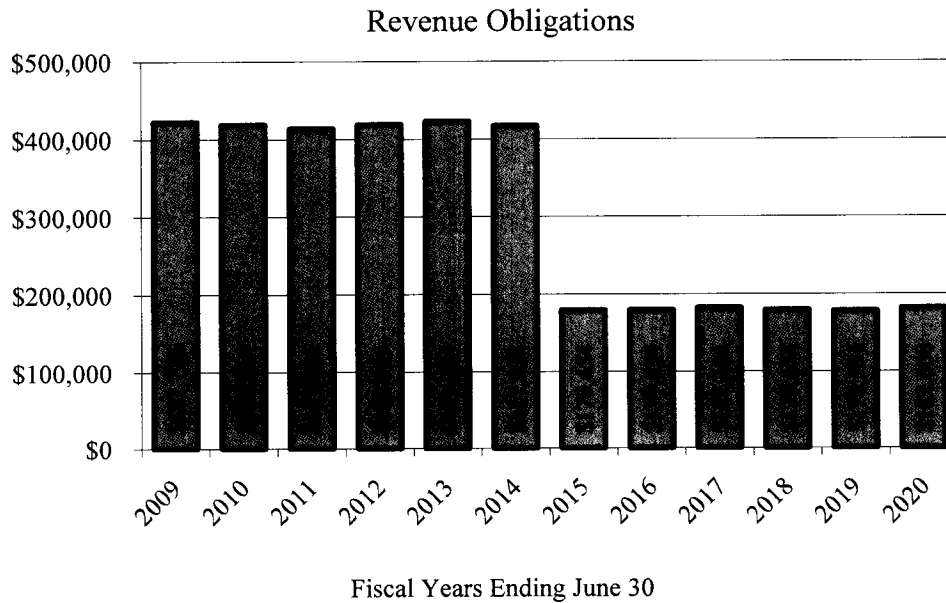


* Limited tax bonds were used to finance a portion of the City's estimated unfunded actuarial liability with the Oregon Public Employees Retirement System. The bonds are payable from Available General Funds, including all taxes and other funds legally available. The City is not authorized to levy additional taxes to pay the bonds.

Debt Service Schedule - Table 15

SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS
Revenue Obligations
as of June 30, 2008

Years of MaturityTotal Requirements.....			Revenue Obligations Series 2004	
	Total	Principal	Interest	Principal	Interest
2008-2009	\$ 422,726	\$ 315,000	\$ 107,726	\$ 315,000	\$ 107,726
2009-2010	419,064	320,000	99,064	320,000	99,064
2010-2011	413,664	325,000	88,664	325,000	88,664
2011-2012	418,914	340,000	78,914	340,000	78,914
2012-2013	423,204	355,000	68,204	355,000	68,204
2013-2014	417,228	365,000	52,228	365,000	52,228
2014-2015	179,454	140,000	39,454	140,000	39,454
2015-2016	179,554	145,000	34,554	145,000	34,554
2016-2017	182,304	155,000	27,304	155,000	27,304
2017-2018	179,554	160,000	19,554	160,000	19,554
2018-2019	178,394	165,000	13,394	165,000	13,394
2019-2020	182,000	175,000	7,000	175,000	7,000
	<u>\$3,596,060</u>	<u>\$2,960,000</u>	<u>\$ 636,060</u>	<u>\$2,960,000</u>	<u>\$ 636,060</u>

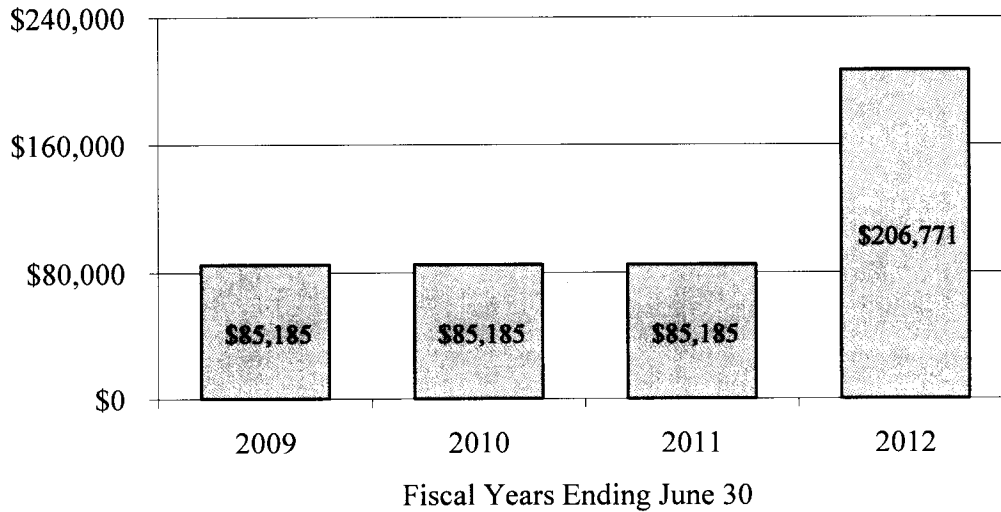


Debt Service Schedule - Table 16
SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS
LIMITED TAX BANCROFT IMPROVEMENT BONDS *

as of June 30, 2008

Years of MaturityTotal Requirements.....			2002 Limited Tax Assessment Bonds	
	Total	Principal	Interest	Principal	Interest
2008-2009	\$ 85,185	\$ 65,567	\$ 19,618	\$ 65,567	\$ 19,618
2009-2010	85,185	68,920	16,265	68,920	16,265
2010-2011	85,185	72,444	12,741	72,444	12,741
2011-2012	206,771	197,735	9,036	197,735	9,036
	<u>\$ 462,326</u>	<u>\$ 404,666</u>	<u>\$ 57,660</u>	<u>\$ 404,666</u>	<u>\$ 57,660</u>

Bancroft Improvement Bonds



* Bonds issued under the State of Oregon Bancroft Bonding Act, Oregon Revised Statutes 223.205 and 223.210 to 223.295.

Debt Service Schedule - Table 17

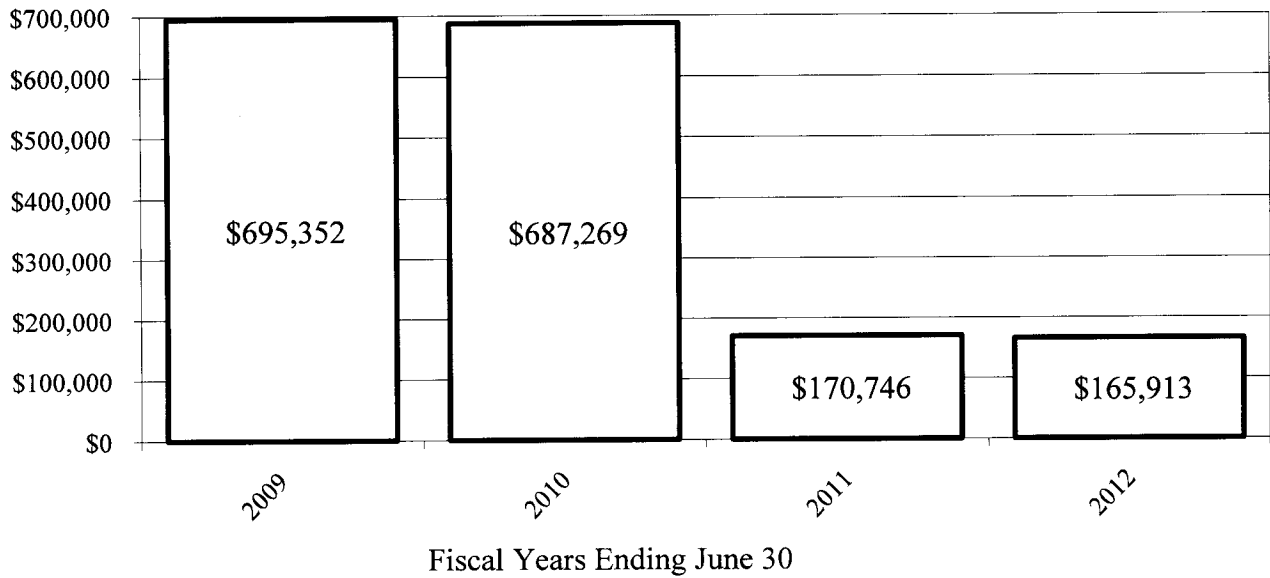
SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS

REVENUE SUPPORTED DEBT - SEWER FUND

as of June 30, 2008

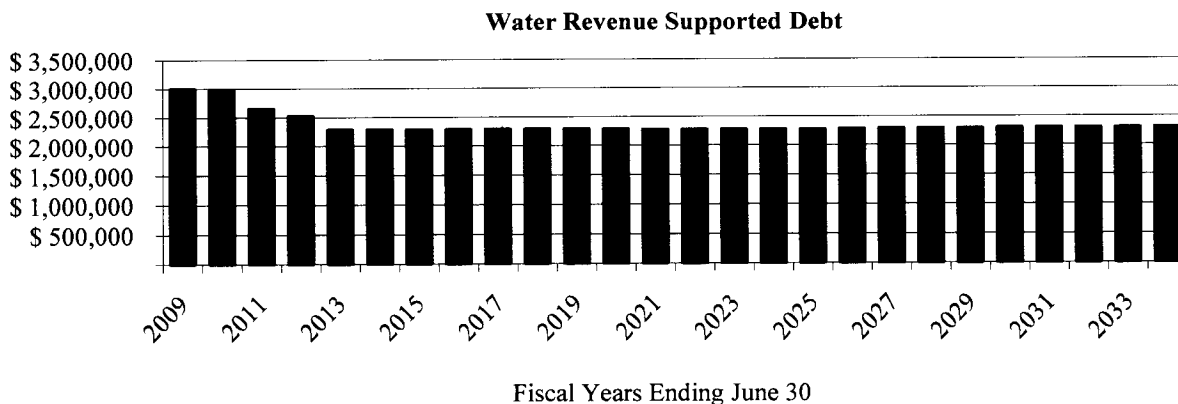
Years of MaturityTotal Requirements.....			S.R.F. Loan		2004 Sewer	
	Total	Principal	Interest	Principal	Interest	Principal	Interest
2008-2009	\$ 695,352	\$ 656,081	\$ 39,271	\$ 161,081	\$ 19,330	\$ 495,000	\$ 19,941
2009-2010	687,269	666,081	21,188	161,081	14,497	505,000	6,691
2010-2011	170,746	161,081	9,665	161,081	9,665		
2011-2012	165,913	161,081	4,832	161,081	4,832		
	<u>\$ 1,719,280</u>	<u>\$ 1,644,324</u>	<u>\$ 74,956</u>	<u>\$ 644,324</u>	<u>\$ 48,324</u>	<u>\$ 1,000,000</u>	<u>\$ 26,632</u>

Sewer Revenue Supported Debt



Debt Service Schedule - Table 18
SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS
REVENUE SUPPORTED DEBT - WATER FUND
as of June 30, 2008

Years of MaturityTotal Requirements.....			2002 Certificates of Participation		2004 Water	
	Total	Principal	Interest	Principal	Interest	Principal	Interest
2008-2009	\$ 2,999,617	\$ 1,374,316	\$ 1,625,301	\$ 64,316	\$ 14,514	\$ 1,310,000	\$ 1,610,787
2009-2010	2,981,694	1,412,902	1,568,792	67,902	10,928	1,345,000	1,557,864
2010-2011	2,655,031	1,126,687	1,528,344	71,687	7,141	1,055,000	1,521,203
2011-2012	2,526,748	1,035,679	1,491,069	75,679	3,150	960,000	1,487,919
2012-2013	2,285,557	830,000	1,455,557			830,000	1,455,557
2013-2014	2,287,694	865,000	1,422,694			865,000	1,422,694
2014-2015	2,287,394	900,000	1,387,394			900,000	1,387,394
2015-2016	2,290,594	940,000	1,350,594			940,000	1,350,594
2016-2017	2,291,581	980,000	1,311,581			980,000	1,311,581
2017-2018	2,294,587	1,025,000	1,269,587			1,025,000	1,269,587
2018-2019	2,291,056	1,070,000	1,221,056			1,070,000	1,221,056
2019-2020	2,286,306	1,120,000	1,166,306			1,120,000	1,166,306
2020-2021	2,279,056	1,170,000	1,109,056			1,170,000	1,109,056
2021-2022	2,279,056	1,230,000	1,049,056			1,230,000	1,049,056
2022-2023	2,276,056	1,290,000	986,056			1,290,000	986,056
2023-2024	2,276,625	1,355,000	921,625			1,355,000	921,625
2024-2025	2,275,719	1,420,000	855,719			1,420,000	855,719
2025-2026	2,281,488	1,495,000	786,488			1,495,000	786,488
2026-2027	2,285,622	1,575,000	710,622			1,575,000	710,622
2027-2028	2,285,956	1,655,000	630,956			1,655,000	630,956
2028-2029	2,290,325	1,740,000	550,325			1,740,000	550,325
2029-2030	2,298,125	1,835,000	463,125			1,835,000	463,125
2030-2031	2,299,000	1,930,000	369,000			1,930,000	369,000
2031-2032	2,300,000	2,030,000	270,000			2,030,000	270,000
2032-2033	2,300,875	2,135,000	165,875			2,135,000	165,875
2033-2034	2,306,250	2,250,000	56,250			2,250,000	56,250
	<u>\$61,512,012</u>	<u>\$35,789,584</u>	<u>\$25,722,428</u>	<u>\$ 279,584</u>	<u>\$ 35,733</u>	<u>\$35,510,000</u>	<u>\$25,686,695</u>

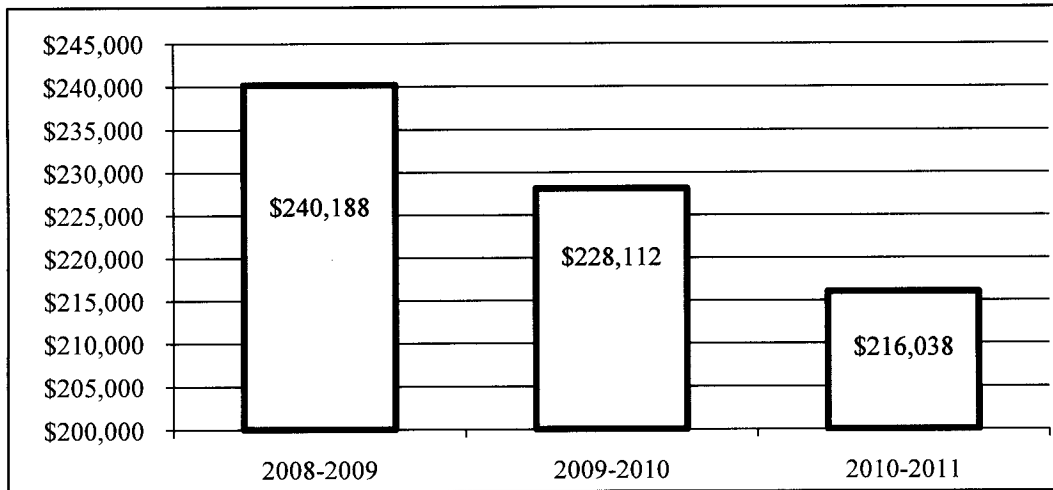


Debt Service Schedule - Table 19

**SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS
SPECIAL REVENUE SUPPORTED BONDS - HOTEL/MOTEL ROOM TAX**
as of June 30, 2008

Years of MaturityTotal Requirements.....			1995 Series A	
	Total	Principal	Interest	Principal	Interest
2008-2009	\$ 240,188	\$ 210,000	\$ 30,188	\$ 210,000	\$ 30,188
2009-2010	228,112	210,000	18,112	210,000	18,112
2010-2011	216,038	210,000	6,038	210,000	6,038
	<u>\$ 684,338</u>	<u>\$ 630,000</u>	<u>\$ 54,338</u>	<u>\$ 630,000</u>	<u>\$ 54,338</u>

Hotel/Motel Room Tax Revenue Supported Debt



Debt Service Schedule - Table 20
REVENUE BOND COVERAGE: ENTERPRISE FUNDS (1)
 last 10 fiscal years

Fiscal Year Ended June 30	Operating Revenue	Operating Expense(2)	Net Operating Revenue	Debt Requirements(3) Principal	Debt Requirements(3) Interest	Total Debt Requirements	Coverage
1998	\$ 10,812,600	\$ 6,442,518	\$ 4,370,082	\$ 800,000	\$ 771,892	\$ 1,571,892	278.01%
1999	12,024,171	7,384,109	4,640,062	850,000	725,692	1,575,692	294.48%
2000	12,942,813	8,237,264	4,705,549	710,000	675,529	1,385,529	339.62%
2001	13,195,007	9,599,974	3,595,033	930,000	632,375	1,562,375	230.10%
2002	13,740,259	10,058,642	3,681,617	990,000	584,371	1,574,371	233.85%
2003	15,079,613	10,501,818	4,577,795	1,045,000	536,874	1,581,874	289.39%
2004	18,804,174	11,418,450	7,385,724	1,090,000	940,396	2,030,396	363.76%
2005	18,803,046	10,796,509	8,006,537	1,872,850	1,899,438	3,772,288	212.25%
2006	19,826,801	12,468,959	7,357,842	1,895,738	1,860,210	3,755,948	195.90%
2007	21,844,312	13,935,942	7,908,370	1,933,784	1,815,416	3,749,200	210.93%

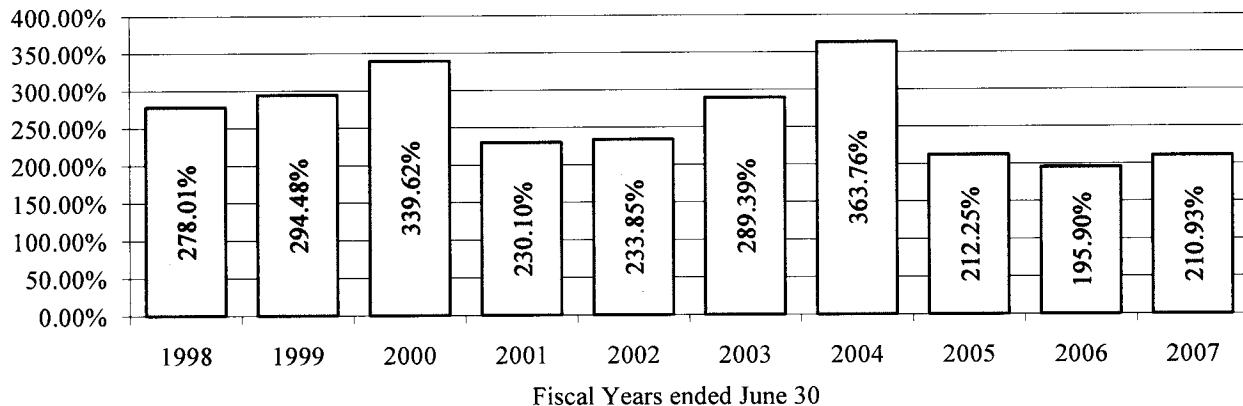
(1) In November 1984, the City issued General Obligation/Revenue Bonds to purchase the Citywide water system from Pacific Power & Light. The 1984 bonds were advance refunded in 1985 and the 1985 bonds were in turn advance refunded in 1987. Through 1992, the annual debt requirements were made from revenues generated through water user charges. In 1993 and 1994, the City levied property taxes of \$300,000 which were combined with Water revenues to make debt service payments. Starting in 1995 and for every year since, the City has levied property taxes to meet the full debt requirements (approximately \$920,000 annually). Also, in 1995, the 1985 Water Bonds were called. In addition, on the May 1, 1998, call date, General Obligation Water Bonds were issued to refund the 1987 Water Bonds lowering the annual debt service requirement to approximately \$840,000.

In October, 2003, the City sold \$40,485,000 of water revenue/refunding bonds. As a result, water rates were increased by 28 percent to cover the \$2.9 million annual debt service.

(2) Operating expenses less depreciation.

(3) Includes principal and interest amounts paid from water and sewer revenues only.

Enterprise Funds Bond Coverage



GENERAL FUND

GENERAL FUND
PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

PROGRAM FUNCTIONS

The General Fund is used to account for all of the financial resources except those accounted for in another fund. The City has one General Fund. General Fund programs include:

Nondepartmental

Expenditures which cannot be attributed to other General Fund programs are accounted for in this program. Major interfund transfers include: \$260,000 to the Street Fund for street lighting; \$243,400 to the Debt Service Fund to service debt on the 2004 Revenue Obligations; \$169,300 of State Revenue Sharing proceeds to the Albany Transit System; \$134,200 of State Revenue Sharing proceeds to the Paratransit System. \$307,300 will be paid to the Facilities Maintenance program for maintenance of General Fund Buildings. Included in this program is the General Fund Contingency at \$2,222,100.

Municipal Court

Municipal Court processes citations issued by the Albany Police Department, the City's Code Enforcement Division, and private citizens of the City of Albany. This program is responsible for scheduling and conducting pretrial conferences and court trials including notification of attorneys, police officers, and witnesses.

Code Enforcement

This program provides coordination of property-related municipal code enforcement activities.

Fire Suppression

Fire Suppression responds to emergencies including fires, rescues, hazardous materials incidents, vehicle accidents, health difficulties, and natural or other disasters. This program is responsible for the production and maintenance of the Emergency Operations Plan.

Public Safety Levy-Fire

This program accounts for the Fire personnel and materials funded by the five-year Public Safety Levy passed by the voters in the November, 2006, General Election. The 2008-09 Fiscal Year is the first year of the levy.

Fire & Life Safety

Personnel in this program conduct fire and life safety inspections of occupancies covered by municipal and fire codes within the City. Also provided are fire and life safety information and education, review of construction plans for compliance with the Uniform Fire Code and other appropriate laws and codes, fire investigation, and administration of the Juvenile Firesetters Program.

Police

This program provides Police detective and prosecutorial services, community service assistance, City regulatory services, traffic enforcement, and accident investigation. In addition, the Police Department provides animal control, community policing, crime prevention programs, and maintains records in accordance with state statutes and departmental policies.

Public Safety Levy-Police

This program accounts for the Police personnel and materials funded by the five-year Public Safety Levy passed by the voters in the November, 2006 General Election. The Fiscal Year 2008-09 is the first year of the levy.

Planning

Staff in this program administer the Development Code, oversee the City's state-mandated "periodic review" process, and participate as a member of the City's economic development team. Comprehensive planning activities include involvement in housing issues, historic preservation issues, and transportation planning.

Housing

Housing assists with the development or maintenance of affordable housing. Assistance may be provided to affordable housing agencies in the Albany area.

Library

The Library program provides for educational, informational, cultural, and recreational needs of the residences and businesses of Albany.

GENERAL FUND

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

REVENUE TRENDS AND ASSUMPTIONS

Property Taxes

The estimated 2008-09 collection of current property taxes for the General Fund will total \$14,076,000. Provisions of Ballot Measure 50 and subsequent legislation have combined to set the permanent tax rate for the City of Albany at \$6.3984 per \$1,000 of assessed value. Ballot Measure 50 limits the annual increase in assessed value of each property to three percent. The increase is not automatic and can only increase as much as the real market value up to the three percent limit. The value of new construction is added to the assessed value allowing property taxes revenues to increase. For 2008-09, tax collections are estimated to rise by 4.55 percent. The collection rate is estimated to be 93.41 percent of the taxes levied.

In addition, in the General Election of November 2006, Albany voters passed a local option levy to support public safety. The five-year levy of \$0.95 per \$1,000 of assessed value, begins with the 2008-09 fiscal year. For 2008-09, the first year of the levy passed in November, 2006, tax collections are estimated to be \$2,478,100. The tax revenues will be received into the Public Safety Fund (215) and distributed to the General Fund (100) throughout the year.

Franchise Fees and Privilege Taxes

Franchise fees and privilege taxes, which account for 12.5 percent of the General Fund budget, are forecast to increase 6.69 percent over the amounts budgeted in Fiscal Year 2007-08.

Licenses and Fees

With a potential downturn in the housing market, planning fees are forecast to decrease by 28.6 percent (\$60,000).

Intergovernmental Revenues

Intergovernmental revenues are projected to increase by 2.5 percent for Fiscal Year 2008-09. Rural fire district payments will hold at the 2007-08, level. State shared revenues (liquor taxes, cigarette taxes, and state revenue sharing) are forecast to increase by 12 percent (\$105,400).

Charges for Services

The only item in this section is the rental charge for City Hall office space. The rental charges are used to pay for building maintenance and repair, and for principal and interest payments on the City Hall construction debt. Charges to non-General Fund departments for City Hall rental will decrease by \$48,900 for the 2008-09 budget year.

Fines and Forfeitures

Municipal Court fines are projected to increase by 10 percent. A boost in number of traffic enforcement officers and the implementation of the photo red light system has led to the increase.

Other Revenues

There are no major changes in this category as the 2008-09 adopted budget reflects historical levels of activity.

Investment Earnings

Lowering interest rates will decrease earnings on the City's investment of idle cash. For 2008-09, interest earnings are expected to be \$200,000, an decrease of 20 percent from the 2008-09 estimate.

GENERAL FUND

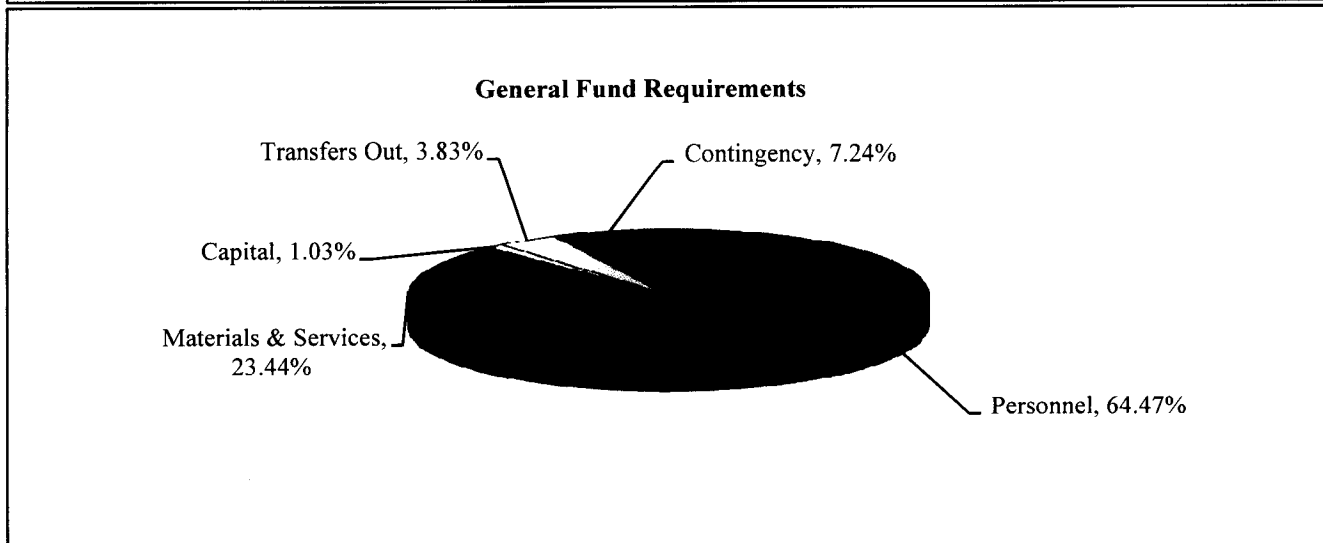
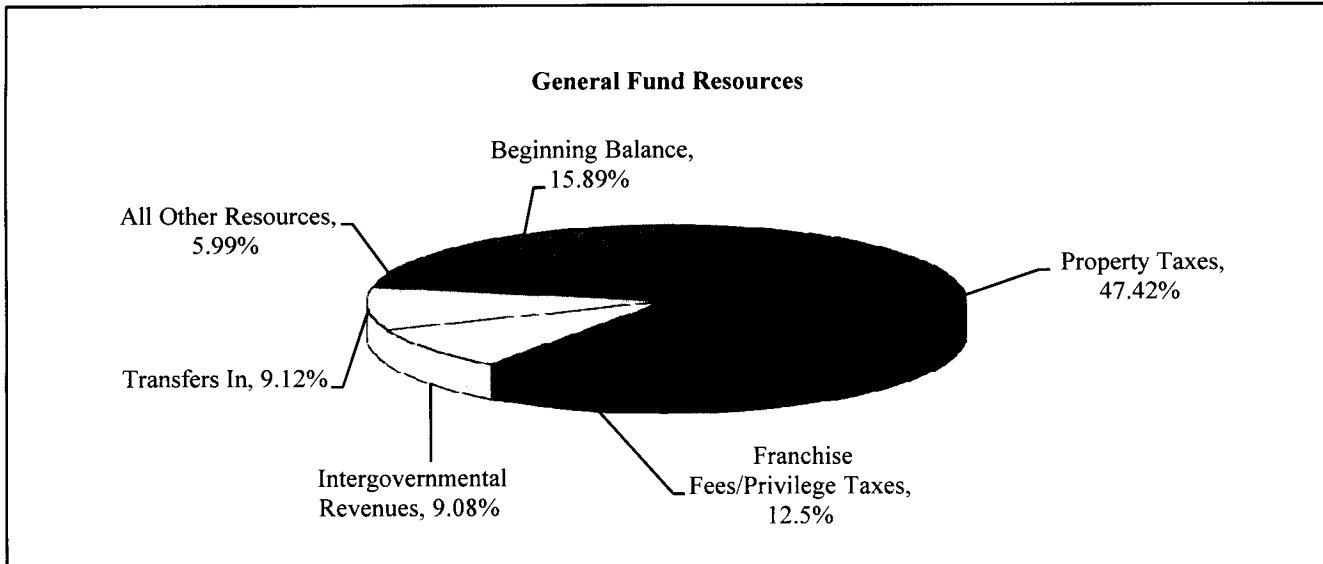
Adopted for the Fiscal Year 2008-09

RESOURCES

Property Taxes	\$ 14,426,000
Franchise Fees/Privilege Taxes	3,803,600
Licenses & Fees	236,000
Intergovernmental Revenues	2,762,800
Charges for Service	412,500
Fines & Forfeitures	852,000
Other Revenues	120,900
Investment Earnings	200,000
Transfers In	2,774,700
Beginning Balance	4,835,000
Total Resources	\$ 30,423,500

REQUIREMENTS

Personnel	\$ 19,612,900
Materials & Services	7,130,500
Capital	313,100
Transfers Out	1,164,900
Contingency	2,202,100
Total Requirements	\$ 30,423,500



GENERAL FUND

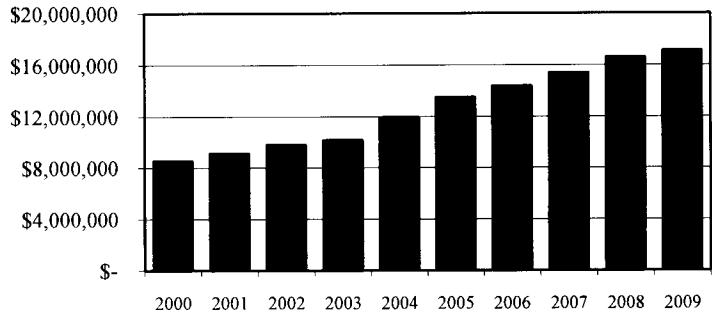
Statistics for Ten Fiscal Years

(Amounts for 2000 through 2007 are actual. Budgeted amounts have been used for 2008 and 2009.)

Property Tax Collections

Year Ended June 30,	Property Tax Collections	Percentage Increase
2000	\$ 8,543,825	-
2001	9,128,266	6.84%
2002	9,790,439	7.25%
2003	10,182,095	4.00%
2004	11,944,190	17.31%
2005	13,505,575	13.07%
2006	14,366,496	6.37%
2007	15,379,473	7.05%
2008	16,584,900	7.84%
2009	17,101,100	3.11%

Property Tax Collections (Ten Years)



Beginning with Fiscal Year ended June 30, 2004, property tax collections include amounts collected in the Public Safety Levy Fund that were reported in the General Fund as transfers in.

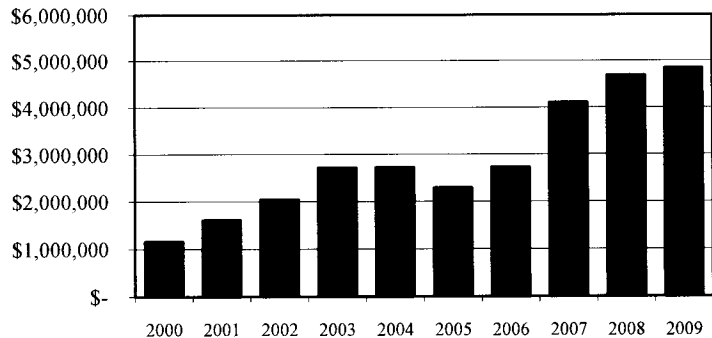
Property taxes collected in the Public Safety Levy Fund and transferred to the General Fund:

2004	\$ 1,161,900
2005	2,065,388
2006	1,861,262
2007	2,185,898
2008	2,834,900
2009	2,675,100

Beginning Fund Balance

Year Ended June 30,	Beginning Fund Balance	Percentage Increase (Decrease)
2000	\$ 1,155,406	-
2001	1,609,913	39.34%
2002	2,043,130	26.91%
2003	2,718,024	33.03%
2004	2,725,434	0.27%
2005	2,292,352	(15.89%)
2006	2,733,586	19.25%
2007	4,103,125	50.10%
2008	4,681,943	14.11%
2009	4,835,000	3.27%

Beginning Fund Balance (Ten Years)



GENERAL FUND

Statistics for Ten Fiscal Years, continued

Other Statistics

Year Ended June 30,	General Revenues(1)	Transfers In	Beginning Fund Balance	Total Resources(2)	Beg. Balance as a % of Total Resources	Property Taxes as a % of Total Resources	Property Taxes as a % of General Revenues
2000	\$ 13,807,672	\$ -	\$ 1,155,406	\$ 14,963,078	7.72%	57.10%	61.88%
2001	14,447,427	-	1,609,913	16,057,340	10.03%	56.85%	63.18%
2002	15,403,183	-	2,043,130	17,446,313	11.71%	56.12%	63.56%
2003	15,759,152	-	2,718,024	18,477,176	14.71%	55.11%	64.61%
2004	17,675,108	24,999	2,725,434	20,425,541	13.34%	58.48%	67.58%
2005	19,520,621	307,546	2,292,352	22,120,519	10.36%	61.05%	69.19%
2006	21,130,376	926,188	2,733,586	24,790,150	11.03%	57.95%	67.99%
2007	23,447,926	99,600	4,103,125	27,650,651	14.84%	55.62%	65.59%
2008	24,273,457	-	4,681,943	28,955,400	16.17%	57.28%	68.33%
2009	25,488,900	99,600	4,835,000	30,423,500	15.89%	56.21%	67.09%

At the end of Fiscal Year 2006, the City closed six funds by transferring each fund's balance to the General Fund resulting in one-time transfers in totaling \$834,188.

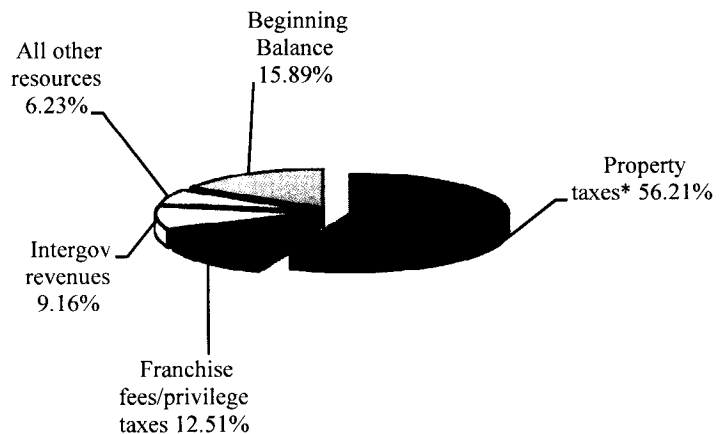
(1) General revenues include transfers from the Public Safety Levy Fund. All other transfers in and beginning fund balances are excluded.

(2) Total Resources include general revenues, transfers in, and beginning fund balance.

2008-09 General Fund Resources

Property taxes*	\$ 17,101,100
Franchise fees/privilege taxes	3,803,600
Intergovernmental revenues	2,787,800
All other resources	1,896,000
Beginning Balance	4,835,000
Total Resources	\$ 30,423,500

* Property taxes include amounts collected in the Public Safety Levy Fund that are budgeted as General Fund transfers in (\$2,675,100).

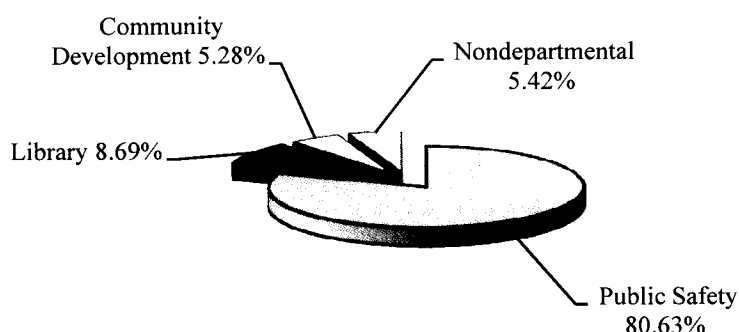


**GENERAL FUND
Expenditures by Year**

Year Ended June 30,	Public Safety: Police, Fire, M. Court	Library	Community Development: Planning, Housing, Code Enf.	Nondepart- mental (1)	Building Maint.	Total	Percent Change from Previous Year
2000	\$ 9,662,418	\$ 1,109,024	\$ 596,168	\$ 1,702,028	\$ 283,525	\$ 13,353,163	-
2001	10,286,717	1,186,073	588,769	1,675,545	277,107	14,014,211	4.95%
2002	10,889,203	1,245,105	600,388	1,654,127	339,467	14,728,290	5.10%
2003	11,597,279	1,324,333	617,036	1,859,204	353,891	15,751,743	6.95%
2004	13,524,709	1,433,470	654,991	2,133,265	386,755	18,133,190	15.12%
2005	14,680,825	1,488,833	735,802	2,285,273	358,259	19,548,992	7.81%
2006	15,533,561	1,569,892	757,944	2,424,614	401,014	20,687,025	5.82%
2007	18,649,551	1,898,145	988,195	1,432,817	-	22,968,708	11.03%
2008	20,840,900	2,138,200	1,615,200	1,456,500	-	26,050,800	13.42%
2009	22,751,200	2,452,000	1,489,900	1,528,300	-	28,221,400	8.33%

(1) For Nondepartmental in Fiscal Years ending June 30, 2008, and 2009, the budgeted contingency amount has not been included.

**2008-09 General Fund Expenditures
Percentage of Total Budget**



**Percent of Total Annual General Fund Expenditures
for Ten Fiscal Years**

Year Ended June 30,	Public Safety:	Library	Community Development: Planning, Housing, Code Enf.	Nondepart- mental	Building Maint.	Total
2000	72.36%	8.31%	4.46%	12.75%	2.12%	100.00%
2001	73.40%	8.46%	4.20%	11.96%	1.98%	100.00%
2002	73.94%	8.45%	4.08%	11.23%	2.30%	100.00%
2003	73.62%	8.41%	3.92%	11.80%	2.25%	100.00%
2004	74.59%	7.91%	3.61%	11.76%	2.13%	100.00%
2005	75.10%	7.62%	3.76%	11.69%	1.83%	100.00%
2006	75.09%	7.59%	3.66%	11.72%	1.94%	100.00%
2007	81.20%	8.26%	4.30%	6.24%	-	100.00%
2008	80.00%	8.21%	6.20%	5.59%	-	100.00%
2009	80.61%	8.69%	5.28%	5.42%	-	100.00%

GENERAL FUND
RESOURCE BUDGET DETAIL

Resources		2007-08.....		2008-09	% Change	% of
	2005-06	2006-07	Adopted	Revised	Adopted	from	Fund
	Actual	Actual	Budget	Budget	Budget	2007-08	Budget
Property Taxes - Current	\$11,987,363	\$12,789,220	\$13,400,000	\$13,400,000	\$14,076,000	5.04%	46.27%
Property Taxes - Delinquent	517,871	404,455	350,000	350,000	350,000	-	1.15%
Privilege Tax: Electric	1,442,287	1,585,536	1,570,000	1,570,000	1,785,000	13.69%	5.87%
Franchise Fees: R-O-W Carriers	46,320	49,128	50,000	50,000	50,000	-	0.16%
Franchise Fees: Telephone	249,343	262,395	270,000	270,000	230,000	(14.81%)	0.76%
Franchise Fees: Garbage Collection	356,122	386,699	395,000	395,000	395,000	-	1.30%
Privilege Tax: Natural Gas	825,745	894,554	880,000	880,000	913,600	3.82%	3.00%
Franchise Fees: Cable TV	345,621	397,307	400,000	400,000	430,000	7.50%	1.41%
Permit Fees	-	2,025	-	-	-	-	-
Licenses	8,470	8,071	5,000	5,000	6,000	20.00%	0.02%
Library Fees	64,271	74,132	80,000	80,000	80,000	-	0.26%
Planning Fees	218,114	190,107	150,000	150,000	125,000	(16.67%)	0.41%
Alarm Fees	25,108	22,543	25,000	25,000	25,000	-	0.08%
DUII/Safety Belt Enf. Grants	15,848	15,159	15,500	31,000	15,500	(50.00%)	0.05%
State Liquor Taxes	465,208	482,178	480,000	480,000	583,000	21.46%	1.92%
State Cigarette Taxes	80,771	83,460	85,000	85,000	77,400	(8.94%)	0.25%
State Revenue Sharing	-	301,724	310,000	310,000	320,000	3.23%	1.05%
Conflagration Response Reimb.	25,414	68,128	-	-	15,000	-	0.05%
EAIP WComp Wage Subsidy Reimb	5,661	2,172	-	-	-	-	-
Linn County	-	-	-	23,700	35,000	47.68%	0.12%
Albany Rural Fire District	1,075,948	1,171,959	1,311,200	1,311,200	1,253,400	(4.41%)	4.12%
North Albany Rural Fire District	179,502	145,637	244,300	244,300	292,800	19.85%	0.96%
Palestine Rural Fire District	111,748	120,314	125,000	125,000	130,700	4.56%	0.43%
GAPS Police Grant	25,000	40,000	40,000	40,000	40,000	-	0.13%
Gray Early Childhood Fund Grant	-	19,157	19,200	19,200	-	(100.00%)	-
OSFM/USAR Teams Response Reimb.	-	37,750	-	-	5,000	-	0.02%
Training	-	7,470	-	-	-	-	-
Space Rental	310,000	385,620	456,400	456,400	407,500	(10.71%)	1.34%
Municipal Court Fines	560,267	705,448	750,000	750,000	825,000	10.00%	2.71%
Parking Violations	4,315	6,839	7,000	7,000	7,000	-	0.02%
Nuisance Vehicle Admin Fee	17,390	17,945	16,000	16,000	20,000	25.00%	0.07%
Gifts & Donations	11,868	22,492	25,000	25,000	10,000	(60.00%)	0.03%
DARE Donations	24	275	1,000	1,000	1,000	-	-
Restitution Payments	-	1,843	-	-	-	-	-
Grass Abatement Fee Principal	98	-	-	-	-	-	-
Grass Abatement Fee Interest	32	-	-	-	-	-	-
CDBG Rehab Loan Repayments	-	10,000	-	-	-	-	-
Rental Rehab Loan Repayments	-	82,654	-	-	-	-	-
Pay Phones	52	-	-	-	-	-	-
Miscellaneous Revenue	90,133	67,150	65,000	65,000	65,000	-	0.21%
Over & short	(36)	51	-	-	-	-	-
AEID Principal	-	33,060	44,000	44,000	44,000	-	0.14%
AEID Interest	-	225	900	900	900	-	-
Other Financing Sources: Cap. Leases	-	98,493	-	-	-	-	-
Interest	203,238	268,651	250,000	250,000	200,000	(20.00%)	0.66%
Total Current Resources	19,269,116	21,262,026	21,820,500	21,859,700	22,813,800	4.36%	74.97%
From Water Fund	-	49,800	-	-	49,800	-	0.16%
From Community Development	378,590	-	-	-	-	-	-
From Public Safety Levy Fund	432,000	621,600	927,000	927,000	597,100	(35.59%)	1.96%
From Health Insurance Fund	408,972	-	-	-	-	-	-
From Public Safety Levy-Police	685,943	759,529	912,100	912,100	1,044,500	14.52%	3.43%
From Public Safety Levy-Fire	743,319	804,769	995,800	995,800	1,033,500	3.79%	3.40%
From Engineering/Water Quality Fund	92,000	-	-	-	-	-	-
From State Revenue Sharing Fund	41,121	-	-	-	-	-	-
From Sewer Fund	-	49,800	-	-	49,800	-	0.16%

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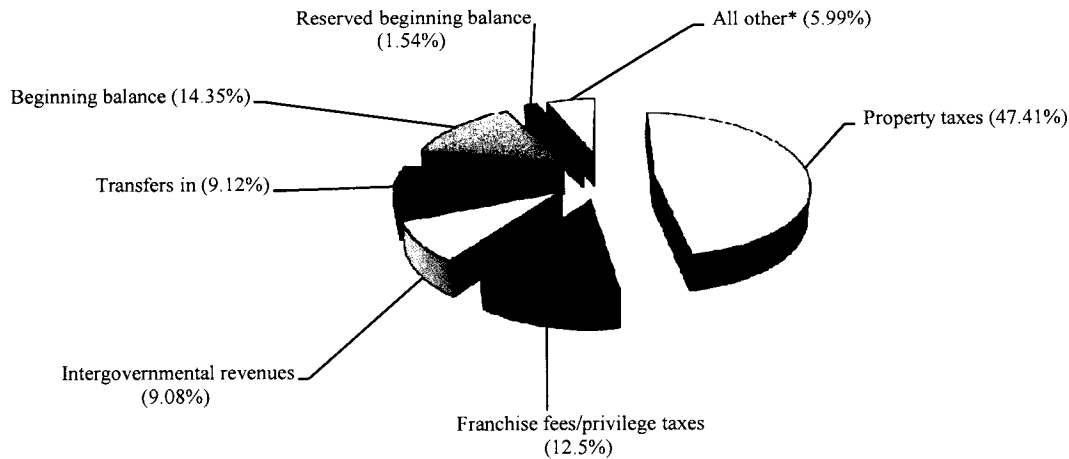
GENERAL FUND
RESOURCE BUDGET DETAIL, continued

Resources, continued	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
From Economic Imp District Fund	2,987	-	-	-	-	-	-
From VALIANT Fund	1,633	-	-	-	-	-	-
From Environmental Safety	884	-	-	-	-	-	-
Total Transfers In	2,787,449	2,285,498	2,834,900	2,834,900	2,774,700	(2.12%)	9.11%
Beginning Balance	2,733,586	3,724,535	3,830,000	3,830,000	4,365,000	13.97%	14.38%
Designated Beg. Balance-Housing	-	378,590	470,000	470,000	470,000	-	1.54%
Total General Fund Resources	\$24,790,151	\$27,650,649	\$28,955,400	\$28,994,600	\$30,423,500	4.93%	100.00%

Resource Budget Summary

Resource type	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Property taxes	\$12,505,234	\$13,193,675	\$13,750,000	\$13,750,000	\$14,426,000	4.92%	47.41%
Franchise fees/privilege taxes	3,265,438	3,575,619	3,565,000	3,565,000	3,803,600	6.69%	12.50%
Licenses & fees	315,963	296,878	260,000	260,000	236,000	(9.23%)	0.78%
Intergovernmental revenues	1,985,100	2,449,888	2,630,200	2,669,400	2,762,800	3.50%	9.08%
Charges for service	310,000	430,840	456,400	456,400	412,500	(9.62%)	1.36%
Fines & forfeitures	581,972	730,232	773,000	773,000	852,000	10.22%	2.80%
Other revenues	102,171	316,243	135,900	135,900	120,900	(11.04%)	0.40%
Investment earnings	203,238	268,651	250,000	250,000	200,000	(20.00%)	0.66%
Total Current Revenues	19,269,116	21,262,026	21,820,500	21,859,700	22,813,800	4.36%	74.99%
Transfers in	2,787,449	2,285,498	2,834,900	2,834,900	2,774,700	(2.12%)	9.12%
Beginning balance	2,733,586	3,724,535	3,830,000	3,830,000	4,365,000	13.97%	14.35%
Reserved beginning balance	-	378,590	470,000	470,000	470,000	-	1.54%
TOTAL RESOURCES	\$24,790,151	\$27,650,649	\$28,955,400	\$28,994,600	\$30,423,500	4.93%	100.00%

General Fund Revenues by Source



* All other: Licenses & fees, Charges for service, Fines & forfeitures, Investment earnings, and Other revenues.

**GENERAL FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Nondepartmental							
Personnel	\$ 9,505	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	1,690,755	453,583	341,300	341,300	398,200	398,200	398,200
Transfers Out	724,354	979,234	1,115,200	1,115,200	1,130,100	1,130,100	1,130,100
Contingency	-	-	2,943,800	2,943,800	2,222,100	2,202,100	2,202,100
Municipal Court	477,985	564,405	702,100	702,100	698,700	698,700	698,700
Code Enforcement	14,675	19,261	32,000	32,000	22,100	22,100	22,100
Fire Suppression	5,579,067	6,456,387	7,144,900	7,144,900	8,015,700	8,015,700	8,015,700
Public Safety Levy: Fire	743,320	804,769	995,800	995,800	1,032,900	1,032,900	1,032,900
Fire & Life Safety	460,655	439,775	570,200	570,200	691,900	691,900	691,900
Police	7,586,594	9,624,691	10,476,600	10,515,800	11,271,400	11,271,400	11,271,400
Public Safety Levy: Police	685,944	759,531	912,100	912,100	1,040,600	1,040,600	1,040,600
Planning	743,270	958,377	1,128,200	1,128,200	1,144,500	1,164,500	1,164,500
Housing	-	10,556	455,000	455,000	303,300	303,300	303,300
Library	1,569,895	1,898,144	2,138,200	2,138,200	2,452,000	2,452,000	2,452,000
Building Maintenance	401,016	-	-	-	-	-	-
Total Requirements	\$20,687,035	\$22,968,713	\$28,955,400	\$28,994,600	\$30,423,500	\$30,423,500	\$30,423,500

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$ 19,612,900	\$ 19,612,900	\$ 19,612,900
Materials & Services	7,110,500	7,130,500	7,130,500
Capital	313,100	313,100	313,100
Transfers Out	1,164,900	1,164,900	1,164,900
Contingency	2,222,100	2,202,100	2,202,100
Totals	\$30,423,500	\$30,423,500	\$30,423,500

Adopted Requirements by Type	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Nondepartmental	\$ -	\$ 398,200	\$ -	\$ 1,130,100	\$ 2,202,100	\$ 3,730,400	12.25%
Municipal Court	321,500	377,200	-	-	-	698,700	2.30%
Code Enforcement	-	22,100	-	-	-	22,100	0.07%
Fire Suppression	5,956,200	1,781,400	278,100	-	-	8,015,700	26.35%
Public Safety Levy: Fire	651,700	381,200	-	-	-	1,032,900	3.40%
Fire & Life Safety	502,800	189,100	-	-	-	691,900	2.27%
Police	8,934,500	2,306,900	30,000	-	-	11,271,400	37.05%
Public Safety Levy: Police	809,000	226,600	5,000	-	-	1,040,600	3.42%
Planning	887,800	276,700	-	-	-	1,164,500	3.83%
Housing	-	268,500	-	34,800	-	303,300	1.00%
Library	1,549,400	902,600	-	-	-	2,452,000	8.06%
Total Requirements	\$19,612,900	\$7,130,500	\$313,100	\$1,164,900	\$2,202,100	\$30,423,500	100.00%
Percent of Fund Budget	64.46%	23.44%	1.03%	3.83%	7.24%	100.00%	

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Municipal Court	4.050	4.125	5.125	5.125	5.125	5.125	5.125
Fire Suppression	48.000	47.000	47.000	47.000	49.000	49.000	49.000
Public Safety Levy: Fire	8.000	8.000	8.000	8.000	8.000	8.000	8.000
Fire & Life Safety	4.000	4.000	4.000	4.000	4.000	4.000	4.000
Police	78.000	84.250	84.250	84.250	85.250	85.250	85.250
Public Safety Levy: Police	9.000	9.000	9.000	9.000	9.000	9.000	9.000
Planning	8.500	9.000	9.000	9.000	9.000	9.000	9.000
Library	20.038	20.038	20.225	20.225	21.975	21.975	21.975
Total FTEs	179.588	185.413	186.600	186.600	191.350	191.350	191.350

PROGRAM NARRATIVE

GENERAL FUND: NONDEPARTMENTAL (100-10-1003) **Responsible Manager/Title: Stewart Taylor, Finance Director**

FUNCTIONS AND RESPONSIBILITIES

- Included within this program are expenditures that may apply to several different General Fund Departments and are not identified with any one specific program.
- The General Fund subsidizes the electricity cost for street lights with a transfer of \$260,000 to the Street Fund.
- A \$40,000 transfer to the Parks and Recreation Fund subsidizes the Urban Forestry Management program.
- Beginning with Fiscal Year 2006-2007, State Revenue Sharing proceeds, which are recorded as revenue in the General Fund, are transferred to the Public Transit Fund in support of the Albany Transit System, the Linn-Benton Loop System, and the Paratransit System.
- To fund future General Fund building maintenance projects, \$89,500 is transferred to the Capital Replacement Fund.
- Payments to the Albany Downtown Association from the collection of the Albany Economic Improvement District assessments are made from this program.
- Outside agency grants to the Veterans' Association (\$3,000) and the Senior Meals Program (\$3,000) are included in this budget.
- To make the annual payments on the debt related to the construction of City Hall, \$243,400 is transferred to the Debt Service Fund.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

100: General Fund
10: Finance

PROG 1003: Nondepartmental

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
54005 Unemployment Claims	9,504.98	-	-	-	-	0.00%
Total Personnel Services	9,504.98	-	-	-	-	0.00%
Materials & Services						
60211 Insurance & Bonds	-	-	-	-	-	0.00%
60305 Veterans' Association Grant	2,000.00	2,000.00	3,000	3,000	3,000	0.00%
60307 Senior Meals Program	-	3,000.00	3,600	3,600	3,000	-16.67%
60312 AEID Payments	-	33,076.14	44,900	44,900	44,900	0.00%
60315 Spay/Neuter Program	-	10,000.00	-	10,000	10,000	0.00%
61028 Minor Equipment	23,080.50	-	-	-	-	0.00%
62103 DARE Program	6,398.02	-	-	-	-	0.00%
63009 Telephone	163.35	-	-	-	-	0.00%
66010 Central Service Charges	1,158,400.00	-	-	-	-	0.00%
66013 GIS System Charges	95,004.00	-	-	-	-	0.00%
66014 Information Technology Services	369,000.00	-	-	-	-	0.00%
66020 Permit Tracking Services	6,385.00	-	-	-	-	0.00%
66030 Building Maintenance Charges	-	385,000.00	244,800	244,800	307,300	25.53%
67008 Miscellaneous Expenditures	30,323.91	20,507.24	45,000	46,400	30,000	-35.34%
Total Materials & Services	1,690,754.78	453,583.38	341,300	352,700	398,200	12.90%
Transfers Out						
91202 To Parks & Recreation Fund	90,000.00	93,600.00	120,800	120,800	147,200	21.85%
91203 To Grants Fund	-	-	-	1,800	-	-100.00%
91205 To Capital Replacement	89,496.00	89,500.00	89,500	89,500	89,500	0.00%
91209 To Street Fund: Street Lighting	260,000.00	260,000.00	260,000	260,000	260,000	0.00%
91210 To Urban Forestry Management - Parks	39,996.00	40,000.00	40,000	40,000	40,000	0.00%
91212 To Albany Transit System	-	153,100.00	164,300	164,300	169,300	3.04%
91213 To Capital Replacement-PS Land	50,004.00	-	-	-	-	0.00%
91216 To Transit Loop System	-	31,800.00	16,500	16,500	16,500	0.00%
91232 To Economic Development	20,600.00	25,000.00	25,000	25,000	-	-100.00%
91233 To Paratransit System	-	116,900.00	129,200	129,200	134,200	3.87%
91235 To 2004 Revenue Obligations	174,257.77	169,333.52	239,900	241,200	243,400	0.91%
91251 To Building Insp-ADA Code Enforcement	-	-	30,000	30,000	30,000	0.00%
Total Transfers Out	724,353.77	979,233.52	1,115,200	1,118,300	1,130,100	1.06%
Contingencies						
99005 Contingencies	-	-	2,943,800	2,643,700	2,202,100	-15.95%
Total Contingencies	-	-	2,943,800	2,643,700	2,202,100	-15.95%
TOTAL EXPENDITURES	2,424,613.53	1,432,816.90	4,400,300	4,114,700	3,730,400	-8.85%

PROGRAM NARRATIVE

**GENERAL FUND: MUNICIPAL COURT (100-10-1029)
Responsible Manager/Title: Stewart Taylor, Finance Director**

FUNCTIONS AND RESPONSIBILITIES

- Municipal Court employees are responsible for processing the citations issued by the Albany Police Department, the Code Enforcement Division, and by private citizens of the City of Albany. Court is also responsible for scheduling and conducting pretrial conferences and trials, which includes notifying attorneys, police officers, and witnesses.
- Court procedures are administered by the Municipal Court Judge, who is an attorney licensed to practice in Oregon and is appointed by the City Council under a one-year contract.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	12/07	Completed	<ul style="list-style-type: none"> • Complete computer upgrade and conversion. • Convert document management system to Microsoft Word. • Implement photo red light.
	12/07	Completed	
	03/08	Completed	
Budget Year 2007-2008			
Effective Government	11/08		<ul style="list-style-type: none"> • Implement e-ticketing. • Develop CSO collection audit reports. • Separate AR from collections.
	06/09		
	06/09		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of warrants issued.	1,892	2,500	2,500	2,000
Case numbers issued.	6,202	4,900	6,800	7,750
Percent of pre-trials set within 90 days.	98%	98%	98%	98%
Percent of jury trials set within 90 days.	75%	75%	75%	65%
Percent of bench trials set within 90 days.	80%	75%	80%	65%
Percent of charges docketed within one working day.	85%	90%	90%	80%

STAFFING SUMMARY

FTE's	4.050	4.125	5.125	5.125
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

100: General Fund

10: Finance

PROG 1029: Municipal Court

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	%
						Change
Personnel Services						
51001 Wages & Salaries	140,937.50	140,689.89	172,700	172,700	191,000	10.60%
52001 Temporary Employees	87.28	127.89	3,000	3,000	9,000	200.00%
53001 Overtime	596.90	545.19	500	500	1,000	100.00%
56001 Employer Paid Benefits	96,709.01	90,839.10	124,700	124,700	120,500	-3.37%
Total Personnel Services	238,330.69	232,202.07	300,900	300,900	321,500	6.85%
Materials & Services						
60101 Contractual Services	5,811.69	6,413.49	14,000	14,000	14,000	0.00%
60200 Court Appointed Attorneys	50,471.15	45,600.00	45,000	45,000	50,000	11.11%
60201 Space Rental	-	26,600.00	31,300	31,300	28,100	-10.22%
60211 Insurance & Bonds	1,523.91	903.75	1,400	1,400	1,600	14.29%
60216 Software License Fees	7,195.00	7,380.00	10,500	10,500	7,900	-24.76%
60316 Linn Co Juv. Dept. Peer Court Program	-	-	2,500	2,500	1,100	-56.00%
61010 Duplication & Fax	1,644.29	1,720.25	3,000	3,000	1,700	-43.33%
61011 Education & Training	836.60	820.24	2,000	2,000	2,000	0.00%
61022 Credit Card Fees	-	-	-	-	3,000	0.00%
61024 Materials & Supplies	1,586.45	1,698.57	2,000	2,000	2,500	25.00%
61026 Meetings & Conferences	1,138.72	504.70	2,000	2,000	2,400	20.00%
61027 Memberships & Dues	335.00	255.00	400	400	500	25.00%
61028 Minor Equipment	-	15,054.25	10,800	10,800	5,800	-46.30%
61030 Personal Auto Reimbursement	851.16	431.46	700	700	500	-28.57%
61032 Postage & Shipping	592.64	-	-	-	-	0.00%
61033 Printing & Binding	2,903.98	2,433.59	4,000	4,000	4,000	0.00%
61038 Software	-	-	35,000	35,000	8,000	-77.14%
61350 Municipal Court Judge	64,472.52	66,924.00	68,300	68,300	71,900	5.27%
61351 Prisoner Expenses	17,732.75	21,726.75	30,000	30,000	25,000	-16.67%
61352 Prosecution Costs	41,800.00	43,200.00	46,700	46,700	49,900	6.85%
61353 Witness & Jury Fee	1,468.90	2,393.50	2,500	2,500	2,500	0.00%
61354 Pro-Tem Judge Contract	-	-	-	-	3,000	0.00%
63009 Telephone	2,394.26	1,941.38	4,000	4,000	1,100	-72.50%
65015 Maint: Office Equipment	-	-	2,000	2,000	800	-60.00%
66010 Central Service Charges	-	34,000.00	32,000	32,000	39,300	22.81%
66014 Information Technology Services	-	23,200.00	23,400	23,400	31,600	35.04%
66015 IT Equipment Replacement	14,846.00	10,300.00	10,300	10,300	-	-100.00%
66502 DMV Charges	783.50	835.50	700	700	1,000	42.86%
66506 Prosecution Support Services	21,264.36	17,837.76	16,500	16,500	18,000	9.09%
66511 Flexible Spending Admin Fees	-	27.50	200	200	-	-100.00%
Total Materials & Services	239,652.88	332,201.69	401,200	401,200	377,200	-5.98%
TOTAL EXPENDITURES	477,983.57	564,403.76	702,100	702,100	698,700	-0.48%

PROGRAM NARRATIVE

GENERAL FUND: CODE ENFORCEMENT (100-11-1026)

Responsible Manager/Title: Wes Hare, City Manager

FUNCTIONS AND RESPONSIBILITIES

- Provide centralized coordination of property-related municipal code enforcement activities.
- Make quarterly reports to City Council on enforcement activities.
- Reevaluate program and need for procedural changes and code revisions.
- Prompt cleanup of private properties throughout the city in response to complaints.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Great Neighborhoods	06/08	Completed	<ul style="list-style-type: none">• Close out 40 complaints per year.
Budget Year 2008-2009			
Great Neighborhoods	05/09		<ul style="list-style-type: none">• Conduct community cleanup in partnership with Allied Waste and neighborhood volunteers.
	06/09		<ul style="list-style-type: none">• Enact shopping cart retrieval ordinance.
	06/09		<ul style="list-style-type: none">• Close out 40 complaints per year.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

Percent of time forty complaints are cleared per year.	<u>2005-06</u> 85%	<u>2006-07</u> 75%	<u>2007-08</u> 85%	<u>2008-09</u> 85%
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

100: General Fund
11: City Manager/ City Council

PROG 1026: Code Enforcement

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	%
						Change
Personnel Services						
51001 Wages & Salaries	4,676.18	321.05	7,000	7,000	-	-100.00%
56001 Employer Paid Benefits	2,523.10	113.13	4,200	4,200	-	-100.00%
Total Personnel Services	7,199.28	434.18	11,200	11,200	-	-100.00%
Materials & Services						
60101 Contractual Services	6,235.41	17,318.49	18,000	18,000	20,000	11.11%
60211 Insurance & Bonds	217.69	-	100	100	100	0.00%
61024 Materials & Supplies	1,022.82	9.33	2,000	2,000	1,000	-50.00%
61030 Personal Auto Reimbursement	-	-	200	200	-	-100.00%
66010 Central Service Charges	-	1,500.00	500	500	1,000	100.00%
Total Materials & Services	7,475.92	18,827.82	20,800	20,800	22,100	6.25%
TOTAL EXPENDITURES	14,675.20	19,262.00	32,000	32,000	22,100	-30.94%

PROGRAM NARRATIVE

**GENERAL FUND: FIRE SUPPRESSION (100-25-1201)
Responsible Manager/Title: John R. Bradner, Assistant Fire Chief**

FUNCTIONS AND RESPONSIBILITIES

- Train for, respond to, and mitigate natural and manmade disasters and medical, fire, hazardous materials, technical rescue, and water rescue emergencies.
- Emergency services personnel are cross-trained in multiple disciplines to meet changing community conditions.
- Services are provided by contract to three rural fire districts.
- Maintain vehicles and equipment in a state of preparedness and condition for proper use during emergencies.
- Assist in determining cause and origin of fires.
- Participate in Department public education programs.
- Maintain and implement City of Albany Emergency Operations and Hazard Mitigation Plans.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
A Safe City	01/08	Ongoing	• Update five-year strategic plan.
	06/08	Completed	• Place two new engines in service.
	06/08	In Progress	• Identify and secure property to replace downtown station.
	06/08	Completed	• Replace radio system to meet federal narrowband requirements.
An Effective Government	06/08	Ongoing	• Provide leadership training, team building, and empowerment.
Budget Year 2008-2009			
Safe City/Effective Government	12/08		• Acquire one additional ambulance.
	10/08		• Increase ambulance day staff to seven days/week.
	06/09		• Staff to meet reporting, records, and maintenance requirements and Fire Service standards.
	06/09		• Secure property for relocation of downtown fire station and new training center.
	06/09		• Provide advanced training for professional certifications.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Total Emergency Responses	5,995	6,423	6,600	6,800
Total Overlapping Fire & EMS Responses	1,962	2,135	2,240	2,352
Total Fires per 1,000 Population vs. State Comparables	4.79/3.19	5.53/3.00	5.00/3.00	5.00/3.00
Total Commercial/Industrial Fires per 1,000 Structures vs. State Comparables	15.50/11.20	20.10/11.20	15.00/11.00	15.00/11.00
Structure Fires with Loss	71	88	75	75
Value of Property Protected vs. Value Loss (millions of \$)	\$3,895 / \$1.18	\$4,100 / \$4.10	\$4,260 / \$4.20	\$4,473/\$4.40
Response Time of First Engine on Scene (4 min/90 % standard)	52%	50%	50%	47%
Fire Response Mutual Aid Provided vs. Mutual Aid Received	N/A	48/20	52/23	60/26

STAFFING SUMMARY

FTE's	48	47	47	49
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

100: General Fund

25: Fire

PROG 1201: Fire Suppression

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	2,969,597.06	3,036,740.41	3,174,800	3,174,800	3,577,800	12.69%
52001 Temporary Employees	40,949.24	47,398.07	30,000	47,000	50,000	6.38%
53001 Overtime	264,883.90	348,763.10	275,000	545,000	350,000	-35.78%
54005 Unemployment Claims	1,905.56	121.31	5,500	5,500	6,800	23.64%
56001 Employer Paid Benefits	1,617,450.04	1,731,179.26	1,842,600	1,842,600	1,971,600	7.00%
59001 City Paid 401A Deferred Comp	1,856.30	-	-	-	-	0.00%
Total Personnel Services	4,896,642.10	5,164,202.15	5,327,900	5,614,900	5,956,200	6.08%
Materials & Services						
60101 Contractual Services	67,489.97	211,628.64	210,700	210,700	232,100	10.16%
60201 Space Rental	-	18,100.00	21,500	21,500	19,200	-10.70%
60207 Fire Interns	913.90	457.70	3,000	3,000	500	-83.33%
60211 Insurance & Bonds	32,874.51	39,201.52	56,400	56,400	65,600	16.31%
60217 Software Maintenance Agreements	4,600.00	5,230.00	28,100	28,100	35,100	24.91%
61006 Advertising & Publications	1,108.56	581.98	-	-	500	0.00%
61009 Car & Unreimbursed Expenses	3,600.00	3,600.00	3,600	3,600	3,600	0.00%
61010 Duplication & Fax	106.15	-	1,500	1,500	1,500	0.00%
61011 Education & Training	21,386.70	33,740.40	35,000	35,000	40,000	14.29%
61018 Laundry Service	5,260.49	167.65	-	-	-	0.00%
61022 Credit Card Fees	-	19.16	-	-	-	0.00%
61023 Mapping	4,975.00	14.98	7,200	7,200	5,200	-27.78%
61024 Materials & Supplies	41,161.35	37,124.42	40,000	40,000	45,000	12.50%
61026 Meetings & Conferences	2,482.00	2,603.50	7,000	7,000	8,000	14.29%
61027 Memberships & Dues	1,300.00	1,395.00	2,000	2,000	2,000	0.00%
61028 Minor Equipment	25,144.55	17,932.20	-	-	25,900	0.00%
61030 Personal Auto Reimbursement	-	-	300	300	500	66.67%
61031 Personal Protective Equipment	-	-	52,000	52,000	75,000	44.23%
61032 Postage & Shipping	3,016.79	196.88	500	500	500	0.00%
61033 Printing & Binding	980.00	1,304.43	2,000	2,000	2,000	0.00%
61040 Uniforms	40,799.08	33,728.53	50,600	50,600	36,200	-28.46%
61042 Vehicle Maintenance Shop Supplies	1,391.37	-	-	-	-	0.00%
61044 Building Materials	36,807.70	38,176.19	38,500	38,500	41,700	8.31%
61049 Gas, Oil, & Lubricants	30,237.18	37,155.77	32,000	32,000	48,000	50.00%
62000 Fire Equipment	22,032.45	26,698.21	100,000	100,000	36,500	-63.50%
62003 HazMat Equipment	854.73	5,698.14	6,700	6,700	11,400	70.15%
62008 Technical Rescue Equipment	7,275.91	9,932.46	13,000	13,000	21,000	61.54%
62009 Water Rescue Equipment	9,819.59	11,330.34	17,000	17,000	72,000	323.53%
63006 Power & Light	19,843.05	22,128.96	20,000	20,000	23,000	15.00%
63007 Heating & Fuel	23,414.53	26,310.65	23,000	23,000	27,000	17.39%
63009 Telephone	26,725.07	30,882.80	33,000	33,000	30,100	-8.79%
63011 Water Service	9,770.20	10,536.94	12,500	12,500	14,500	16.00%
63012 Sewer Service Charges	6,029.74	9,681.51	10,000	10,000	10,000	0.00%
65005 Maint: Breathing Air	1,905.11	1,903.26	4,600	4,600	7,800	69.57%
65006 Maint: Building	47,720.25	23,705.65	47,500	47,500	47,600	0.21%
65008 Maint: Communications Equipment	24,820.18	21,351.16	32,900	32,900	48,100	46.20%
65012 Maint: Hose	6,894.76	6,157.65	10,000	10,000	46,500	365.00%
65015 Maint: Office Equipment	4,049.67	7,436.86	8,000	8,000	9,000	12.50%
65513 Vehicle Maintenance	107,385.12	-	-	-	5,000	0.00%
66010 Central Service Charges	-	346,700.00	378,400	378,400	376,800	-0.42%
66013 GIS System Charges	-	46,000.00	39,000	39,000	40,000	2.56%
66014 Information Technology Services	-	143,800.00	184,200	184,200	167,300	-9.17%
66015 IT Equipment Replacement	12,900.00	7,200.00	7,200	7,200	10,700	48.61%
66030 Building Maintenance Charges	-	-	52,300	52,300	63,700	21.80%
66505 Physical Exams & Medicals	1,120.29	6,152.76	17,500	17,500	17,500	0.00%
66511 Flexible Spending Admin Fees	1,342.00	995.50	1,300	1,300	1,300	0.00%



CITY OF
Albany

WATERFRONT DEVELOPMENT

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

100: General Fund
25: Fire

PROG 1201: Fire Suppression

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Materials & Services						
67007 Employee Safety Incentive Payments	6,069.60	6,265.40	6,500	6,500	6,500	0.00%
Total Materials & Services	665,607.55	1,253,227.20	1,616,500	1,616,500	1,781,400	10.20%
Capital						
70005 Capital Equipment	16,816.00	38,957.00	192,000	192,000	278,100	44.84%
70006 Building Improvements	-	-	8,500	8,500	-	-100.00%
Total Capital	16,816.00	38,957.00	200,500	200,500	278,100	38.70%
TOTAL EXPENDITURES	5,579,065.65	6,456,386.35	7,144,900	7,431,900	8,015,700	7.86%

PROGRAM NARRATIVE

GENERAL FUND: PUBLIC SAFETY LEVY (100-25-1202)

Responsible Manager/Title: Kevin Kreitman, Fire Chief

FUNCTIONS AND RESPONSIBILITIES

- Provide six additional Firefighter/EMT positions for emergency operations.
 - Provide funding for Fire and Ambulance vehicle replacement.
 - Provide two additional positions to the Fire & Life Safety Division for public education and inspection activities.
-

STAFFING SUMMARY

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
FTE's	8	8	8	8

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

100: General Fund
25: Fire

PROG 1202: Public Safety Levy: Fire

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	325,494.55	334,147.81	399,400	399,400	435,200	8.96%
53001 Overtime	1,909.75	1,844.32	-	-	-	0.00%
56001 Employer Paid Benefits	179,218.71	183,149.44	221,100	221,100	216,500	-2.08%
Total Personnel Services	506,623.01	519,141.57	620,500	620,500	651,700	5.03%
Materials & Services						
60101 Contractual Services	125.00	-	-	-	-	0.00%
60211 Insurance & Bonds	6,422.43	1,468.65	1,300	1,300	1,500	15.38%
61011 Education & Training	4,087.97	5,264.64	5,000	5,000	10,000	100.00%
61028 Minor Equipment	3,900.92	4,000.00	4,000	4,000	4,800	20.00%
61032 Postage & Shipping	484.77	-	-	-	-	0.00%
61040 Uniforms	1,366.95	2,047.15	2,000	2,000	2,000	0.00%
62005 Public Educ Prog-Srs,Residential,Gr 6-12	9,760.67	5,055.24	18,000	18,000	18,000	0.00%
62007 Residential Safety Program Equipment	7,072.31	8,628.81	8,600	8,600	8,600	0.00%
63009 Telephone	1,994.84	3,495.05	5,900	5,900	1,900	-67.80%
66010 Central Service Charges	-	54,900.00	54,600	54,600	58,200	6.59%
66011 Equipment Replacement	200,000.00	200,000.00	275,000	275,000	275,000	0.00%
66511 Flexible Spending Admin Fees	330.00	-	-	-	-	0.00%
67007 Employee Safety Incentive Payments	1,150.40	768.00	900	900	1,200	33.33%
Total Materials & Services	236,696.26	285,627.54	375,300	375,300	381,200	1.57%
TOTAL EXPENDITURES	743,319.27	804,769.11	995,800	995,800	1,032,900	3.73%

PROGRAM NARRATIVE

GENERAL FUND: FIRE & LIFE SAFETY (100-25-1203)
Responsible Manager/Title: Michael Trabue, Fire Marshal

FUNCTIONS AND RESPONSIBILITIES

- Investigate fires as to cause and point of origin.
- Review construction plans for compliance with applicable codes.
- Conduct fire and life safety inspections of priority occupancies in the City and contract fire districts.
- Provide records and statistics on Fire Code regulated occupancies.
- Provide public education, training, and safety equipment for all-hazard risk reduction in the community.
- Provide public information on emergency incidents.
- Work with high-hazard occupancies to reduce risks to the community.
- Services are provided by contract to three rural fire districts.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
A Safe City	01/08	Ongoing	• Update five-year strategic plan.
	01/08	In Progress	• Develop and implement training program for Deputies to meet increased state requirements.
	06/08	Completed	• Conduct process analysis of inspection program and data collection system.
	06/08	Completed	• Evaluate implementation of field capture for inspection information.
	06/08	Ongoing	• Analyze community needs and apply to public education program.
An Effective Government	06/08	Ongoing	• Provide leadership training, team building, and empowerment.
Budget Year 2008-2009			
Safe City/Effective Government	10/08		• Revise and implement public education programs to address community needs.
	01/09		• Implement inspection program data collection system.
	06/09		• Catalog and inventory existing Fire Code regulated occupancies.
	06/09		• Provide advanced training for professional certifications.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of Inspections and Re-Inspections of Fire Code Regulated Occupancies	1,397	832	1,280	1,500
Fire Code Violations Noted vs. Violations Corrected	1,833/1,448	1,092/669	1,710/946	2,000/1,600
Number of People Involved in Life Safety Education Programs	7,185	5,918	6,000	8,000
Number of Life Safety Education Presentations	227	192	200	300

STAFFING SUMMARY

FTE's	4	4	4	4
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

100: General Fund

25: Fire

PROG 1203: Fire & Life Safety

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	253,082.32	196,614.98	266,200	266,200	307,900	15.66%
52001 Temporary Employees	-	-	-	-	4,000	0.00%
53001 Overtime	9,603.58	18,816.35	27,000	27,000	27,000	0.00%
54005 Unemployment Claims	-	-	400	400	400	0.00%
56001 Employer Paid Benefits	107,895.49	99,168.03	147,300	147,300	163,500	11.00%
Total Personnel Services	370,581.39	314,599.36	440,900	440,900	502,800	14.04%
Materials & Services						
60101 Contractual Services	17,451.89	4,091.76	4,000	4,000	4,000	0.00%
60201 Space Rental	-	3,600.00	4,300	4,300	3,800	-11.63%
60211 Insurance & Bonds	2,939.11	1,694.58	1,300	1,300	1,500	15.38%
60217 Software Maintenance Agreements	-	-	-	-	13,200	0.00%
61006 Advertising & Publications	545.70	-	500	500	500	0.00%
61011 Education & Training	6,314.27	5,160.96	12,500	12,500	12,500	0.00%
61014 Film & Film Processing	43.09	1,012.27	1,000	1,000	1,000	0.00%
61024 Materials & Supplies	7,928.79	11,098.85	12,000	12,000	13,000	8.33%
61026 Meetings & Conferences	3,495.99	1,569.64	6,000	6,000	6,000	0.00%
61027 Memberships & Dues	485.00	475.00	1,200	1,200	1,200	0.00%
61028 Minor Equipment	162.99	-	-	-	16,900	0.00%
61030 Personal Auto Reimbursement	15.52	-	500	500	500	0.00%
61032 Postage & Shipping	351.34	65.27	100	100	100	0.00%
61033 Printing & Binding	-	-	-	-	-	0.00%
61034 Professional Publications	3,829.63	112.00	3,000	3,000	3,000	0.00%
61038 Software	94.99	-	-	-	25,300	0.00%
61040 Uniforms	617.49	-	-	-	-	0.00%
61049 Gas, Oil, & Lubricants	4,706.29	-	-	-	-	0.00%
61053 Car Seat Program	839.79	5,003.91	5,000	5,000	5,000	0.00%
62002 Fire/Life Safety Operating Expenditures	-	505.66	-	-	-	0.00%
62004 Mentoring Program	102.65	1,540.50	-	-	-	0.00%
62006 Public Education Program K-5	15,244.15	22,830.71	19,200	20,200	24,000	18.81%
62007 Residential Safety Program Equipment	4,107.68	3,955.69	6,500	6,500	6,500	0.00%
63009 Telephone	4,662.79	2,101.25	3,800	3,800	2,100	-44.74%
65015 Maint: Office Equipment	1,604.05	-	-	-	-	0.00%
65077 Departmental Vehicle Maintenance	763.27	-	-	-	-	0.00%
65513 Vehicle Maintenance	3,332.49	-	-	-	-	0.00%
66010 Central Service Charges	-	34,500.00	29,900	29,900	31,400	5.02%
66011 Equipment Replacement	3,500.00	9,300.00	9,300	9,300	7,000	-24.73%
66014 Information Technology Services	-	7,100.00	-	-	-	0.00%
66015 IT Equipment Replacement	6,600.00	1,500.00	300	300	1,400	366.67%
66020 Permit Tracking Services	-	7,700.00	8,500	8,500	8,800	3.53%
66511 Flexible Spending Admin Fees	66.00	82.50	-	-	-	0.00%
67007 Employee Safety Incentive Payments	269.10	173.30	400	400	400	0.00%
Total Materials & Services	90,074.06	125,173.85	129,300	130,300	189,100	45.13%
TOTAL EXPENDITURES	460,655.45	439,773.21	570,200	571,200	691,900	21.13%

PROGRAM NARRATIVE

GENERAL FUND: POLICE DEPARTMENT (100-30-1301)

Responsible Manager/Title: Edward Boyd, Chief of Police

FUNCTIONS AND RESPONSIBILITIES

- Provide community policing and crime prevention programs.
- Provide effective emergency and prioritized non-emergency police response to calls for service.
- Investigate all major crimes.
- Conduct Citizen Academy.
- Receive all emergency and non-emergency telephone calls and provide quality dispatch services to field operations.
- Maintain and disseminate records in accordance with state statutes and department requirements.
- Provide timely response and investigation of code violations, abandoned vehicle complaints, and animal related issues.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Safe City	11/07	Completed	<ul style="list-style-type: none"> • Assign 1 additional Traffic Enforcement Officer. • Implement Citizen Patrol Program. • Increase Neighborhood Watch 10% citywide. • Select & train computer forensic investigator. • Conduct community survey. • Implement E-ticket program. • Select, purchase & begin implementation of property & evidence bar coding system.
Safe City	01/08	Completed	
Safe City	06/08	Completed	
Safe City	06/08	Completed	
Effective Government	03/08	Postponed	
Effective Government	06/08	In Progress	
Effective Government	11/08	Completed	
Budget Year 2008-2009			
Effective Government	10/08		<ul style="list-style-type: none"> • Conduct community survey. • Expand E-Ticket capacity to 9 patrol vehicles. • Expand Citizen Patrol activities through training and Crime Free Night. • Increase Neighborhood Watch by 10%. • Implement paperless records system via Laserfiche. • Publish annual report. • Identify and purchase property for new public safety facility. • Expand photo red light enforcement program.
Effective Government	06/09		
Safe City	06/09		
Safe City	06/09		
Effective Government	06/09		
Effective Government	06/09		
Effective Government	06/09		
Safe City	06/09		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of calls for service	69,139	69,305	73,894	76,307
Part 1 Crimes (UCR) (1)	3,000	2,691	3,506	3,517
Part 2 Crimes (UCR) (2)	5,861	6,112	5,714	5,616
Part 3 Crimes (UCR) (3)	336	287	351	387
Total number of arrests	4,374	4,302	3,738	3,645
Number of uniform traffic citations	6,926	8,692	10,175	11,729
Animal and abandoned vehicle calls	3,160	3,204	3,340	3,452

- (1) Part 1 crimes include: homicide, rape, aggravated assault, burglary, larceny, motor vehicle theft, arson.
 (2) Part 2 crimes include: simple assault, forgery/fraud, weapons laws, drugs, liquor, sex, family, disorderly conduct.
 (3) Part 3 crimes include: hit & run, reckless driving, eluding, recovered stolen property.
 (4) UCR = Uniform Crime Reporting.

STAFFING SUMMARY

FTE's	78.00	84.25	84.25	85.25
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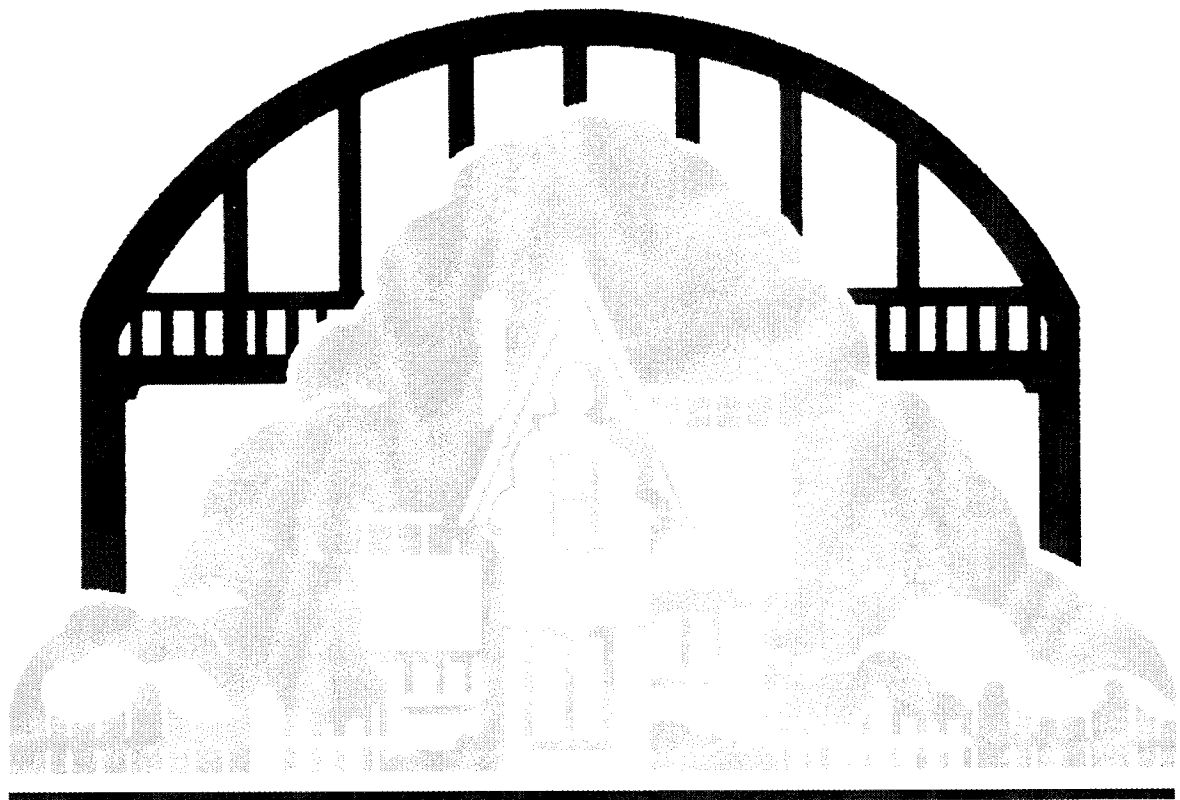
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

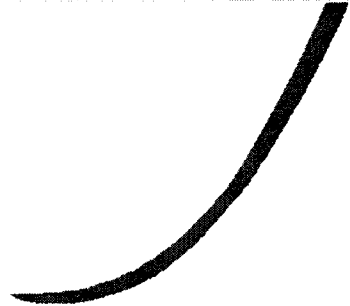
100: General Fund
30: Police

PROG 1301: Police

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	3,909,274.28	4,498,553.70	4,975,200	4,975,200	5,192,100	4.36%
52001 Temporary Employees	42,451.67	16,948.25	17,000	37,000	40,000	8.11%
53001 Overtime	370,375.23	463,286.89	400,000	419,200	473,500	12.95%
54005 Unemployment Claims	-	-	10,800	10,800	12,000	11.11%
56001 Employer Paid Benefits	2,439,273.76	2,773,343.08	3,084,000	3,084,000	3,216,900	4.31%
59001 City Paid 401A Deferred Comp	1,311.40	-	3,500	3,500	-	-100.00%
Total Personnel Services	6,762,686.34	7,752,131.92	8,490,500	8,529,700	8,934,500	4.75%
Materials & Services						
60101 Contractual Services	47,359.39	47,945.99	58,000	58,000	81,000	39.66%
60211 Insurance & Bonds	63,789.22	73,658.18	51,200	51,200	60,000	17.19%
60217 Software Maintenance Agreements	20,984.93	42,566.70	50,000	50,000	72,000	44.00%
60221 Leased Vehicles	108,502.65	137,851.65	155,000	155,000	-	-100.00%
61006 Advertising & Publications	250.75	337.27	1,000	1,000	1,000	0.00%
61009 Car & Unreimbursed Expenses	1,350.00	3,600.00	3,600	3,600	4,000	11.11%
61010 Duplication & Fax	16,206.76	16,540.07	27,000	27,000	25,500	-5.56%
61011 Education & Training	37,187.20	31,881.97	45,000	45,000	56,500	25.56%
61012 Equipment Rental: Private	3,000.00	7,220.00	11,600	11,600	8,000	-31.03%
61024 Materials & Supplies	38,976.90	58,094.17	40,000	40,000	45,000	12.50%
61026 Meetings & Conferences	1,265.71	1,306.56	6,000	6,000	7,000	16.67%
61027 Memberships & Dues	5,741.04	5,810.59	7,000	7,000	8,000	14.29%
61028 Minor Equipment	49,714.27	42,486.16	32,000	32,000	51,700	61.56%
61030 Personal Auto Reimbursement	1,797.74	-	500	500	-	-100.00%
61032 Postage & Shipping	2,752.44	1,880.36	2,000	2,000	3,000	50.00%
61033 Printing & Binding	9,645.95	10,739.70	10,000	10,000	12,500	25.00%
61038 Software	4,134.37	33,069.49	54,000	54,000	152,000	181.48%
61040 Uniforms	31,062.48	58,139.32	40,000	40,000	43,700	9.25%
61049 Gas, Oil, & Lubricants	73,357.99	99,334.82	100,000	100,000	130,000	30.00%
62100 Accreditation Costs	2,050.00	5,300.00	12,000	12,000	6,000	-50.00%
62101 Ammunition & Firearms	22,602.98	-	-	-	-	0.00%
62102 Community Police Programs	4,750.13	8,587.33	9,000	9,000	12,000	33.33%
62103 DARE Program	3,632.04	5,073.34	8,000	8,000	8,000	0.00%
62105 K-9 Expenses	1,257.65	8,300.25	11,000	11,000	15,000	36.36%
62107 Towing	2,601.00	1,720.00	2,000	2,000	2,000	0.00%
62109 Survival Equipment	-	42,979.12	22,000	22,000	30,000	36.36%
62110 Drug Enforcement	-	10,139.99	24,000	24,000	20,000	-16.67%
62111 SWAT Equipment	-	-	20,000	20,000	12,000	-40.00%
62218 Investigation Expenditures	-	-	-	-	8,000	0.00%
63006 Power & Light	27,832.93	31,741.21	35,000	35,000	35,000	0.00%
63009 Telephone	59,740.52	62,362.71	63,000	63,000	56,500	-10.32%
63010 Alarm Line Fees	1,011.45	1,004.50	1,500	1,500	1,500	0.00%
63011 Water Service	2,722.21	2,638.66	4,800	4,800	5,000	4.17%
63012 Sewer Service Charges	860.90	2,994.77	1,500	1,500	2,000	33.33%
65008 Maint: Communications Equipment	7,154.91	17,566.65	15,000	15,000	15,000	0.00%
65015 Maint: Office Equipment	1,933.83	2,194.99	4,000	4,000	4,000	0.00%
65076 Contract Maintenance	72,767.87	64,207.82	83,000	83,000	95,000	14.46%
66010 Central Service Charges	-	528,600.00	562,800	562,800	614,000	9.10%
66011 Equipment Replacement	15,000.00	19,000.00	20,200	20,200	185,000	815.84%
66013 GIS System Charges	-	46,000.00	39,000	39,000	40,000	2.56%
66014 Information Technology Services	-	167,000.00	248,600	248,600	281,000	13.03%
66015 IT Equipment Replacement	24,504.00	27,600.00	31,300	31,300	32,000	2.24%
66030 Building Maintenance Charges	-	-	52,500	52,500	53,000	0.95%
66503 LEDS System User Fees	1,800.00	600.00	-	-	-	0.00%
66511 Flexible Spending Admin Fees	753.50	660.00	2,000	2,000	2,000	0.00%
66512 Medical Testing	-	-	-	-	7,000	0.00%



CITY OF
Albany



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

100: General Fund
30: Police

PROG 1301: Police

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Materials & Services						
67008 Miscellaneous Expenditures	15,381.03	26,094.63	20,000	20,000	5,000	-75.00%
Total Materials & Services	785,436.74	1,754,828.97	1,986,100	1,986,100	2,306,900	16.15%
Capital						
70005 Capital Equipment	38,470.80	117,728.94	-	-	20,000	0.00%
70023 APD Workstation Remodel Project	-	-	-	-	10,000	0.00%
Total Capital	38,470.80	117,728.94	-	-	30,000	0.00%
TOTAL EXPENDITURES	7,586,593.88	9,624,689.83	10,476,600	10,515,800	11,271,400	7.19%

PROGRAM NARRATIVE

GENERAL FUND: POLICE – PUBLIC SAFETY LEVY (100-30-1302)

Responsible Manager/Title: Edward Boyd, Chief of Police

FUNCTIONS AND RESPONSIBILITIES

- Provide community policing and crime prevention programs.
- Provide effective emergency and prioritized non-emergency police response to calls for service.
- Receive all emergency and non-emergency telephone calls and provide quality dispatch services to field operations.
- Provide analysis and research on crime patterns and trends that assist in directing police response to crime and identified programs.

STAFFING SUMMARY

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
FTE's	9	9	9	9

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

100: General Fund

30: Police

PROG 1302: Public Safety Levy: Police

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	358,359.96	390,940.56	426,600	426,600	463,000	8.53%
52001 Temporary Employees	-	-	16,000	16,000	16,000	0.00%
53001 Overtime	17,004.78	13,159.46	18,000	18,000	42,000	133.33%
56001 Employer Paid Benefits	219,846.93	223,597.91	270,000	270,000	288,000	6.67%
Total Personnel Services	595,211.67	627,697.93	730,600	730,600	809,000	10.73%
Materials & Services						
60101 Contractual Services	-	3,281.60	5,800	5,800	7,500	29.31%
60211 Insurance & Bonds	5,878.22	1,355.68	2,000	2,000	2,500	25.00%
60217 Software Maintenance Agreements	-	-	-	-	6,500	0.00%
61010 Duplication & Fax	-	-	-	-	2,500	0.00%
61011 Education & Training	1,112.70	5,983.02	4,000	4,000	9,000	125.00%
61024 Materials & Supplies	2,730.10	4,789.60	6,400	6,400	6,500	1.56%
61028 Minor Equipment	11,948.76	2,233.13	6,700	6,700	7,000	4.48%
61032 Postage & Shipping	451.68	114.87	300	300	500	66.67%
61038 Software	-	221.69	1,000	1,000	20,500	1950.00%
61040 Uniforms	8,395.19	9,656.22	11,000	11,000	12,000	9.09%
61049 Gas, Oil, & Lubricants	-	-	-	-	13,000	0.00%
62101 Ammunition & Firearms	3,026.52	801.80	2,000	2,000	6,000	200.00%
63009 Telephone	999.41	1,897.52	4,600	4,600	1,100	-76.09%
65076 Contract Maintenance	9,816.84	265.00	-	-	-	0.00%
66010 Central Service Charges	-	55,500.00	59,300	59,300	58,000	-2.19%
66011 Equipment Replacement	46,000.00	45,500.00	53,300	53,300	73,000	36.96%
66511 Flexible Spending Admin Fees	187.00	231.00	100	100	500	400.00%
67008 Miscellaneous Expenditures	185.00	-	-	-	500	0.00%
Total Materials & Services	90,731.42	131,831.13	156,500	156,500	226,600	44.79%
Capital						
70005 Capital Equipment	-	-	25,000	25,000	-	-100.00%
70023 APD Workstation Remodel Project	-	-	-	-	5,000	0.00%
Total Capital	-	-	25,000	25,000	5,000	-80.00%
TOTAL EXPENDITURES	685,943.09	759,529.06	912,100	912,100	1,040,600	14.09%

PROGRAM NARRATIVE

**GENERAL FUND: PLANNING (100-40-1601)
Responsible Manager/Title: Don Donovan, Planning Manager**

FUNCTIONS AND RESPONSIBILITIES

- Plan for the future of the City. The general plan for the City is the Albany Comprehensive Plan and Map. Planning topics addressed in the Comprehensive Plan include transportation, housing, natural resources and many others. Planning staff keeps the Comprehensive Plan and Map up to date by making revisions when necessary to reflect changing conditions.
- Write, revise, and administer the Albany Development Code. The Development Code includes the regulations that describe how development in Albany should look and function. Planning staff keeps the Development Code up to date by making revisions when necessary.
- Prepare general area plans for the City. These plans typically propose new land use designations for property and the location of new public facilities.
- Provide information to citizens and developers about City regulations related to development.
- Encourage preservation and rehabilitation of buildings in the City's four National Register historic districts by administering the City's historic preservation program.
- Provide staff support to City Council, Planning Commission, Landmarks Advisory Council, and City departments.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Great Neighborhoods		Complete	<ul style="list-style-type: none"> • Adopt Plan and Code changes to implement Goal 10 Housing Periodic Review work task. • Adopt Plan and Code changes to implement the Oak Creek Refinement Plan, now known as the South Albany Area Plan.
	02/09	In progress	
Budget Year 2008-2009			
Great Neighborhoods	08/08		<ul style="list-style-type: none"> • Wildlife Habitat Study • Adopt Plan and Code revisions to implement South Albany Refinement Plan.
	02/09		
Effective Government	12/08		<ul style="list-style-type: none"> • Review commercial design standards to reduce the number and redundancy. • Gain certification of one staff member as FEMA floodplain manager. • Explore departmental electronic archiving of paper records.
	09/08		
	01/09		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of Planning applications.	161	210	167	140
Percent of applications reviewed within state-mandated time limit.	100%	100%	100%	100%

STAFFING SUMMARY

FTEs	8.5	9.0	9.0	9.0
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

100: General Fund
40: Community Development

PROG 1601: Planning

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	443,444.67	494,139.64	563,800	563,800	582,200	3.26%
53001 Overtime	2,897.55	4,658.83	8,000	8,000	8,000	0.00%
54005 Unemployment Claims	1,381.53	3.11	-	-	-	0.00%
56001 Employer Paid Benefits	226,635.45	244,528.66	289,200	289,200	297,600	2.90%
59001 City Paid 401A Deferred Comp	1,762.32	-	4,500	4,500	-	-100.00%
Total Personnel Services	676,121.52	743,330.24	865,500	865,500	887,800	2.58%
Materials & Services						
60101 Contractual Services	33,048.63	51,204.34	60,000	60,000	60,000	-33.33%
60201 Space Rental	-	27,300.00	32,300	32,300	28,800	-10.84%
60211 Insurance & Bonds	2,939.11	1,581.61	3,600	3,600	4,200	16.67%
61006 Advertising & Publications	598.87	1,070.30	2,000	2,000	2,000	0.00%
61010 Duplication & Fax	5,633.03	5,113.76	7,000	7,000	6,500	-7.14%
61011 Education & Training	663.90	1,410.00	2,500	2,500	3,000	20.00%
61022 Credit Card Fees	95.88	240.27	500	500	1,000	100.00%
61024 Materials & Supplies	5,162.34	5,261.70	6,000	6,000	6,600	10.00%
61026 Meetings & Conferences	259.11	615.00	2,000	2,000	2,500	25.00%
61027 Memberships & Dues	1,614.00	1,972.00	3,000	3,000	2,500	-16.67%
61028 Minor Equipment	347.38	-	2,000	2,000	14,900	645.00%
61030 Personal Auto Reimbursement	-	77.90	300	300	300	0.00%
61032 Postage & Shipping	4,614.63	191.95	200	200	500	150.00%
61033 Printing & Binding	742.48	1,108.13	3,000	3,000	3,000	0.00%
61034 Professional Publications	924.00	981.00	1,700	1,700	1,500	-11.76%
63009 Telephone	3,260.73	2,303.91	5,400	5,400	1,200	-77.78%
65015 Maint: Office Equipment	8.00	-	500	500	500	0.00%
66010 Central Service Charges	-	60,800.00	58,000	58,000	65,700	13.28%
66013 GIS System Charges	-	23,000.00	26,000	26,000	26,700	2.69%
66014 Information Technology Services	-	19,600.00	29,200	29,200	34,700	18.84%
66015 IT Equipment Replacement	6,900.00	3,100.00	8,500	8,500	1,300	-84.71%
66020 Permit Tracking Services	-	7,800.00	8,500	8,500	8,800	3.53%
66511 Flexible Spending Admin Fees	335.50	313.50	500	500	500	0.00%
Total Materials & Services	67,147.59	215,045.37	262,700	262,700	276,700	-2.28%
TOTAL EXPENDITURES	743,269.11	958,375.61	1,128,200	1,128,200	1,164,500	1.44%

PROGRAM NARRATIVE

GENERAL FUND: HOUSING (100-40-1606)
Responsible Manager/Title: Don Donovan, Planning Manager

FUNCTIONS AND RESPONSIBILITIES

- Administer the housing program in ways that primarily benefit low- and moderate-income families. The source of the money in the housing fund is repayment of loans that were made with Community Development Block Grant (CDBG) funds by the City to private property owners in the 1970s and several Rental Rehabilitation grants.
- Loans from the CDBG program are paid back when the property is sold. Currently, 7 of the original 44 CDBG loans have not yet been paid back. The outstanding balance is \$58,909.00. The Rental Rehabilitation loans have all been paid back. The Rental Rehabilitation program required that program income from a closed grant be spent only on affordable housing.
- Provide financial assistance to citizens, groups, and/or agencies that preserve and develop affordable housing.
- A transfer from the housing fund to the Building Division each year helps fund the program that works to address code violations related to housing.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Great Neighborhoods	06/08	In progress	• Evaluate requests for affordable housing projects. • Provide grant assistance to build water line on Adah Avenue to serve houses to be built by Habitat for Humanity.
	06/08	In progress	
Budget Year 2008-2009			
Great Neighborhoods	07/08		• Evaluate requests for affordable housing projects. Award grants to non-profit agencies, such as Albany Area Habitat for Humanity, Albany Partnership for Housing, and Interfaith Volunteer Caregivers.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

100: General Fund
40: Community Development

PROG 1606: Housing

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	-	867.35	-	-	-	0.00%
56001 Employer Paid Benefits	-	430.24	-	-	-	0.00%
Total Personnel Services	-	1,297.59	-	-	-	0.00%
Materials & Services						
60101 Contractual Services	-	3,955.61	2,000	2,000	1,000	-50.00%
60308 Interfaith Caregivers	-	2,500.00	2,500	2,500	3,500	40.00%
60309 Paint Your Heart Out	-	826.02	-	-	-	0.00%
61024 Materials & Supplies	-	22.37	1,000	1,000	1,000	0.00%
66031 Code Enforcement	-	1,955.34	-	-	-	0.00%
67011 Affordable Housing Projects	-	-	352,500	352,500	176,000	-50.07%
67014 Historic Preservation Projects	-	-	10,000	10,000	10,000	0.00%
67024 Rehab Program Match	-	-	60,000	60,000	60,000	0.00%
67026 Grant/Loan Program	-	-	-	-	17,000	0.00%
Total Materials & Services	-	9,259.34	428,000	428,000	268,500	-37.27%
Transfers Out						
91252 To Building Insp-Dev Code Enforcement	-	-	27,000	27,000	34,800	28.89%
Total Transfers Out	-	-	27,000	27,000	34,800	28.89%
TOTAL EXPENDITURES	-	10,556.93	455,000	455,000	303,300	-33.34%

PROGRAM NARRATIVE

GENERAL FUND: LIBRARY (100-45-1701) **Responsible Manager/Title: Ed Gallagher, Library Director**

FUNCTIONS AND RESPONSIBILITIES

- The Library provides resources to enrich the education, cultural, and recreational opportunities of the community.
- Educating Albany's children is a significant Library priority, with a special emphasis on early childhood literacy.
- The Library strives to build a diverse and dynamic collection of materials that encourages users to think and learn for themselves.
- The Library provides timely, accurate, and relevant information in multiple formats for all community residents and businesses. Borrowing library materials provides significant economic savings.
- The Main Library is open Monday through Wednesday, 10:00 a.m. to 8:00 p.m.; Thursday and Friday, 10:00 a.m. to 6:00 p.m.; and Saturday, 10:00 a.m. to 5:00 p.m. Operating hours for the Downtown Carnegie Library are Monday through Friday, 10:00 a.m. to 6:00 p.m.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	12/07	Completed	<ul style="list-style-type: none"> • Decide on recommendations from the Linn Library League regarding formation of a library district.
Great Neighborhoods	06/08	In progress	<ul style="list-style-type: none"> • Draft new Library Strategic Plan.
Great Neighborhoods	06/08	In progress	<ul style="list-style-type: none"> • Choose construction firm and complete RFP renovation work.
Budget Year 2008-2009			
Effective Government	05/09		<ul style="list-style-type: none"> • Pursue regional collaborative partnership by exploring library district for May 2010 ballot.
Great Neighborhoods	06/09		<ul style="list-style-type: none"> • Evaluate and measure effectiveness of Early Childhood Literacy Grant with community partners.
Great Neighborhoods	02/09		<ul style="list-style-type: none"> • Complete New Library renovation. (New square footage exceeds State Library benchmark for minimum space requirements.)
Great Neighborhoods	06/09		<ul style="list-style-type: none"> • Complete fundraising campaign. Sell current Main Library.
Great Neighborhoods	06/09		<ul style="list-style-type: none"> • Draft new Library Strategic Plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
ICMA Circulation rate/Cardholder rank	9th	5th	5th	5th
Library visitors	319,273	333,271	336,000	395,000
ICMA cost/item circulated (Mean= \$3.51)	\$2.38	\$2.76	\$3.12	\$3.25
Lead state in children's program attendance (Currently ranked second)	17,372	18,729	19,000	22,000
Library Square Footage	26,300	26,300	26,300	49,000

STAFFING SUMMARY

FTE's	20.0375	20.0375	20.2250	21.975
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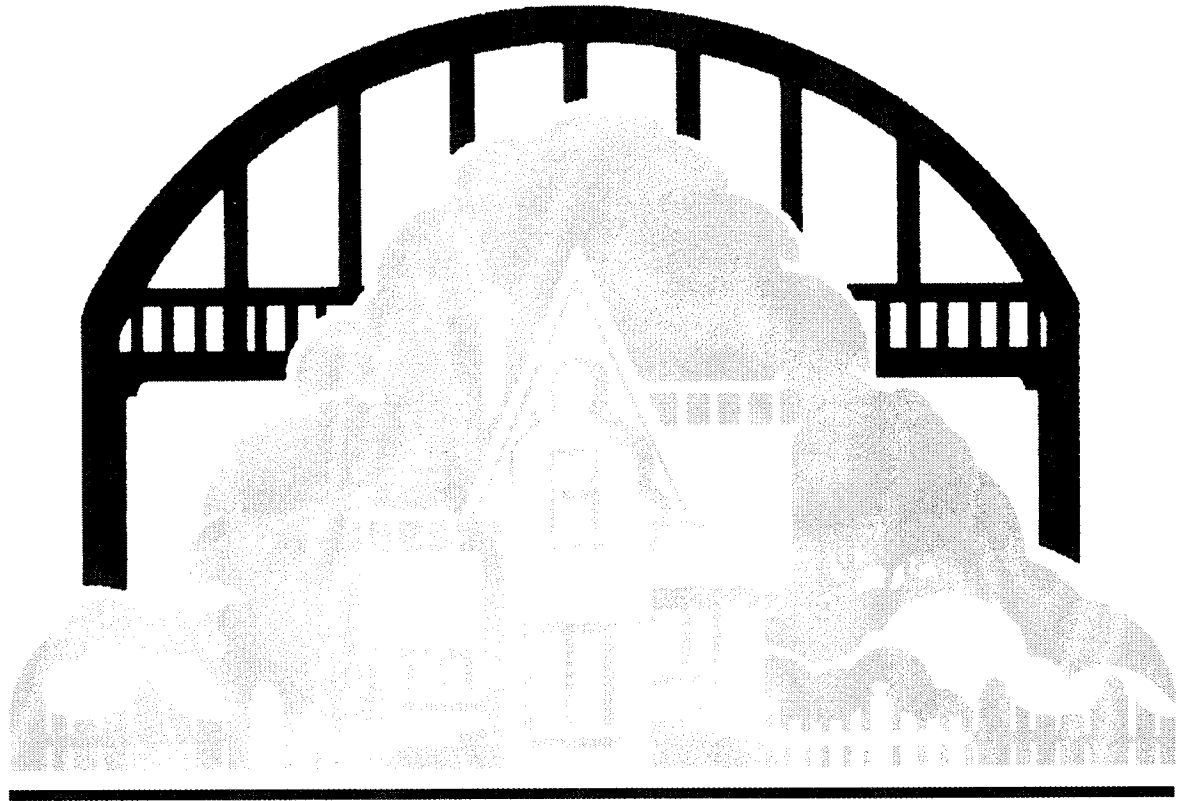
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

100: General Fund
45: Library

PROG 1701: Library

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	759,825.53	783,946.22	844,700	844,700	984,300	16.53%
53001 Overtime	2,589.81	1,592.35	-	-	-	0.00%
56001 Employer Paid Benefits	427,555.95	439,334.76	470,100	470,100	563,600	19.89%
59001 City Paid 401A Deferred Comp	1,387.50	-	3,100	3,100	1,500	-51.61%
Total Personnel Services	1,191,358.79	1,224,873.33	1,317,900	1,317,900	1,549,400	17.57%
Materials & Services						
60101 Contractual Services	61,141.51	68,435.41	92,000	92,000	80,000	-13.04%
60211 Insurance & Bonds	11,320.32	12,088.08	15,500	15,500	18,000	16.13%
60216 Software License Fees	4,593.23	37,326.27	27,000	27,000	27,000	0.00%
61006 Advertising & Publications	91.23	-	-	-	-	0.00%
61010 Duplication & Fax	4,902.61	4,853.56	6,000	6,000	6,000	0.00%
61011 Education & Training	1,145.86	4,014.88	9,000	9,000	11,000	22.22%
61024 Materials & Supplies	33,499.00	40,811.23	49,000	49,000	57,000	16.33%
61026 Meetings & Conferences	4,359.21	6,032.78	6,000	6,000	5,000	-16.67%
61027 Memberships & Dues	1,546.00	1,171.00	1,500	1,500	2,000	33.33%
61028 Minor Equipment	1,996.83	-	-	-	-	0.00%
61030 Personal Auto Reimbursement	755.60	1,325.00	1,600	1,600	2,000	25.00%
61032 Postage & Shipping	8,439.64	5,705.43	10,000	10,000	12,000	20.00%
61033 Printing & Binding	2,702.70	559.81	1,000	1,000	2,000	100.00%
61059 Gray Early Childhood Fund Exp	-	-	19,200	19,200	1,500	-92.19%
61375 Reference Media	25,032.63	29,442.85	31,000	31,000	34,000	9.68%
61376 Library Books	141,661.18	179,831.25	180,000	180,000	225,000	25.00%
61377 Cataloguing: Library	20,424.09	23,000.00	24,000	24,000	25,000	4.17%
63006 Power & Light	17,473.02	18,899.91	21,000	21,000	26,000	23.81%
63007 Heating & Fuel	11,626.09	11,737.34	11,600	11,600	8,000	-31.03%
63009 Telephone	7,533.12	7,391.18	13,500	13,500	6,200	-54.07%
63010 Alarm Line Fees	1,594.86	1,611.84	1,800	1,800	1,800	0.00%
63011 Water Service	2,115.99	2,791.71	3,400	3,400	7,000	105.88%
63012 Sewer Service Charges	1,724.86	731.09	1,500	1,500	3,700	146.67%
66010 Central Service Charges	-	127,800.00	125,600	125,600	135,000	7.48%
66013 GIS System Charges	-	15,200.00	6,500	6,500	6,700	3.08%
66014 Information Technology Services	-	60,600.00	38,000	38,000	41,000	7.89%
66015 IT Equipment Replacement	3,079.94	3,000.00	3,900	3,900	7,000	79.49%
66030 Building Maintenance Charges	-	-	120,100	120,100	151,900	26.48%
66511 Flexible Spending Admin Fees	632.50	550.00	600	600	800	33.33%
Total Materials & Services	369,392.02	664,910.62	820,300	820,300	902,600	10.03%
Capital						
70005 Capital Equipment	9,141.05	8,360.62	-	-	-	0.00%
Total Capital	9,141.05	8,360.62	-	-	-	0.00%
TOTAL EXPENDITURES	1,569,891.86	1,898,144.57	2,138,200	2,138,200	2,452,000	14.68%



CITY OF
Albany

ESTABLISHED 1787

SPECIAL
REVENUE
FUNDS

SPECIAL REVENUE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Special Revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. The City has ten Special Revenue funds.

PARKS & RECREATION FUND

Responsibilities of the Parks & Recreation Fund include: coordination of sports and recreation programs; promotion and marketing of the two annual summer concert series; maintenance of all City Parks; provision of social, cultural, educational, transportation, and health service needs of senior citizens; management of park facility capital projects; and maintenance and enhancement of the City's urban forest. Property taxes are a major source of revenue. Under the existing property tax limitation, the Parks & Recreation Fund no longer receives property taxes based upon voter approved levies. Instead, the fund receives a percentage of the total property taxes received by the City, excluding local option tax levies and property taxes levied to retire debt. For 2008-09, the Parks & Recreation Fund is forecast to receive current property taxes totalling \$3,518,900. Overall, current resources are expected to increase 2.57 percent over the prior fiscal year estimate.

GRANTS FUND

The Grants Fund receives monies from private citizens and agencies of local, state, and federal governments for various projects within the City.

911 Emergency Dispatch Grant: The City receives a three percent telephone tax from the state of Oregon of emergency dispatch services which is used to contract with Linn County to provide 911 emergency dispatch services.

FAA Annual Capital Grant: Remaining grant proceeds will be used in conjunction with future grant revenues for future projects. No new projects are included in the 2007-08 budget.

Title XIX Grant: Grant proceeds are used for nonmedical rides for the frail elderly and other clients. Under present Federal budget proposals, the funding has decreased considerably from levels in previous years.

Department of Justice Bulletproof Vest Grant: Grant proceeds provide 50 percent matching funds to law enforcement agencies to purchase replacement bulletproof vests.

Teloh Calapooia Playground Grant: The City will provide a \$25,000 match for a \$75,000 private foundation grant to develop the playground at Teloh Calapooia Park.

Henderson Park Playground Grant: The City will provide a \$47,000 match from Parks SDC proceeds for a \$47,000 grant from the Land & Water Conservation Fund to develop the playground at Henderson Park.

Periwinkle Path & Bridge Grant: A grant from the Oregon Parks and Recreation Department (OPRD), along with Parks and Recreation Fund resources will be used to repair and replace deteriorated sections of the hike/bike path from Grand Prairie Park to Oak Street.

Pineway Park Playground Equipment Grant: A private foundation grant will provide for replacement of existing, outdated, playground equipment at Pineway Park.

Community Park Development Phase I Grant: An ORPD grant in addition to Parks and Recreation resources will fund the initial development of a new community park in south Albany. Improvements will include soccer fields, parking, utilities, and related facilities.

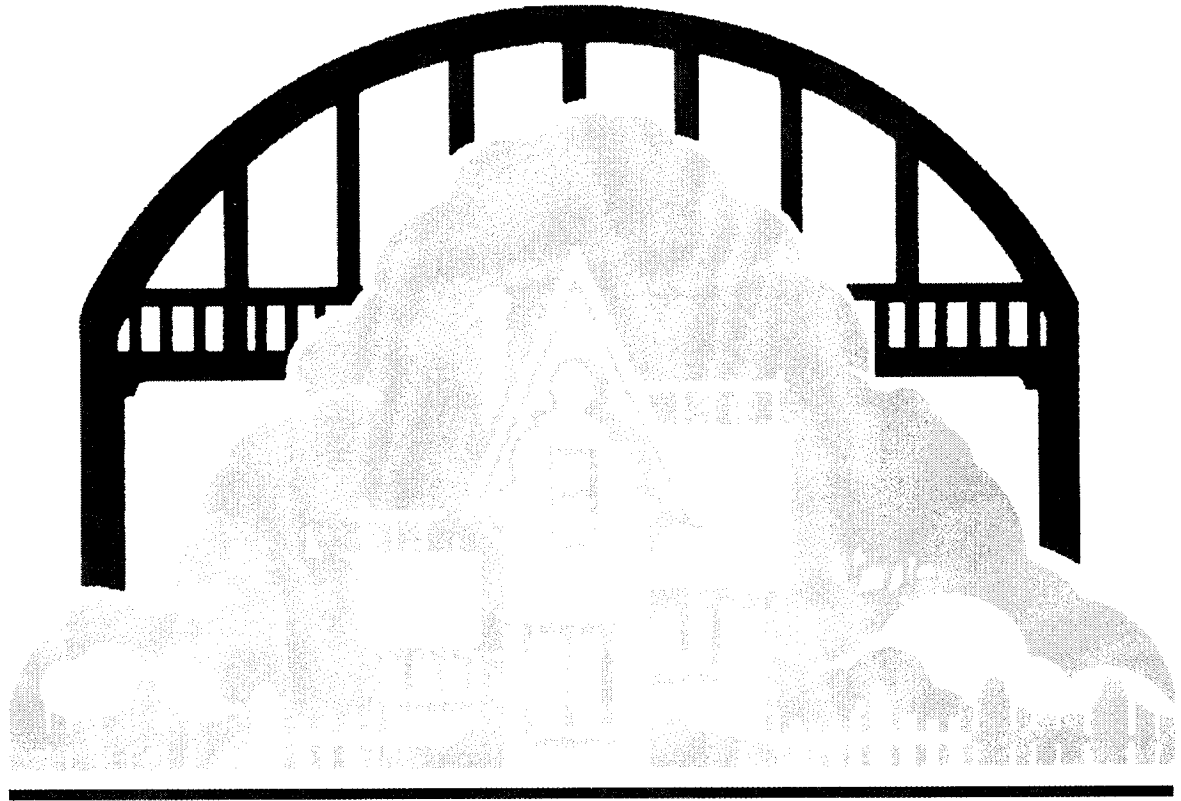
2007-08 State Historic Preservation Office (SHPO) Historic Preservation Grant: Proceeds are used for rehabilitation grants to the Carnegie Library, the Monteith House, and to owners of historic properties. The grant is also used for professional services, and for outreach and educational activities associated with the City's preservation program.

2008-09 State Historic Preservation Office (SHPO) Historic Preservation Grant: Proceeds are used for rehabilitation grants to the Carnegie Library, the Monteith House, and to owners of historic properties. The grant is also used for professional services, and for outreach and educational activities associated with the City's preservation program.

Library Foundation Grant: Proceeds are used to provide ongoing support to the Albany Public Library, with special focus on maintaining services and the facility at the Carnegie Branch.

Oregon Community Foundation: Investment earnings may be annually disbursed to enhance the objectives and services of the Albany Public Library system.

Oregon State Library Grant: Also known as the Ready to Read Grant, proceeds are used for the provision of Library services and resources to children. The amount is determined by census data regarding the number of children in the Library's service area.



CITY OF
Albany

NEW YORK STATE



SPECIAL REVENUE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Oregon Department of Transportation (ODOT) Pedestrian/Bicycle Improvement Grant: A grant from ODOT and resources from the City's Streets Fund will be used to construct pedestrian islands at Santiam B20 Highway and Pacific to improve pedestrians and cyclists while crossing the highway.

BUILDING INSPECTION FUND

The Building Inspection Fund issues building and electrical permits, conducts inspections, administers state building codes and the City's Municipal Code, and assists the public with information relating to building and development codes. Building officials are expecting a residential housing construction slow down but anticipate an increase in commercial building activity.

RISK MANAGEMENT FUND

Funds are accumulated in this program to mitigate risk factors and provide financial protection for deductible payments and liability exposure. Funds may also be used to offset costs in future years of increases in the City obligation to the Public Employees Retirement System.

ECONOMIC DEVELOPMENT FUND

It is the responsibility of this fund to establish, retain, and expand businesses in Albany; to provide administrative oversight for economic development activities; to market Albany to convention and event planners; and to support the economic viability and to provide oversight of the day-to-day operation of the Albany Municipal Airport.

AMBULANCE FUND

The Ambulance fund provides emergency and non-emergency ambulance transportation for the City of Albany and portions of Linn, Benton, and Marion Counties. Included are ambulance billing, customer service, collection for charges related to ambulance transports, and administrative support of the FIREMED program. The primary source of revenue are ambulance service charges. Service charge revenue is expected to rise 5 percent to \$1,805,200. Ambulance revenues are limited by federal reimbursement rates. Additional call volume has helped offset lower federal rates.

PUBLIC TRANSIT FUND

The Public Transit Fund operates the Albany Transit System, the Transit Loop System, and the Paratransit System. The Albany Transit System provides bus service within the City. The Transit Loop System provides transportation between the cities of Albany and Corvallis and Linn Benton Community College. The Paratransit System provides transportation to essential services for the elderly who have disabilities that prevent them from using other public transit. Proceeds from State Revenue Sharing, through transfers from the General Fund, provide 25 percent of the total fund resources. Grants from the Federal Transit Administration and local governmental agencies provide 56 percent.

PUBLIC SAFETY LEVY FUND

The Public Safety Levy Fund provides an independent accounting of property tax revenues collected from the Public Safety Levy passed by the voters of the City in the November 2006, General Election. The rate is \$0.95 per \$1,000 of assessed value for a period of five years starting with the 2008-09 fiscal year.

CAPITAL REPLACEMENT FUND

The Capital Replacement Fund accounts for monies accumulated for the replacement of vehicles, computer equipment, and City facilities. Monies are also accumulated for major maintenance projects for General Fund fire, police, library, and administrative buildings.

STREET FUND

Street Fund responsibilities include: street cleaning, pavement management, traffic control, storm drain maintenance, bridge maintenance, airport inspection, right-of-way maintenance, and capital improvements of the transportation system. The major source of revenue is the state gasoline tax. The State of Oregon Highway Trust Fund distributes 15.57 percent of all gas taxes to Oregon cities. The City has estimated that it will receive \$2,175,000 in Fiscal Year 2008-09, a decrease of 3.5 percent from the amount projected for the previous fiscal year. The five percent sewer and water in-lieu-of franchise fee will generate \$545,000 and \$432,900 from the Sewer and Water Funds respectively. Revenues from the franchise fees are expected to rise three to five percent annually as water and sewer rates rise over the next ten years.

SPECIAL REVENUE FUNDS

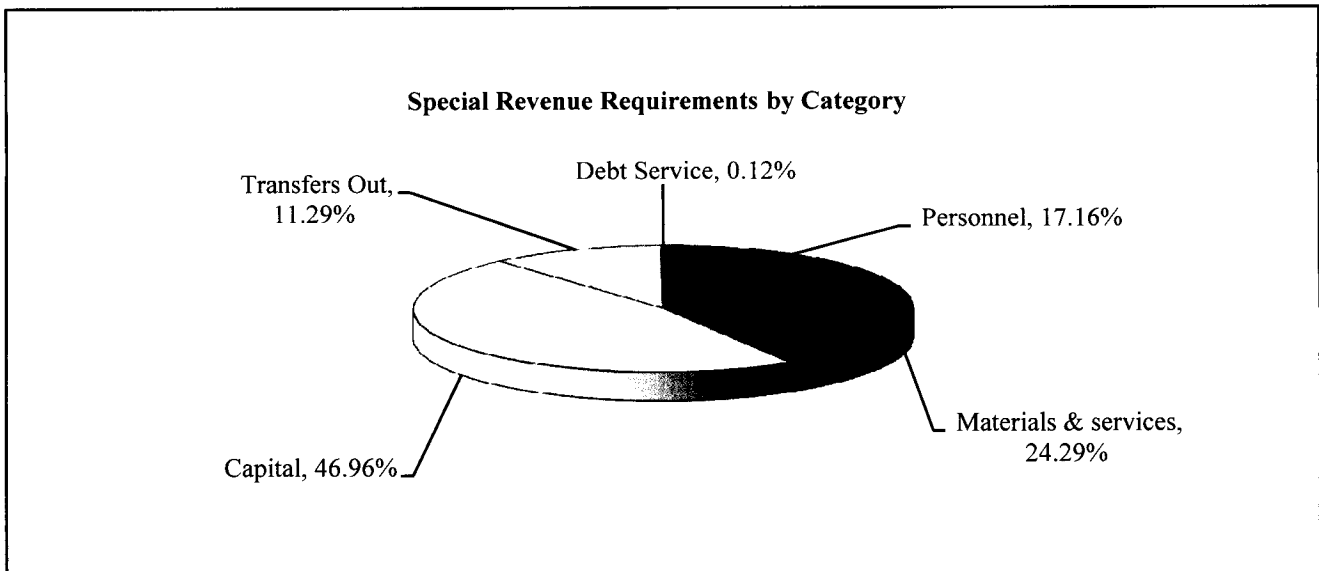
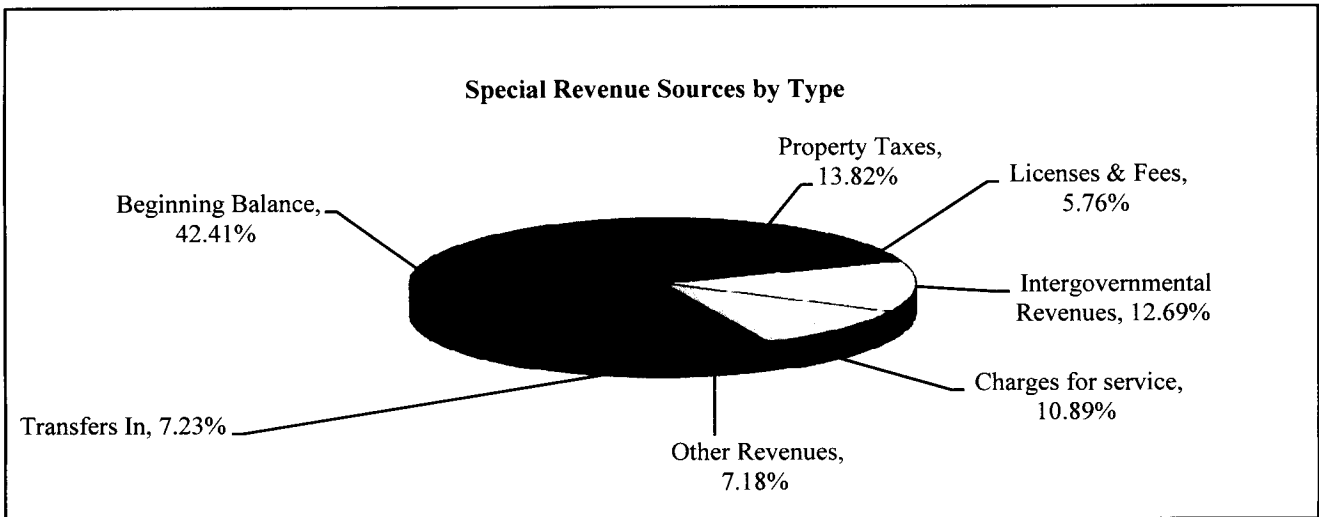
Adopted for the Fiscal Year 2008-09

RESOURCES

Property Taxes	\$ 6,176,800
Transient Room Taxes	519,200
Franchise Fees/Privilege Taxes	977,900
Licenses & Fees	2,576,600
Intergovernmental Revenues	5,672,400
Charges for service	4,869,400
Other Revenues	962,800
Investment Earnings	749,400
Transfers In	3,238,300
Beginning Balance	18,959,600
Total Resources	\$ 44,702,400

REQUIREMENTS

Personnel	\$ 7,672,000
Materials & services	10,856,300
Capital	20,993,700
Transfers Out	5,047,800
Debt Service	54,100
Contingency	78,500
Total Requirements	\$ 44,702,400



PARKS & RECREATION FUND
RESOURCE BUDGET DETAIL

Resources	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Property Taxes - Current	\$ 2,996,600	\$ 3,197,305	\$ 3,350,000	\$3,350,000	\$3,518,900	5.04%	41.43%
Property Taxes - Delinquent	137,226	103,489	100,000	100,000	104,800	4.80%	1.23%
Parks SDC: Principal	3,509	6,031	-	-	-	-	-
Parks SDC: Interest	568	2,066	-	-	100,000	-	1.18%
Parks Systems Development Charges	706,589	667,208	1,000,000	1,000,000	700,000	(30.00%)	8.24%
Street Tree Development Fees	-	-	-	30,000	10,000	(66.67%)	0.12%
Land & Water Conservation Fund	-	36,963	-	-	-	-	-
State Marine Board	9,000	9,000	9,000	9,000	9,000	-	0.11%
EAIP WComp Wage Subsidy Reimb	4,666	1,951	-	-	-	-	-
Special Transit Fund: Linn Co	24,094	-	-	-	-	-	-
Charges for Services	12,108	-	-	-	-	-	-
CYF Recreation Fees	33,484	40,170	40,000	40,000	50,000	25.00%	0.59%
CYF Sponsorships	1,630	3,512	6,000	6,000	10,000	66.67%	0.12%
Batting Cage Revenues	59	-	-	-	-	-	-
Marketing Fees	11,395	13,293	16,000	16,000	18,500	15.63%	0.22%
Adult Recreation Fees	17,377	30,028	33,000	33,000	34,000	3.03%	0.40%
Swimming Pool Receipts	225,518	174,082	90,800	90,800	83,500	(8.04%)	0.98%
Senior Center Rental Fees	35,324	29,031	40,000	40,000	40,000	-	0.47%
Concession Sales	(24)	-	-	-	-	-	-
Maple Lawn Preschool Fees	63,514	55,106	61,000	61,000	57,000	(6.56%)	0.67%
Sports Program Fees	97,836	85,071	113,000	113,000	124,300	10.00%	1.46%
Children's Performing Arts Series	6,245	400	-	-	-	-	-
Waverly Boat Revenues	4,158	2,932	-	-	6,200	-	0.07%
Park Permits	28,544	17,060	17,000	17,000	18,800	10.59%	0.22%
Fitness Program Fees	44,888	33,740	42,000	42,000	42,000	-	0.49%
Preschool Material/Service Fees	4,339	2,046	3,500	3,500	3,900	11.43%	0.05%
Senior Program Fees	17,463	15,313	26,000	26,000	26,000	-	0.31%
Extreme Sports Entry Fees	932	915	800	800	-	(100.00%)	-
Event Souvenir Sales	7,670	6,403	8,000	8,000	9,200	15.00%	0.11%
Event Food Faire Revenues	16,073	18,413	24,500	24,500	33,000	34.69%	0.39%
Preschool Fundraising Proceeds	5,773	4,922	5,200	5,200	5,200	-	0.06%
NWAAF Fees	6,335	7,120	9,300	9,300	11,000	18.28%	0.13%
Hot Air Balloon Rides	10,475	3,873	9,000	9,000	20,900	132.22%	0.25%
Senior Newsletter	3,502	3,473	4,000	4,000	4,500	12.50%	0.05%
Gift Shop Revenue	-	5,054	6,500	6,500	6,500	-	0.08%
Trip Revenue	38,554	44,252	46,500	46,500	50,000	7.53%	0.59%
Merchandise Sales - Aquatics	594	3,556	5,000	5,000	4,200	(16.00%)	0.05%
Cool! Facility Rental Fees	9,315	24,237	7,700	7,700	11,000	42.86%	0.13%
Concession Sales - Aquatic	9,726	7,587	12,000	12,000	14,000	16.67%	0.16%
Concession Sales - Sports	12,459	7,991	5,000	5,000	1,800	(64.00%)	0.02%
Bicycle Safety Donations	28	-	-	-	-	-	-
Merchandise Sales	5,005	-	-	-	-	-	-
Public Arts	-	389	400	400	400	-	-
Concessions Sales - Fitness	-	-	500	500	500	-	0.01%
Swanson Room Rental Fees	-	598	800	800	2,500	212.50%	0.03%
Track Club Revenue	-	6,653	11,000	11,000	7,500	(31.82%)	0.09%
Facility Enhancement Fee	-	4,464	5,000	5,000	5,500	10.00%	0.06%
ACP Swimming Pool Receipts	-	-	134,000	134,000	132,500	(1.12%)	1.56%
ACP Facility Rental Fees	-	-	7,800	7,800	16,000	105.13%	0.19%
Sport Camp Fees	-	-	-	-	4,000	-	0.05%
Call-A-Ride Revenue	11,408	-	-	-	-	-	-
Trolley Rental Charges	-	-	-	-	3,000	-	0.04%
NW Art & Air Festival Sponsors	13,090	-	-	-	-	-	-
Current Year Sponsorships	62,005	-	-	-	-	-	-
Advance Sponsorships	8,600	-	-	-	-	-	-

continued

PARKS & RECREATION FUND
RESOURCE BUDGET DETAIL, continued

Resources, continued	2005-06 Actual	2006-07 Actual2007-08.....		2008-09 Adopted Budget	% Change from 2007-08	% of Fund Budget
			Adopted Budget	Revised Budget			
Pre-Concert Activity Sponsors	1,000	522	-	-	-	-	-
Fun in the Park Sponsorships	2,500	2,000	-	-	-	-	-
Gifts & Donations	36,919	80,363	247,900	247,900	233,900	(5.65%)	2.75%
Mondays at Monteith Sponsorships	3,736	10,559	10,000	10,000	22,000	120.00%	0.26%
Pass-The-Hat Donations	17,726	10,602	12,600	12,600	18,800	49.21%	0.22%
Senior Center Sponsorships	3,650	2,083	8,000	8,000	8,000	-	0.09%
CPAS Sponsorships	-	11,526	15,000	15,000	15,000	-	0.18%
River Rhythms Sponsorships	-	67,675	90,500	90,500	100,000	-	1.18%
NWAAF Sponsorships	-	100,425	75,000	75,000	90,000	20.00%	1.06%
Aquatic Sponsorship	-	-	-	-	53,900	-	0.63%
Adult Rec & Fitness Sponsorship	-	-	-	-	1,000	-	0.01%
Sports Sponsorship	-	-	-	-	10,000	-	0.12%
Miscellaneous Revenue	151,371	3,019	4,300	4,300	4,300	-	0.05%
Over & short	564	-	-	-	-	-	-
Brochure Advertising Revenue	1,942	2,503	3,500	3,500	5,000	42.86%	0.06%
General Fundraising	-	1,250	500	500	800	60.00%	0.01%
Interest	145,513	194,362	135,100	135,100	25,100	(81.42%)	0.30%
Total Current Resources	5,072,575	5,162,586	5,852,700	5,882,700	5,887,900	0.09%	69.33%
From Parks Fund	23,000	-	-	-	-	-	-
From Water Fund	-	46,400	-	-	-	-	-
From General Fund	90,000	133,600	160,800	160,800	187,200	16.42%	2.20%
From Paratransit System	-	16,000	-	-	-	-	-
From State Revenue Sharing Fund	88,800	-	-	-	-	-	-
From Street Fund	-	120,000	150,000	150,000	130,000	(13.33%)	1.53%
From Parks SDC Program	-	-	-	-	1,100,000	-	12.95%
From Grants Fund	1,750	-	-	-	-	-	-
From Public Works Services Fund	-	-	-	17,500	-	(100.00%)	-
From Parks Operating Revenues	-	-	-	-	67,000	-	0.79%
Total Transfers In	203,550	316,000	310,800	328,300	1,484,200	352.09%	17.47%
Beginning Balance	3,423,345	3,506,420	2,069,800	2,069,800	1,121,300	(45.83%)	13.20%
Totals	\$ 8,699,470	\$ 8,985,006	\$ 8,233,300	\$8,280,800	\$8,493,400	2.57%	100.00%

PARKS & RECREATION FUND

REQUIREMENT SUMMARIES

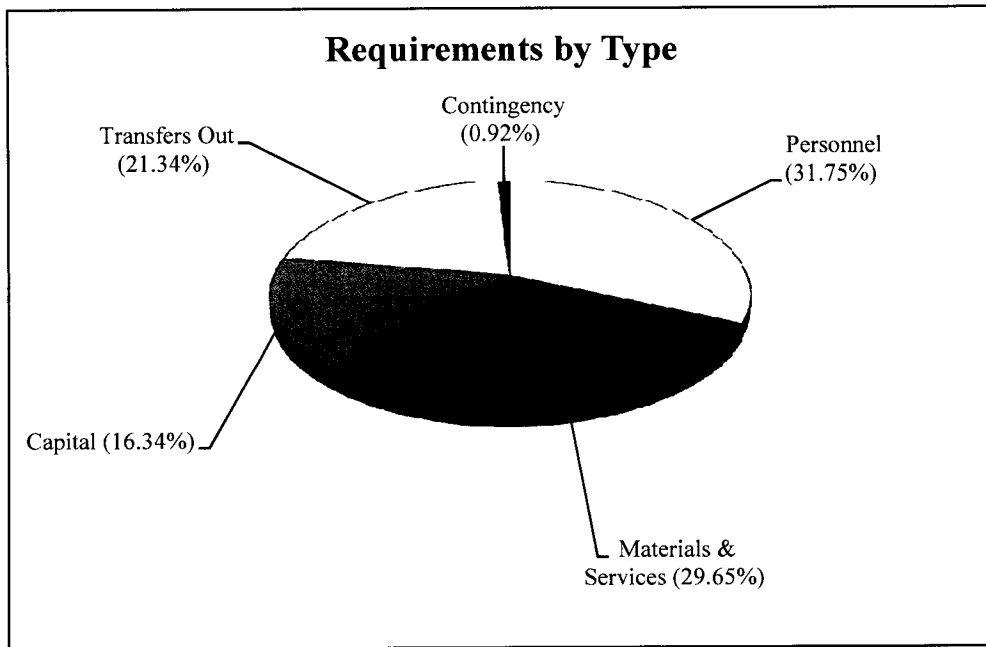
Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sports Services	\$ 253,981	\$ 206,503	\$ 203,500	\$ 203,500	\$ 210,600	\$ 210,600	\$ 210,600
Children/Youth/Family Recreation Services	179,920	196,095	219,400	219,400	258,900	258,900	258,900
Resource Development/ Marketing Services	84,858	107,734	238,200	238,200	261,300	261,300	261,300
Adult Recreation & Fitness Services	167,811	181,870	192,800	192,800	187,100	187,100	187,100
Park Maintenance Services	1,299,435	1,370,884	1,494,500	1,494,500	1,372,700	1,372,700	1,372,700
Parks & Recreation Administration	1,118,193	1,029,724	1,369,000	1,369,000	1,397,800	1,397,800	1,397,800
Senior Services	339,782	408,028	420,500	420,500	460,900	460,900	460,900
Aquatic Services	525,281	611,196	669,800	669,800	678,400	678,400	678,400
NW Art & Air Festival	-	125,132	149,000	149,000	172,600	172,600	172,600
Performance Series	-	135,188	183,200	183,200	190,700	190,700	190,700
Urban Forestry	-	224,904	250,800	298,300	326,800	326,800	326,800
Park SDC Projects	592,280	236,477	2,827,100	2,827,100	1,667,300	1,667,300	1,667,300
Performance Series	134,382	-	-	-	-	-	-
Paratransit System	141,177	-	-	-	-	-	-
NW Art & Air Festival	101,210	-	-	-	-	-	-
Swanson Aquatic Facility	254,751	232,146	-	-	-	-	-
Senior Center Foundation	-	12,030	15,500	15,500	16,300	16,300	16,300
Parks Capital Improvement Program	-	-	-	-	1,292,000	1,292,000	1,292,000
Total Requirements	\$5,193,061	\$5,077,911	\$8,233,300	\$8,280,800	\$8,493,400	\$8,493,400	\$8,493,400

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$2,696,500	\$2,696,500	\$2,696,500
Materials & Services	2,518,700	2,518,700	2,518,700
Capital	1,387,600	1,387,600	1,387,600
Transfers Out	1,812,100	1,812,100	1,812,100
Contingency	78,500	78,500	78,500
Totals	\$8,493,400	\$8,493,400	\$8,493,400

Adopted Requirements by Type	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Sports Services	\$ 72,800	\$ 137,800	\$ -	\$ -	\$ -	\$ 210,600	2.48%
Children/Youth/Family Recreation Services	208,500	50,400	-	-	-	258,900	3.05%
Resource Development/ Marketing Services	202,400	58,900	-	-	-	261,300	3.08%
Adult Recreation & Fitness Services	148,900	38,200	-	-	-	187,100	2.20%
Park Maintenance Services	616,600	756,100	-	-	-	1,372,700	16.16%
Parks & Recreation Administration	328,600	653,600	-	337,100	78,500	1,397,800	16.46%
Senior Services	331,700	129,200	-	-	-	460,900	5.43%
Aquatic Services	504,500	173,900	-	-	-	678,400	7.99%
NW Art & Air Festival	29,600	143,000	-	-	-	172,600	2.03%
Performance Series	28,100	162,600	-	-	-	190,700	2.25%
Urban Forestry	194,800	132,000	-	-	-	326,800	3.85%
Park SDC Projects	30,000	66,700	95,600	1,475,000	-	1,667,300	19.63%
Senior Center Foundation	-	16,300	-	-	-	16,300	0.18%
Parks Capital Improvement Program	-	-	1,292,000	-	-	1,292,000	15.21%
Total Requirements	\$2,696,500	\$2,518,700	\$1,387,600	\$1,812,100	\$ 78,500	\$8,493,400	100.00%
Percent of Fund Budget	31.75%	29.65%	16.34%	21.34%	0.92%	100.00%	

PARKS & RECREATION FUND
STAFFING SUMMARY AND REQUIREMENTS BY TYPE

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sports Services	1.250	1.000	1.000	1.000	1.000	1.000	1.000
Children/Youth/Family Recreation Services	3.350	3.100	3.100	3.100	3.575	3.575	3.575
Resource Development/ Marketing Services	0.540	2.540	2.540	2.540	2.540	2.540	2.540
Adult Recreation & Fitness Services	1.450	1.200	1.200	1.200	1.200	1.200	1.200
Park Maintenance Services	8.000	8.000	9.000	8.000	8.000	8.000	8.000
Parks & Recreation Administration	4.125	4.200	4.200	4.200	4.200	4.200	4.200
Senior Services	3.750	4.200	4.200	4.200	4.200	4.200	4.200
Aquatic Services	3.575	4.575	4.575	4.575	4.575	4.575	4.575
NW Art & Air Festival	0.330	0.330	0.330	0.330	0.330	0.330	0.330
Performance Series	0.580	0.330	0.330	0.330	0.330	0.330	0.330
Urban Forestry	-	1.500	1.500	2.500	2.500	2.500	2.500
Park SDC Projects	0.075	-	-	-	-	-	-
Paratransit System	2.175	-	-	-	-	-	-
Total FTEs	29.200	30.975	31.975	31.975	32.450	32.450	32.450



PARKS & RECREATION FUND

PROGRAMS SUPPORTED BY PROPERTY TAXES, USER FEES, AND OTHER REVENUES

Detailed below are the property taxes and other user fees supporting the following Parks & Recreation programs: Sports Services, Children/Youth/Family Recreation Services, Resource Development/Marketing Services, Adult Recreation & Fitness Services, Park Maintenance Services, Parks & Recreation Administration, Senior Services, Aquatic Services, NW Art & Air Festival, Performance Series, and Urban Forestry. These programs represent 65 percent of the Parks & Recreation budget. The revenue items listed below are included in the Parks & Recreation Fund - Revenue Budget Detail on the previous pages.

Resources	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Property Taxes - Current	\$2,996,600	\$3,197,305	\$3,350,000	\$3,350,000	\$3,518,900	5.04%	63.77%
Property Taxes - Delinquent	137,226	103,489	100,000	100,000	104,800	4.80%	1.90%
Street Tree Development Fees	-	-	-	30,000	10,000	(66.67%)	0.18%
State Marine Board	9,000	9,000	9,000	9,000	9,000	-	0.16%
EAIP WComp Wage Subsidy Reimb	4,666	1,951	-	-	-	-	-
Charges for Services	12,108	-	-	-	-	-	-
CYF Recreation Fees	33,484	40,170	40,000	40,000	50,000	25.00%	0.91%
CYF Sponsorships	1,630	3,512	6,000	6,000	10,000	66.67%	0.18%
Batting Cage Revenues	59	-	-	-	-	-	-
Marketing Fees	11,395	13,293	16,000	16,000	18,500	15.63%	0.34%
Adult Recreation Fees	17,377	30,028	33,000	33,000	34,000	3.03%	0.62%
Swimming Pool Receipts	225,518	174,082	90,800	90,800	83,500	(8.04%)	1.51%
Senior Center Rental Fees	35,324	29,031	40,000	40,000	40,000	-	0.72%
Concession Sales	(24)	-	-	-	-	-	-
Maple Lawn Preschool Fees	63,514	55,106	61,000	61,000	57,000	(6.56%)	1.03%
Sports Program Fees	97,836	85,071	113,000	113,000	124,300	10.00%	2.25%
Children's Performing Arts Series	101	400	-	-	-	-	-
Waverly Boat Revenues	4,158	2,932	-	-	6,200	-	0.11%
Park Permits	28,544	17,060	17,000	17,000	18,800	10.59%	0.34%
Fitness Program Fees	44,888	33,740	42,000	42,000	42,000	-	0.76%
Preschool Material/Service Fees	4,339	2,046	3,500	3,500	3,900	11.43%	0.07%
Senior Program Fees	17,463	15,313	26,000	26,000	26,000	-	0.47%
Extreme Sports Entry Fees	932	915	800	800	-	(100.00%)	-
Event Souvenir Sales	-	6,403	8,000	8,000	9,200	15.00%	0.17%
Event Food Faire Revenues	-	18,413	24,500	24,500	33,000	34.69%	0.60%
Preschool Fundraising Proceeds	5,773	4,922	5,200	5,200	5,200	-	0.09%
NWAAF Fees	-	7,120	9,300	9,300	11,000	18.28%	0.20%
Hot Air Balloon Rides	-	3,873	9,000	9,000	20,900	132.22%	0.38%
Senior Newsletter	3,502	3,473	4,000	4,000	4,500	12.50%	0.08%
Trip Revenue	38,554	44,252	46,500	46,500	50,000	7.53%	0.91%
Merchandise Sales - Aquatics	594	3,556	5,000	5,000	4,200	(16.00%)	0.08%
Cool! Facility Rental Fees	9,315	24,237	7,700	7,700	11,000	42.86%	0.20%
Concession Sales - Aquatic	9,726	7,587	12,000	12,000	14,000	16.67%	0.25%
Concession Sales - Sports	12,459	7,991	5,000	5,000	1,800	(64.00%)	0.03%
Bicycle Safety Donations	28	-	-	-	-	-	-
Merchandise Sales	5,005	-	-	-	-	-	-
Public Arts	-	389	400	400	400	-	0.01%
Concessions Sales - Fitness	-	-	500	500	500	-	0.01%
Swanson Room Rental Fees	-	598	800	800	2,500	212.50%	0.05%
Track Club Revenue	-	6,653	11,000	11,000	7,500	(31.82%)	0.14%
Facility Enhancement Fee	-	4,464	5,000	5,000	5,500	10.00%	0.10%
ACP Swimming Pool Receipts	-	-	134,000	134,000	132,500	(1.12%)	2.40%
ACP Facility Rental Fees	-	-	7,800	7,800	16,000	105.13%	0.29%
Sport Camp Fees	-	-	-	-	4,000	-	0.07%
Trolley Rental Charges	-	-	-	-	3,000	-	0.05%
Pre-Concert Activity Sponsors	-	522	-	-	-	-	-
Fun in the Park Sponsorships	2,500	2,000	-	-	-	-	-
Gifts & Donations	22,572	72,182	240,400	240,400	100,000	(58.40%)	1.81%
Mondays at Monteith Sponsorships	-	10,559	10,000	10,000	22,000	120.00%	0.40%
Pass-The-Hat Donations	-	10,602	12,600	12,600	18,800	49.21%	0.34%

continued

PARKS & RECREATION FUND

PROGRAMS SUPPORTED BY PROPERTY TAXES, USER FEES, AND OTHER REVENUES, continued

Resources, continued	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Senior Center Sponsorships	3,650	2,083	8,000	8,000	8,000	-	0.14%
CPAS Sponsorships	-	11,526	15,000	15,000	15,000	-	0.27%
River Rhythms Sponsorships	-	67,675	90,500	90,500	100,000	10.50%	1.81%
NWAAF Sponsorships	-	100,425	75,000	75,000	90,000	20.00%	1.63%
Aquatic Sponsorship	-	-	-	-	53,900	-	0.98%
Adult Rec & Fitness Sponsorship	-	-	-	-	1,000	-	0.02%
Sports Sponsorship	-	-	-	-	10,000	-	0.18%
Miscellaneous Revenue	145,632	3,019	4,300	4,300	4,300	-	0.08%
Over & short	564	-	-	-	-	-	-
Brochure Advertising Revenue	1,942	2,503	3,500	3,500	5,000	42.86%	0.09%
Interest	30,805	30,423	35,000	35,000	25,000	(28.57%)	0.45%
Total Current Resources	4,038,759	4,271,894	4,738,100	4,768,100	4,946,600	3.74%	89.63%
From Water Fund	-	46,400	-	-	-	-	-
From General Fund	90,000	133,600	160,800	160,800	187,200	16.42%	3.39%
From Paratransit System	-	16,000	-	-	-	-	-
From Street Fund	-	120,000	150,000	150,000	130,000	(13.33%)	2.36%
From Grants Fund	1,750	-	-	-	-	-	-
From Public Works Services Fund	-	-	-	17,500	-	(100.00%)	-
Total Transfers In	91,750	316,000	310,800	328,300	317,200	(3.38%)	5.75%
Beginning Balance	398,261	484,704	341,800	341,800	254,000	(25.69%)	4.62%
TOTAL RESOURCES	\$4,528,770	\$5,072,598	\$5,390,700	\$5,438,200	\$5,517,800	1.46%	100.00%

REQUIREMENTS	Materials		Transfers		Contin-	Adopted	% of Fund
Activity Name	Personnel	& Services	Capital	Out	gency	Budget	Budget
Sports Services	\$ 72,800	\$ 137,800	\$ -	\$ -	\$ -	\$ 210,600	3.82%
Children/Youth/Family Rec Services	208,500	50,400	-	-	-	258,900	4.69%
Resource Development/Marketing Services	202,400	58,900	-	-	-	261,300	4.74%
Adult Rec & Fitness Services	148,900	38,200	-	-	-	187,100	3.39%
Park Maintenance Services	616,600	756,100	-	-	-	1,372,700	24.88%
Parks & Recreation Administration	328,600	653,600	-	337,100	78,500	1,397,800	25.33%
Senior Services	331,700	129,200	-	-	-	460,900	8.35%
Aquatic Services	504,500	173,900	-	-	-	678,400	12.29%
NW Art & Air Festival	29,600	143,000	-	-	-	172,600	3.13%
Performance Series	28,100	162,600	-	-	-	190,700	3.46%
Urban Forestry	194,800	132,000	-	-	-	326,800	5.92%
Total Requirements	\$2,666,500	\$2,435,700	\$ -	\$ 337,100	\$ 78,500	\$5,517,800	100.00%
Percent of Budget	48.33%	44.14%	-	6.11%	1.42%	100.00%	

PARKS & RECREATION FUND
SELF SUPPORTED SPECIAL PROGRAMS

Detailed below are the user fees and other resources used to support the following Parks & Recreation Fund programs: Park SDC Projects, Senior Center Foundation, and Parks Capital Improvement Program. These programs represent 35 percent of the total Parks & Recreation Fund budget. The revenue items listed below are included in the Parks & Recreation Fund - Revenue Budget Detail on the previous pages.

Resources	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Parks SDC: Principal	\$ 3,509	\$ 6,031	\$ -	\$ -	\$ -	-	-
Parks SDC: Interest	568	2,066	-	-	100,000	-	3.36%
Parks Systems Development Charges	706,589	667,208	1,000,000	1,000,000	700,000	(30.00%)	23.52%
Land & Water Conservation Fund	-	36,963	-	-	-	-	-
Special Transit Fund: Linn Co	24,094	-	-	-	-	-	-
Children's Performing Arts Series	6,144	-	-	-	-	-	-
Event Souvenir Sales	7,670	-	-	-	-	-	-
Event Food Faire Revenues	16,073	-	-	-	-	-	-
NWAAF Fees	6,335	-	-	-	-	-	-
Hot Air Balloon Rides	10,475	-	-	-	-	-	-
Gift Shop Revenue	-	5,054	6,500	6,500	6,500	-	0.22%
Call-A-Ride Revenue	11,408	-	-	-	-	-	-
NW Art & Air Festival Sponsors	13,090	-	-	-	-	-	-
Current Year Sponsorships	62,005	-	-	-	-	-	-
Advance Sponsorships	8,600	-	-	-	-	-	-
Pre-Concert Activity Sponsors	1,000	-	-	-	-	-	-
Gifts & Donations	14,347	8,181	7,500	7,500	133,900	1,685.33%	4.50%
Mondays at Monteith Sponsorships	3,736	-	-	-	-	-	-
Pass-The-Hat Donations	17,726	-	-	-	-	-	-
Miscellaneous Revenue	5,739	-	-	-	-	-	-
General Fundraising	-	1,250	500	500	800	60.00%	0.03%
Interest	114,708	163,939	100,100	100,100	100	(99.90%)	-
Total Current Resources	1,033,816	890,692	1,114,600	1,114,600	941,300	(15.55%)	31.63%
From Parks Fund	23,000	-	-	-	-	-	-
From State Revenue Sharing Fund	88,800	-	-	-	-	-	-
From Parks SDC Program	-	-	-	-	1,100,000	-	36.97%
From Parks Operating Revenues	-	-	-	-	67,000	-	2.25%
Total Transfers In	111,800	-	-	-	1,167,000	-	39.22%
Beginning Balance	3,025,084	3,021,716	1,728,000	1,728,000	867,300	(49.81%)	29.15%
Totals	\$4,170,700	\$3,912,408	\$2,842,600	\$2,842,600	\$2,975,600	4.68%	100.00%

Requirements	Materials		Transfers	Contingency	Adopted Budget	% of Fund Budget
Activity Name	Personnel	& Services	Capital	Out		
Park SDC Projects	\$ 30,000	\$ 66,700	\$ 95,600	\$1,475,000	\$ -	\$1,667,300 56.03%
Senior Center Foundation	-	16,300	-	-	-	16,300 0.55%
Parks Capital Improvement Program	-	-	1,292,000	-	-	1,292,000 43.42%
Total Requirements	\$ 30,000	\$ 83,000	\$1,387,600	\$1,475,000	\$ -	\$2,975,600 100.00%
Percent of Budget	1.01%	2.79%	46.63%	49.57%	-	100.00%

PROGRAM NARRATIVE

**Parks & Recreation Fund: Sports Services (202-35-1402)
Responsible Manager/Title: Katie Nooshazar, Recreation Program Manager**

FUNCTIONS AND RESPONSIBILITIES

- Provide long-term vision and direction to ensure the program's viability while keeping abreast of new opportunities for involving residents in an active lifestyle.
- Accurately plan, prepare, monitor, and control the Sports Services budget.
- Provide opportunities for positive participation in recreational athletics programs to Albany residents .

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	6/08	Deleted	<ul style="list-style-type: none"> • Develop a plan to install synthetic turf at two high school fields through private donations. (This project has been dropped due to a lack of community interest at this time.)
Great Neighborhoods	12/07	Completed	<ul style="list-style-type: none"> • Draft and implement a marketing plan to increase participation and sponsorships of City sports programs.
Budget Year 2008-2009			
Effective Government	8/09		<ul style="list-style-type: none"> • Develop at least two new sports camps or activities.
Great Neighborhoods			
Effective Government	6/09		<ul style="list-style-type: none"> • Increase revenue in Sports by 10%.
Effective Government	6/09		<ul style="list-style-type: none"> • Implement new sponsorship program.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of participants in a City sports program during the year.	3,800	3,800	4,500	4,500
Number of participant hours in a City sports program activity during the year.	47,000	47,000	51,000	51,000
Percent of variable costs recovered through registration fees for basketball and volleyball programs.	85%	85%	85%	85%
Percent of total Sports expenditures subsidized with property tax revenues.	n/a	n/a	n/a	28%

STAFFING SUMMARY

FTE's	1.25	1.0	1.0	1.0
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

202: Parks & Recreation
35: Parks

PROG 1402: Sports Services

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	47,390.83	18,941.87	36,600	36,600	41,000	12.02%
52001 Temporary Employees	-	-	-	-	-	0.00%
53001 Overtime	283.73	1,864.01	-	-	-	0.00%
54005 Unemployment Claims	190.56	-	-	-	-	0.00%
56001 Employer Paid Benefits	32,677.57	12,805.57	30,100	30,100	31,800	5.65%
Total Personnel Services	80,542.69	33,611.45	66,700	66,700	72,800	9.15%
Materials & Services						
60101 Contractual Services	7,301.37	15,415.76	20,000	20,000	15,000	-25.00%
60112 Contractual-Manpower	108,171.31	102,234.41	65,000	65,000	70,000	7.69%
60201 Space Rental	7,010.00	10,294.08	10,800	10,800	-	-100.00%
60211 Insurance & Bonds	979.59	-	-	-	-	0.00%
60319 Facilities Rental/Lease	-	-	-	-	7,800	0.00%
61006 Advertising & Publications	408.00	655.73	1,000	1,000	1,000	0.00%
61011 Education & Training	350.00	20.00	1,000	1,000	1,000	0.00%
61024 Materials & Supplies	1,399.46	868.40	-	-	-	0.00%
61026 Meetings & Conferences	407.75	939.15	700	700	1,000	42.86%
61027 Memberships & Dues	2,200.00	1,880.00	1,500	1,500	2,000	33.33%
61030 Personal Auto Reimbursement	277.34	283.75	500	500	500	0.00%
61032 Postage & Shipping	53.85	2.97	100	100	100	0.00%
61033 Printing & Binding	-	247.91	300	300	300	0.00%
61054 Noncapital Facility Enhancements	-	-	5,000	5,000	5,500	10.00%
61058 Track Club Expenses	-	4,420.44	1,500	1,500	-	-100.00%
61061 Sport Camp Expenses	-	-	-	-	4,000	0.00%
62202 Batting Cage Expenses	320.79	-	-	-	-	0.00%
62203 Concessions Materials & Supplies	18,164.64	6,698.90	100	100	900	800.00%
62211 Sports Materials & Supplies	10,156.97	11,542.86	13,700	13,700	17,000	24.09%
63006 Power & Light	9,734.32	6,892.87	11,000	11,000	11,000	0.00%
63009 Telephone	3,570.33	3,614.07	4,500	4,500	600	-86.67%
63011 Water Service	143.29	-	-	-	-	0.00%
65015 Maint: Office Equipment	-	-	-	-	-	0.00%
65076 Contract Maintenance	2,722.50	6,852.00	-	-	-	0.00%
66511 Flexible Spending Admin Fees	66.00	27.50	100	100	100	0.00%
Total Materials & Services	173,437.51	172,890.80	136,800	136,800	137,800	0.73%
TOTAL EXPENDITURES	253,980.20	206,502.25	203,500	203,500	210,600	3.49%

PROGRAM NARRATIVE

**Parks and Recreation Fund: Children/Youth/Family Recreation Services (202-35-1403)
Responsible Manager/Title: Katie Nooshazar, Recreation Program Manager**

FUNCTIONS AND RESPONSIBILITIES

- Offer diverse opportunities for quality recreation and cultural programs for children youth and families in order to build skills, provide a positive life style, and leisure options.
- Develop and maintain partnerships with community agencies, businesses, and service organizations to achieve objectives, promote cooperation, avoid duplications of service, and provide activities designed to meet community needs.
- Coordinate a recreation program for young children in an integrated setting that develops problem solving skills, build self-esteem, and encourages personal responsibility.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Great Neighborhoods	09/07	Completed	<ul style="list-style-type: none"> • Develop strategies to improve communication with community members.
Effective Government	01/08	Completed	<ul style="list-style-type: none"> • Revise and update Children, Youth, and Family Strategic plan.
Effective Government	03/08	Partially Completed	<ul style="list-style-type: none"> • Develop and implement revenue enhancement strategies for Children, Youth and Family services.
Budget Year 2008-2009			
Effective Government	12/08		<ul style="list-style-type: none"> • Conduct regular evaluations of partnerships and make necessary adjustments as needed.
Great Neighborhoods	12/08		<ul style="list-style-type: none"> • Develop an effective plan for gathering information on recreational needs and desires from our current and prospective users.
Great Neighborhoods	06/09		<ul style="list-style-type: none"> • Develop year round programs for children, youth, and families that focus on fitness and the outdoors.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Percent of class and program participants who are satisfied with services (Standard = 80%).	85%	85%	85%	85%
Percent of total program cost subsidized by property tax revenues.	48%	48%	48%	52%

STAFFING SUMMARY

FTE's	3.35	3.1	3.1	3.575
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

202: Parks & Recreation
35: Parks

PROG 1403: Children/Youth/Family Rec Services

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	91,391.26	98,364.96	112,500	112,500	136,800	21.60%
52001 Temporary Employees	4,190.64	1,645.24	9,000	9,000	7,000	-22.22%
53001 Overtime	-	184.74	200	200	-	-100.00%
56001 Employer Paid Benefits	50,313.77	52,181.55	60,000	60,000	64,700	7.83%
Total Personnel Services	145,895.67	152,376.49	181,700	181,700	208,500	14.75%
Materials & Services						
60101 Contractual Services	26,269.00	29,046.46	22,000	22,000	32,000	45.45%
60112 Contractual-Manpower	297.38	-	-	-	-	0.00%
60201 Space Rental	300.00	1,550.00	1,200	1,200	-	-100.00%
60319 Facilities Rental/Lease	-	-	-	-	1,200	0.00%
61006 Advertising & Publications	148.01	257.63	400	400	1,000	150.00%
61011 Education & Training	30.00	524.20	400	400	400	0.00%
61015 Fundraising Costs	2,314.20	2,011.60	1,200	1,200	1,500	25.00%
61024 Materials & Supplies	3,495.45	6,034.38	7,300	7,300	6,300	-13.70%
61026 Meetings & Conferences	463.10	1,149.38	800	800	800	0.00%
61030 Personal Auto Reimbursement	3.56	148.18	200	200	200	0.00%
61032 Postage & Shipping	107.74	-	200	200	200	0.00%
61033 Printing & Binding	-	1,873.75	1,500	1,500	1,500	0.00%
61055 CYA Sponsorships	-	-	500	500	500	0.00%
63009 Telephone	359.36	701.62	1,700	1,700	400	-76.47%
66030 Building Maintenance Charges	-	-	-	-	4,100	0.00%
66504 Licenses & Fees	160.00	366.00	200	200	200	0.00%
66511 Flexible Spending Admin Fees	77.00	55.00	100	100	100	0.00%
Total Materials & Services	34,024.80	43,718.20	37,700	37,700	50,400	33.69%
TOTAL EXPENDITURES	179,920.47	196,094.69	219,400	219,400	258,900	18.00%

PROGRAM NARRATIVE

**Parks & Recreation Fund: Resource Development & Marketing Services (202-35-1404)
Responsible Manager/Title: Katie Nooshazar, Recreation Program Manager**

FUNCTIONS AND RESPONSIBILITIES

- Develop revenue sources that will support and allow for expansion of services and facilities for Parks & Recreation programs.
- Coordinate sponsorship program, including proposals, recognition, and identification of appropriate sponsorship opportunities.
- Manage comprehensive marketing efforts for Parks & Recreation Department in order to solidify community niche and position Department in appropriate community roles.
- Coordinate all branding and publicity efforts for Parks and Recreation Department.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	02/08	Partially Completed	<ul style="list-style-type: none"> • Identify and develop strategies to increase and diversify non-tax revenues.
Effective Government	06/08	Deferred to FY09/10	<ul style="list-style-type: none"> • Develop a plan for creation of a non-profit group to support services provided by Parks & Recreation.
Great Neighborhoods	06/08	Replaced with new 08/09 Action	<ul style="list-style-type: none"> • Complete development and begin implementation of comprehensive marketing plan.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none"> • Develop and implement resource enhancement plans.
Great Neighborhoods	06/09		<ul style="list-style-type: none"> • Develop standards that will serve as a guide for relationships with partners.
Great Neighborhoods	06/09		<ul style="list-style-type: none"> • Develop and implement effective methods for sharing information and communicating with the community.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of ads sold to support brochure marketing (standard = 20)	24	24	34	35
Revenue from Donations and Grants per capita	\$10.40	\$6.48	\$10.00	\$15.00

STAFFING SUMMARY

FTE's	.54	2.54	2.54	2.54
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

202: Parks & Recreation
35: Parks

PROG 1404: Resource Dev. Marketing Services

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	26,974.29	42,246.60	108,700	108,700	122,000	12.24%
52001 Temporary Employees	-	-	-	-	-	0.00%
53001 Overtime	618.36	1,311.15	-	-	500	0.00%
56001 Employer Paid Benefits	14,936.73	26,245.65	69,100	69,100	79,900	15.63%
Total Personnel Services	42,529.38	69,803.40	177,800	177,800	202,400	13.84%
Materials & Services						
60101 Contractual Services	-	1,143.54	1,000	1,000	2,500	150.00%
61006 Advertising & Publications	5,985.54	3,148.00	6,000	6,000	6,500	8.33%
61011 Education & Training	165.00	388.20	1,000	1,000	1,500	50.00%
61024 Materials & Supplies	1,569.17	1,622.38	2,500	2,500	2,000	-20.00%
61026 Meetings & Conferences	-	1,551.93	2,000	2,000	2,000	0.00%
61027 Memberships & Dues	109.00	100.00	300	300	100	-66.67%
61028 Minor Equipment	-	-	-	-	-	0.00%
61030 Personal Auto Reimbursement	-	198.03	300	300	600	100.00%
61032 Postage & Shipping	15,795.63	10,773.49	14,500	14,500	16,000	10.34%
61033 Printing & Binding	18,562.81	18,448.99	31,500	31,500	27,000	-14.29%
63009 Telephone	108.00	555.96	1,200	1,200	600	-50.00%
66511 Flexible Spending Admin Fees	33.00	-	100	100	100	0.00%
Total Materials & Services	42,328.15	37,930.52	60,400	60,400	58,900	-2.48%
TOTAL EXPENDITURES	84,857.53	107,733.92	238,200	238,200	261,300	9.70%

PROGRAM NARRATIVE

**Parks and Recreation Fund: Adult Recreation & Fitness Services (202-35-1405)
Responsible Manager/Title: Katie Nooshazar, Recreation Program Manager**

FUNCTIONS AND RESPONSIBILITIES

- Provide high quality recreational, cultural, outdoor, and wellness opportunities for adults, in order to build skills, provide positive life-style choices, and leisure options.
- Facilitate the development of community recreation and adopt recreation initiatives.
- Develop and maintain close working relationships with community agencies and businesses to promote cooperation, avoid duplication of services, and co-sponsor events and programs.
- Create recreational opportunities that enhance quality of life and build great neighborhoods.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
A Safe City	06/08	Completed	<ul style="list-style-type: none"> • Design and implement a plan to address safety and security for participants and staff at our facilities.
Great Neighborhoods	06/08	Completed	<ul style="list-style-type: none"> • Develop an active life program to improve employee wellness in partnership with local businesses and corporations.
Great Neighborhoods	06/08	Partially Completed	<ul style="list-style-type: none"> • Increase recreation opportunities for people disabilities and people of diverse cultures.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none"> • Develop partnership agreements with businesses and agencies to deliver Adult Recreation services.
Great Neighborhoods			
Effective Government	06/09		<ul style="list-style-type: none"> • Identify and develop additional non-tax based revenue streams to enhance cost recovery.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Percent of adult population served by this program.	4%	7%	12%	15%
Percentage of participants satisfied or very satisfied with adult recreation classes.	95%	95%	95%	95%
Percentage of participants satisfied or very satisfied with fitness classes.	90%	95%	97%	97%
Percentage of total program costs by property tax revenues.	n/a	65%	60%	58%

STAFFING SUMMARY

FTE's	1.45	1.2	1.2	1.2
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

202: Parks & Recreation
35: Parks

PROG 1405: Adult Rec & Fitness Services
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	63,611.79	64,368.86	70,600	70,600	72,900	3.26%
52001 Temporary Employees	32,677.16	29,931.66	33,000	33,000	30,000	-9.09%
53001 Overtime	137.81	3,628.68	100	100	100	0.00%
54005 Unemployment Claims	47.64	-	-	-	-	0.00%
56001 Employer Paid Benefits	46,720.75	46,451.85	44,500	44,500	45,900	3.15%
Total Personnel Services	143,195.15	144,381.05	148,200	148,200	148,900	0.47%
Materials & Services						
60101 Contractual Services	12,625.73	26,855.61	20,000	20,000	18,000	-10.00%
60201 Space Rental	2,860.00	3,362.50	3,000	3,000	-	-100.00%
60211 Insurance & Bonds	653.07	-	-	-	-	0.00%
60319 Facilities Rental/Lease	-	-	-	-	2,700	0.00%
61006 Advertising & Publications	393.20	20.00	500	500	500	0.00%
61011 Education & Training	121.50	544.80	800	800	800	0.00%
61024 Materials & Supplies	2,839.95	2,148.75	3,100	3,100	2,000	-35.48%
61026 Meetings & Conferences	383.10	1,060.54	800	800	600	-25.00%
61027 Memberships & Dues	-	-	100	100	100	0.00%
61030 Personal Auto Reimbursement	-	121.25	200	200	100	-50.00%
61032 Postage & Shipping	76.77	-	100	100	100	0.00%
61033 Printing & Binding	-	-	200	200	100	-50.00%
62203 Concessions Materials & Supplies	-	-	300	300	300	0.00%
62206 Fitness Materials & Services	1,944.56	2,594.80	2,500	2,500	2,500	0.00%
63006 Power & Light	1,559.88	228.20	7,400	7,400	6,300	-14.86%
63007 Heating & Fuel	-	-	2,000	2,000	1,800	-10.00%
63009 Telephone	1,090.46	495.32	1,200	1,200	300	-75.00%
63011 Water Service	-	-	2,200	2,200	1,800	-18.18%
66504 Licenses & Fees	-	-	100	100	100	0.00%
66511 Flexible Spending Admin Fees	66.00	55.00	100	100	100	0.00%
Total Materials & Services	24,614.22	37,486.77	44,600	44,600	38,200	-14.35%
TOTAL EXPENDITURES	167,809.37	181,867.82	192,800	192,800	187,100	-2.96%

PROGRAM NARRATIVE

**Parks & Recreation Fund: Park Maintenance Service (202-35-1407)
Responsible Manager/Title: Dick Conolly, Facilities and Parks Maintenance Manager**

FUNCTIONS AND RESPONSIBILITIES

- Maintain all City park areas and facilities in a safe, clean, attractive, and affordable manner by using responsive and efficient procedures.
- Maintain accurate accounting records of all work activities. Track labor, equipment, and material expenditures for each activity or project.
- Work with independent contractors to ensure contractual agreements are followed and that work progresses smoothly.
- Conduct small-scale park construction and improvement projects.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	03/08	Completed	<ul style="list-style-type: none"> • Install second phase of computer controlled irrigation system for more efficient use of water.
Great Neighborhoods/ Effective Government	09/07	Completed	<ul style="list-style-type: none"> • Assume full maintenance of 53rd Avenue park.
Budget Year 2008-2009			
Safe Community	09/08		<ul style="list-style-type: none"> • Replace pedestrian bridge at Grand Prairie Park.
Safe Community	09/08		<ul style="list-style-type: none"> • Replace pedestrian bridge at Periwinkle Park.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2005-06	2006-07	2007-08	2008-09
Developed acres per 1000 residents.	n/a	n/a	n/a	8.89
Average cost of maintenance per developed acre.	\$1,884	\$2,205	\$3,494	\$3,247
Percent of lost time for work-related injuries.	27%	27%	27%	0.0%
FTE per 1000 residents.	n/a	n/a	28%	26%

STAFFING SUMMARY

FTE's	8	8	8	8
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

202: Parks & Recreation
35: Parks

PROG 1407: Park Maintenance Services

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	327,249.48	349,247.07	403,600	403,600	377,300	-6.52%
53001 Overtime	10,421.61	8,726.68	7,900	7,900	7,900	0.00%
54005 Unemployment Claims	857.50	-	-	-	-	0.00%
56001 Employer Paid Benefits	215,495.01	217,054.30	253,800	253,800	231,400	-8.83%
Total Personnel Services	554,023.60	575,028.05	665,300	665,300	616,600	-7.32%
Materials & Services						
60101 Contractual Services	4,037.00	4,025.99	4,000	4,000	-	-100.00%
60112 Contractual-Manpower	112,266.67	95,935.48	94,100	94,100	95,800	1.81%
60113 Contractual-Miscellaneous	42,596.19	49,046.41	45,500	45,500	37,000	-18.68%
60114 Contractual-Park Mowing	136,709.39	138,111.00	117,500	117,500	119,400	1.62%
60115 Contractual-Park Security	4,397.60	3,780.00	10,600	10,600	11,500	8.49%
60119 Contractual: Trash/Port-A-Pots	26,588.73	28,788.74	23,000	23,000	26,000	13.04%
60211 Insurance & Bonds	13,497.93	-	-	-	-	0.00%
61007 Assessment Payments	164.91	164.91	-	-	-	0.00%
61011 Education & Training	787.38	2,811.29	3,600	3,600	3,600	0.00%
61012 Equipment Rental: Private	3,021.35	4,964.34	3,900	3,900	4,000	2.56%
61018 Laundry Service	1,843.06	1,911.81	2,200	2,200	2,200	0.00%
61024 Materials & Supplies	47,641.77	39,317.92	56,500	56,500	57,000	0.88%
61026 Meetings & Conferences	3,057.95	2,589.05	4,100	4,100	3,000	-26.83%
61027 Memberships & Dues	575.00	547.50	800	800	800	0.00%
61028 Minor Equipment	22,937.06	9,219.00	12,000	12,000	12,000	0.00%
61030 Personal Auto Reimbursement	209.60	-	900	900	400	-55.56%
61032 Postage & Shipping	143.72	58.20	200	200	200	0.00%
61040 Uniforms	2,844.68	776.11	6,800	6,800	6,800	0.00%
61041 Vehicle Fuel Charges	16,308.03	16,253.54	22,900	22,900	29,900	30.57%
62201 Agricultural Supplies	36,716.80	36,841.01	74,800	74,800	62,400	-16.58%
63006 Power & Light	15,280.29	17,410.82	19,900	19,900	21,700	9.05%
63007 Heating & Fuel	1,771.06	1,088.08	2,800	2,800	1,500	-46.43%
63009 Telephone	11,776.97	14,165.69	12,100	12,100	11,900	-1.65%
63011 Water Service	62,170.18	84,688.32	102,300	102,300	102,300	0.00%
63012 Sewer Service Charges	11,534.30	16,354.08	18,900	18,900	20,000	5.82%
65006 Maint: Building	12,962.37	4,704.79	5,500	5,500	5,500	0.00%
65008 Maint: Communications Equipment	2,474.70	1,943.32	2,800	2,800	3,000	7.14%
65009 Maint: Couplet Landscaping	8,712.70	4,731.27	-	-	-	0.00%
65013 Maint: Lighting/Irrigation	11,261.55	8,924.29	11,400	11,400	11,400	0.00%
65020 Maint: Work Equipment	1,509.14	4,233.39	4,000	4,000	5,000	25.00%
65075 Compensatory Service Work Crew	28,212.50	39,422.28	29,700	29,700	30,000	1.01%
65083 Vandalism Repair	3,283.64	8,862.89	7,100	7,100	10,000	40.85%
65511 Street Resurfacing	25,599.87	43,295.73	53,600	22,200	34,000	53.15%
65513 Vehicle Maintenance	28,506.33	25,650.32	27,200	27,200	27,200	0.00%
66011 Equipment Replacement	41,500.00	33,000.00	6,700	6,700	-	-100.00%
66015 IT Equipment Replacement	204.00	600.00	-	-	-	0.00%
66511 Flexible Spending Admin Fees	-	55.00	200	200	200	0.00%
67009 Property Taxes	112.68	642.18	700	700	400	-42.86%
Total Materials & Services	743,217.10	744,914.75	788,300	756,900	756,100	-0.11%
Capital						
70005 Capital Equipment	-	-	40,900	40,900	-	-100.00%
72014 Swanson Park Playground	2,192.10	50,246.24	-	-	-	0.00%
72015 Riverview Heights Playground	-	697.08	-	-	-	0.00%
Total Capital	2,192.10	50,943.32	40,900	40,900	-	-100.00%
TOTAL EXPENDITURES	1,299,432.80	1,370,886.12	1,494,500	1,463,100	1,372,700	-6.18%

PROGRAM NARRATIVE

**Parks and Recreation Fund: Park Administration (202-35-1408)
Responsible Manager/Title: Ed Hodney, Parks and Recreation Director**

FUNCTIONS AND RESPONSIBILITIES

- Organize and administer department personnel, resources, facilities, programs, and activities to achieve City and department goals.
- Provide customer service to citizens who visit or contact the Parks and Recreation department and other City Hall offices.
- Working with the Public Arts Commission, promote and provide oversight for the installation or display of public art at City facilities and other public spaces.
- Plan and implement scheduled Parks capital improvement projects.
- Administer the Building Maintenance and Urban Forestry Programs.
- Provide administrative support to the Parks and Recreation Commission, Tree Commission, and Public Arts Commission.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Great Neighborhoods	06/08	Partially Completed	<ul style="list-style-type: none"> • Initiate and/or complete adopted Park CIP projects as scheduled.
Effective Government	02/08	In Progress	<ul style="list-style-type: none"> • Complete a Recreation Services strategic plan to guide program offerings and pricing policies.
Effective Government	12/07	Partially Completed	<ul style="list-style-type: none"> • Secure State and/or private grants to fund various capital projects.
Great Neighborhoods	06/08	In Progress	<ul style="list-style-type: none"> • Develop a plan and organize efforts reduce litter and improve community appearance through increased volunteer action.
Budget Year 2008-2009			
Great Neighborhoods	01/09		<ul style="list-style-type: none"> • Complete Recreation Services strategic plan.
Effective Government	01/09		<ul style="list-style-type: none"> • Adopt cost recovery policy for recreation services.
Great Neighborhoods	06/09		<ul style="list-style-type: none"> • Complete park improvements listed in FY 2008-09 CIP.
Great Neighborhoods	08/08		<ul style="list-style-type: none"> • Begin construction of new City gym at new YMCA.
Great Neighborhoods	11/08		<ul style="list-style-type: none"> • Complete Kinder Park with Boys & Girls Club.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Percent of CIP projects completed as scheduled (Standard = 75%).	n/a	n/a	55%	75%
Percent of total annual operating expenditures subsidized with gifts and grants.	n/a	n/a	n/a	10%
Percent of total annual expenditures subsidized with tax revenues.	n/a	n/a	41%	40%

STAFFING SUMMARY

FTE's	4.125	4.2	4.2	4.2
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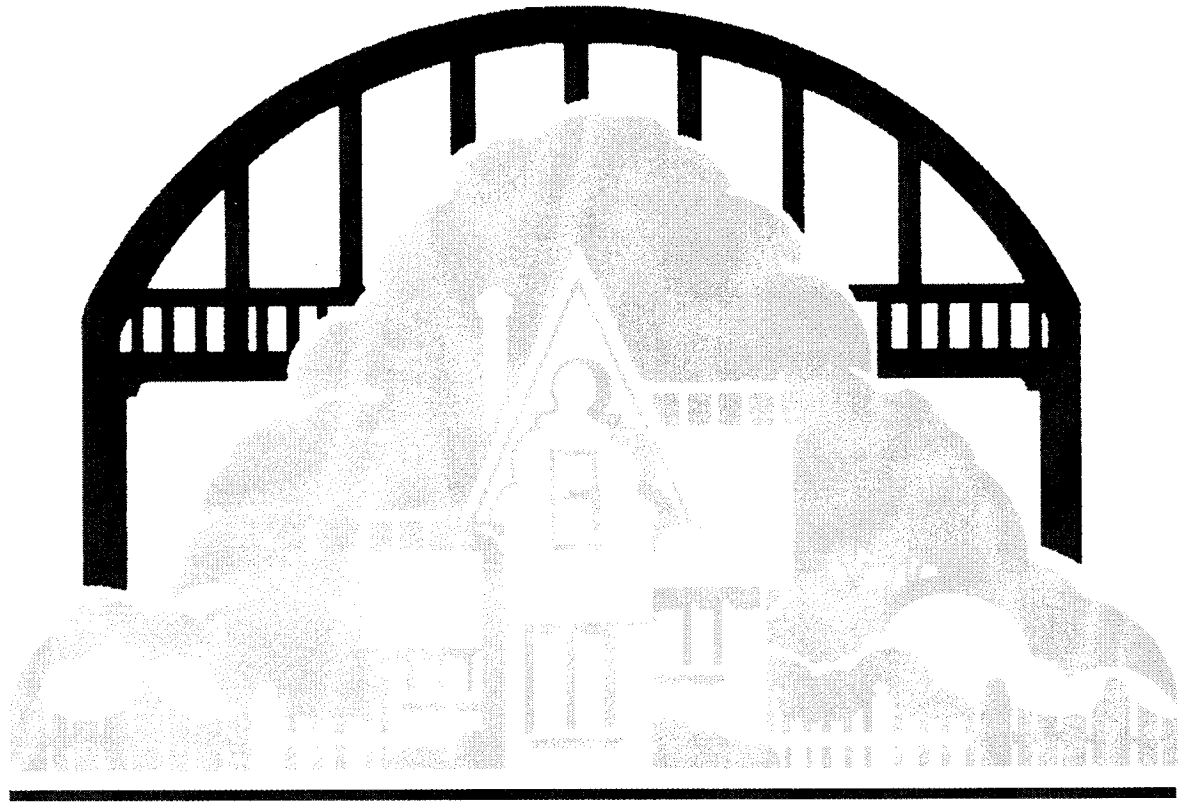
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

202: Parks & Recreation
35: Parks

PROG 1408: Parks & Recreation Admin

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	194,074.93	182,261.24	221,000	221,000	184,600	-16.47%
52001 Temporary Employees	12,267.94	2,324.80	3,000	3,000	1,500	-50.00%
53001 Overtime	1,126.97	2,806.86	1,000	1,000	1,000	0.00%
54005 Unemployment Claims	-	149.29	3,200	3,200	6,500	103.13%
56001 Employer Paid Benefits	111,490.90	114,127.98	133,000	133,000	135,000	1.50%
59001 City Paid 401A Deferred Comp	1,666.38	-	3,600	3,600	-	-100.00%
Total Personnel Services	320,627.12	301,670.17	364,800	364,800	328,600	-9.92%
Materials & Services						
60101 Contractual Services	23,724.49	43,103.55	25,900	25,900	20,000	-22.78%
60201 Space Rental	35,200.00	35,100.00	41,600	41,600	37,200	-10.58%
60211 Insurance & Bonds	10,289.28	25,616.15	26,900	26,900	31,900	18.59%
60218 Timber Linn Master Plan	39,204.59	-	-	-	-	0.00%
60300 Community After School Program	11,000.00	11,000.00	25,200	25,200	25,200	0.00%
60302 Albany Boys & Girls Club	57,000.00	57,000.00	58,000	58,000	58,000	0.00%
60303 YMCA	22,000.00	22,000.00	24,000	24,000	24,000	0.00%
61006 Advertising & Publications	137.50	145.00	300	300	300	0.00%
61010 Duplication & Fax	1,337.54	188.70	3,500	3,500	6,000	71.43%
61011 Education & Training	-	369.20	2,400	2,400	2,400	0.00%
61022 Credit Card Fees	3,812.10	5,742.73	6,000	6,000	4,000	-33.33%
61024 Materials & Supplies	3,599.20	10,898.39	9,000	9,000	9,000	0.00%
61026 Meetings & Conferences	485.00	4,070.47	4,000	4,000	4,000	0.00%
61027 Memberships & Dues	1,235.00	1,795.00	1,800	1,800	1,800	0.00%
61028 Minor Equipment	-	930.95	-	-	500	0.00%
61030 Personal Auto Reimbursement	3,699.04	3,788.21	4,000	4,000	4,000	0.00%
61032 Postage & Shipping	10,236.51	159.92	200	200	300	50.00%
61033 Printing & Binding	1,530.00	1,004.05	500	500	300	-40.00%
61037 Scholarships	1,342.00	184.25	1,500	1,500	1,500	0.00%
61038 Software	-	842.06	-	-	1,000	0.00%
61041 Vehicle Fuel Charges	95.45	715.89	100	100	500	400.00%
62204 Extreme Sports Expenses	-	-	400	400	-	-100.00%
62210 Senior Grant Matching Funds	18,617.08	-	-	-	-	0.00%
63009 Telephone	4,579.45	2,627.74	4,500	4,500	1,200	-73.33%
65006 Maint: Building	-	-	12,000	12,000	12,000	0.00%
65512 Trolley Maintenance	-	-	-	-	1,500	0.00%
65513 Vehicle Maintenance	3,699.28	2,342.40	1,000	1,000	2,500	150.00%
66010 Central Service Charges	234,600.00	247,600.00	226,900	226,900	243,500	7.32%
66011 Equipment Replacement	35,500.00	6,400.00	13,300	13,300	11,500	-13.53%
66013 GIS System Charges	2,004.00	2,000.00	-	-	-	0.00%
66014 Information Technology Services	61,200.00	59,000.00	65,800	65,800	85,200	29.48%
66015 IT Equipment Replacement	5,991.99	5,500.00	1,200	1,200	2,900	141.67%
66030 Building Maintenance Charges	-	-	49,200	49,200	61,200	24.39%
66511 Flexible Spending Admin Fees	104.50	55.00	200	200	200	0.00%
67017 Public Art Expenditures	-	681.85	1,000	1,000	-	-100.00%
Total Materials & Services	592,224.00	550,861.51	610,400	610,400	653,600	7.08%
Capital						
72015 Riverview Heights Playground	-	-	-	-	-	0.00%
72021 Pineway Park Playground	-	-	50,000	50,000	-	-100.00%
72024 Eades Park	-	-	-	75,000	-	-100.00%
Total Capital	-	-	50,000	125,000	-	-100.00%
Transfers Out						
91203 To Grants Fund	-	-	72,000	72,000	90,000	25.00%
91223 To Art & Air Festival	23,000.00	-	-	-	-	0.00%



CITY OF
Albany

W E L C O M E

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

202: Parks & Recreation
35: Parks

PROG 1408: Parks & Recreation Admin
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Transfers Out						
91234 To 2004 Revenue Debt Service	182,342.37	177,192.74	181,800	182,800	180,100	-1.48%
91255 To Parks Capital Imp Projects	-	-	-	-	67,000	0.00%
Total Transfers Out	205,342.37	177,192.74	253,800	254,800	337,100	32.30%
Contingencies						
99005 Contingencies	-	-	90,000	90,000	78,500	-12.78%
Total Contingencies	-	-	90,000	90,000	78,500	-12.78%
TOTAL EXPENDITURES	1,118,193.49	1,029,724.42	1,369,000	1,445,000	1,397,800	-3.27%

PROGRAM NARRATIVE

Parks and Recreation Fund: Senior Services (202-35-1409) Responsible Manager/Title: Katie Nooshazar, Recreation Program Manager

FUNCTIONS AND RESPONSIBILITIES

- Offer diversified programs and activities focusing on ages 50 and older in order to reduce isolation, promote wellness, provide a sense of accomplishment, and build self-esteem.
- Provide a drop-in facility for older adults facilitating involvement in diverse programs and activities designed to promote social interaction, reduce isolation, develop new skills, and enhance their quality of life.
- Cooperate with other public, private, and volunteer agencies to provide community based programming for seniors in order to keep them active, independent, and involved in the community.
- Recruit, train, and recognize qualified volunteers, providing opportunities for them to make meaningful contributions to the community.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Good Neighborhoods	06/08	In Progress	<ul style="list-style-type: none"> • Implement strategies to meet underserved/under represented users, including non facility based community programming.
Effective Government	06/08	In Progress	<ul style="list-style-type: none"> • Use building usage data to more effectively and efficiently use the Senior Center.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none"> • Increase revenue by 10% over 07-08 FY.
Great Neighborhoods	06/09		<ul style="list-style-type: none"> • Increase trip participation by 25% over 07-08 FY.
Great Neighborhoods	06/09		<ul style="list-style-type: none"> • Increase the number of patrons reached by 25% over 07-08 FY.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Percent of users who are satisfied with level of service received at Senior Center.	85%	85%	90%	95%
Percent of facility renters who are satisfied with services rendered.	85%	85%	90%	95%
Percent of total Senior program costs recovered with non-tax revenues.	n/a	n/a	n/a	26%

STAFFING SUMMARY

FTE's	3.75	4.2	4.2	4.2
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

202: Parks & Recreation
35: Parks

PROG 1409: Senior Services

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	106,100.87	154,503.64	176,000	176,000	188,500	7.10%
52001 Temporary Employees	25,018.50	17,754.17	22,000	22,000	12,000	-45.45%
53001 Overtime	328.98	3,124.11	500	8,500	1,000	-88.24%
56001 Employer Paid Benefits	84,858.88	101,944.89	96,100	102,500	130,200	27.02%
Total Personnel Services	216,307.23	277,326.81	294,600	309,000	331,700	7.35%
Materials & Services						
60101 Contractual Services	18,427.18	24,238.41	10,000	10,000	20,500	105.00%
60211 Insurance & Bonds	3,592.15	-	-	-	1,000	0.00%
61006 Advertising & Publications	262.66	813.75	1,300	1,300	1,300	0.00%
61010 Duplication & Fax	3,577.16	3,679.84	4,000	4,000	3,700	-7.50%
61011 Education & Training	632.44	488.20	900	900	900	0.00%
61022 Credit Card Fees	658.56	558.95	800	800	800	0.00%
61024 Materials & Supplies	12,710.25	15,970.94	15,000	15,000	13,000	-13.33%
61026 Meetings & Conferences	1,264.17	2,846.46	2,100	2,100	2,100	0.00%
61027 Memberships & Dues	150.00	80.00	200	200	200	0.00%
61028 Minor Equipment	-	653.99	-	-	-	0.00%
61030 Personal Auto Reimbursement	158.23	194.70	300	300	400	33.33%
61032 Postage & Shipping	7,442.96	4,506.64	10,100	10,100	7,600	-24.75%
61033 Printing & Binding	7,187.79	10,441.27	10,300	10,300	10,600	2.91%
61041 Vehicle Fuel Charges	3,275.38	4,174.30	5,000	5,000	5,000	0.00%
62212 Trip and Tour Reimbursables	21,233.68	19,248.21	25,000	25,000	25,000	0.00%
62214 Food Supplies	797.59	959.85	2,000	2,000	1,500	-25.00%
63006 Power & Light	12,916.13	13,082.15	13,600	13,600	14,000	2.94%
63007 Heating & Fuel	2,577.55	2,692.45	3,000	3,000	3,400	13.33%
63009 Telephone	5,941.57	6,556.49	9,100	9,100	5,000	-45.05%
63010 Alarm Line Fees	588.00	656.50	500	500	800	60.00%
65006 Maint: Building	1,499.13	1,991.28	-	-	-	0.00%
65015 Maint: Office Equipment	62.00	133.00	200	200	200	0.00%
65018 Maint: Senior Center	14,353.14	11,969.43	4,000	10,000	4,000	-60.00%
65513 Vehicle Maintenance	2,213.06	2,442.91	3,000	3,000	2,600	-13.33%
66011 Equipment Replacement	-	1,000.00	5,000	5,000	5,000	0.00%
66015 IT Equipment Replacement	1,779.00	1,100.00	-	-	-	0.00%
66504 Licenses & Fees	108.00	113.00	200	200	200	0.00%
66511 Flexible Spending Admin Fees	66.00	110.00	300	300	400	33.33%
Total Materials & Services	123,473.78	130,702.72	125,900	131,900	129,200	-2.05%
TOTAL EXPENDITURES	339,781.01	408,029.53	420,500	440,900	460,900	4.54%

PROGRAM NARRATIVE

Parks & Recreation Fund: Aquatic Services (202-35-1410)

Responsible Manager/Title: Rob Romancier, Recreation Program Manager

FUNCTIONS AND RESPONSIBILITIES

- Meet the needs of our community by offering a wide variety of aquatic programs and activities that encourage participation at all levels and result in increased health, wellness, and recreation for participants.
- Promote water safety and prevent accidental drowning through water awareness with a focus on youth.
- Provide a safe and positive environment and activities for all ages.
- Provide indoor year round facility for educational community use and team sports. Provide outdoor recreation and fitness facility in the summer. Operate wading pool.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Great Neighborhoods	06/08	In Progress	• Complete strategic plan for aquatic services.
Effective Government	01/08	Completed	• Develop and implement strategies to enhance non-tax revenues.
Effective Government	02/08	Completed	• Conduct a facility assessment to determine maintenance and repair needs.
Effective Government	12/08	Completed	• Evaluate ACP lease agreement between the parties and develop action plan.
Budget Year 2008-2009			
Effective Government	12/09		• Develop cost effective programming and staffing strategies for aquatics.
Effective Government	10/08		• Evaluate program offerings to improve efficiency, quality, and return on investment.
Great Neighborhoods	12/08		• Reach more teens with increased programming emphasis.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Percent of users who are satisfied or very satisfied with their aquatic experience.	92%	92%	96%	96%
Percent of total program costs subsidized by tax revenues.	59%	59%	61%	54%

STAFFING SUMMARY

FTE's	3.575	4.575	4.575	4.575
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

202: Parks & Recreation
35: Parks

PROG 1410: Aquatic Services

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	143,987.45	189,759.41	189,900	189,900	217,000	14.27%
52001 Temporary Employees	137,663.68	126,427.65	139,100	139,100	130,000	-6.54%
53001 Overtime	26.01	1,352.31	600	600	500	-16.67%
56001 Employer Paid Benefits	119,885.26	141,091.60	152,100	152,100	157,000	3.22%
Total Personnel Services	401,562.40	458,630.97	481,700	481,700	504,500	4.73%
Materials & Services						
60101 Contractual Services	1,578.60	10,374.29	2,000	2,000	1,200	-40.00%
60112 Contractual-Manpower	561.18	325.50	1,500	1,500	200	-86.67%
60119 Contractual: Trash/Port-A-Pots	378.45	1,398.60	2,500	2,500	2,700	8.00%
60211 Insurance & Bonds	5,660.53	-	-	-	-	0.00%
61006 Advertising & Publications	278.53	2,389.62	4,000	4,000	1,900	-52.50%
61010 Duplication & Fax	-	-	-	-	-	0.00%
61011 Education & Training	292.48	797.83	1,300	1,300	1,300	0.00%
61022 Credit Card Fees	-	-	-	-	1,000	0.00%
61024 Materials & Supplies	17,149.55	10,087.63	8,500	8,500	8,500	0.00%
61026 Meetings & Conferences	261.30	1,572.81	1,000	1,000	200	-80.00%
61027 Memberships & Dues	-	-	200	200	200	0.00%
61028 Minor Equipment	2,082.63	5,301.50	19,500	19,500	10,000	-48.72%
61030 Personal Auto Reimbursement	299.54	293.03	400	400	500	25.00%
61032 Postage & Shipping	1,030.50	-	300	300	300	0.00%
61033 Printing & Binding	1,052.32	1,584.23	2,000	2,000	900	-55.00%
61037 Scholarships	1,466.50	1,680.00	1,000	1,000	3,000	200.00%
61040 Uniforms	895.99	1,310.59	2,000	2,000	1,500	-25.00%
61050 Chemicals	17,578.97	28,802.51	24,200	24,200	26,000	7.44%
62203 Concessions Materials & Supplies	5,716.90	6,271.99	11,000	11,000	12,000	9.09%
63006 Power & Light	36,644.01	40,162.29	39,000	39,000	32,500	-16.67%
63007 Heating & Fuel	12,786.89	16,548.90	38,000	38,000	38,500	1.32%
63009 Telephone	633.15	1,440.14	2,400	2,400	2,400	0.00%
63011 Water Service	7,962.75	12,912.23	14,000	14,000	16,000	14.29%
63012 Sewer Service Charges	116.22	232.06	300	300	500	66.67%
65006 Maint: Building	90.07	1,348.90	7,000	7,000	4,000	-42.86%
65020 Maint: Work Equipment	1,991.01	1,243.40	2,000	2,000	1,400	-30.00%
66011 Equipment Replacement	6,444.10	5,800.00	2,800	2,800	6,000	114.29%
66504 Licenses & Fees	698.67	575.00	900	900	1,100	22.22%
66511 Flexible Spending Admin Fees	66.00	110.00	300	300	100	-66.67%
Total Materials & Services	123,716.84	152,563.05	188,100	188,100	173,900	-7.55%
TOTAL EXPENDITURES	525,279.24	611,194.02	669,800	669,800	678,400	1.28%

PROGRAM NARRATIVE

**Parks and Recreation Fund: Northwest Art and Air Festival (202-35-1411)
Responsible Manager/Title: Katie Nooshazar, Recreation Program Manager**

FUNCTIONS AND RESPONSIBILITIES

- Provide an event that will enhance Albany’s livability for residents and draw visitors from throughout the Northwest.
- Build community partners and business sponsorships to provide and enhance the Northwest Art & Air Festival (NWAAF).
- Promote art and air activities that provide opportunities for cultural enrichment and support families and community.
- Utilize event to showcase businesses and industry in order to create a positive economic impact on the community.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	09/07	Completed	<ul style="list-style-type: none"> • Increase sponsorships and event revenues. • Evaluate and pursue opportunities to improve quality of performance.
Effective Government	09/07	Completed	
Budget Year 2008-2009			
Effective Government	10/08		<ul style="list-style-type: none"> • Develop and implement a plan to manage the NWAAF event using NIMS principles. • Expand NWAAF offerings to attract additional participants and draw visitors to the community. • Develop alliances and partnerships that will assist with event implementation.
Great Neighborhoods	10/08		
Effective Government			
Great Neighborhoods	10/08		
Effective Government			

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of individuals who participate in the NWAAF. (standard = 20,000)	n/a	22,000	22,000	23,000
Percentage of participants who are satisfied or very satisfied with this program. (standard = 75%)	n/a	90%	90%	90%
Percentage of sponsors who are satisfied or very satisfied with the festival. (standard = 75%)	n/a	90%	90%	90%
% NWAAF costs recovered through non-tax revenues.	n/a	n/a	n/a	71%

STAFFING SUMMARY

FTE's	0	.330	.330	.330
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

202: Parks & Recreation
35: Parks

PROG 1411: NWAAF

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	-	12,155.39	14,200	14,200	16,000	12.68%
52001 Temporary Employees	-	-	2,000	2,000	2,000	0.00%
53001 Overtime	-	1,055.18	-	-	100	0.00%
56001 Employer Paid Benefits	-	9,552.43	10,700	10,700	11,500	7.48%
Total Personnel Services	-	22,763.00	26,900	26,900	29,600	10.04%
Materials & Services						
60101 Contractual Services	-	22,282.61	-	-	-	0.00%
60102 Contractual: Booking agent	-	1,760.00	2,500	2,500	4,000	60.00%
60105 Contractual: Performers	-	26,260.00	35,000	35,000	35,000	0.00%
60107 Contractual: Print framing	-	3,109.00	1,800	1,800	1,800	0.00%
60108 Contractual: Sound	-	7,159.54	7,500	7,500	9,500	26.67%
60110 Contractual: Technicians	-	500.00	12,000	12,000	7,500	-37.50%
60113 Contractual-Miscellaneous	-	4,880.00	15,000	15,000	14,000	-6.67%
60119 Contractual: Trash/Port-A-Pots	-	1,233.66	1,600	1,600	2,700	68.75%
60123 Contractual: Security	-	-	-	-	5,500	0.00%
60124 Contractual: Balloonist	-	-	-	-	13,300	0.00%
61006 Advertising & Publications	-	2,002.00	11,300	11,300	11,300	0.00%
61012 Equipment Rental: Private	-	6,413.00	8,000	8,000	10,000	25.00%
61024 Materials & Supplies	-	12,770.27	12,500	12,500	6,000	-52.00%
61026 Meetings & Conferences	-	-	500	500	500	0.00%
61030 Personal Auto Reimbursement	-	425.53	500	500	500	0.00%
61032 Postage & Shipping	-	12.18	700	700	500	-28.57%
61033 Printing & Binding	-	4,348.87	3,500	3,500	3,500	0.00%
61039 Souvenir Expenses	-	2,927.94	2,500	2,500	3,500	40.00%
61057 Signage	-	1,674.00	2,000	2,000	9,500	375.00%
62205 Fireworks	-	1,600.00	1,700	1,700	1,700	0.00%
62214 Food Supplies	-	1,475.77	2,500	2,500	1,500	-40.00%
63006 Power & Light	-	1,104.97	500	500	700	40.00%
66504 Licenses & Fees	-	429.20	500	500	500	0.00%
Total Materials & Services	-	102,368.54	122,100	122,100	143,000	17.12%
TOTAL EXPENDITURES	-	125,131.54	149,000	149,000	172,600	15.84%

PROGRAM NARRATIVE

**Parks and Recreation Fund: Performance Series (202-35-1412)
Responsible Manager/Title: Katie Nooshazar, Recreation Program Manager**

FUNCTIONS AND RESPONSIBILITIES

- Provide an entertaining, educational, and informative event that will enhance Albany’s livability for residents and draw visitors from throughout the Northwest.
- Utilize community sponsorships to fund the River Rhythms, Children’s Performing Arts Series, and Mondays at Monteith.
- Promote music and art activities that provide opportunities for cultural enrichment and support families.
- Utilize events to showcase business and industry in order to create a positive economic impact on the community.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	09/07	Completed	<ul style="list-style-type: none"> • Implement a comprehensive sponsorship and non-tax revenue resource plan for series. Establish specific performance objectives.
Great Neighborhoods	09/07	Completed	<ul style="list-style-type: none"> • Evaluate and pursue opportunities to improve quality of performance events including site signage, amenity location, and visual experience.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none"> • Develop and implement a plan to manage emergency situations using NIMS principles.
Effective Government	06/09		<ul style="list-style-type: none"> • Develop alliances and partnerships needed for effective event management.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2005-06	2006-07	2007-08	2008-09
Average number of individuals attending River Rhythms concerts. (standard = 3000 per concert)	n/a	3,200	3,200	3,300
Percent of participants who are satisfied or very satisfied with the quality of the event. (standard = 80%)	n/a	90%	90%	90%
Number of youth participating in special events. (standard = 6,000)	n/a	7,500	7,500	7,500
Percent of sponsors satisfied or very satisfied with events. (standard = 75%)	n/a	90%	90%	90%
Percent of program costs recovered with non-tax revenues.	n/a	n/a	n/a	88%

STAFFING SUMMARY

FTE's	0	.330	.330	.330
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

202: Parks & Recreation
35: Parks

PROG 1412: Performance Series

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	-	12,462.62	14,300	14,300	16,000	11.89%
52001 Temporary Employees	-	124.81	1,400	1,400	500	-64.29%
53001 Overtime	-	1,085.74	-	-	100	0.00%
56001 Employer Paid Benefits	-	9,872.28	10,700	10,700	11,500	7.48%
Total Personnel Services	-	23,545.45	26,400	26,400	28,100	6.44%
Materials & Services						
60101 Contractual Services	-	5,147.78	-	-	-	0.00%
60102 Contractual: Booking agent	-	9,262.85	10,000	10,000	10,000	0.00%
60105 Contractual: Performers	-	36,940.00	70,000	70,000	72,000	2.86%
60106 Contractual: Port-a-pots	-	2,700.00	-	-	-	0.00%
60107 Contractual: Print framing	-	3,890.00	5,000	5,000	3,300	-34.00%
60108 Contractual: Sound	-	16,817.00	18,000	18,000	21,600	20.00%
60110 Contractual: Technicians	-	3,303.19	12,500	12,500	18,000	44.00%
60112 Contractual-Manpower	-	9,168.76	-	-	-	0.00%
60113 Contractual-Miscellaneous	-	720.34	8,000	8,000	1,500	-81.25%
60116 Contractual-Photographer	-	850.00	900	900	900	0.00%
60117 Contractual-Print Artist	-	550.00	1,300	1,300	-	-100.00%
60119 Contractual: Trash/Port-A-Pots	-	-	3,400	3,400	4,600	35.29%
61006 Advertising & Publications	-	727.38	1,000	1,000	1,000	0.00%
61012 Equipment Rental: Private	-	2,964.71	3,000	3,000	3,900	30.00%
61024 Materials & Supplies	-	5,026.08	10,000	10,000	6,000	-40.00%
61026 Meetings & Conferences	-	-	100	100	200	100.00%
61030 Personal Auto Reimbursement	-	607.25	300	300	600	100.00%
61032 Postage & Shipping	-	-	100	100	100	0.00%
61033 Printing & Binding	-	6,007.50	7,000	7,000	6,200	-11.43%
61039 Souvenir Expenses	-	3,400.92	1,300	1,300	1,700	30.77%
61057 Signage	-	620.00	1,700	1,700	7,200	323.53%
62214 Food Supplies	-	1,504.91	1,500	1,500	2,100	40.00%
63006 Power & Light	-	226.33	200	200	200	0.00%
66504 Licenses & Fees	-	1,206.80	1,500	1,500	1,500	0.00%
Total Materials & Services	-	111,641.80	156,800	156,800	162,600	3.70%
TOTAL EXPENDITURES	-	135,187.25	183,200	183,200	190,700	4.09%

PROGRAM NARRATIVE

**Parks & Recreation Fund: Urban Forestry (202-35-1419)
Responsible Manager/Title: Craig Carnagey, Parks and Facilities Manager**

FUNCTIONS AND RESPONSIBILITIES

- Provides maintenance of Albany’s Community Forest including planting, pruning, and removal of trees on public property.
- Duties include technical support related to urban vegetation for both Public Works and Community Development Departments.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Great Neighborhoods Effective Government	06/08	Completed	<ul style="list-style-type: none"> • Develop and implement Phase III of a street tree inventory.
Great Neighborhoods Effective Government	06/08	In Progress	<ul style="list-style-type: none"> • Implement a street right-of-way landscaping plan that includes enhancement of the downtown core, Waverly Drive, and 34th Avenue.
Budget Year 2008-2009			
Effective Government Great Neighborhoods	06/09		<ul style="list-style-type: none"> • Implement a street right-of-way landscaping plan that includes the enhancement of the downtown core, Waverly Drive, and 34th Avenue.
Effective Government	06/09		<ul style="list-style-type: none"> • Maintain tree inventory database and update.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of public trees pruned	n/a	n/a	1600	1900
Number of public trees planted	n/a	n/a	300	240
Number of public hazardous/nuisance trees removed annually	n/a	45	62	65
Number of customer service requests completed annually	n/a	n/a	576	600

STAFFING SUMMARY

FTE's	0	1.5	2.5	2.5
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

202: Parks & Recreation
35: Parks

PROG 1419: Urban Forestry

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	-	68,634.74	73,400	73,400	113,500	54.63%
52001 Temporary Employees	-	-	-	-	-	0.00%
53001 Overtime	-	459.17	500	500	500	0.00%
56001 Employer Paid Benefits	-	45,807.20	50,800	50,800	80,800	59.06%
Total Personnel Services	-	114,901.11	124,700	124,700	194,800	56.21%
Materials & Services						
60225 City Tree Inventory/Risk Assessment	-	15,274.00	15,000	15,000	-	-100.00%
60226 General Tree Services	-	51,808.99	40,000	50,000	37,000	-26.00%
61011 Education & Training	-	1,467.10	1,500	1,500	1,500	0.00%
61024 Materials & Supplies	-	17,476.66	15,000	32,500	17,000	-47.69%
61026 Meetings & Conferences	-	1,857.49	2,400	2,400	2,400	0.00%
61027 Memberships & Dues	-	495.00	500	500	500	0.00%
61028 Minor Equipment	-	623.15	1,500	1,500	1,500	0.00%
61030 Personal Auto Reimbursement	-	323.33	300	300	400	33.33%
61032 Postage & Shipping	-	20.15	100	100	100	0.00%
61033 Printing & Binding	-	62.49	100	100	100	0.00%
61040 Uniforms	-	1,230.40	1,300	1,300	2,000	53.85%
61041 Vehicle Fuel Charges	-	3,100.21	2,200	2,200	3,200	45.45%
62215 Park Trees	-	-	20,000	20,000	22,000	10.00%
62216 Developer Paid Street Trees	-	-	-	30,000	10,000	-66.67%
63009 Telephone	-	1,477.72	1,100	1,100	2,400	118.18%
65008 Maint: Communications Equipment	-	-	300	300	300	0.00%
65513 Vehicle Maintenance	-	1,267.97	900	900	1,500	66.67%
65526 Right of Way Landscaping Program	-	13,265.23	20,000	20,000	15,000	-25.00%
66011 Equipment Replacement	-	-	2,900	2,900	2,900	0.00%
66015 IT Equipment Replacement	-	200.00	800	800	-	-100.00%
66505 Physical Exams & Medicals	-	-	100	100	100	0.00%
66511 Flexible Spending Admin Fees	-	55.00	100	100	100	0.00%
67044 City Flower Program	-	-	-	-	12,000	0.00%
Total Materials & Services	-	110,004.89	126,100	183,600	132,000	-28.10%
TOTAL EXPENDITURES	-	224,906.00	250,800	308,300	326,800	6.00%

PROGRAM NARRATIVE

Parks & Recreation Fund: Parks SDC Projects (202-35-1500)
Responsible Manager/Title: Ed Hodney, Parks and Recreation Director

FUNCTIONS AND RESPONSIBILITIES

- Implement growth-related projects included in the 2006-2015 Parks & Recreation Master Plan through planning, acquisition, design, and construction of new parks and facilities.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Great Neighborhoods	04/08	Completed	<ul style="list-style-type: none"> • Initiate development of Oak Street Park with Boys & Girls Club.
Great Neighborhoods	10/07	Deferred to FY08/09	<ul style="list-style-type: none"> • Initiate construction of Timber Linn Park Improvements, Phase 1.
Great Neighborhoods	06/08	Deferred to FY09/10	<ul style="list-style-type: none"> • Complete design of Timberhill area park improvements.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none"> • Complete projects for FY08/09 listed in the CIP.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of acres of park land.	603	603	611	660
Number of acres of park land per 1000.	13.3	13.3	13.2	13.8

STAFFING SUMMARY

FTE's	.075	0	0	0
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

202: Parks & Recreation
35: Parks

PROG 1500: Park SDC Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41125 Parks SDC: Principal	3,508.89	6,031.15	-	-	-	0.00%
41126 Parks SDC: Interest	567.95	2,065.54	-	-	100,000	0.00%
41238 Parks Systems Development Charges	706,588.97	667,207.85	1,000,000	1,000,000	700,000	-30.00%
48010 Interest	103,082.12	154,062.90	100,000	100,000	-	-100.00%
Total General Revenues	813,747.93	829,367.44	1,100,000	1,100,000	800,000	-27.27%
Beginning Balance						
49905 Beginning Balance	2,547,304.00	2,768,773.00	1,727,100	1,727,100	867,300	-49.78%
Total Beginning Balance	2,547,304.00	2,768,773.00	1,727,100	1,727,100	867,300	-49.78%
TOTAL REVENUES	3,361,051.93	3,598,140.44	2,827,100	2,827,100	1,667,300	-41.02%
Personnel Services						
51001 Wages & Salaries	10,869.49	8,247.32	20,000	20,000	20,000	0.00%
56001 Employer Paid Benefits	5,454.81	4,567.02	8,000	8,000	10,000	25.00%
Total Personnel Services	16,324.30	12,814.34	28,000	28,000	30,000	7.14%
Materials & Services						
60101 Contractual Services	26,888.85	40,258.87	40,000	40,000	20,000	-50.00%
60211 Insurance & Bonds	435.39	112.99	400	400	500	25.00%
60213 Park Rec/Open Space Plan Update	15,231.71	-	-	-	-	0.00%
61006 Advertising & Publications	-	617.08	500	500	300	-40.00%
61007 Assessment Payments	46,582.97	-	-	-	-	0.00%
61010 Duplication & Fax	-	-	100	100	100	0.00%
61022 Credit Card Fees	6,071.55	5,845.02	5,000	5,000	5,000	0.00%
61024 Materials & Supplies	-	1,207.65	2,000	2,000	1,200	-40.00%
61032 Postage & Shipping	377.05	-	-	-	-	0.00%
63009 Telephone	595.98	701.62	1,700	1,700	400	-76.47%
66010 Central Service Charges	11,400.00	-	5,300	5,300	3,700	-30.19%
66013 GIS System Charges	16,296.00	28,600.00	26,000	26,000	26,700	2.69%
66014 Information Technology Services	3,096.00	-	-	-	-	0.00%
66020 Permit Tracking Services	6,385.00	7,700.00	8,500	8,500	8,800	3.53%
Total Materials & Services	133,360.50	85,043.23	89,500	89,500	66,700	-25.47%
Capital						
70011 Land Acquisition	300,331.00	-	1,500,000	1,500,000	-	-100.00%
72005 Lexington Park Development	142,263.76	75,184.15	-	-	-	0.00%
72017 Spring Meadows Park Development	-	63,435.44	100,000	100,000	-	-100.00%
72019 Timber Linn Improvements Ph 1a	-	-	500,000	500,000	-	-100.00%
72020 Timberhill Park Development	-	-	100,000	100,000	-	-100.00%
90012 Reserve: Capital Projects	-	-	359,600	359,600	95,600	-73.41%
Total Capital	442,594.76	138,619.59	2,559,600	2,559,600	95,600	-96.27%
Transfers Out						
91203 To Grants Fund	-	-	150,000	150,000	350,000	133.33%
91245 To Albany Station Pathway	-	-	-	-	25,000	0.00%
91255 To Parks Capital Imp Projects	-	-	-	-	1,100,000	0.00%
Total Transfers Out	-	-	150,000	150,000	1,475,000	883.33%
TOTAL EXPENDITURES	592,279.56	236,477.16	2,827,100	2,827,100	1,667,300	-41.02%

PROGRAM NARRATIVE

Parks and Recreation Fund: Senior Center Foundation (202-35-1506)
Responsible Manager/Title: Katie Nooshazar, Recreation Programs Manager

FUNCTIONS AND RESPONSIBILITIES

- Assist with coordination of activities and services offered by the senior groups using the Albany Senior Center.
 - Provide support and assistance to Senior Center staff to meet the needs of older citizens in Albany.
 - Provide funding that supports Senior Center programming for low income seniors.
 - Assist with planning and implementation of programs and special events.
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STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Great Neighborhoods	06/08	In Progress	<ul style="list-style-type: none">• Assist with two new events designed to reach young seniors.
Effective Government	12/07	In Progress	<ul style="list-style-type: none">• Assist with development and implementation of the volunteer management program. Create an updated volunteer manual and volunteer job description.
Effective Government	06/08	In Progress	<ul style="list-style-type: none">• Conduct a fund drive to support Phase 1 and 2 of the Senior Center Furnishings plan.
Budget Year 2008-2009			
Great Neighborhoods	12/08		<ul style="list-style-type: none">• Explore and make recommendations on a possible name change for the Senior Center.
Effective Government	6/09		<ul style="list-style-type: none">• Conduct a fund drive to support Phase 3 of the Senior Furnishings plan.
Effective Measurement	06/09		<ul style="list-style-type: none">• Meet monthly and make recommendations related to center operation.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

202: Parks & Recreation
35: Parks

PROG 1506: Senior Center Foundation
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43125 Gift Shop Revenue	-	5,053.52	6,500	6,500	6,500	0.00%
46100 Gifts & Donations	-	6,567.70	7,500	7,500	8,900	18.67%
47016 General Fundraising	-	1,250.00	500	500	800	60.00%
48010 Interest	-	91.35	100	100	100	0.00%
Total General Revenues	-	12,962.57	14,600	14,600	16,300	11.64%
Beginning Balance						
49905 Beginning Balance	-	-	900	900	-	-100.00%
Total Beginning Balance	-	-	900	900	-	-100.00%
TOTAL REVENUES	-	12,962.57	15,500	15,500	16,300	5.16%
Materials & Services						
60101 Contractual Services	-	193.55	500	500	300	-40.00%
61006 Advertising & Publications	-	-	300	300	300	0.00%
61024 Materials & Supplies	-	6,348.57	3,400	3,400	6,000	76.47%
61027 Memberships & Dues	-	60.00	100	100	100	0.00%
61032 Postage & Shipping	-	160.00	900	900	900	0.00%
61033 Printing & Binding	-	-	1,200	1,200	1,000	-16.67%
62207 Gift Shop Expenses	-	3,857.00	5,400	5,400	4,000	-25.93%
62213 Program Expenses	-	339.21	1,100	1,100	1,100	0.00%
62214 Food Supplies	-	1,071.12	2,600	2,600	2,600	0.00%
Total Materials & Services	-	12,029.45	15,500	15,500	16,300	5.16%
TOTAL EXPENDITURES	-	12,029.45	15,500	15,500	16,300	5.16%

PROGRAM NARRATIVE

Parks and Recreation Fund: Parks Capital Improvement Projects (202-35-1507)
Responsible Manager/Title: Ed Hodney, Parks and Recreation Director

FUNCTIONS AND RESPONSIBILITIES

- Implement capital improvement projects that are funded with revenue other than grants.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2008-2009 Effective Government	06/09		<ul style="list-style-type: none">• Complete CIP projects as scheduled in the FY08/09 CIP

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

Percent of scheduled CIP projects completed.	<u>2005-06</u> n/a	<u>2006-07</u> n/a	<u>2007-08</u> n/a	<u>2008-09</u> 75%
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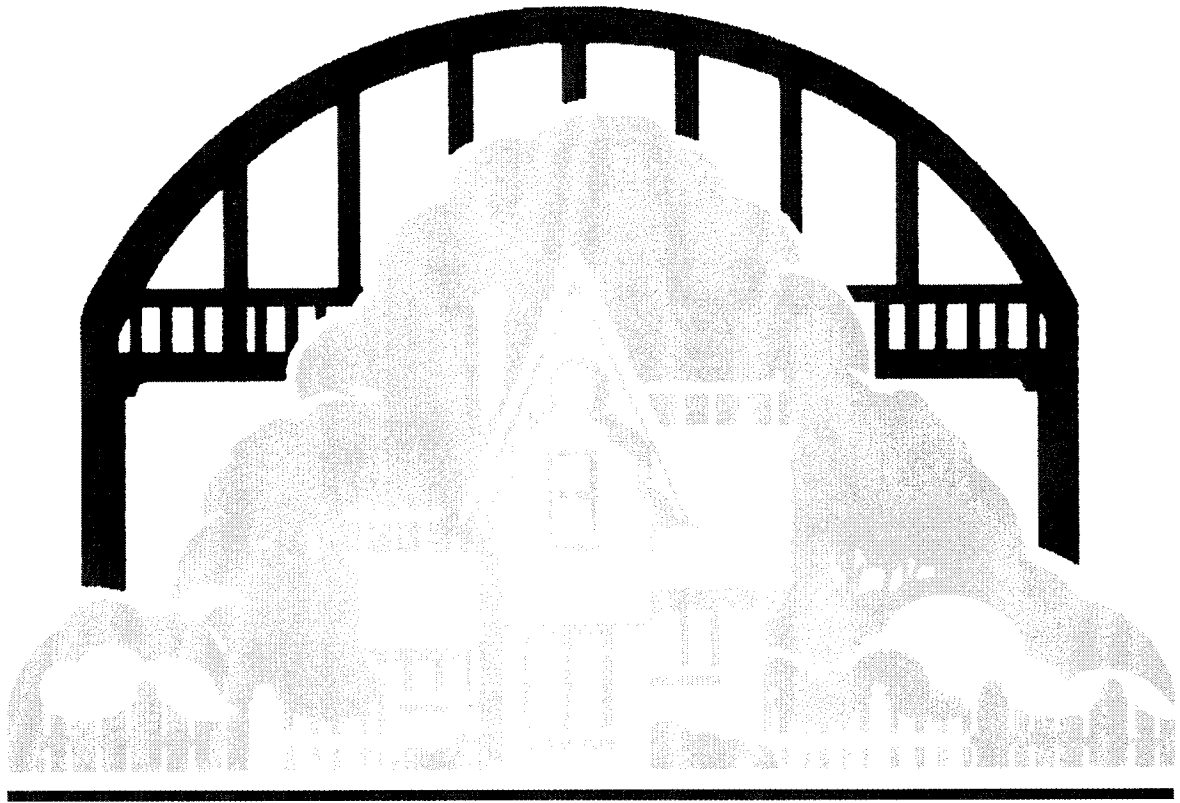
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

202: Parks & Recreation
35: Parks

PROG 1507: Parks Capital Improvement Program

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
46100 Gifts & Donations	-	-	-	-	125,000	0.00%
Total General Revenues	-	-	-	-	125,000	0.00%
Transfers In						
49039 From Parks SDC Program	-	-	-	-	1,100,000	0.00%
49059 From Parks Operating Revenues	-	-	-	-	67,000	0.00%
Total Transfers In	-	-	-	-	1,167,000	0.00%
TOTAL REVENUES	-	-	-	-	1,292,000	0.00%
Capital						
72019 Timber Linn Improvements Ph 1a	-	-	-	-	800,000	0.00%
72020 Timberhill Park Development	-	-	-	-	200,000	0.00%
72024 Eades Park	-	-	-	-	42,000	0.00%
72028 Tadena Picnic Shelters	-	-	-	-	49,000	0.00%
72029 Gibson Hill Picnic Shelters	-	-	-	-	52,000	0.00%
72030 Lexington Park Picnic Shelters	-	-	-	-	49,000	0.00%
72032 Draper Park Playground	-	-	-	-	100,000	0.00%
Total Capital	-	-	-	-	1,292,000	0.00%
TOTAL EXPENDITURES	-	-	-	-	1,292,000	0.00%



CITY OF
Albany

OFFICIAL RECORD



Grants Fund

Grant Descriptions

The Grants Fund receives monies from private citizens and agencies of local, state, and federal governments for various projects within the City.

The following grants have been budgeted for the 2008-2009 Budget Year:

911 Emergency Dispatch Grant (203-10-5000): The City receives a three percent telephone tax from the state of Oregon for emergency dispatch services which is used to contract with Linn County to provide 911 emergency dispatch services.

FAA Annual Capital Grant (203-16-5003): A new Federal FY 2008 FAA grant of \$150,000 will be used to improve airport facilities. There will be a beginning balance of \$190,000 from the Federal FY 2006 and 2007 FAA grants, which will be a carryover. The funding will be used for improving security fencing and drainage. Design work is underway with construction occurring in FY2008-2009. The required ten percent local match of \$38,000 will be transferred from the Albany Municipal Airport budget. CIP Project #1925

Title XIX Grant (203-16-5014): Grant proceeds are used to pay for nonmedical rides for the frail elderly and other eligible clients. Under present Federal budget proposals, the funding for this grant is expected to decrease.

Department of Justice Bulletproof Vest Grant (203-30-5008): Grant proceeds provide 50 percent matching funds to law enforcement agencies to purchase replacement bulletproof vests.

Teloh Calapooia Park Grant (203-35-5054): Funding from private foundation grants to replace playground equipment. These funds will be matched by the Parks and Recreation Fund and individual donations. It is expected to be completed by fall 2008.

Henderson Park Playground Grant (203-35-5055): Funding from Land and Water Conservation Fund to replace playground equipment.

OPRD Recreation Trails Grant (203-35-5058): Periwinkle Path and Bridge - A grant from the Oregon Parks and Recreation Department, along with Parks and Recreation Fund resources, to repair and/or replace deteriorated sections of the hike/bike path from Grand Prairie Park to Oak Street. The project includes the replacement of two pedestrian bridges along the path.

Private Foundation grants (203-35-5059): Pineway Park Playground Replacement - Provides for the replacement of existing, outdated playground equipment at Pineway Park.

OPRD Local Govt. Grant Fund (203-35-5060): Community Park Development - Provides for the initial development of a new community park in south Albany. Improvements include soccer fields, parking, utilities, and related facilities.

2007-2008 State Historic Preservation Office (SHPO) Historic Preservation Grant (203-40-5057): Proceeds are used for rehabilitation grants to owners of historic properties. The remainder will be used for professional services for outreach and educational activities associated with our preservation program.

2008-2009 State Historic Preservation Office Grant (203-40-5061): Proceeds will be used for rehabilitation grants to owners of historic properties. The remainder will be used for professional services for outreach and educational activities associated with the City's preservation program.

Grants Fund

Grant Descriptions

Library Foundation Grant (203-45-5032): Foundation grants are used to provide ongoing support to the Albany Public Library, with special focus on maintaining services and the facility at the Carnegie branch. Currently a basement renovation is being completed in phases.

Oregon Community Foundation (OCF) (203-45-5033): Investment earnings from this fund may be annually disbursed to enhance the objectives and services of Albany Public Library. This is a donor advised fund and disbursement is subject to OCF/donor policies.

Oregon State Library Grant (203-45-5034): Otherwise known as the Ready to Read Grant, this grant is used solely for the support of early childhood literacy endeavors within the Children's Department. The amount is determined by Census data regarding number of children in the library's service area.

Bike/Ped Improvement (203-50-5052): State grant proceeds for pedestrian islands on Santiam Highway and Pacific to improve pedestrian safety while crossing the highway.

GRANTS FUND
RESOURCE BUDGET DETAIL

Resources	2005-06 Actual	2006-07 Actual2007-08.....		2008-09 Adopted Budget	% Change from 2007-08	% of Fund Budget
			Adopted Budget	Revised Budget			
FAA Entitlement Proceeds	\$ 15,000	\$ 400,383	\$ 182,000	\$ 182,000	\$ 340,000	86.81%	11.86%
Non-Medical Medicaid Grant	14,553	10,100	15,000	15,000	16,000	6.67%	0.56%
Title XIX Grant	23,122	-	-	-	-	-	-
Bureau of Justice	6,707	6,480	1,100	1,100	12,500	1,036.36%	0.44%
Federal Transit Administration	216,409	-	-	-	-	-	-
FEMA Grant	5,711	-	-	-	-	-	-
OECD Department	144,659	14,617	-	-	-	-	-
Land & Water Conservation Fund	146,635	-	47,000	47,000	195,000	314.89%	6.80%
Oregon Department of Aviation	-	6,600	-	-	-	-	-
US Dept of Homeland Security	-	288,740	-	-	-	-	-
State of Oregon	202,567	271,219	529,000	594,000	1,090,900	83.65%	38.04%
State of Oregon - Lottery	-	34,030	-	-	-	-	-
Linn County Victim Impact Panel	7,720	-	-	-	-	-	-
Oregon Community Foundation	-	-	150,000	150,000	260,000	73.33%	9.07%
Private Foundation Grant	-	-	75,000	75,000	50,000	(33.33%)	1.74%
Albany Library Foundation	40,000	-	45,000	45,000	50,000	11.11%	1.74%
Gifts & Donations	201	-	-	-	290,000	-	10.11%
Miscellaneous Revenue	428	-	-	-	-	-	-
Interest	2,076	2,696	1,000	1,000	2,100	110.00%	0.07%
Total Current Resources	825,788	1,034,865	1,045,100	1,110,100	2,306,500	107.77%	80.43%
From Parks Fund	-	-	25,000	25,000	90,000	260.00%	3.14%
From Equipment Replacement	-	34,690	-	-	-	-	-
From Street Capital	-	-	-	15,000	-	(100.00%)	-
From Economic Development Fund	-	6,005	-	-	-	-	-
From Albany Municipal Airport	1,077	5,952	18,000	18,000	38,000	111.11%	1.33%
From Parks SDC Program	-	-	197,000	197,000	350,000	77.66%	12.21%
Total Transfers In	1,077	46,647	240,000	255,000	478,000	87.45%	16.68%
Beginning Balance	(300,401)	(90,694)	50,000	50,000	83,100	66.20%	2.89%
Totals	\$ 526,464	\$ 990,818	\$ 1,335,100	\$ 1,415,100	\$ 2,867,600	102.64%	100.00%

GRANTS FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
911 Emergency Dispatch	\$ 186,057	\$ 244,782	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
FAA Annual Capital Grant	143,712	366,807	200,000	200,000	378,000	378,000	378,000
Title XIX	-	20,681	15,100	15,100	16,000	16,000	16,000
DOJ Bulletproof Vest	-	6,480	1,100	1,100	12,500	12,500	12,500
Oak Street Park	-	-	400,000	400,000	-	-	-
Teloh Calapooia Park	-	-	100,000	100,000	45,000	45,000	45,000
Henderson Park Playground	-	-	94,000	94,000	70,000	70,000	70,000
Periwinkle Path and Bridge	-	-	-	-	160,000	160,000	160,000
Pineway Park Playground Equipment	-	-	-	-	100,000	100,000	100,000
Community Park Dev. Phase I	-	-	-	-	1,350,000	1,350,000	1,350,000
06-07 SHPO Historic Preservation	-	4,562	15,800	15,800	-	-	-
07-08 SHPO Historic Preservation	-	-	6,700	6,700	6,700	6,700	6,700
08-09 SHPO Historic Preservation	-	-	-	-	10,500	10,500	10,500
Library Foundation	6,630	19,129	95,800	95,800	126,500	126,500	126,500
Oregon Community Foundation	-	-	150,000	150,000	260,000	260,000	260,000
State Library Grant	9,040	3,799	6,600	6,600	10,400	10,400	10,400
ODOT Ped/Bike Improvement	-	-	-	80,000	72,000	72,000	72,000
Closed Grants	271,720	388,653	-	-	-	-	-
Total Requirements	\$ 617,159	\$1,054,893	\$1,335,100	\$1,415,100	\$2,867,600	\$2,867,600	\$2,867,600

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$ 16,000	\$ 16,000	\$ 16,000
Materials & Services	340,100	340,100	340,100
Capital	2,511,500	2,511,500	2,511,500
Totals	\$2,867,600	\$2,867,600	\$2,867,600

Adopted Requirements by Type	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
911 Emergency Dispatch	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000	8.72%
FAA Annual Capital Grant	-	-	378,000	-	-	378,000	13.18%
Title XIX	16,000	-	-	-	-	16,000	0.56%
DOJ Bulletproof Vest	-	12,500	-	-	-	12,500	0.44%
Teloh Calapooia Park	-	-	45,000	-	-	45,000	1.57%
Henderson Park Playground	-	-	70,000	-	-	70,000	2.44%
Periwinkle Path and Bridge	-	-	160,000	-	-	160,000	5.58%
Pineway Park Playground Equipment	-	-	100,000	-	-	100,000	3.49%
Community Park Dev. Phase I	-	-	1,350,000	-	-	1,350,000	47.08%
07-08 SHPO Historic Preservation	-	6,700	-	-	-	6,700	0.23%
08-09 SHPO Historic Preservation	-	10,500	-	-	-	10,500	0.37%
Library Foundation	-	-	126,500	-	-	126,500	4.41%
Oregon Community Foundation	-	50,000	210,000	-	-	260,000	9.07%
State Library Grant	-	10,400	-	-	-	10,400	0.36%
ODOT Ped/Bike Improvement	-	-	72,000	-	-	72,000	2.50%
Total Requirements	\$ 16,000	\$ 340,100	\$2,511,500	\$ -	\$ -	\$2,867,600	100.00%
Percent of Fund Budget	0.56%	11.86%	87.58%	-	-	100.00%	

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Title XIX Grant	0.750	0.250	0.375	0.375	0.375	0.375	0.375
Total FTEs	0.750	0.250	0.375	0.375	0.375	0.375	0.375

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

203: Grants
10: Finance

PROG 5000: 911 Emergency Dispatch
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42403 State of Oregon	186,057.43	244,781.52	250,000	250,000	250,000	0.00%
Total General Revenues	186,057.43	244,781.52	250,000	250,000	250,000	0.00%
TOTAL REVENUES	186,057.43	244,781.52	250,000	250,000	250,000	0.00%
Materials & Services						
60101 Contractual Services	186,057.43	244,781.52	250,000	250,000	250,000	0.00%
Total Materials & Services	186,057.43	244,781.52	250,000	250,000	250,000	0.00%
TOTAL EXPENDITURES	186,057.43	244,781.52	250,000	250,000	250,000	0.00%

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

203: Grants

16: Economic Development

PROG 5003: FAA Annual Capital Grant

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42001 FAA Entitlement Proceeds	15,000.00	400,383.00	182,000	182,000	340,000	86.81%
42022 Oregon Department of Aviation	-	6,600.00	-	-	-	0.00%
48010 Interest	-	-	-	-	-	0.00%
Total General Revenues	15,000.00	406,983.00	182,000	182,000	340,000	86.81%
Transfers In						
49033 From Albany Municipal Airport	1,076.81	5,951.93	18,000	18,000	38,000	111.11%
Total Transfers In	1,076.81	5,951.93	18,000	18,000	38,000	111.11%
Beginning Balance						
49905 Beginning Balance	(7,925.92)	(135,561.47)	-	-	-	0.00%
Total Beginning Balance	(7,925.92)	(135,561.47)	-	-	-	0.00%
TOTAL REVENUES	8,150.89	277,373.46	200,000	200,000	378,000	89.00%
Capital						
71003 Airport Security Fencing	67,368.00	31,182.71	-	-	-	0.00%
71004 New Taxiway (South Hangar)	61,377.93	284,075.46	-	-	-	0.00%
71006 Airport Security Lighting	14,966.43	51,549.29	-	-	-	0.00%
71013 Security Fence Improvements	-	-	-	-	130,000	0.00%
71014 Drainage Improvements	-	-	-	-	248,000	0.00%
90012 Reserve: Capital Projects	-	-	200,000	200,000	-	-100.00%
Total Capital	143,712.36	366,807.46	200,000	200,000	378,000	89.00%
TOTAL EXPENDITURES	143,712.36	366,807.46	200,000	200,000	378,000	89.00%

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

203: Grants
16: Economic Development

PROG 5014: Title XIX Grant

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42003 Non-Medical Medicaid Grant	-	10,099.89	15,000	15,000	16,000	6.67%
48010 Interest	-	-	100	100	-	-100.00%
Total General Revenues	-	10,099.89	15,100	15,100	16,000	5.96%
Beginning Balance						
49905 Beginning Balance	-	-	-	-	-	0.00%
Total Beginning Balance	-	-	-	-	-	0.00%
TOTAL REVENUES	-	10,099.89	15,100	15,100	16,000	5.96%
Personnel Services						
51001 Wages & Salaries	-	13,876.08	10,800	10,800	11,200	3.70%
52001 Temporary Employees	-	-	500	500	600	20.00%
56001 Employer Paid Benefits	-	6,288.65	3,800	3,800	4,200	10.53%
Total Personnel Services	-	20,164.73	15,100	15,100	16,000	5.96%
Materials & Services						
60101 Contractual Services	-	516.00	-	-	-	0.00%
Total Materials & Services	-	516.00	-	-	-	0.00%
TOTAL EXPENDITURES	-	20,680.73	15,100	15,100	16,000	5.96%

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

203: Grants
30: Police

PROG 5008: DOJ Bulletproof Vest

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42005 Bureau of Justice	-	6,479.59	1,100	1,100	12,500	1036.36%
Total General Revenues	-	6,479.59	1,100	1,100	12,500	1036.36%
TOTAL REVENUES	-	6,479.59	1,100	1,100	12,500	1036.36%
Materials & Services						
61040 Uniforms	-	6,479.59	1,100	1,100	12,500	1036.36%
Total Materials & Services	-	6,479.59	1,100	1,100	12,500	1036.36%
TOTAL EXPENDITURES	-	6,479.59	1,100	1,100	12,500	1036.36%

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

203: Grants
35: Parks

PROG 5054: Teloh Calapooia Playground Grant

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42823 Private Foundation Grant	-	-	75,000	75,000	-	-100.00%
48010 Interest	-	-	-	-	-	0.00%
Total General Revenues	-	-	75,000	75,000	-	-100.00%
Transfers In						
49005 From Parks Fund	-	-	25,000	25,000	45,000	80.00%
Total Transfers In	-	-	25,000	25,000	45,000	80.00%
TOTAL REVENUES	-	-	100,000	100,000	45,000	-55.00%
Capital						
72022 Teloh Calapooia Park Playground	-	-	100,000	100,000	45,000	-55.00%
Total Capital	-	-	100,000	100,000	45,000	-55.00%
TOTAL EXPENDITURES	-	-	100,000	100,000	45,000	-55.00%

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

203: Grants
35: Parks

PROG 5055: Henderson Playground Grant

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42020 Land & Water Conservation Fund	-	-	47,000	47,000	35,000	-25.53%
46100 Gifts & Donations	-	-	-	-	25,000	0.00%
48010 Interest	-	-	-	-	-	0.00%
Total General Revenues	-	-	47,000	47,000	60,000	27.66%
Transfers In						
49005 From Parks Fund	-	-	-	-	10,000	0.00%
49039 From Parks SDC Program	-	-	47,000	47,000	-	-100.00%
Total Transfers In	-	-	47,000	47,000	10,000	-78.72%
TOTAL REVENUES	-	-	94,000	94,000	70,000	-25.53%
Capital						
72016 Henderson Park Playground	-	-	94,000	94,000	70,000	-25.53%
Total Capital	-	-	94,000	94,000	70,000	-25.53%
TOTAL EXPENDITURES	-	-	94,000	94,000	70,000	-25.53%

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

203: Grants

35: Parks

PROG 5058: Periwinkle Path & Bridge
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42020 Land & Water Conservation Fund	-	-	-	-	160,000	0.00%
Total General Revenues	-	-	-	-	160,000	0.00%
TOTAL REVENUES	-	-	-	-	160,000	0.00%
Capital						
72025 Periwinkle Path & Bridge	-	-	-	-	160,000	0.00%
Total Capital	-	-	-	-	160,000	0.00%
TOTAL EXPENDITURES	-	-	-	-	160,000	0.00%

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

203: Grants
35: Parks

PROG 5059: Pineway Park Play Replace

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42823 Private Foundation Grant	-	-	-	-	50,000	0.00%
46100 Gifts & Donations	-	-	-	-	15,000	0.00%
Total General Revenues	-	-	-	-	65,000	0.00%
Transfers In						
49005 From Parks Fund	-	-	-	-	35,000	0.00%
Total Transfers In	-	-	-	-	35,000	0.00%
TOTAL REVENUES	-	-	-	-	100,000	0.00%
Capital						
72026 Pineway Park Play Replace	-	-	-	-	100,000	0.00%
Total Capital	-	-	-	-	100,000	0.00%
TOTAL EXPENDITURES	-	-	-	-	100,000	0.00%

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

203: Grants
35: Parks

PROG 5060: Community Park Dev. Phase I

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42403 State of Oregon	-	-	-	-	750,000	0.00%
46100 Gifts & Donations	-	-	-	-	250,000	0.00%
Total General Revenues	-	-	-	-	1,000,000	0.00%
Transfers In						
49039 From Parks SDC Program	-	-	-	-	350,000	0.00%
Total Transfers In	-	-	-	-	350,000	0.00%
TOTAL REVENUES	-	-	-	-	1,350,000	0.00%
Capital						
72027 Community Park Dev Ph 1	-	-	-	-	1,350,000	0.00%
Total Capital	-	-	-	-	1,350,000	0.00%
TOTAL EXPENDITURES	-	-	-	-	1,350,000	0.00%

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

203: Grants

40: Community Development

PROG 5057: 07-08 SHPO Historic Preservation Grant

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42403 State of Oregon	-	-	6,700	6,700	6,700	0.00%
48010 Interest	-	-	-	-	-	0.00%
Total General Revenues	-	-	6,700	6,700	6,700	0.00%
TOTAL REVENUES	-	-	6,700	6,700	6,700	0.00%
Materials & Services						
60101 Contractual Services	-	-	2,100	2,100	3,000	42.86%
61011 Education & Training	-	-	1,800	1,800	1,800	0.00%
61024 Materials & Supplies	-	-	100	100	100	0.00%
61033 Printing & Binding	-	-	2,400	2,400	1,500	-37.50%
61034 Professional Publications	-	-	300	300	300	0.00%
Total Materials & Services	-	-	6,700	6,700	6,700	0.00%
TOTAL EXPENDITURES	-	-	6,700	6,700	6,700	0.00%

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

203: Grants

40: Community Development

PROG 5061: 2008-09 SHPO Historic Preservation Grant
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42403 State of Oregon	-	-	-	-	10,500	0.00%
Total General Revenues	-	-	-	-	10,500	0.00%
TOTAL REVENUES	-	-	-	-	10,500	0.00%
Materials & Services						
60101 Contractual Services	-	-	-	-	3,800	0.00%
61011 Education & Training	-	-	-	-	800	0.00%
61024 Materials & Supplies	-	-	-	-	100	0.00%
61033 Printing & Binding	-	-	-	-	1,200	0.00%
61034 Professional Publications	-	-	-	-	100	0.00%
67025 Rehabilitation Grants	-	-	-	-	4,500	0.00%
Total Materials & Services	-	-	-	-	10,500	0.00%
TOTAL EXPENDITURES	-	-	-	-	10,500	0.00%

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

203: Grants
45: Library

PROG 5032: Library Foundation

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
46005 Albany Library Foundation	40,000.00	-	45,000	45,000	50,000	11.11%
48010 Interest	682.75	2,434.47	800	800	1,800	125.00%
Total General Revenues	40,682.75	2,434.47	45,800	45,800	51,800	13.10%
Beginning Balance						
49905 Beginning Balance	22,926.81	56,979.56	50,000	50,000	74,700	49.40%
Total Beginning Balance	22,926.81	56,979.56	50,000	50,000	74,700	49.40%
TOTAL REVENUES	63,609.56	59,414.03	95,800	95,800	126,500	32.05%
Materials & Services						
65086 Carnegie Library Maintenance Projects	6,630.00	-	-	-	-	0.00%
Total Materials & Services	6,630.00	-	-	-	-	0.00%
Capital						
70006 Building Improvements	-	19,128.81	95,800	50,800	126,500	149.02%
Total Capital	-	19,128.81	95,800	50,800	126,500	149.02%
Transfers Out						
91255 To Capital Rep. Fund-Carnegie Library	-	-	-	45,000	-	-100.00%
Total Transfers Out	-	-	-	45,000	-	-100.00%
TOTAL EXPENDITURES	6,630.00	19,128.81	95,800	95,800	126,500	32.05%

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

203: Grants
45: Library

PROG 5033: Oregon Community Foundation

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42820 Oregon Community Foundation	-	-	150,000	150,000	260,000	73.33%
48010 Interest	-	-	-	-	-	0.00%
Total General Revenues	-	-	150,000	150,000	260,000	73.33%
TOTAL REVENUES	-	-	150,000	150,000	260,000	73.33%
Materials & Services						
61024 Materials & Supplies	-	-	10,000	10,000	50,000	400.00%
Total Materials & Services	-	-	10,000	10,000	50,000	400.00%
Capital						
70005 Capital Equipment	-	-	140,000	140,000	210,000	50.00%
Total Capital	-	-	140,000	140,000	210,000	50.00%
TOTAL EXPENDITURES	-	-	150,000	150,000	260,000	73.33%

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

203: Grants
45: Library

PROG 5034: State Library Grant

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42403 State of Oregon	6,410.00	6,537.13	6,500	6,500	8,700	33.85%
48010 Interest	81.95	138.96	100	100	200	100.00%
Total General Revenues	6,491.95	6,676.09	6,600	6,600	8,900	34.85%
Beginning Balance						
49905 Beginning Balance	3,568.89	1,021.53	-	-	1,500	0.00%
Total Beginning Balance	3,568.89	1,021.53	-	-	1,500	0.00%
TOTAL REVENUES	10,060.84	7,697.62	6,600	6,600	10,400	57.58%
Materials & Services						
61024 Materials & Supplies	8,856.81	3,799.26	4,000	4,000	6,000	50.00%
61376 Library Books	182.50	-	2,600	2,600	4,400	69.23%
Total Materials & Services	9,039.31	3,799.26	6,600	6,600	10,400	57.58%
TOTAL EXPENDITURES	9,039.31	3,799.26	6,600	6,600	10,400	57.58%

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

203: Grants
50: Public Works

PROG 5052: ODOT Ped/Bike Improvement Grant

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42403 State of Oregon	-	-	-	65,000	65,000	0.00%
48010 Interest	-	-	-	-	100	0.00%
Total General Revenues	-	-	-	65,000	65,100	0.15%
Transfers In						
49019 From Street Capital	-	-	-	15,000	-	-100.00%
Total Transfers In	-	-	-	15,000	-	-100.00%
Beginning Balance						
49905 Beginning Balance	-	-	-	-	6,900	0.00%
Total Beginning Balance	-	-	-	-	6,900	0.00%
TOTAL REVENUES	-	-	-	80,000	72,000	-10.00%
Capital						
85017 ST-07-05 Ped/Bike Improvements	-	-	-	80,000	72,000	-10.00%
Total Capital	-	-	-	80,000	72,000	-10.00%
TOTAL EXPENDITURES	-	-	-	80,000	72,000	-10.00%

BUILDING INSPECTION FUND

RESOURCE BUDGET DETAIL

Resources	2005-06 Actual	2006-07 Actual2007-08.....		2008-09 Adopted Budget	% Change from 2007-08	% of Fund Budget
			Adopted Budget	Revised Budget			
Building Permit Surcharge	\$ 64,933	\$ 91,765	\$ 98,800	\$ 98,800	\$ 74,000	(25.10%)	4.10%
Master Electrical Permit	1,801	1,008	1,700	1,700	1,700	-	0.09%
Electrical Minor Labels	3,422	3,225	4,000	4,000	4,000	-	0.22%
Residential Permits	874,492	895,759	918,700	918,700	501,000	(45.47%)	27.78%
Commercial Permits	323,221	497,554	710,700	710,700	414,900	(41.62%)	23.00%
Land Use Plan Review Fee	13,225	13,100	13,300	13,300	9,300	(30.08%)	0.52%
Manufactured Home Set-up Fees	1,670	3,674	1,800	1,800	1,200	(33.33%)	0.07%
Fire Sprinkler Permits	5,034	10,117	6,400	6,400	4,500	(29.69%)	0.25%
Fire Sprinkler Plan Review	2,120	4,819	5,600	5,600	3,900	(30.36%)	0.22%
Parking Lot Permits	2,195	4,320	2,900	2,900	2,000	(31.03%)	0.11%
Parking Lot Plan Review	980	2,530	1,200	1,200	900	(25.00%)	0.05%
Residential Electrical Permits	134,785	180,243	162,000	162,000	160,800	(0.74%)	8.92%
Fire Alarm Permits	2,415	4,280	3,700	3,700	2,500	(32.43%)	0.14%
Fire Alarm Plan Review	1,190	1,680	1,600	1,600	1,100	(31.25%)	0.06%
Sign Permits	2,200	3,844	2,800	2,800	1,900	(32.14%)	0.11%
Document Imaging Fees	24,207	32,932	27,200	27,200	21,900	(19.49%)	1.21%
Miscellaneous Revenue	2,937	-	200	200	200	-	0.01%
Over & short	(10)	(44)	-	-	-	-	-
Interest	31,976	46,844	44,500	44,500	13,600	(69.44%)	0.75%
Total Current Resources	1,492,793	1,797,650	2,007,100	2,007,100	1,219,400	(39.25%)	67.61%
From General Fund	-	-	57,000	57,000	64,800	13.68%	3.59%
From Water Economic Developme	-	-	-	-	12,500	-	0.69%
From Sewer Economic Developme	-	-	-	-	12,500	-	0.69%
From Building Inspection	-	-	-	-	12,900	-	0.72%
Total Transfers In	-	-	57,000	57,000	102,700	80.18%	5.69%
Beginning Balance	883,925	896,754	860,000	860,000	481,500	(44.01%)	26.70%
Totals	\$2,376,718	\$2,694,404	\$2,924,100	\$2,924,100	\$1,803,600	(38.32%)	100.00%

BUILDING INSPECTION FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Building Inspection	\$1,315,012	\$1,589,413	\$2,684,800	\$2,684,800	\$1,518,800	\$1,518,800	\$1,518,800
Electrical Permit Program	164,950	166,318	182,300	182,300	182,100	182,100	182,100
ADA Code Enforcement	-	-	30,000	30,000	67,900	67,900	67,900
Development Code Enforcement	-	-	27,000	27,000	34,800	34,800	34,800
Total Requirements	\$1,479,962	\$1,755,731	\$2,924,100	\$2,924,100	\$1,803,600	\$1,803,600	\$1,803,600

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$1,148,400	\$1,148,400	\$1,148,400
Materials & Services	642,300	642,300	642,300
Transfers Out	12,900	12,900	12,900
Totals	\$1,803,600	\$1,803,600	\$1,803,600

Adopted Requirements by Type	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Building Inspection	\$ 910,000	\$ 595,900	\$ -	\$ 12,900	\$ -	\$1,518,800	84.21%
Electrical Permit Program	145,300	36,800	-	-	-	182,100	10.10%
ADA Code Enforcement	67,600	300	-	-	-	67,900	3.76%
Development Code Enforcement	25,500	9,300	-	-	-	34,800	1.93%
Total Requirements	\$1,148,400	\$ 642,300	\$ -	\$ 12,900	\$ -	\$1,803,600	100.00%
Percent of Fund Budget	63.67%	35.61%	-	0.72%	-	100.00%	

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Building Inspection	12.000	12.500	14.500	14.500	14.500	14.500	14.500
Electrical Permit Program	1.500	1.500	1.500	1.500	1.500	1.500	1.500
ADA Code Enforcement	-	-	-	-	1.000	1.000	1.000
Total FTEs	13.500	14.000	16.000	16.000	17.000	17.000	17.000

PROGRAM NARRATIVE

BUILDING INSPECTION: BUILDING INSPECTION PROGRAM (204-40-1602)

Responsible Manager/Title: Melanie Adams, Interim Building Official

FUNCTIONS AND RESPONSIBILITIES

- Protect public health and safety through enforcement of the state building codes, which enhance the community's quality of life.
- Monitor state legislation and administrative rule-making and implement new requirements that result from new legislative action. Provide information to the public regarding construction code standards and updates.
- Conduct field inspections upon request, checking compliance with applicable municipal codes and state building codes.
- Participate in the development review process and in Downtown Revitalization efforts.
- Assist the public with information relevant to the City's building and development codes both in person and by telephone with a courteous and helpful attitude.
- Administer the Building Inspection Program in a self-sufficient manner. Use the operational plan approved by the state as the standard to include fire life safety plan review and inspections for new construction.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
An Effective Government	6/08	Completed	<ul style="list-style-type: none"> • Digitize plans for 300 completed projects and 500 address packets and post images to permit tracking system.
	2/08	In Progress	<ul style="list-style-type: none"> • Assess needs and make proposal for building permit fee increases.
Budget Year 2008-2009			
An Effective Government	3/09		<ul style="list-style-type: none"> • Create and implement a process for streamlining permitting and inspection for commercial and large-scale residential projects.
A Safe City	6/09		<ul style="list-style-type: none"> • Complete training for all inspection staff in Incident Command/Disaster Response procedures.
An Effective Government	12/08		<ul style="list-style-type: none"> • Develop and distribute customer satisfaction survey.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Total permits issued.	4574	4653	3552	3600
New construction permits issued.	476	467	266	275
New single family residence permits issued.	417	374	189	190
New construction value (in millions of dollars).	70.6	116.2	59.5	60
Percent of inspections performed according to policy framework.	98%	98%	98%	98%
Number of investigations performed for work being done without a permit.	150	150	250	250
Percentage of completed projects that had plans digitized and linked to the permit-tracking system through Laserfiche.	55%	45%	90%	90%

STAFFING SUMMARY

FTEs	12	12.5	14.5	14.5
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CITY OF
Albany

ALBANY, NEW YORK

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

204: Building Inspection
40: Community Development

PROG 1602: Building Inspection

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41005 Building Permit Surcharge	54,660.14	76,485.53	84,500	84,500	60,000	-28.99%
41008 Residential Permits	874,491.66	895,758.64	918,700	918,700	501,000	-45.47%
41009 Commercial Permits	323,220.58	497,554.23	710,700	710,700	414,900	-41.62%
41010 Land Use Plan Review Fee	13,225.00	13,100.00	13,300	13,300	9,300	-30.08%
41011 Manufactured Home Set-up Fees	1,670.00	3,674.00	1,800	1,800	1,200	-33.33%
41012 Fire Sprinkler Permits	5,034.00	10,117.18	6,400	6,400	4,500	-29.69%
41013 Fire Sprinkler Plan Review	2,120.00	4,819.00	5,600	5,600	3,900	-30.36%
41014 Parking Lot Permits	2,194.98	4,319.55	2,900	2,900	2,000	-31.03%
41015 Parking Lot Plan Review	980.07	2,530.38	1,200	1,200	900	-25.00%
41018 Fire Alarm Permits	2,415.00	4,280.00	3,700	3,700	2,500	-32.43%
41019 Fire Alarm Plan Review	1,190.00	1,680.00	1,600	1,600	1,100	-31.25%
41021 Sign Permits	2,199.56	3,843.65	2,800	2,800	1,900	-32.14%
41022 Document Imaging Fees	24,187.00	32,661.19	26,900	26,900	21,200	-21.19%
47012 Miscellaneous Revenue	2,937.46	-	200	200	200	0.00%
47013 Over & short	(10.29)	(43.95)	-	-	-	0.00%
48010 Interest	32,303.69	46,621.67	44,500	44,500	12,700	-71.46%
Total General Revenues	1,342,818.85	1,597,401.07	1,824,800	1,824,800	1,037,300	-43.16%
Beginning Balance						
49905 Beginning Balance	880,497.00	908,304.00	860,000	860,000	481,500	-44.01%
Total Beginning Balance	880,497.00	908,304.00	860,000	860,000	481,500	-44.01%
TOTAL REVENUES	2,223,315.85	2,505,705.07	2,684,800	2,684,800	1,518,800	-43.43%
Personnel Services						
51001 Wages & Salaries	471,338.59	538,337.59	784,100	784,100	604,700	-22.88%
52001 Temporary Employees	85.40	-	-	-	27,500	0.00%
53001 Overtime	15,830.45	13,133.93	16,600	16,600	15,000	-9.64%
56001 Employer Paid Benefits	261,589.93	299,884.48	417,300	417,300	262,800	-37.02%
Total Personnel Services	748,844.37	851,356.00	1,218,000	1,218,000	910,000	-25.29%
Materials & Services						
60100 Document Imaging	37,732.07	18,545.55	27,700	27,700	500	-98.19%
60101 Contractual Services	145,560.99	244,677.52	155,000	155,000	129,500	-16.45%
60201 Space Rental	38,700.00	45,330.10	53,900	53,900	53,900	0.00%
60211 Insurance & Bonds	3,265.64	3,841.07	4,200	4,200	4,900	16.67%
61006 Advertising & Publications	-	310.10	400	400	1,000	150.00%
61009 Car & Unreimbursed Expenses	383.32	18.89	-	-	-	0.00%
61010 Duplication & Fax	3,556.64	4,574.38	4,500	4,500	4,500	0.00%
61011 Education & Training	8,404.10	10,897.75	14,600	14,600	15,000	2.74%
61022 Credit Card Fees	10,558.47	16,140.27	15,500	15,500	18,000	16.13%
61024 Materials & Supplies	16,716.45	22,388.89	17,100	17,100	15,000	-12.28%
61026 Meetings & Conferences	2,740.90	3,730.04	3,900	3,900	5,000	28.21%
61027 Memberships & Dues	1,325.00	430.00	900	900	1,000	11.11%
61028 Minor Equipment	16,807.07	17,674.77	3,500	3,500	3,500	0.00%
61030 Personal Auto Reimbursement	9,346.96	11,748.96	12,000	12,000	12,000	0.00%
61032 Postage & Shipping	539.81	587.14	500	500	500	0.00%
61033 Printing & Binding	2,964.25	2,322.31	2,800	2,800	3,000	7.14%
61034 Professional Publications	1,362.58	3,181.10	2,200	2,200	2,200	0.00%
61038 Software	3,277.53	672.42	2,600	2,600	2,600	0.00%
63009 Telephone	9,555.09	13,092.83	14,700	14,700	11,100	-24.49%
65015 Maint: Office Equipment	-	-	100	100	1,000	900.00%
65513 Vehicle Maintenance	2,044.09	452.62	1,700	1,700	1,700	0.00%
66010 Central Service Charges	77,300.00	114,800.00	79,300	79,300	106,000	33.67%

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

204: Building Inspection
40: Community Development

PROG 1602: Building Inspection

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Materials & Services						
66013 GIS System Charges	18,300.00	30,600.00	26,000	26,000	26,700	2.69%
66014 Information Technology Services	38,311.80	55,300.00	55,600	55,600	69,500	25.00%
66015 IT Equipment Replacement	353.38	-	7,800	7,800	7,800	0.00%
66020 Permit Tracking Services	29,723.00	34,900.00	38,200	38,200	39,600	3.66%
66509 Title Search/Process Service	-	200.00	200	200	300	50.00%
66511 Flexible Spending Admin Fees	198.00	110.00	300	300	100	-66.67%
67015 State Building Permit Surcharge	60,769.78	81,529.55	84,500	84,500	60,000	-28.99%
Total Materials & Services	539,796.92	738,056.26	629,700	629,700	595,900	-5.37%
Capital						
70005 Capital Equipment	8,771.00	-	-	-	-	0.00%
Total Capital	8,771.00	-	-	-	-	0.00%
Transfers Out						
91215 To GIS Fund	17,600.00	-	-	-	-	0.00%
91256 To ADA Code Enforcement	-	-	-	-	12,900	0.00%
Total Transfers Out	17,600.00	-	-	-	12,900	0.00%
Contingencies						
99005 Contingencies	-	-	837,100	837,100	-	-100.00%
Total Contingencies	-	-	837,100	837,100	-	-100.00%
TOTAL EXPENDITURES	1,315,012.29	1,589,412.26	2,684,800	2,684,800	1,518,800	-43.43%

PROGRAM NARRATIVE

BUILDING INSPECTION: ELECTRICAL PERMIT PROGRAM (204-40-1603)

Responsible Manager/Title: Melanie Adams, Interim Building Official

FUNCTIONS AND RESPONSIBILITIES

- Protect public health and safety through enforcement of the state building codes, which enhance the community’s quality of life.
- Participate in pre-development and site plan review process as needed.
- Attend necessary training sessions to obtain code change credits and continuing education credits required to maintain certifications.
- Assist the public with information relevant to the City’s electrical code requirements, both in person and by telephone with a courteous and helpful attitude.
- Administer the Electrical Inspection Program using the operational plan approved by the state as the standard.
- Conduct electrical inspections upon request, checking compliance with applicable municipal codes and state building codes.
- Pursue abatement of electrical hazards on private property on a complaint basis.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
An Effective Government	2/08	In Progress	<ul style="list-style-type: none"> • Assess needs and make a proposal for electrical permit fee increases.
Budget Year 2008-2009			
An Effective Government	3/09		<ul style="list-style-type: none"> • Create and implement a process for streamlining electrical permitting and inspection for commercial and large-scale residential projects.
A Safe City	6/09		<ul style="list-style-type: none"> • Complete training for all inspection staff in Incident Command/disaster response procedures.
An Effective Government	12/08		<ul style="list-style-type: none"> • Develop and distribute customer satisfaction survey.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of electrical permits issued (new, additions, and alterations).	1423	1328	1182	1100
Percent of inspections performed according to policy framework.	98%	98%	98%	98%
Number of investigations performed for work being done without a permit.	150	150	150	150

STAFFING SUMMARY

FTEs	1.5	1.5	1.5	1.5
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

204: Building Inspection
40: Community Development

PROG 1603: Electrical Permit Program

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41005 Building Permit Surcharge	10,273.00	15,278.78	14,300	14,300	14,000	-2.10%
41006 Master Electrical Permit	1,800.57	1,007.50	1,700	1,700	1,700	0.00%
41007 Electrical Minor Labels	3,421.71	3,225.00	4,000	4,000	4,000	0.00%
41016 Residential Electrical Permits	134,785.03	180,242.79	162,000	162,000	160,800	-0.74%
41022 Document Imaging Fees	19.50	270.80	300	300	700	133.33%
48010 Interest	(327.85)	221.74	-	-	900	0.00%
Total General Revenues	149,971.96	200,246.61	182,300	182,300	182,100	-0.11%
Beginning Balance						
49905 Beginning Balance	3,428.00	(11,550.00)	-	-	-	0.00%
Total Beginning Balance	3,428.00	(11,550.00)	-	-	-	0.00%
TOTAL REVENUES	153,399.96	188,696.61	182,300	182,300	182,100	-0.11%
Personnel Services						
51001 Wages & Salaries	85,187.17	84,618.84	91,000	91,000	93,000	2.20%
53001 Overtime	327.00	436.31	600	600	300	-50.00%
56001 Employer Paid Benefits	44,429.99	48,017.93	50,500	50,500	52,000	2.97%
Total Personnel Services	129,944.16	133,073.08	142,100	142,100	145,300	2.25%
Materials & Services						
60211 Insurance & Bonds	1,305.92	338.92	400	400	500	25.00%
61011 Education & Training	150.00	-	1,000	1,000	200	-80.00%
61022 Credit Card Fees	4,099.01	5,895.92	7,700	7,700	5,000	-35.06%
61024 Materials & Supplies	250.99	17.50	300	300	100	-66.67%
61027 Memberships & Dues	90.00	-	500	500	200	-60.00%
61030 Personal Auto Reimbursement	1,893.91	1,086.02	3,500	3,500	2,200	-37.14%
61032 Postage & Shipping	107.74	-	100	100	100	0.00%
61033 Printing & Binding	37.84	32.78	100	100	100	0.00%
61034 Professional Publications	-	-	2,000	2,000	300	-85.00%
63009 Telephone	398.94	289.02	700	700	200	-71.43%
66010 Central Service Charges	16,600.00	12,900.00	10,700	10,700	10,700	0.00%
66014 Information Technology Services	-	-	-	-	3,200	0.00%
66015 IT Equipment Replacement	96.00	-	-	-	-	0.00%
66020 Permit Tracking Services	2,202.00	2,100.00	2,400	2,400	-	-100.00%
67015 State Building Permit Surcharge	7,773.44	10,583.87	10,800	10,800	14,000	29.63%
Total Materials & Services	35,005.79	33,244.03	40,200	40,200	36,800	-8.46%
TOTAL EXPENDITURES	164,949.95	166,317.11	182,300	182,300	182,100	-0.11%

PROGRAM NARRATIVE

BUILDING INSPECTION: ADA CODE ENFORCEMENT (204-40-1607)

Responsible Manager/Title: Melanie Adams, Interim Building Official

FUNCTIONS AND RESPONSIBILITIES

- Protect public health and safety through enforcement of the state building codes, which enhance the community’s quality of life.
- Investigate complaints and abate code violations relating to the Americans with Disabilities Act and state disability access requirements.
- Conduct field inspections upon request, checking compliance with applicable state building codes and the Americans with Disabilities Act guidelines.
- Assist the public with information relevant to the Americans with Disabilities Act and state disability access requirements both in person and by telephone with a courteous and helpful attitude.
- Assist the City with information and services relevant to the Americans with Disabilities Act and state disability access requirements.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
A Safe City	6/08	In Progress	<ul style="list-style-type: none"> • Survey properties serving the public and establish a list for ADA/Disability access compliance priorities.
Budget Year 2008-2009			
A Safe City	6/09		<ul style="list-style-type: none"> • Achieve ICC Disability Access Inspector certification for two inspectors.
A Safe City	9/08		<ul style="list-style-type: none"> • Complete review of all City bus stops for compliance with ADA/disability access standards.
An Effective Government	6/09		<ul style="list-style-type: none"> • Create and distribute public information piece describing services available through program.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of parking lots reviewed for disability access compliance.	n/a	n/a	12	12
Number of City facilities reviewed for compliance with ADA.	n/a	n/a	12	12
Number of disability access-related training sessions provided to staff and/or contractors.	n/a	n/a	2	4
Percent of inspections performed according to policy framework.	n/a	n/a	98%	98%

STAFFING SUMMARY

FTEs	0	0	0	1
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

204: Building Inspection
40: Community Development

PROG 1607: ADA Code Enforcement
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Transfers In						
49015 From General Fund	-	-	30,000	30,000	30,000	0.00%
49028 From Water Economic Development	-	-	-	-	12,500	0.00%
49029 From Sewer Economic Development	-	-	-	-	12,500	0.00%
49059 From Building Inspection	-	-	-	-	12,900	0.00%
Total Transfers In	-	-	30,000	30,000	67,900	126.33%
TOTAL REVENUES	-	-	30,000	30,000	67,900	126.33%
Personnel Services						
51001 Wages & Salaries	-	-	16,000	16,000	43,000	168.75%
56001 Employer Paid Benefits	-	-	5,000	5,000	24,600	392.00%
Total Personnel Services	-	-	21,000	21,000	67,600	221.90%
Materials & Services						
60101 Contractual Services	-	-	6,000	6,000	-	-100.00%
61024 Materials & Supplies	-	-	1,000	1,000	100	-90.00%
61030 Personal Auto Reimbursement	-	-	2,000	2,000	200	-90.00%
Total Materials & Services	-	-	9,000	9,000	300	-96.67%
TOTAL EXPENDITURES	-	-	30,000	30,000	67,900	126.33%

PROGRAM NARRATIVE

BUILDING INSPECTION: DEVELOPMENT CODE ENFORCEMENT (204-40-1608)

Responsible Manager/Title: Melanie Adams, Interim Building Official

FUNCTIONS AND RESPONSIBILITIES

- Protect public health and safety through enforcement of the state building codes and local codes, which enhance the community's quality of life.
- Investigate complaints and abate code violations relating to the City of Albany's Development Code and Municipal Code.
- Conduct field inspections upon request, checking compliance with applicable City of Albany Development Code provisions.
- Assist the public with information relevant to the City's building, development, and municipal codes, both in person and by telephone with a courteous and helpful attitude.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
A Safe City	6/08	In Progress	<ul style="list-style-type: none"> • Abate remaining three contaminated drug lab properties.
Budget Year 2008-2009			
An Effective Government	6/09		<ul style="list-style-type: none"> • Reduce overall case resolution time by 10%.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of new Development Code and Municipal Code compliance cases opened.	n/a	72	75	75
Number of Development Code and Municipal Code compliance cases closed.	n/a	57	50	50
Number of sign-related Development Code compliance cases opened.	n/a	n/a	250	50
Number of sign-related Development Code cases closed.	n/a	n/a	235	50

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

204: Building Inspection
40: Community Development

PROG 1608: Development Code Enforcement

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Transfers In						
49015 From General Fund	-	-	27,000	27,000	34,800	28.89%
Total Transfers In	-	-	27,000	27,000	34,800	28.89%
TOTAL REVENUES	-	-	27,000	27,000	34,800	28.89%
Personnel Services						
51001 Wages & Salaries	-	-	13,500	13,500	19,500	44.44%
56001 Employer Paid Benefits	-	-	4,200	4,200	6,000	42.86%
Total Personnel Services	-	-	17,700	17,700	25,500	44.07%
Materials & Services						
60101 Contractual Services	-	-	6,000	6,000	6,000	0.00%
61024 Materials & Supplies	-	-	1,300	1,300	1,300	0.00%
61030 Personal Auto Reimbursement	-	-	2,000	2,000	2,000	0.00%
Total Materials & Services	-	-	9,300	9,300	9,300	0.00%
TOTAL EXPENDITURES	-	-	27,000	27,000	34,800	28.89%



CITY OF
Albany

OFFICE OF THE CITY CLERK



RISK MANAGEMENT FUND
RESOURCE BUDGET DETAIL

RESOURCES	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Departmental Charges	\$ 599,967	\$ 593,229	\$ 500,000	\$ 500,000	\$ 430,000	(14.00%)	21.61%
Interest	79,153	33,153	35,000	35,000	60,000	71.43%	3.02%
Total Current Resources	679,120	626,382	535,000	535,000	490,000	(8.41%)	24.63%
Beginning Balance	1,700,305	384,677	920,000	920,000	1,500,000	63.04%	75.37%
Totals	\$2,379,425	\$1,011,059	\$1,455,000	\$1,455,000	\$1,990,000	36.77%	100.00%

REQUIREMENT SUMMARIES

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Risk Management	\$1,994,748	\$ -	\$1,455,000	\$1,455,000	\$1,990,000	\$1,990,000	\$1,990,000
Total Requirements	\$1,994,748	\$ -	\$1,455,000	\$1,455,000	\$1,990,000	\$1,990,000	\$1,990,000

Expenditure Type	Proposed	Approved	Adopted
Materials & Services	\$1,990,000	\$1,990,000	\$1,990,000
Totals	\$1,990,000	\$1,990,000	\$1,990,000

Adopted Requirements by Type	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Risk Management	\$ -	\$1,990,000	\$ -	\$ -	\$ -	\$1,990,000	100.00%
Total Requirements	\$ -	\$1,990,000	\$ -	\$ -	\$ -	\$1,990,000	100.00%
Percent of Fund Budget	-	100.00%	-	-	-	100.00%	

PROGRAM NARRATIVE

RISK MANAGEMENT FUND: RISK MANAGEMENT (208-10-1005)
Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This Program accumulates funds to mitigate risk factors and provide financial protection for deductible payments and liability exposure.
- Accumulated fund balance over time will be used to reduce the impact to departments for potential PERS and insurance liability increases.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

208: Risk Management
10: Finance

PROG 1005: Risk Management Reserve

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43801 Departmental Charges	599,966.85	593,229.22	500,000	500,000	430,000	-14.00%
48010 Interest	79,152.93	33,153.14	35,000	35,000	60,000	71.43%
Total General Revenues	679,119.78	626,382.36	535,000	535,000	490,000	-8.41%
Beginning Balance						
49905 Beginning Balance	1,700,305.00	384,677.00	920,000	920,000	1,500,000	63.04%
Total Beginning Balance	1,700,305.00	384,677.00	920,000	920,000	1,500,000	63.04%
TOTAL REVENUES	2,379,424.78	1,011,059.36	1,455,000	1,455,000	1,990,000	36.77%
Materials & Services						
61008 Attorney Legal Fees	(5,251.90)	-	-	-	-	0.00%
69016 Reserve: Risk Management	-	-	1,455,000	1,455,000	1,990,000	36.77%
Total Materials & Services	(5,251.90)	-	1,455,000	1,455,000	1,990,000	36.77%
Transfers Out						
91205 To Capital Replacement	2,000,000.00	-	-	-	-	0.00%
Total Transfers Out	2,000,000.00	-	-	-	-	0.00%
TOTAL EXPENDITURES	1,994,748.10	-	1,455,000	1,455,000	1,990,000	36.77%

ECONOMIC DEVELOPMENT FUND
RESOURCE BUDGET DETAIL

Resources	2005-06 Actual	2006-07 Actual2007-08.....		2008-09 Adopted Budget	% Change from 2007-08	% of Fund Budget
			Adopted Budget	Revised Budget			
Transient Room Tax	\$ 354,502	\$ 459,569	\$ 437,800	\$ 437,800	\$ 519,200	18.59%	31.82%
Charges for Services	-	12,300	-	-	-	-	-
Airport: Fuel	87,868	125,224	110,000	110,000	138,100	25.55%	8.46%
Airport: Tie Down Fees	7,538	5,497	7,000	7,000	12,000	71.43%	0.74%
Airport: Lease	14,518	17,076	27,000	27,000	24,000	(11.11%)	1.47%
Fixed Base Operator Revenues	18,095	18,000	18,000	18,000	18,000	-	1.10%
Space Rental	18,000	-	18,000	18,000	27,000	50.00%	1.65%
Gifts & Donations	-	10,000	-	-	-	-	-
Dayton Hudson Corp (Target)	31,394	35,125	34,200	34,200	33,300	(2.63%)	2.04%
Miscellaneous Revenue	116	-	-	-	-	-	-
Land Sales	-	313,958	-	-	-	-	-
Interest	11,201	13,141	13,500	13,500	13,300	(1.48%)	0.82%
Total Current Resources	543,232	1,009,890	665,500	665,500	784,900	17.94%	48.10%
From General Fund	20,600	25,000	25,000	25,000	-	(100.00%)	-
From CARA Program	98,200	115,400	115,400	115,400	115,400	-	7.07%
From Water Economic Development	20,600	25,000	25,000	25,000	25,000	-	1.53%
From Sewer Economic Development	20,600	25,000	25,000	25,000	25,000	-	1.53%
From Albany Municipal Airport	-	50,000	50,000	50,000	50,000	-	3.06%
From OCRA Program	-	-	-	-	25,500	-	1.56%
Total Transfers In	160,000	240,400	240,400	240,400	240,900	0.21%	14.75%
Beginning Balance	306,533	417,909	469,300	484,300	605,900	25.11%	37.15%
Totals	\$1,009,765	\$1,668,199	\$1,375,200	\$1,390,200	\$1,631,700	17.37%	100.00%

Budget Note

CARA-Central Albany Revitalization Area

OCRA-Oak Creek Revitalization Area

**ECONOMIC DEVELOPMENT FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Target Utilities	\$ 35,511	\$ 39,731	\$ 58,600	\$ 58,600	\$ 54,100	\$ 54,100	\$ 54,100
Economic Development							
Activities	418,311	709,158	793,200	808,200	887,600	887,600	887,600
Albany Municipal Airport	138,036	237,225	523,400	523,400	690,000	690,000	690,000
Total Requirements	\$ 591,858	\$ 986,114	\$ 1,375,200	\$ 1,390,200	\$ 1,631,700	\$ 1,631,700	\$ 1,631,700

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$ 373,000	\$ 346,300	\$ 346,300
Materials & Services	815,600	842,300	842,300
Capital	301,000	301,000	301,000
Transfers Out	88,000	88,000	88,000
Debt Service	54,100	54,100	54,100
Totals	\$ 1,631,700	\$ 1,631,700	\$ 1,631,700

Adopted Requirements by Type	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency	Adopted Budget
Target Utilities	\$ -	\$ -	\$ -	\$ -	\$ 54,100	\$ -	\$ 54,100
Economic Development							
Activities	346,300	541,300	-	-	-	-	887,600
Albany Municipal Airport	-	301,000	301,000	88,000	-	-	690,000
Total Requirements	\$ 346,300	\$ 842,300	\$ 301,000	\$ 88,000	\$ 54,100	\$ -	\$ 1,631,700
Percent of Fund Budget	21.22%	51.62%	18.45%	5.39%	3.32%	-	100.00%

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Economic Development							
Activities	2.000	2.585	2.585	2.585	2.585	2.585	2.585
Total FTEs	2.000	2.585	2.585	2.585	2.585	2.585	2.585

Adopted Budget Percent of Fund Budget	Adopted Budget	% of Fund Budget
Target Utilities	\$ 54,100	3.31%
Economic Development Activities	887,600	54.40%
Albany Municipal Airport	690,000	42.29%
Total Requirements	\$ 1,631,700	100.00%

PROGRAM NARRATIVE

ECONOMIC DEVELOPMENT FUND: TARGET UTILITIES (211-10-1007)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity received funds from loans and grants in order to design and construct the water lines, sanitary sewer, roads, storm drainage, and a traffic signal light needed to accommodate the Target Distribution Center.
 - Loans received from the Oregon Economic Development Department by the Dayton Hudson Corporation (Target) and the City of Albany will be repaid by December 1, 2015.
 - The grants were received as an economic incentive for Target to build their distribution center in Albany and are not required to be repaid if Target satisfies the employment requirements of the grant.
-

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>	<u>Dayton Hudson Corp. Payment</u>	<u>City of Albany Payment</u>
2008-2009	\$ 24,155	\$ 13,436	\$ 37,591	\$ 33,232	\$ 4,359
2009-2010	24,373	12,117	36,490	32,259	4,231
2010-2011	24,619	10,753	35,372	31,271	4,101
2011-2012	29,884	9,337	39,221	34,674	4,547
2012-2013	30,164	7,619	37,783	33,403	4,380
2013-2014	30,460	5,886	36,346	32,132	4,214
2014-2015	35,774	4,134	39,908	35,281	4,627
2015-2016	36,107	2,077	38,184	33,757	4,427
Totals	\$ 235,536	\$ 65,359	\$ 300,895	\$ 266,009	\$ 34,886

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

211: Economic Development
10: Finance

PROG 1007: Target Utilities

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
47004 Dayton Hudson Corp (Target)	31,394.09	35,124.90	34,200	34,200	33,300	-2.63%
48010 Interest	1,019.22	1,212.76	1,000	1,000	800	-20.00%
Total General Revenues	32,413.31	36,337.66	35,200	35,200	34,100	-3.13%
Beginning Balance						
49905 Beginning Balance	30,180.00	27,083.00	23,400	23,400	20,000	-14.53%
Total Beginning Balance	30,180.00	27,083.00	23,400	23,400	20,000	-14.53%
TOTAL REVENUES	62,593.31	63,420.66	58,600	58,600	54,100	-7.68%
Debt Service						
94001 SPWF Loan Principal	18,552.00	23,736.00	24,000	24,000	24,200	0.83%
94501 SPWF Loan Interest	16,958.50	15,994.50	14,800	14,800	13,500	-8.78%
95000 Reserve: Debt Service	-	-	19,800	19,800	16,400	-17.17%
Total Debt Service	35,510.50	39,730.50	58,600	58,600	54,100	-7.68%
TOTAL EXPENDITURES	35,510.50	39,730.50	58,600	58,600	54,100	-7.68%

PROGRAM NARRATIVE

ECONOMIC DEVELOPMENT: ECONOMIC DEVELOPMENT ACTIVITIES (211-16-1101)

Responsible Manager/Title: Dick Ebbert, Economic Development Director

FUNCTIONS AND RESPONSIBILITIES

- Market Albany to convention, event, and tournament planners; coordinate year-round events; and support facilities assisting meeting planners.
- Provide administrative oversight for economic development activities and the Strategic Plan initiatives.
- Establish, retain, and expand business in Albany through a contact with the Albany-Millersburg Economic Development Corporation (AMEDC).
- Continue active partnership with Council of Governments; Linn County; Cities of Lebanon, Corvallis, Tangent, and Harrisburg; and Oregon Economic and Community Development Department on “wetland pilot project” for Oregon Department of State Lands.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Healthy Economy	07/07	Completed	<ul style="list-style-type: none"> • Complete the establishment of new urban renewal district in Oak Creek area.
	07/07	Completed	<ul style="list-style-type: none"> • Partner with AMEDC to renew the Santiam Enterprise Zone for an additional ten-year period.
	09/07	In Progress	<ul style="list-style-type: none"> • Establish additional state-certified industrial site at the North Albany Industrial Park.
	09/07	In Progress	<ul style="list-style-type: none"> • Work closely with National Frozen Foods to solve its wastewater issue and remain in Albany.
Budget Year 2008-2009			
Healthy Economy	09/08		<ul style="list-style-type: none"> • Acquire state certification of the North Albany Industrial Park property.
	09/08		<ul style="list-style-type: none"> • Assist property owner (Rod Kempft) acquire industrial park tenant for I-5 site.
	09/08		<ul style="list-style-type: none"> • Work with Oregon Economic & Community Development Department to host another “Brownfield Conference” in Albany.
	12/08		<ul style="list-style-type: none"> • Secure long-term property solution for Northwest Frozen Foods to remain operating in Albany.
	06/09		<ul style="list-style-type: none"> • Identify top “at risk” industrial companies in Albany and assist in plan to retain their employees and business.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Add 10 (net) new jobs to the Albany workforce.	65	20	72	60
Update the vacant building and lease/rental fee schedules for the local area.	Yes	Yes	Yes	Yes
Contact major company CEO’s or Plant Managers within Albany.	6	13	8	10

STAFFING SUMMARY

FTE’s	2.000	2.585	2.585	2.585
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

211: Economic Development
16: Economic Development

PROG 1101: Economic Development Activities

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
40105 Transient Room Tax	354,502.09	459,568.86	437,800	437,800	519,200	18.59%
42825 PepsiCo	-	-	-	200,000	-	-100.00%
43005 Charges for Services	-	12,299.88	-	-	-	0.00%
47012 Miscellaneous Revenue	115.88	-	-	-	-	0.00%
48010 Interest	6,245.68	5,594.22	5,000	5,000	2,500	-50.00%
Total General Revenues	360,863.65	477,462.96	442,800	642,800	521,700	-18.84%
Transfers In						
49015 From General Fund	20,600.00	25,000.00	25,000	25,000	-	-100.00%
49025 From CARA Program	98,200.00	115,400.00	115,400	115,400	115,400	0.00%
49028 From Water Economic Development	20,600.00	25,000.00	25,000	25,000	25,000	0.00%
49029 From Sewer Economic Development	20,600.00	25,000.00	25,000	25,000	25,000	0.00%
49033 From Albany Municipal Airport	-	50,000.00	50,000	50,000	50,000	0.00%
49060 From OCRA Program	-	-	-	-	25,500	0.00%
Total Transfers In	160,000.00	240,400.00	240,400	240,400	240,900	0.21%
Beginning Balance						
49905 Beginning Balance	89,682.00	192,235.00	110,000	125,000	125,000	0.00%
Total Beginning Balance	89,682.00	192,235.00	110,000	125,000	125,000	0.00%
TOTAL REVENUES	610,545.65	910,097.96	793,200	1,008,200	887,600	-11.96%
Personnel Services						
51001 Wages & Salaries	81,643.52	200,988.33	193,000	193,000	243,000	25.91%
53001 Overtime	110.73	471.49	1,000	1,000	-	-100.00%
56001 Employer Paid Benefits	43,690.68	109,549.60	106,000	106,000	130,000	22.64%
59001 City Paid 401A Deferred Comp	1,142.05	-	-	-	-	0.00%
Total Personnel Services	126,586.98	311,009.42	300,000	300,000	373,000	24.33%
Materials & Services						
60016 Audit Service	-	-	-	15,000	16,300	8.67%
60101 Contractual Services	-	49,201.41	8,000	8,000	8,000	0.00%
60211 Insurance & Bonds	-	2,146.48	1,400	1,400	1,600	14.29%
60304 Albany Downtown Association	15,000.00	25,000.00	25,000	25,000	30,000	20.00%
60310 Albany Visitors Association	230,000.00	234,800.00	347,000	250,000	250,000	0.00%
60311 AMEDC	40,000.00	40,000.00	45,000	45,000	45,000	0.00%
60317 Albany Visitors' Assn Special Grant	-	-	-	97,000	70,300	-27.53%
61006 Advertising & Publications	19.95	211.00	300	300	300	0.00%
61009 Car & Unreimbursed Expenses	3,600.00	3,600.00	3,600	3,600	3,600	0.00%
61010 Duplication & Fax	-	-	1,200	1,200	1,200	0.00%
61011 Education & Training	-	1,387.51	100	100	1,000	900.00%
61024 Materials & Supplies	428.42	1,578.71	1,500	1,500	1,500	0.00%
61026 Meetings & Conferences	1,023.25	3,135.67	2,000	2,000	2,000	0.00%
61027 Memberships & Dues	30.00	723.99	900	900	900	0.00%
61028 Minor Equipment	-	6,928.19	4,000	4,000	4,000	0.00%
61030 Personal Auto Reimbursement	-	1,544.23	400	400	500	25.00%
61032 Postage & Shipping	60.54	6.62	100	100	100	0.00%
61033 Printing & Binding	-	246.89	500	500	500	0.00%
61034 Professional Publications	-	-	100	100	100	0.00%
61060 Oak Creek Expenditures	-	-	-	200,000	10,000	-95.00%
61250 Fuel System Costs	677.15	-	-	-	-	0.00%
61305 City Events	204.12	-	10,000	10,000	10,000	0.00%
63006 Power & Light	209.89	-	-	-	-	0.00%
63009 Telephone	470.04	-	500	500	2,800	460.00%



CITY OF
Albany

OF REEDS

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

211: Economic Development
16: Economic Development

PROG 1101: Economic Development Activities

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Materials & Services						
66010 Central Service Charges	-	19,000.00	24,400	24,400	37,900	55.33%
66013 GIS System Charges	-	-	6,500	6,500	6,700	3.08%
66014 Information Technology Services	-	1,800.00	8,800	8,800	9,500	7.95%
66015 IT Equipment Replacement	-	800.00	500	500	700	40.00%
66511 Flexible Spending Admin Fees	-	33.00	100	100	100	0.00%
Total Materials & Services	291,723.36	392,143.70	491,900	706,900	514,600	-27.20%
Transfers Out						
91203 To Grants Fund	-	6,005.12	-	-	-	0.00%
Total Transfers Out	-	6,005.12	-	-	-	0.00%
Contingencies						
99005 Contingencies	-	-	1,300	1,300	-	-100.00%
Total Contingencies	-	-	1,300	1,300	-	-100.00%
TOTAL EXPENDITURES	418,310.34	709,158.24	793,200	1,008,200	887,600	-11.96%

PROGRAM NARRATIVE

ECONOMIC DEVELOPMENT: ALBANY MUNICIPAL AIRPORT (211-16-1103)

Responsible Manager/Title: Dick Ebbert, Economic Development Director

FUNCTIONS AND RESPONSIBILITIES

- Support the economic viability of the Albany Municipal Airport through an active partnership with economic development, local business and industry, and the aviation community.
- Oversee the day-to-day operations and functions of the Albany Municipal Airport including City-owned aviation fuel sales, hangar leases, property management, and the Fixed Base Operator (FBO).

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Healthy Economy	09/07	Completed	<ul style="list-style-type: none"> • Work with private developers to construct 15 new hangar spaces. • Establish an improved fuel-security program system at airfield to ensure better fuel quality. • Coordinate efforts by airport interests and other City departments to erect a “gate guard” at airfield entrance.
	09/07	Completed	
	12/07	In Progress	
Budget Year 2008-2009			
Healthy Economy	07/08		<ul style="list-style-type: none"> • Adopt landscape plan for airport entrance. • Complete hangar audits for all properties on field. • Complete “gate guard” project (A-4 aircraft). • Finish security fence for southwest field perimeter. • Complete paving of new RW 34 “over run.” • Make structural repairs to fixed base operator space.
	09/08		
	10/08		
	12/08		
	12/08		
	06/09		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Percentage of airport land leases reviewed annually.	100%	100%	100%	100%
Construct hangar space for 30 additional aircraft by 2009. (Annual goal = 10 spaces)	15	10	16	5

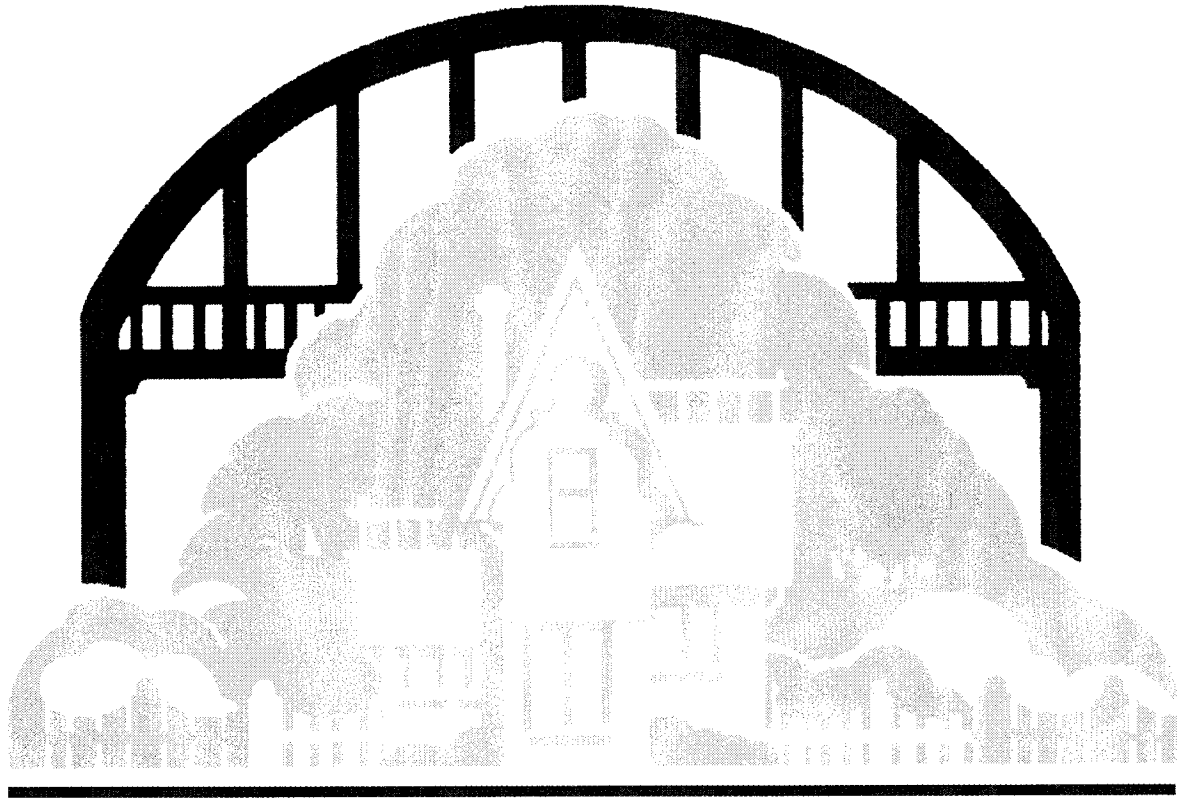
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

211: Economic Development
16: Economic Development

PROG 1103: Albany Municipal Airport

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43006 Airport: Fuel	87,867.53	125,224.36	110,000	110,000	138,100	25.55%
43007 Airport: Tie Down Fees	7,538.00	5,497.35	7,000	7,000	12,000	71.43%
43008 Airport: Lease	14,518.47	17,075.77	27,000	27,000	24,000	-11.11%
43009 Fixed Base Operator Revenues	18,094.60	18,000.00	18,000	18,000	18,000	0.00%
43805 Space Rental	18,000.00	-	18,000	18,000	27,000	50.00%
46100 Gifts & Donations	-	10,000.00	-	-	-	0.00%
47017 Land Sales	-	313,957.50	-	-	-	0.00%
48010 Interest	3,936.36	6,334.15	7,500	7,500	10,000	33.33%
Total General Revenues	149,954.96	496,089.13	187,500	187,500	229,100	22.19%
Beginning Balance						
49905 Beginning Balance	186,671.00	198,591.00	335,900	335,900	460,900	37.21%
Total Beginning Balance	186,671.00	198,591.00	335,900	335,900	460,900	37.21%
TOTAL REVENUES	336,625.96	694,680.13	523,400	523,400	690,000	31.83%
Materials & Services						
60101 Contractual Services	740.40	5,773.90	17,000	17,000	21,000	23.53%
60211 Insurance & Bonds	9,112.57	6,939.00	9,100	9,100	7,800	-14.29%
61006 Advertising & Publications	-	-	500	500	500	0.00%
61011 Education & Training	48.00	-	100	100	100	0.00%
61024 Materials & Supplies	286.50	10,539.04	52,500	52,500	50,000	-4.76%
61026 Meetings & Conferences	50.00	633.02	1,500	1,500	1,500	0.00%
61027 Memberships & Dues	189.00	114.00	500	500	500	0.00%
61028 Minor Equipment	14.28	-	1,000	1,000	500	-50.00%
61030 Personal Auto Reimbursement	-	435.84	300	300	300	0.00%
61032 Postage & Shipping	25.19	-	100	100	100	0.00%
61033 Printing & Binding	-	-	100	100	100	0.00%
61034 Professional Publications	-	48.95	100	100	100	0.00%
61046 Permits	410.00	552.75	600	600	600	0.00%
61052 Aviation Fuel	75,571.98	111,390.14	90,000	90,000	125,000	38.89%
61250 Fuel System Costs	2,176.52	619.20	5,000	5,000	1,500	-70.00%
61306 City Airport Events	269.94	-	3,000	3,000	1,500	-50.00%
63006 Power & Light	1,421.69	1,354.25	1,500	1,500	1,500	0.00%
63007 Heating & Fuel	4,536.85	4,466.26	3,500	3,500	3,500	0.00%
63009 Telephone	169.98	206.31	500	500	100	-80.00%
63011 Water Service	40.00	45.00	500	500	300	-40.00%
63012 Sewer Service Charges	-	-	100	100	100	0.00%
65006 Maint: Building	5,275.86	1,556.85	-	-	10,000	0.00%
65011 Maint: Grounds	4,444.38	7,698.98	28,700	36,000	36,400	1.11%
65025 Maint: Airport Facilities	-	-	2,500	2,500	1,000	-60.00%
65080 Quad Hangar Repairs	191.63	-	1,000	1,000	500	-50.00%
66010 Central Service Charges	10,100.00	5,900.00	4,800	4,800	8,300	72.92%
66011 Equipment Replacement	21,883.21	23,000.00	23,000	23,000	15,800	-31.30%
66030 Building Maintenance Charges	-	-	7,900	7,900	12,400	56.96%
Total Materials & Services	136,957.98	181,273.49	255,400	262,700	301,000	14.58%
Capital						
71015 Airport Landscaping Project	-	-	-	-	55,000	0.00%
90012 Reserve: Capital Projects	-	-	200,000	192,700	246,000	27.66%
Total Capital	-	-	200,000	192,700	301,000	56.20%
Transfers Out						
91228 To FAA Annual Capital Grant	1,076.81	5,951.93	18,000	18,000	38,000	111.11%



CITY OF
Albany



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

211: Economic Development
16: Economic Development

PROG 1103: Albany Municipal Airport
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Transfers Out						
91232 To Economic Development	-	50,000.00	50,000	50,000	50,000	0.00%
Total Transfers Out	1,076.81	55,951.93	68,000	68,000	88,000	29.41%
TOTAL EXPENDITURES	138,034.79	237,225.42	523,400	523,400	690,000	31.83%



CITY OF
Albany

W E L C O M E

AMBULANCE FUND
RESOURCE BUDGET DETAIL

Resources	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Conflagration Response Reimb	\$ 8,065	\$ -	\$ -	\$ -	\$ -	-	-
Ambulance Service Fees	1,717,507	1,666,399	1,719,200	1,719,200	1,805,200	5.00%	76.10%
FireMed Fees	93,083	97,625	95,000	95,000	95,000	-	4.00%
Miscellaneous Revenue	16,472	2,604	-	-	-	-	-
Over & short	-	10	-	-	-	-	-
Interest	11,835	18,574	10,000	10,000	10,000	-	0.42%
Total Current Resources	1,846,962	1,785,212	1,824,200	1,824,200	1,910,200	4.71%	80.52%
From Public Safety Levy Fund	168,000	168,000	168,000	168,000	188,000	11.90%	7.93%
Total Transfers In	168,000	168,000	168,000	168,000	188,000	11.90%	7.93%
Beginning Balance	157,991	392,087	200,000	200,000	274,000	37.00%	11.55%
Totals	\$2,172,953	\$2,345,299	\$2,192,200	\$2,192,200	\$2,372,200	8.21%	100.00%

REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Ambulance	\$1,780,868	\$2,056,472	\$2,192,200	\$2,192,200	\$2,372,200	\$2,372,200	\$2,372,200
Total Requirements	\$1,780,868	\$2,056,472	\$2,192,200	\$2,192,200	\$2,372,200	\$2,372,200	\$2,372,200

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$1,933,900	\$1,933,900	\$1,933,900
Materials & Services	438,300	438,300	438,300
Totals	\$2,372,200	\$2,372,200	\$2,372,200

Adopted Requirements by Type	Materials & Services		Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
	Personnel						
Ambulance	\$1,933,900	\$ 438,300	\$ -	\$ -	\$ -	\$2,372,200	100.00%
Total Requirements	\$1,933,900	\$ 438,300	\$ -	\$ -	\$ -	\$2,372,200	100.00%
Percent of Fund Budget	81.52%	18.48%	-	-	-	100.00%	

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Ambulance	18.0000	18.0000	19.0000	19.0000	19.0000	19.0000	19.0000
Total FTEs	18.0000	18.0000	19.0000	19.0000	19.0000	19.0000	19.0000

PROGRAM NARRATIVE

AMBULANCE FUND: AMBULANCE (212-25-1206)
Responsible Manager/Title: Mark Bambach, EMS Division Chief

FUNCTIONS AND RESPONSIBILITIES

- Provide emergency and non-emergency transportation for the City of Albany and approximately 205 square miles of rural Linn and Benton Counties.
- Maintain sufficient ambulances and all medical equipment in a state of preparedness.
- Oversees emergency medical services that are integrated with Fire Suppression activities to meet community emergency medical needs.
- Provide emergency medical care at the scene of illnesses and injuries, and transport to area medical facilities.
- Conduct emergency medical service training, skill proficiency, and re-certification for all Department certified personnel.
- Comply with local, state, and federal laws related to provision of emergency medical care and transportation.
- Department staff perform all billing and collection services associated with the Ambulance and FireMed programs
- The Ambulance program is supported by fee-for-service, FireMed fees, and property taxes.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
A Safe City	01/08	Ongoing	<ul style="list-style-type: none"> • Update five-year strategic plan.
	01/08	Completed	<ul style="list-style-type: none"> • Evaluate funding for a training position to address increased required EMS training.
	06/08	Ongoing	<ul style="list-style-type: none"> • Provide leadership training, team building, and empowerment.
Budget Year 2008-2009			
Safe City/Effective Government	09/08		<ul style="list-style-type: none"> • Implement Bariatric Transport Program.
	01/09		<ul style="list-style-type: none"> • Implement Quality Improvement Program.
	02/09		<ul style="list-style-type: none"> • Evaluate enhancements to FireMed Program.
	06/09		<ul style="list-style-type: none"> • Complete EMT re-certification process.
	06/09		<ul style="list-style-type: none"> • Provide advanced training for professional certifications.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Field Transports to Out-of-Community Medical Facilities	252	254	295	325
Inter-Facility Transfers	409	396	374	375
Billing Percent Received (Includes Medicare Write-offs)	56.8%	52.3%	55.0%	55.0%
EMS Responses per 1,000 Population Served (Median for cities under 100k = 55)	85.74	89.06	90.00	90.00

STAFFING SUMMARY

FTE's	16	18	19	19
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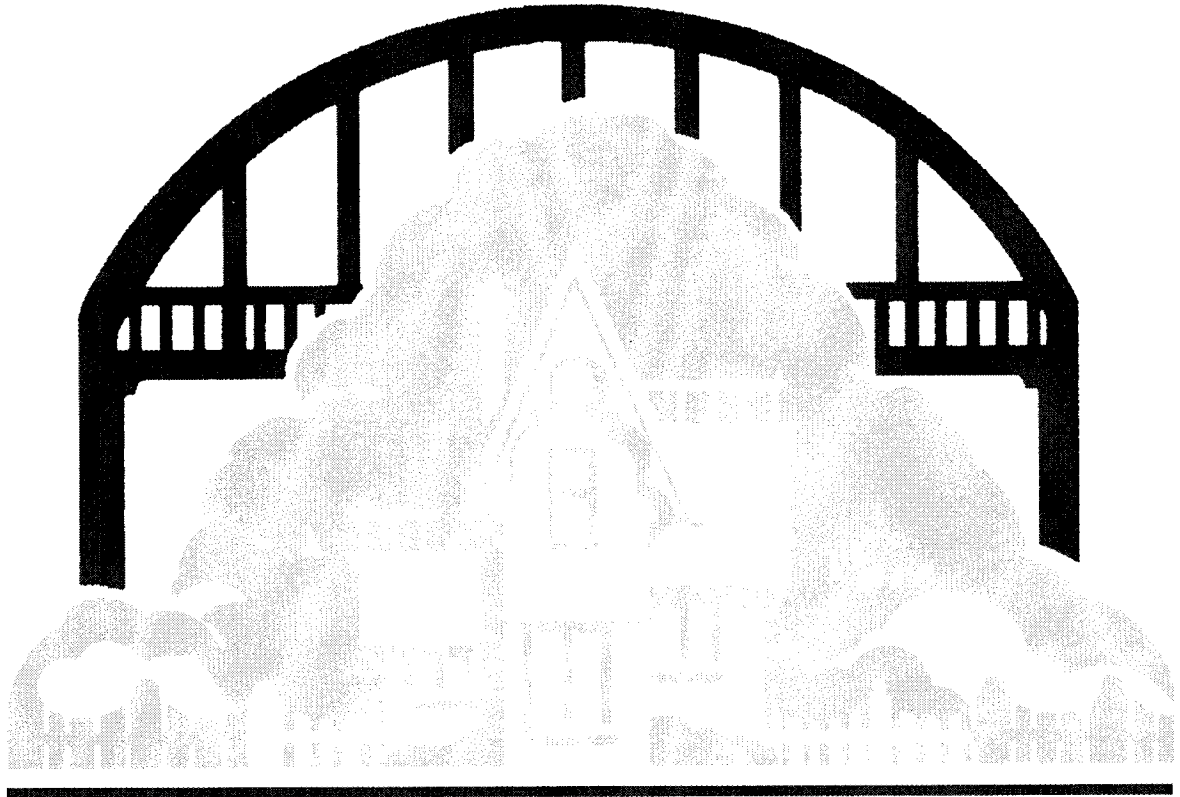
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

212: Ambulance
25: Fire

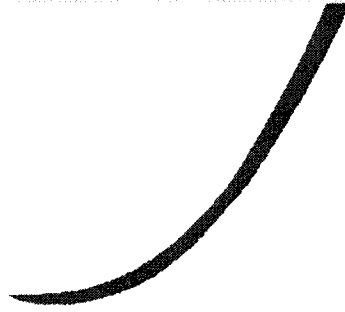
PROG 1206: Ambulance

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42414 Conflagration Response Reimb.	8,065.12	-	-	-	-	0.00%
43032 Ambulance Service Fees	1,717,507.39	1,666,398.59	1,719,200	1,719,200	1,805,200	5.00%
43033 FireMed Fees	93,083.02	97,625.00	95,000	95,000	95,000	0.00%
47012 Miscellaneous Revenue	16,472.25	2,603.60	-	-	-	0.00%
47013 Over & short	-	10.00	-	-	-	0.00%
48010 Interest	11,834.85	18,574.37	10,000	10,000	10,000	0.00%
Total General Revenues	1,846,962.63	1,785,211.56	1,824,200	1,824,200	1,910,200	4.71%
Transfers In						
49009 From Public Safety Levy Fund	168,000.00	168,000.00	168,000	168,000	188,000	11.90%
Total Transfers In	168,000.00	168,000.00	168,000	168,000	188,000	11.90%
Beginning Balance						
49905 Beginning Balance	157,991.00	392,087.00	200,000	200,000	274,000	37.00%
Total Beginning Balance	157,991.00	392,087.00	200,000	200,000	274,000	37.00%
TOTAL REVENUES	2,172,953.63	2,345,298.56	2,192,200	2,192,200	2,372,200	8.21%
Personnel Services						
51001 Wages & Salaries	905,496.94	939,743.40	1,071,400	1,153,400	1,216,300	5.45%
53001 Overtime	43,445.72	55,903.64	40,000	40,000	50,000	25.00%
54005 Unemployment Claims	1,667.37	102.64	3,000	3,000	1,900	-36.67%
56001 Employer Paid Benefits	500,519.37	491,146.80	578,100	578,100	665,700	15.15%
Total Personnel Services	1,451,129.40	1,486,896.48	1,692,500	1,774,500	1,933,900	8.98%
Materials & Services						
60101 Contractual Services	45,757.54	77,909.77	84,000	84,000	96,100	14.40%
60201 Space Rental	14,500.00	14,500.00	17,200	17,200	15,300	-11.05%
60211 Insurance & Bonds	7,619.72	5,422.68	7,700	7,700	9,000	16.88%
60216 Software License Fees	6,450.00	14,790.00	7,200	7,200	8,200	13.89%
61006 Advertising & Publications	245.88	-	-	-	1,000	0.00%
61010 Duplication & Fax	36.96	-	200	200	200	0.00%
61011 Education & Training	75.99	3,854.85	7,000	7,000	7,500	7.14%
61018 Laundry Service	972.66	-	5,000	5,000	800	-84.00%
61020 Licensing & Accreditation Fees	7,375.00	8,600.50	1,100	1,100	9,000	718.18%
61022 Credit Card Fees	-	229.63	200	200	1,000	400.00%
61024 Materials & Supplies	2,902.95	26,622.02	5,500	5,500	5,500	0.00%
61025 Medical Supplies	32,440.99	37,917.96	47,000	47,000	70,000	48.94%
61026 Meetings & Conferences	3,721.81	1,936.78	5,000	5,000	5,000	0.00%
61027 Memberships & Dues	35.00	165.00	300	300	300	0.00%
61028 Minor Equipment	7,768.47	10,140.43	17,000	17,000	5,900	-65.29%
61030 Personal Auto Reimbursement	10.84	-	200	200	200	0.00%
61031 Personal Protective Equipment	4,300.76	4,888.29	6,000	6,000	6,600	10.00%
61032 Postage & Shipping	4,913.80	443.55	9,000	9,000	600	-93.33%
61033 Printing & Binding	2,067.38	2,413.94	3,400	3,400	4,400	29.41%
61034 Professional Publications	341.38	308.88	500	500	500	0.00%
61036 Reimbursable Meals	96.59	188.62	400	400	400	0.00%
61049 Gas, Oil, & Lubricants	18,860.01	25,020.68	17,500	17,500	22,500	28.57%
63009 Telephone	3,912.41	3,308.51	5,300	5,300	2,200	-58.49%
65008 Maint: Communications Equipment	-	16,147.68	3,500	3,500	4,100	17.14%
65014 Maint: Medical Equipment	5,179.62	7,727.58	7,500	7,500	8,400	12.00%
65015 Maint: Office Equipment	2,445.75	-	-	-	-	0.00%
65513 Vehicle Maintenance	36,032.03	-	-	-	-	0.00%
66010 Central Service Charges	106,700.00	113,100.00	114,500	114,500	127,400	11.27%



CITY OF
Albany

OFFICE OF THE CITY CLERK



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

212: Ambulance
25: Fire

PROG 1206: Ambulance

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Materials & Services						
66011 Equipment Replacement	-	168,000.00	-	-	-	0.00%
66014 Information Technology Services	7,200.00	14,100.00	5,800	5,800	18,900	225.86%
66015 IT Equipment Replacement	4,104.00	1,300.00	2,200	2,200	1,900	-13.64%
66505 Physical Exams & Medicals	1,203.20	46.72	5,000	5,000	3,000	-40.00%
66511 Flexible Spending Admin Fees	528.00	165.00	400	400	400	0.00%
67007 Employee Safety Incentive Payments	1,939.20	1,913.80	2,000	2,000	2,000	0.00%
Total Materials & Services	329,737.94	561,162.87	387,600	387,600	438,300	13.08%
Capital						
70005 Capital Equipment	-	8,408.00	-	-	-	0.00%
Total Capital	-	8,408.00	-	-	-	0.00%
Contingencies						
99005 Contingencies	-	-	112,100	30,100	-	-100.00%
Total Contingencies	-	-	112,100	30,100	-	-100.00%
TOTAL EXPENDITURES	1,780,867.34	2,056,467.35	2,192,200	2,192,200	2,372,200	8.21%

PUBLIC TRANSIT FUND
RESOURCE BUDGET DETAIL

Resources	2005-06 Actual	2006-07 Actual2007-08.....		2008-09 Adopted Budget	% Change from 2007-08	% of Fund Budget
			Adopted Budget	Revised Budget			
State Operating Match Grant	\$170,193	\$ -	\$ -	\$ -	\$ -	-	-
Business Energy Tax Credit Grant	84,557	21,776	132,400	132,400	75,400	(43.05%)	5.95%
FTA Section 5311 Grant	-	327,946	363,100	363,100	392,900	8.21%	31.02%
FTA-ODOT Biennium Grant	-	-	-	240,100	75,800	(68.43%)	5.98%
Oregon Department of Transportation	-	7,000	6,000	12,400	6,000	(51.61%)	0.47%
Local Funds: Operational	46,900	57,900	66,400	66,400	116,400	75.30%	9.19%
Special Transit Fund: Linn Co	12,610	36,096	32,900	32,900	34,900	6.08%	2.75%
Special Transit Fund: Benton Co	4,600	4,600	4,100	4,600	5,600	21.74%	0.44%
Advertising Revenue	-	11,982	1,500	1,500	7,500	400.00%	0.59%
Bus Fares	24,211	43,218	25,500	25,500	34,000	33.33%	2.68%
LBCC Fare Match Program	33,700	35,700	50,500	50,500	58,400	15.64%	4.61%
Call-A-Ride Revenue	-	11,897	17,000	17,000	14,000	(17.65%)	1.11%
Trolley Rental Charges	1,600	1,475	-	-	-	-	-
Gifts & Donations	-	465	1,200	1,200	500	(58.33%)	0.04%
Miscellaneous Revenue	5,112	283	100	100	100	-	0.01%
Interest	659	(1,977)	200	200	300	50.00%	0.02%
Total Current Resources	384,142	558,361	700,900	947,900	821,800	(13.30%)	64.86%
From General Fund	-	301,800	310,000	310,000	320,000	3.23%	25.26%
From State Revenue Sharing Fund	197,100	-	-	-	-	-	-
From Capital Equipment Fund	-	23,600	-	-	-	-	-
Total Transfers In	197,100	325,400	310,000	310,000	320,000	3.23%	25.26%
Beginning Balance	23,300	49,616	20,100	20,100	125,000	521.89%	9.88%
Totals	\$604,542	\$933,377	\$1,031,000	\$1,278,000	\$1,266,800	(0.88%)	100.00%

Budget Note

LBCC-Linn Benton Community College
FTA-Federal Transit Administration
DOT-Department of Transportation

**PUBLIC TRANSIT FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Albany Transit System	\$ 322,497	\$ 403,632	\$ 480,800	\$ 516,300	\$ 504,900	\$ 504,900	\$ 504,900
Linn-Benton Loop	232,431	270,835	330,100	487,800	520,700	520,700	520,700
Paratransit System	-	204,606	220,100	273,900	241,200	241,200	241,200
Total Requirements	\$ 554,928	\$ 879,073	\$1,031,000	\$1,278,000	\$1,266,800	\$1,266,800	\$1,266,800

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$ 794,700	\$ 794,700	\$ 794,700
Materials & Services	472,100	472,100	472,100
Contingency	-	-	-
Totals	\$1,266,800	\$1,266,800	\$1,266,800

Adopted Requirements by Type	Materials		Capital	Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
	Personnel	& Services					
Albany Transit System	\$ 311,800	\$ 193,100	\$ -	\$ -	\$ -	\$ 504,900	39.86%
Linn-Benton Loop	311,500	209,200	-	-	-	520,700	41.10%
Paratransit System	171,400	69,800	-	-	-	241,200	19.04%
Total Requirements	\$ 794,700	\$ 472,100	\$ -	\$ -	\$ -	\$1,266,800	100.00%
Percent of Fund Budget	62.73%	37.27%	-	-	-	100.00%	

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Albany Transit System	3.340	3.590	3.670	3.760	3.760	3.760	3.760
Linn-Benton Loop	2.410	3.070	3.150	3.150	4.650	4.650	4.650
Paratransit System	-	2.675	2.890	2.890	2.890	2.890	2.890
Total FTEs	5.750	9.335	9.710	9.800	11.300	11.300	11.300

PROGRAM NARRATIVE

PUBLIC TRANSIT: ALBANY TRANSIT SYSTEM (213-16-1106)
Responsible Manager/Title: Dick Ebbert, Economic Development Director

FUNCTIONS AND RESPONSIBILITIES

- Provide a safe and reliable public transit system along fixed routes to link residential areas with retail, employment, medical, and educational centers.
- Maintain records of ridership, maintenance, and operation of the system and apply for state and federal grants in order to obtain system funding.
- Administer the Ride-Home-Free Program with local merchants.
- Provide rides to LBCC and OSU students through the combined Pass Programs.
- Provide management and supervision of the transit system.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Great Neighborhoods	08/07	Completed	<ul style="list-style-type: none"> • Conduct program evaluation with current users. • Complete analysis to identify strengths and weaknesses within ATS. • Contract with a transit planning consultant to identify affordable improvements to the system. • Investigate ways of expanding service areas using existing personnel and equipment. • Develop and implement strategic plan to identify long- and short-term goals. • Procure long-term grant funds for delivering Saturday and holiday transportation services.
	08/07	Completed	
	11/07	Completed	
	11/07	In Progress	
Effective Government	01/08	In Progress	
Healthy Economy	01/08	Completed	
Budget Year 2008-2009			
Effective Government	07/08		<ul style="list-style-type: none"> • Complete design work with project manager on REA building as permanent transit office. • Apply for grant funding to replace vehicle #470. • Develop and implement strategic plan to identify long- and short-term goals.
	12/08		
	12/08		
Great Neighborhoods	12/08		<ul style="list-style-type: none"> • Investigate ways of expanding service areas using existing personnel and equipment.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Total number of rides.	72,936	75,000	67,000	72,000
Number of elderly/disabled passengers.	19,700	20,200	20,100	21,600
Annual mileage.	80,153	80,400	80,400	80,400
Cost per ride.	\$4.42	\$5.38	\$6.70	\$7.01
Annual City subsidy.*	\$182,100	\$153,100	\$164,300	\$141,500
Annual City subsidy per ride.	\$2.50	\$2.04	\$2.45	\$1.97
Annual City subsidy per capita.	\$4.14	\$3.38	\$3.52	\$2.98

* The annual City subsidy is the sum of the State Revenue Sharing and General Fund transfers.

STAFFING SUMMARY

FTE's	3.34	3.59	3.76	3.76
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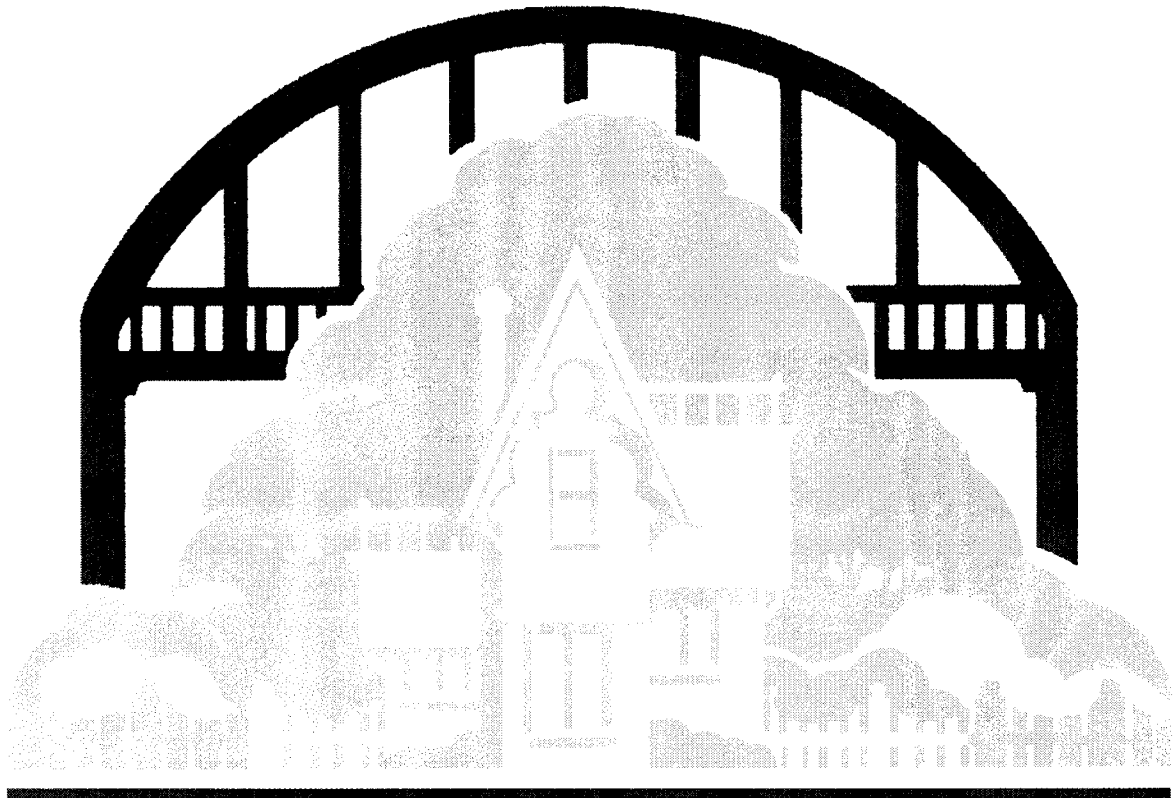
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

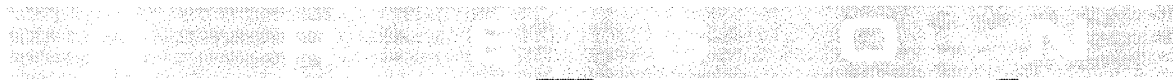
213: Public Transit
16: Economic Development

PROG 1106: Albany Transit System

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42010 State Operating Match Grant	98,844.00	-	-	-	-	0.00%
42023 Business Energy Tax Credit Grant	49,266.00	-	57,500	57,500	17,700	-69.22%
42026 FTA Section 5311 Grant	-	186,235.00	210,100	210,100	225,700	7.43%
42031 FTA-ODOT Biennium Grant	-	-	-	35,500	-	-100.00%
42816 Special Transit Fund: Linn Co	4,850.00	4,800.00	4,500	4,500	4,500	0.00%
43300 Advertising Revenue	-	570.00	500	500	2,500	400.00%
43301 Bus Fares	13,615.12	27,915.92	15,500	15,500	22,000	41.94%
43302 LBCC Fare Match Program	4,850.00	10,200.00	8,200	8,200	10,600	29.27%
43304 Trolley Rental Charges	1,600.00	1,475.00	-	-	-	0.00%
47012 Miscellaneous Revenue	5,111.95	282.82	100	100	100	0.00%
48010 Interest	1,143.11	854.69	100	100	300	200.00%
Total General Revenues	179,280.18	232,333.43	296,500	332,000	283,400	-14.64%
Transfers In						
49015 From General Fund	-	153,100.00	164,300	164,300	141,500	-13.88%
49032 From State Revenue Sharing Fund	182,100.00	-	-	-	-	0.00%
Total Transfers In	182,100.00	153,100.00	164,300	164,300	141,500	-13.88%
Beginning Balance						
49905 Beginning Balance	28,907.00	67,792.00	20,000	20,000	80,000	300.00%
Total Beginning Balance	28,907.00	67,792.00	20,000	20,000	80,000	300.00%
TOTAL REVENUES	390,287.18	453,225.43	480,800	516,300	504,900	-2.21%
Personnel Services						
51001 Wages & Salaries	131,027.94	148,618.60	149,000	149,000	169,700	13.89%
52001 Temporary Employees	10,731.52	16,863.83	14,000	14,000	32,300	130.71%
53001 Overtime	1,749.84	695.30	3,000	3,000	3,000	0.00%
54005 Unemployment Claims	381.11	21.77	1,000	1,000	800	-20.00%
56001 Employer Paid Benefits	77,491.27	80,370.45	87,200	87,200	106,000	21.56%
Total Personnel Services	221,381.68	246,569.95	254,200	254,200	311,800	22.66%
Materials & Services						
60101 Contractual Services	897.00	18,546.99	20,000	50,000	11,000	-78.00%
60201 Space Rental	1,800.00	2,950.00	3,600	3,600	3,600	0.00%
60211 Insurance & Bonds	4,898.72	8,247.00	9,000	9,000	10,500	16.67%
61006 Advertising & Publications	1,154.15	200.00	4,000	4,000	4,000	0.00%
61010 Duplication & Fax	139.80	1,149.35	500	500	800	60.00%
61011 Education & Training	-	411.57	700	700	700	0.00%
61024 Materials & Supplies	1,055.65	4,163.62	7,900	7,900	5,000	-36.71%
61026 Meetings & Conferences	-	35.00	500	500	500	0.00%
61027 Memberships & Dues	300.00	400.00	500	500	500	0.00%
61030 Personal Auto Reimbursement	-	64.20	100	100	100	0.00%
61032 Postage & Shipping	53.85	-	-	-	-	0.00%
61033 Printing & Binding	6,181.24	9,543.40	10,000	10,000	8,000	-20.00%
61040 Uniforms	348.97	923.07	500	500	500	0.00%
61041 Vehicle Fuel Charges	30,488.07	33,611.39	31,800	31,800	55,000	72.96%
63006 Power & Light	-	-	-	-	-	0.00%
63009 Telephone	617.47	4,888.38	2,200	2,200	4,100	86.36%
65006 Maint: Building	1,692.52	4,205.42	2,600	2,600	2,500	-3.85%
65008 Maint: Communications Equipment	413.83	125.00	1,500	1,500	1,500	0.00%
65512 Trolley Maintenance	782.15	762.83	-	-	-	0.00%
65513 Vehicle Maintenance	25,760.61	35,626.42	33,000	38,500	48,000	24.68%
66010 Central Service Charges	19,800.00	25,200.00	24,900	24,900	26,100	4.82%



CITY OF
Albany



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

213: Public Transit
16: Economic Development

PROG 1106: Albany Transit System

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Materials & Services						
66011 Equipment Replacement	2,600.00	4,000.00	-	-	-	0.00%
66014 Information Technology Services	1,800.00	1,800.00	2,000	2,000	4,200	110.00%
66015 IT Equipment Replacement	96.00	100.00	-	-	-	0.00%
66030 Building Maintenance Charges	-	-	3,700	3,700	5,200	40.54%
66505 Physical Exams & Medicals	36.00	-	300	300	300	0.00%
66511 Flexible Spending Admin Fees	198.00	110.00	100	100	900	800.00%
67010 Safety Recognition Program	-	-	100	100	100	0.00%
Total Materials & Services	101,114.03	157,063.64	159,500	195,000	193,100	-0.97%
Contingencies						
99005 Contingencies	-	-	67,100	67,100	-	-100.00%
Total Contingencies	-	-	67,100	67,100	-	-100.00%
TOTAL EXPENDITURES	322,495.71	403,633.59	480,800	516,300	504,900	-2.21%

PROGRAM NARRATIVE

PUBLIC TRANSIT: LINN-BENTON LOOP (213-16-1107)
Responsible Manager/Title: Dick Ebbert, Economic Development Director

FUNCTIONS AND RESPONSIBILITIES

- Provide a safe and reliable public transit system along fixed routes between the cities of Albany and Corvallis.
- Maintain records of ridership, maintenance, and operation of the system and apply for state and federal grants in order to obtain system funding.
- Operate the Loop to provide 11 runs per day plus 8 runs on Saturday.
- Provide rides to LBCC and OSU students through the combined Pass Programs.
- Provide management and supervision for the system, including personnel and operating and maintenance of equipment. Provide staffing for the Linn-Benton Loop Transit Commission.
- Manage local operating funds from the partners: Benton County Special Transportation Fund (STF), \$4,600; Linn County STF, \$8,000; Benton County, \$4,800; LBCC, \$16,500; Corvallis, \$16,500; Albany, \$16,500; and Hewlett Packard, \$12,200.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	08/07	Completed	• Complete analysis to identify strengths and weaknesses within the Loop.
	01/08	In Progress	• Develop and implement strategic plan to identify long- and short-term goals.
Great Neighborhoods	09/07	Completed	• Conduct program evaluation within current users.
	06/08	In Progress	• Contract with a transit planning consultant to identify affordable improvements to the system.
Budget Year 2008-2009			
Effective Government	07/08		• Evaluate existing Loop routes to improve efficiency.
	01/09		• Seek additional Pass Program partners.
Great Neighborhoods	07/08		• Plan and implement Lebanon Loop route.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Total number of rides.	78,220	72,000	87,000	88,000
Number of elderly/disabled passengers.	11,000	8,640	10,200	12,400
Annual mileage.	49,044	80,000	89,000	89,000
Cost per ride.	\$2.97	\$3.76	\$5.32	\$5.79
Annual City subsidy.*	\$15,000	\$15,500	\$16,500	\$16,500
Annual City subsidy per ride.	\$0.19	\$0.22	\$0.19	\$0.19
Annual City subsidy per capita.	\$0.33	\$0.33	\$0.35	\$0.35

* The annual City subsidy is the sum of the State Revenue Sharing and General Fund transfers.

STAFFING SUMMARY

FTE's	2.41	3.07	3.15	4.65
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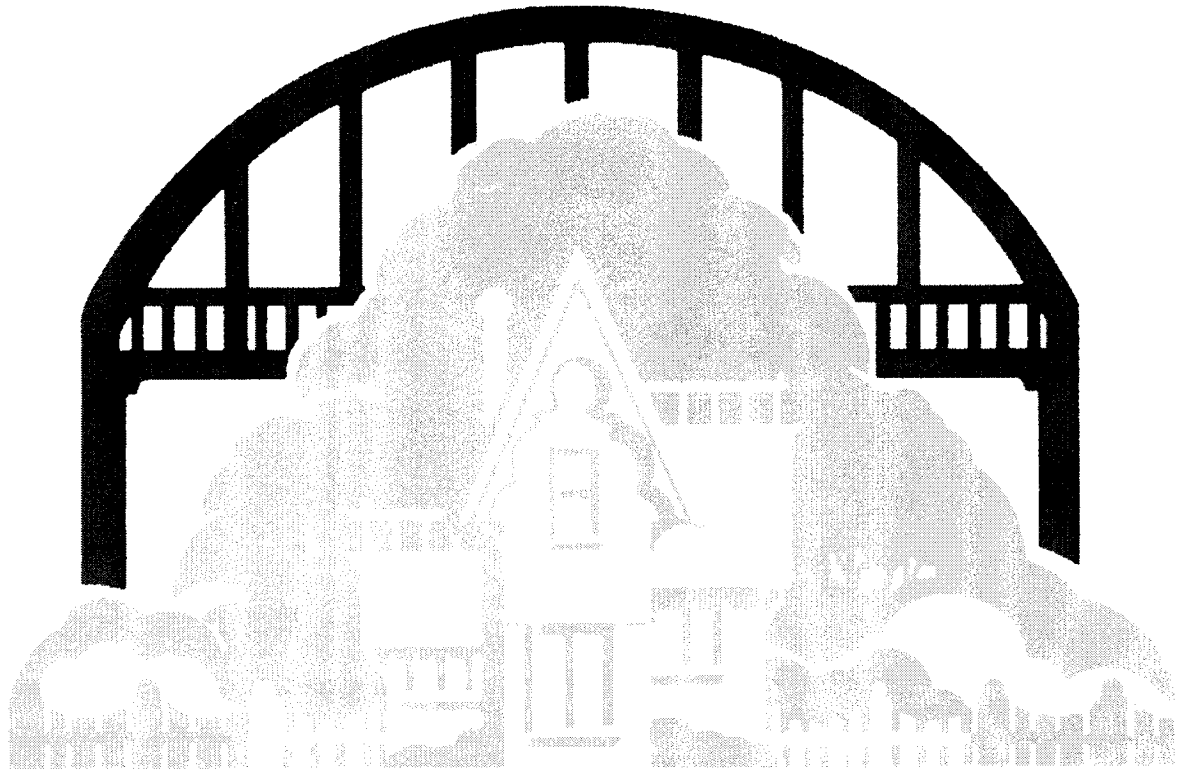
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

213: Public Transit
16: Economic Development

PROG 1107: Linn-Benton Loop

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42010 State Operating Match Grant	71,349.00	-	-	-	-	0.00%
42023 Business Energy Tax Credit Grant	35,291.00	-	29,400	29,400	40,200	36.73%
42026 FTA Section 5311 Grant	-	141,711.00	153,000	153,000	167,200	9.28%
42031 FTA-ODOT Biennium Grant	-	-	-	157,200	75,800	-51.78%
42808 Local Funds: Operational	46,900.00	57,900.04	66,400	66,400	116,400	75.30%
42816 Special Transit Fund: Linn Co	7,760.00	7,680.00	7,200	7,200	9,200	27.78%
42817 Special Transit Fund: Benton Co	4,600.00	4,600.00	4,100	4,600	5,600	21.74%
43300 Advertising Revenue	-	11,412.15	1,000	1,000	5,000	400.00%
43301 Bus Fares	10,597.41	15,302.49	10,000	10,000	12,000	20.00%
43302 LBCC Fare Match Program	28,850.00	25,500.00	42,300	42,300	47,800	13.00%
48010 Interest	(483.72)	(2,144.01)	100	100	-	-100.00%
Total General Revenues	204,863.69	261,961.67	313,500	471,200	479,200	1.70%
Transfers In						
49015 From General Fund	-	31,800.00	16,500	16,500	16,500	0.00%
49032 From State Revenue Sharing Fund	15,000.00	-	-	-	-	0.00%
Total Transfers In	15,000.00	31,800.00	16,500	16,500	16,500	0.00%
Beginning Balance						
49905 Beginning Balance	(5,607.00)	(18,176.00)	100	100	25,000	24900.00%
Total Beginning Balance	(5,607.00)	(18,176.00)	100	100	25,000	24900.00%
TOTAL REVENUES	214,256.69	275,585.67	330,100	487,800	520,700	6.74%
Personnel Services						
51001 Wages & Salaries	90,191.01	104,678.14	128,800	280,500	200,400	-28.56%
52001 Temporary Employees	1,436.69	12,088.49	2,000	2,000	9,000	350.00%
53001 Overtime	352.43	831.81	1,200	1,200	1,000	-16.67%
54005 Unemployment Claims	238.20	12.44	400	400	500	25.00%
56001 Employer Paid Benefits	52,024.17	56,556.39	73,900	73,900	100,600	36.13%
Total Personnel Services	144,242.50	174,167.27	206,300	358,000	311,500	-12.99%
Materials & Services						
60101 Contractual Services	975.00	2,635.75	4,400	4,400	5,000	13.64%
60201 Space Rental	1,700.00	426.00	-	-	4,600	0.00%
60211 Insurance & Bonds	3,369.17	1,355.68	1,300	1,300	2,800	115.38%
61006 Advertising & Publications	1,347.26	-	3,000	3,000	8,000	166.67%
61010 Duplication & Fax	139.80	131.76	-	-	-	0.00%
61011 Education & Training	-	-	200	200	400	100.00%
61024 Materials & Supplies	366.67	2,006.18	2,000	2,000	2,500	25.00%
61026 Meetings & Conferences	-	-	300	300	500	66.67%
61027 Memberships & Dues	150.00	150.00	200	200	200	0.00%
61030 Personal Auto Reimbursement	85.14	108.24	100	100	100	0.00%
61032 Postage & Shipping	53.85	-	100	100	-	-100.00%
61033 Printing & Binding	3,872.40	4,808.34	6,000	6,000	11,000	83.33%
61040 Uniforms	50.00	230.70	300	300	600	100.00%
61041 Vehicle Fuel Charges	27,528.34	31,887.65	29,500	29,500	76,600	159.66%
63006 Power & Light	-	-	-	-	-	0.00%
63009 Telephone	203.25	728.38	800	800	800	0.00%
65006 Maint: Building	833.76	624.64	1,000	1,000	1,600	60.00%
65008 Maint: Communications Equipment	-	-	800	800	800	0.00%
65513 Vehicle Maintenance	23,283.08	24,574.90	23,500	29,500	41,000	38.98%
66010 Central Service Charges	19,700.00	17,600.00	17,700	17,700	20,800	17.51%
66011 Equipment Replacement	2,600.00	7,500.00	1,500	1,500	11,000	633.33%



CITY OF
Albany

W E L C O M E

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

213: Public Transit
16: Economic Development

PROG 1107: Linn-Benton Loop

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Materials & Services						
66014 Information Technology Services	1,800.00	1,800.00	1,900	1,900	4,200	121.05%
66015 IT Equipment Replacement	96.00	100.00	-	-	-	0.00%
66030 Building Maintenance Charges	-	-	3,700	3,700	5,200	40.54%
66505 Physical Exams & Medicals	36.00	-	300	300	300	0.00%
67010 Safety Recognition Program	-	-	100	100	100	0.00%
69015 Reserve: Operating	-	-	25,100	25,100	11,100	-55.78%
Total Materials & Services	88,189.72	96,668.22	123,800	129,800	209,200	61.17%
TOTAL EXPENDITURES	232,432.22	270,835.49	330,100	487,800	520,700	6.74%

PROGRAM NARRATIVE

PUBLIC TRANSIT: PARATRANSIT SYSTEM (213-16-1108)
Responsible Manager/Title: Dick Ebbert, Economic Development Director

FUNCTIONS AND RESPONSIBILITIES

- Provide transportation to essential services through the Call-A-Ride program for the elderly and individuals who have disabilities that prevent them from using the fixed route system.
- Maintain ridership and operation records for state-funding purposes.
- Maintain and operate the Paratransit System.
- Certify eligibility of Americans with Disabilities Act (ADA) participants and provide paratransit service in compliance with federal law .
- Provide Medicaid nonmedical transport for eligible senior citizens and individuals with disabilities.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	08/07	Completed	<ul style="list-style-type: none"> • Complete analysis to identify strengths and weaknesses within the program. • Develop and implement strategic plan to identify long- and short-term goals. • Integrate a volunteer recruitment strategy into Call-A-Ride strategic plan. • Secure adequate permanent site for Transit and Paratransit operations.
	01/08	In Progress	
	01/08	In Progress	
	06/08	In Progress	
Budget Year 2008-2009			
Effective Government	07/08		<ul style="list-style-type: none"> • Complete design work with project manager on REA building as permanent transit office. • Apply for grant funding to replace vehicle #828 (wheelchair-accessible minibus).
	12/08		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Percent of those using the Paratransit/Call-A-Ride program who are satisfied or very satisfied with the service received.	n/a	90%	90%	90%
Number of rides provided per month.	n/a	1,600	1,500	1,600
Number of miles driven per month to provide transportation to seniors and individuals with disabilities.	n/a	7,000	7,000	7,200
Number of volunteer hours utilized to provide transportation to seniors and individuals with disabilities.	n/a	4,500	4,500	5,000

STAFFING SUMMARY

FTE's	0	2.675	2.890	2.890
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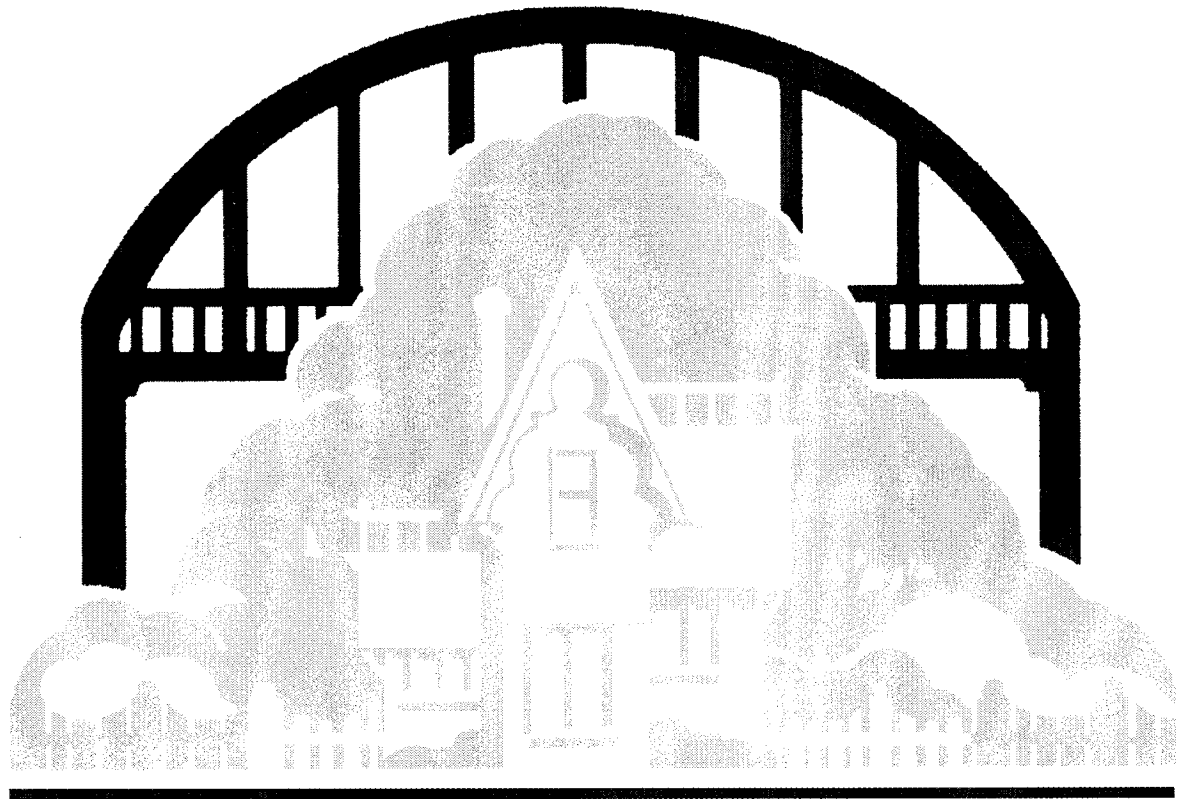
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

213: Public Transit
16: Economic Development

PROG 1108: Paratransit System

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42023 Business Energy Tax Credit Grant	-	21,776.00	45,500	45,500	17,500	-61.54%
42031 FTA-ODOT Biennium Grant	-	-	-	47,400	-	-100.00%
42420 Oregon Department of Transportation	-	7,000.00	6,000	12,400	6,000	-51.61%
42816 Special Transit Fund: Linn Co	-	23,616.00	21,200	21,200	21,200	0.00%
43303 Call-A-Ride Revenue	-	11,897.32	17,000	17,000	14,000	-17.65%
46100 Gifts & Donations	-	465.00	1,200	1,200	500	-58.33%
48010 Interest	-	(688.38)	-	-	-	0.00%
Total General Revenues	-	64,065.94	90,900	144,700	59,200	-59.09%
Transfers In						
49015 From General Fund	-	116,900.00	129,200	129,200	162,000	25.39%
49041 From Capital Equipment Fund	-	23,600.00	-	-	-	0.00%
Total Transfers In	-	140,500.00	129,200	129,200	162,000	25.39%
Beginning Balance						
49905 Beginning Balance	-	-	-	-	20,000	0.00%
Total Beginning Balance	-	-	-	-	20,000	0.00%
TOTAL REVENUES	-	204,565.94	220,100	273,900	241,200	-11.94%
Personnel Services						
51001 Wages & Salaries	-	81,255.74	98,100	98,100	98,600	0.51%
52001 Temporary Employees	-	14,278.31	11,000	11,000	11,000	0.00%
53001 Overtime	-	338.40	-	-	-	0.00%
54005 Unemployment Claims	-	-	400	400	500	25.00%
56001 Employer Paid Benefits	-	42,425.64	64,600	64,600	61,300	-5.11%
Total Personnel Services	-	138,298.09	174,100	174,100	171,400	-1.55%
Materials & Services						
60101 Contractual Services	-	942.96	800	800	1,400	75.00%
60201 Space Rental	-	-	-	-	3,600	0.00%
60211 Insurance & Bonds	-	2,222.46	400	400	500	25.00%
61011 Education & Training	-	70.00	300	300	500	66.67%
61024 Materials & Supplies	-	755.11	500	500	800	60.00%
61026 Meetings & Conferences	-	587.78	200	200	200	0.00%
61032 Postage & Shipping	-	61.14	-	-	-	0.00%
61033 Printing & Binding	-	688.00	800	800	1,000	25.00%
61041 Vehicle Fuel Charges	-	13,213.29	10,600	10,600	16,000	50.94%
62210 Senior Grant Matching Funds	-	1,281.77	6,000	12,400	6,000	-51.61%
63009 Telephone	-	578.63	400	400	300	-25.00%
65008 Maint: Communications Equipment	-	1,458.45	300	300	300	0.00%
65513 Vehicle Maintenance	-	14,738.51	12,000	14,400	16,000	11.11%
66010 Central Service Charges	-	13,600.00	11,700	11,700	17,900	52.99%
66011 Equipment Replacement	-	-	-	45,000	1,000	-97.78%
66014 Information Technology Services	-	-	1,900	1,900	4,200	121.05%
66511 Flexible Spending Admin Fees	-	110.00	100	100	100	0.00%
Total Materials & Services	-	50,308.10	46,000	99,800	69,800	-30.06%
Transfers Out						
91202 To Parks & Recreation Fund	-	16,000.00	-	-	-	0.00%
Total Transfers Out	-	16,000.00	-	-	-	0.00%
TOTAL EXPENDITURES	-	204,606.19	220,100	273,900	241,200	-11.94%



CITY OF
Albany

DEPARTMENT OF



**PUBLIC SAFETY LEVY FUND
RESOURCE BUDGET DETAIL**

Resources	2005-06	2006-072007-08.....		2008-09	% Change from 2007-08	% of Fund Budget
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget		
Property Taxes - Current	\$2,105,485	\$2,283,870	\$2,398,900	\$2,398,900	\$2,478,100	3.30%	86.55%
Property Taxes - Delinquent	66,223	65,419	75,000	75,000	75,000	-	2.62%
Interest	28,166	39,643	40,000	40,000	25,000	(37.50%)	0.87%
Total Current Resources	2,199,874	2,388,932	2,513,900	2,513,900	2,578,100	2.55%	90.04%
Beginning Balance	468,213	638,825	489,000	489,000	285,000	(41.72%)	9.96%
Totals	\$2,668,087	\$3,027,757	\$3,002,900	\$3,002,900	\$2,863,100	(4.66%)	100.00%

REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Public Safety Levy	\$2,029,262	\$2,353,898	\$3,002,900	\$3,002,900	\$2,863,100	\$2,863,100	\$2,863,100
Total Requirements	\$2,029,262	\$2,353,898	\$3,002,900	\$3,002,900	\$2,863,100	\$2,863,100	\$2,863,100

Expenditure Type	Proposed	Approved	Adopted
Transfers Out	\$2,863,100	\$2,863,100	\$2,863,100
Totals	\$2,863,100	\$2,863,100	\$2,863,100

Adopted Requirements by Type	Materials & Services			Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
	Personnel	Capital					
Public Safety Levy	\$ -	\$ -	\$ -	\$2,863,100	\$ -	\$2,863,100	100.00%
Total Requirements	\$ -	\$ -	\$ -	\$2,863,100	\$ -	\$2,863,100	100.00%
Percent of Fund Budget	-	-	-	100.00%	-	100.00%	

PROGRAM NARRATIVE

PUBLIC SAFETY LEVY FUND: PUBLIC SAFETY LEVY (215-10-1008)

Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- Provides an independent accounting of property tax revenues collected from the Public Safety Levy passed by the voters of the City of Albany in the November 2002 General Election. Proceeds from the tax levy are transferred to the General and Ambulance funds to pay for police, fire, and paramedic services.
- The levy is \$.95 per \$1,000 of assessed value for a period of five years.
- Fiscal 2007-2008 is the fifth year of the five-year Public Safety Local Option Levy.
- In the November, 2006 General Election, the voters of the City of Albany approved a new five year Public Safety Levy. The new levy will be \$.95 per 1,000 of assessed value. It will begin with the 2008-2009 fiscal year and continue for five years.

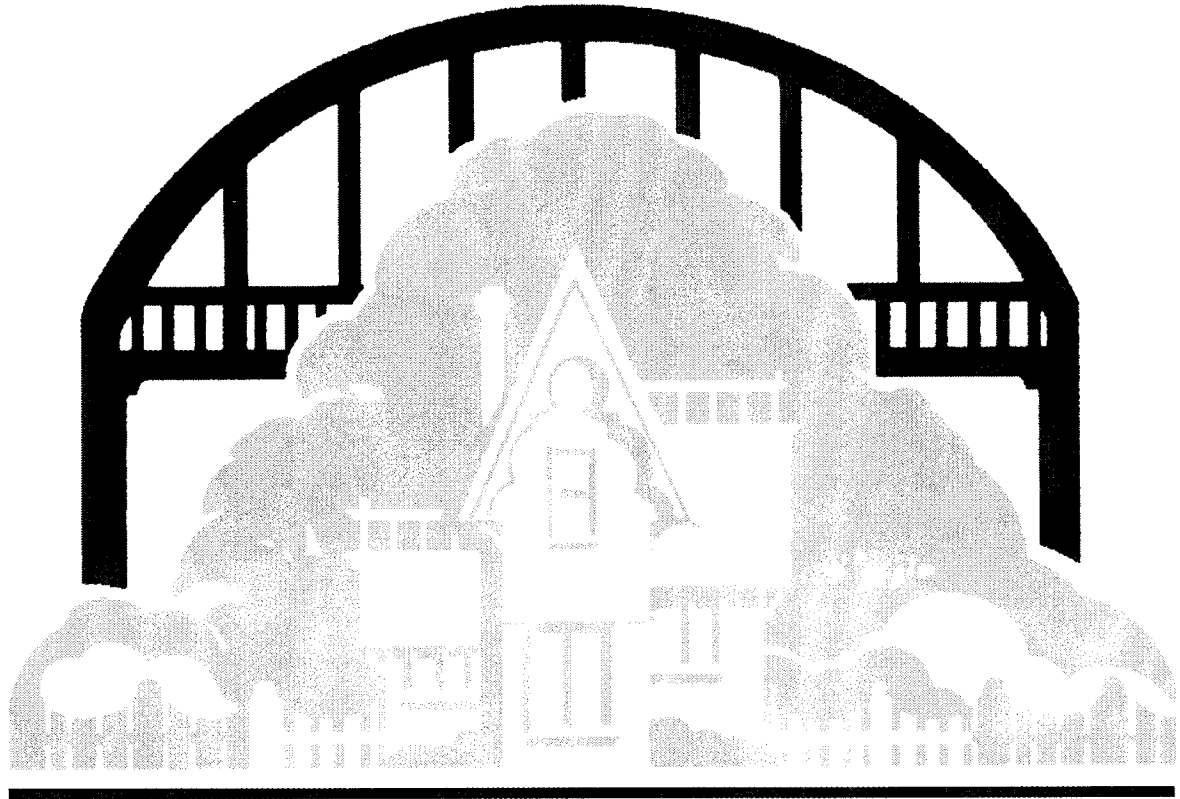
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

215: Public Safety Levy
10: Finance

PROG 1008: Public Safety Levy

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
40050 Property Taxes - Current	2,105,484.93	2,283,870.49	2,398,900	2,398,900	2,478,100	3.30%
40051 Property Taxes - Delinquent	66,222.79	65,418.56	75,000	75,000	75,000	0.00%
48010 Interest	28,166.26	39,643.34	40,000	40,000	25,000	-37.50%
Total General Revenues	2,199,873.98	2,388,932.39	2,513,900	2,513,900	2,578,100	2.55%
Beginning Balance						
49905 Beginning Balance	468,213.00	638,825.00	489,000	489,000	285,000	-41.72%
Total Beginning Balance	468,213.00	638,825.00	489,000	489,000	285,000	-41.72%
TOTAL REVENUES	2,668,086.98	3,027,757.39	3,002,900	3,002,900	2,863,100	-4.66%
Transfers Out						
91100 To General Fund	432,000.00	621,600.00	927,000	927,000	597,100	-35.59%
91211 To Ambulance Fund	168,000.00	168,000.00	168,000	168,000	188,000	11.90%
91214 To General Fund - Police	685,943.09	759,529.06	912,100	912,100	1,044,500	14.52%
91217 To General Fund - Fire	743,319.27	804,769.11	995,800	995,800	1,033,500	3.79%
Total Transfers Out	2,029,262.36	2,353,898.17	3,002,900	3,002,900	2,863,100	-4.66%
TOTAL EXPENDITURES	2,029,262.36	2,353,898.17	3,002,900	3,002,900	2,863,100	-4.66%



CITY OF
Albany

ONE EIGHT SEVEN

CAPITAL REPLACEMENT FUND
RESOURCE BUDGET DETAIL

Resources	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Equipment Replacement Charges	\$ 75,000	\$ 1,025,700	\$ 802,200	\$ 802,200	\$ 1,273,800	58.79%	14.60%
Phone System Charges	-	75,000	75,000	75,000	75,000	-	0.86%
Gifts & Donations	-	250,000	-	-	-	-	-
Miscellaneous Revenue	-	69,299	21,000	21,000	21,000	-	0.24%
Interest	-	322,136	310,000	310,000	270,000	(12.90%)	3.09%
Total Current Resources	75,000	1,742,135	1,208,200	1,208,200	1,639,800	35.72%	18.79%
From Equipment Replacement	3,710,413	-	-	-	-	-	-
From General Fund	-	89,500	89,500	89,500	89,500	-	1.03%
From Risk Management Fund	2,000,000	-	-	-	-	-	-
From Capital Projects Fund	133,718	-	-	-	-	-	-
From IT Services Fund	553,492	-	-	-	-	-	-
From Grants Fund - SHPO	-	3,550	-	-	-	-	-
From Debt Service Fund	-	294,688	-	-	-	-	-
Total Transfers In	6,397,623	387,738	89,500	89,500	89,500	-	1.03%
Beginning Balance	-	6,466,118	6,648,000	6,648,000	6,997,200	5.25%	80.18%
Totals	\$ 6,472,623	\$ 8,595,991	\$ 7,945,700	\$ 7,945,700	\$ 8,726,500	9.83%	100.00%

REQUIREMENT SUMMARY

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Equipment Replacement	\$ -	\$ 948,058	\$ 4,235,200	\$ 4,235,200	\$ 4,357,200	\$ 4,357,200	\$ 4,357,200
City Facilities Replacement	-	270,000	1,980,000	1,980,000	2,284,000	2,284,000	2,284,000
GF Facilities Maintenance Projects	6,504	222,536	686,500	686,500	619,500	619,500	619,500
IT Equipment Replacement	-	292,533	1,044,000	1,044,000	1,465,800	1,465,800	1,465,800
Total Requirements	\$ 6,504	\$ 1,733,127	\$ 7,945,700	\$ 7,945,700	\$ 8,726,500	\$ 8,726,500	\$ 8,726,500

Expenditure Type	Proposed	Approved	Adopted
Materials & Services	\$ 315,000	\$ 315,000	\$ 315,000
Capital	8,411,500	8,411,500	8,411,500
Totals	\$ 8,726,500	\$ 8,726,500	\$ 8,726,500

Adopted Requirements by Type	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Equipment Replacement	\$ -	\$ 25,000	\$ 4,332,200	\$ -	\$ -	\$ 4,357,200	49.93%
City Facilities Replacement	-	-	2,284,000	-	-	2,284,000	26.17%
GF Facilities Maintenance Projects	-	115,000	504,500	-	-	619,500	7.10%
IT Equipment Replacement	-	175,000	1,290,800	-	-	1,465,800	16.80%
Total Requirements	\$ -	\$ 315,000	\$ 8,411,500	\$ -	\$ -	\$ 8,726,500	100.00%
Percent of Fund Budget	-	3.61%	96.39%	-	-	100.00%	

PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: EQUIPMENT REPLACEMENT (217-10-1010)

Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- The Equipment Replacement program provides a means to replace equipment, excluding Water and Sewer Fund equipment, when the end of its useful life has been reached.
- Equipment is replaced when it is determined by its age, condition, operation and maintenance costs, obsolescence, and depreciation that it is no longer economical to keep. This is referred to as the life expectancy or economic life of the equipment.
- Annually monies are transferred from the various departments to the Equipment Replacement program based on the economic life, replacement cost, and estimated rate of return on invested cash for each asset in the replacement program. Estimates of remaining useful life and replacement cost are updated each year by the contributing departments.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

217: Capital Replacement
10: Finance

PROG 1010: Equipment Replacement

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43802 Equipment Replacement Charges	-	624,800.00	590,200	590,200	891,900	51.12%
43804 Phone System Charges	-	75,000.00	75,000	75,000	75,000	0.00%
46100 Gifts & Donations	-	250,000.00	-	-	-	0.00%
47012 Miscellaneous Revenue	-	69,298.55	20,000	20,000	20,000	0.00%
48010 Interest	-	157,406.96	150,000	150,000	120,000	-20.00%
Total General Revenues	-	1,176,505.51	835,200	835,200	1,106,900	32.53%
Transfers In						
49006 From Equipment Replacement	3,087,631.71	-	-	-	-	0.00%
Total Transfers In	3,087,631.71	-	-	-	-	0.00%
Beginning Balance						
49905 Beginning Balance	-	3,221,350.00	3,400,000	3,400,000	3,250,300	-4.40%
Total Beginning Balance	-	3,221,350.00	3,400,000	3,400,000	3,250,300	-4.40%
TOTAL REVENUES	3,087,631.71	4,397,855.51	4,235,200	4,235,200	4,357,200	2.88%
Materials & Services						
60236 Capital Lease Payments	-	-	-	-	-	0.00%
61012 Equipment Rental: Private	-	-	-	-	-	0.00%
61024 Materials & Supplies	-	-	1,000	1,000	-	-100.00%
61028 Minor Equipment	-	37,607.60	25,000	25,000	25,000	0.00%
Total Materials & Services	-	37,607.60	26,000	26,000	25,000	-3.85%
Capital						
70005 Capital Equipment	-	852,160.45	500,000	500,000	500,000	0.00%
70010 Telephone System	-	-	350,000	350,000	-	-100.00%
90004 Reserve: Replacement	-	-	3,359,200	3,359,200	3,832,200	14.08%
Total Capital	-	852,160.45	4,209,200	4,209,200	4,332,200	2.92%
Transfers Out						
91203 To Grants Fund	-	34,689.81	-	-	-	0.00%
91233 To Paratransit System	-	23,600.00	-	-	-	0.00%
Total Transfers Out	-	58,289.81	-	-	-	0.00%
TOTAL EXPENDITURES	-	948,057.86	4,235,200	4,235,200	4,357,200	2.88%

PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: CITY FACILITIES REPLACEMENT (217-10-1034)
Responsible Manager/Title: John Stahl, Assistant Finance Director

Functions and Responsibilities

- This City Facilities Replacement program is used to account for funds reserved for major City facilities replacement projects.
- In Fiscal Year 2005-2006, \$2,000,000, was transferred from the Risk Management Fund to this program.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

217: Capital Replacement
10: Finance

PROG 1034: City Facilities Replacement

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
48010 Interest	-	95,300.62	100,000	100,000	80,000	-20.00%
Total General Revenues	-	95,300.62	100,000	100,000	80,000	-20.00%
Transfers In						
49043 From Risk Management Fund	2,000,000.00	-	-	-	-	0.00%
49044 From Capital Projects Fund	133,718.30	-	-	-	-	0.00%
49056 From Debt Service Fund	-	294,688.17	-	-	-	0.00%
Total Transfers In	2,133,718.30	294,688.17	-	-	-	0.00%
Beginning Balance						
49905 Beginning Balance	-	2,000,000.00	1,880,000	1,880,000	2,204,000	17.23%
Total Beginning Balance	-	2,000,000.00	1,880,000	1,880,000	2,204,000	17.23%
TOTAL REVENUES	2,133,718.30	2,389,988.79	1,980,000	1,980,000	2,284,000	15.35%
Capital						
90008 Reserve: Building Replacement	-	-	1,980,000	1,980,000	2,284,000	15.35%
Total Capital	-	-	1,980,000	1,980,000	2,284,000	15.35%
Transfers Out						
91246 To REA Building Grant Match	-	270,000.00	-	-	-	0.00%
Total Transfers Out	-	270,000.00	-	-	-	0.00%
TOTAL EXPENDITURES	-	270,000.00	1,980,000	1,980,000	2,284,000	15.35%

PROGRAM NARRATIVE

Capital Replacement Fund: General Fund Facilities Maintenance Projects (217-10-2002)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- Funds are accumulated in the General Fund Facilities Maintenance Projects program to fund building maintenance expenditures on City-owned General Fund buildings.
- Contributions are made annually in order to lessen the impact on the budget of large building maintenance expenditures.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

217: Capital Replacement
10: Finance

PROG 2002: Building Maintenance Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
48010 Interest	-	34,564.62	30,000	30,000	30,000	0.00%
Total General Revenues	-	34,564.62	30,000	30,000	30,000	0.00%
Transfers In						
49006 From Equipment Replacement	622,781.06	-	-	-	-	0.00%
49015 From General Fund	-	89,500.00	89,500	89,500	89,500	0.00%
49054 From Grants Fund - SHPO	-	3,550.00	-	-	-	0.00%
49059 From Grants Fund-Library Foundation	-	-	-	45,000	-	-100.00%
Total Transfers In	622,781.06	93,050.00	89,500	134,500	89,500	-33.46%
Beginning Balance						
49905 Beginning Balance	-	616,276.00	567,000	522,000	500,000	-4.21%
Total Beginning Balance	-	616,276.00	567,000	522,000	500,000	-4.21%
TOTAL REVENUES	622,781.06	743,890.62	686,500	686,500	619,500	-9.76%
Materials & Services						
60227 Senior Center Foundation Settlement Eval	942.35	-	-	-	-	0.00%
60228 Maple Lawn Mold Remediation Evaluation	2,557.80	-	-	-	-	0.00%
65085 Senior Center Roof Replacement	1,723.15	64,417.79	-	-	-	0.00%
65086 Carnegie Library Maintenance Projects	-	29,066.00	30,000	30,000	30,000	0.00%
65089 City Hall Carpet Replacement	-	-	50,000	50,000	-	-100.00%
65091 City Hall Roof Replacement	-	93,005.00	-	-	-	0.00%
65092 City Hall Interior Painting	-	28,118.77	-	-	-	0.00%
65093 Police Station Painting	-	1,223.79	-	-	-	0.00%
65095 Albany Police HVAC Replacement	-	-	16,000	16,000	30,000	87.50%
65096 Maple Lawn Roof	-	-	16,000	16,000	-	-100.00%
65097 City Hall IT Room HVAC Replacement	-	603.69	-	-	-	0.00%
65098 Municipal Court HVAC Upgrade	-	6,100.00	-	-	-	0.00%
65099 Facility Conditions Assessment	-	-	-	-	15,000	0.00%
65100 City Parking Lot Repairs	-	-	-	-	40,000	0.00%
Total Materials & Services	5,223.30	222,535.04	112,000	112,000	115,000	2.68%
Capital						
70015 Carnegie Library Rehabilitation	1,281.01	-	-	-	-	0.00%
74000 City Hall-M.Court Renovation	-	-	-	-	85,000	0.00%
90010 Reserve: Building Maintenance	-	-	574,500	574,500	419,500	-26.98%
Total Capital	1,281.01	-	574,500	574,500	504,500	-12.18%
TOTAL EXPENDITURES	6,504.31	222,535.04	686,500	686,500	619,500	-9.76%

PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: IT EQUIPMENT REPLACEMENT (217-13-1031) Responsible Manager/Title: Jorge Salinas, Information Technology Director

Functions and Responsibilities

- The Information Technology Equipment Replacement activity provides a means to replace computer equipment at the end of its useful life.
- Annually monies are transferred from the various departments to the Information Technology Equipment Replacement activity based on the economic life, replacement cost, and estimated return on invested cash for each asset in the replacement program. Estimates of remaining useful life and replacement cost are updated each year by the contributing departments.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

217: Capital Replacement
13: Information Technology

PROG 1031: IT Equipment Replacement
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43802 Equipment Replacement Charges	75,000.00	400,900.00	212,000	212,000	381,900	80.14%
47012 Miscellaneous Revenue	-	-	1,000	1,000	1,000	0.00%
48010 Interest	-	34,862.51	30,000	30,000	40,000	33.33%
Total General Revenues	75,000.00	435,762.51	243,000	243,000	422,900	74.03%
Transfers In						
49045 From IT Services Fund	553,491.94	-	-	-	-	0.00%
Total Transfers In	553,491.94	-	-	-	-	0.00%
Beginning Balance						
49905 Beginning Balance	-	628,492.00	801,000	801,000	1,042,900	30.20%
Total Beginning Balance	-	628,492.00	801,000	801,000	1,042,900	30.20%
TOTAL REVENUES	628,491.94	1,064,254.51	1,044,000	1,044,000	1,465,800	40.40%
Materials & Services						
61024 Materials & Supplies	-	2,395.94	5,000	5,000	5,000	0.00%
61028 Minor Equipment	-	221,234.89	150,000	150,000	150,000	0.00%
61038 Software	-	20,000.00	20,000	20,000	20,000	0.00%
Total Materials & Services	-	243,630.83	175,000	175,000	175,000	0.00%
Capital						
70005 Capital Equipment	-	48,901.90	40,000	40,000	40,000	0.00%
90004 Reserve: Replacement	-	-	829,000	829,000	1,250,800	50.88%
Total Capital	-	48,901.90	869,000	869,000	1,290,800	48.54%
TOTAL EXPENDITURES	-	292,532.73	1,044,000	1,044,000	1,465,800	40.40%

STREET FUND
RESOURCE BUDGET DETAIL

Resources	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Sewer in Lieu of Franchise Fee	\$ 387,404	\$ 432,462	\$ 407,000	\$ 492,500	\$ 545,000	10.66%	4.30%
Water in Lieu of Franchise Fee	348,786	363,497	357,000	410,400	432,900	5.48%	3.41%
Street SDC: Principal	2	-	-	-	-	-	-
Street SDC: Interest	14	35	100	-	-	-	-
Transportation SDC: Principal	117,651	8,499	40,000	5,000	5,000	-	0.04%
Transportation SDC: Interest	5,726	5,322	7,500	3,000	3,000	-	0.02%
Connection Fees: Principal	-	59	40,000	-	-	-	-
Connection Fees: Interest	-	63	7,500	-	-	-	-
Street IAF: Principal	28,709	4,882	-	7,500	10,000	33.33%	0.08%
Street IAF: Interest	6,711	12,117	-	2,500	3,000	20.00%	0.02%
Street Connection Fees	156,052	43,800	50,000	30,000	10,000	(66.67%)	0.08%
Transportation SDC: Revenues	708,147	885,568	800,000	505,000	500,000	(0.99%)	3.94%
Public Facility Construction Permit	93,069	118,837	-	95,000	30,000	(68.42%)	0.24%
Federal Highway Adm (20.205)	-	62,106	-	-	-	-	-
Oregon Dept of Transportation	12,373	27,620	-	-	-	-	-
State of Oregon	18,862	13,013	-	32,000	-	(100.00%)	-
State Gasoline Tax	2,170,883	2,151,490	2,052,000	2,253,100	2,175,000	(3.47%)	17.14%
Surface Transportation Program	-	346,260	370,000	646,500	817,000	26.37%	6.44%
EAIP WComp Wage Subsidy Reimb	-	956	370,000	-	-	-	-
Gifts & Donations	1,368	-	-	-	-	-	-
Miscellaneous Revenue	25,024	9,838	1,000	5,000	5,000	-	0.04%
Interest	345,795	461,464	109,500	305,000	330,000	8.20%	2.60%
Total Current Resources	4,426,576	4,947,888	4,611,600	4,792,500	4,865,900	1.53%	38.35%
From General Fund	260,000	260,000	260,000	260,000	260,000	-	2.05%
From Street Fund	-	-	260,000	-	75,000	-	0.59%
From OTIA Hwy20/99E Project	-	148,111	260,000	-	-	-	-
Total Transfers In	260,000	408,111	780,000	260,000	335,000	28.85%	2.64%
Beginning Balance	8,695,311	9,134,197	7,214,300	10,309,700	7,486,600	(27.38%)	59.01%
Totals	\$13,381,887	\$14,490,196	\$12,605,900	\$15,362,200	\$12,687,500	(17.41%)	100.00%

Budget Notes

The \$260,000 transfer from the General Fund is to partially cover the cost of electricity for City street lights.

The following is a list of several acronyms used with respect to the Street Fund:

- IAF**-Improvement Assurance Fee
- LID**-Local Improvement District
- NA**-North Albany
- SDC**-Systems Development Charge

STREET FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Street Maintenance	\$ 1,792,527	\$ 2,464,692	\$ 2,595,500	\$ 2,570,500	\$ 2,453,100	\$ 2,453,100	\$ 2,453,100
Street Administration	1,028,708	736,858	1,444,900	1,469,900	1,415,300	1,415,300	1,415,300
Street Operations Administration	-	186,997	-	-	-	-	-
Street Capital & Restoration	861,816	1,214,053	4,906,600	4,906,600	3,306,100	3,306,100	3,306,100
N. Albany Frontage Fee Projects	-	-	663,700	663,700	690,000	690,000	690,000
Transportation SDC Projects	564,640	415,088	5,751,500	5,751,500	4,823,000	4,823,000	4,823,000
Total Requirements	\$ 4,247,691	\$ 5,017,688	\$ 15,362,200	\$ 15,362,200	\$ 12,687,500	\$ 12,687,500	\$ 12,687,500

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$ 736,200	\$ 736,200	\$ 736,200
Materials & Services	3,297,500	3,297,500	3,297,500
Capital	8,382,100	8,382,100	8,382,100
Transfers Out	271,700	271,700	271,700
Totals	\$ 12,687,500	\$ 12,687,500	\$ 12,687,500

Adopted Requirements by Type						Adopted Budget	% of Fund Budget
	Personnel	Materials & Services	Capital	Transfers Out	Contingency		
Street Maintenance	\$ 736,200	\$ 1,716,900	\$ -	\$ -	\$ -	\$ 2,453,100	19.33%
Street Administration	-	1,049,600	94,000	271,700	-	1,415,300	11.16%
Street Capital & Restoration	-	525,000	2,781,100	-	-	3,306,100	26.06%
N. Albany Frontage Fee Projects	-	-	690,000	-	-	690,000	5.44%
Transportation SDC Projects	-	6,000	4,817,000	-	-	4,823,000	38.01%
Total Requirements	\$ 736,200	\$ 3,297,500	\$ 8,382,100	\$ 271,700	\$ -	\$ 12,687,500	100.00%
Percent of Fund Budget	5.80%	25.99%	66.07%	2.14%	-	100.00%	

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Street Maintenance	8.000	8.000	8.000	8.000	8.000	8.000	8.000
Street Administration	-	0.800	-	-	-	-	-
Street Operations Administration	-	1.400	-	-	-	-	-
Total FTEs	8.000	10.200	8.000	8.000	8.000	8.000	8.000

STREET FUND
OPERATION AND MAINTENANCE COMBINED BUDGET

Detailed below are the gasoline taxes, transfers in, and other resources used to support the following Street Fund operation and maintenance activities: Street Maintenance and Street Administration. The revenue items listed below are included in the Streets Fund - Revenue Budget Detail presented on the previous pages.

Resources	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Sewer in Lieu of Franchise Fee	\$ 387,404	\$ 432,462	\$ 492,500	\$ 492,500	\$ 545,000	10.66%	14.09%
Water in Lieu of Franchise Fee	348,786	363,497	410,400	410,400	432,900	5.48%	11.19%
Public Facility Construction Permit	93,069	118,837	95,000	95,000	30,000	(68.42%)	0.78%
State Gasoline Tax	2,061,183	1,671,090	2,153,100	2,153,100	2,175,000	1.02%	56.22%
EAIP WComp Wage Subsidy Reimb	-	956	-	-	-	-	-
Miscellaneous Revenue	20,249	4,951	5,000	5,000	5,000	-	0.13%
Interest	47,522	55,578	55,000	55,000	40,000	(27.27%)	1.03%
Total Current Resources	2,958,213	2,647,371	3,211,000	3,211,000	3,227,900	0.53%	83.44%
From General Fund	260,000	260,000	260,000	260,000	260,000	-	6.72%
Total Transfers In	260,000	260,000	260,000	260,000	260,000	-	6.72%
Beginning Balance	907,312	1,304,289	569,400	569,400	380,500	(33.18%)	9.84%
Totals	\$4,125,525	\$4,211,660	\$4,040,400	\$4,040,400	\$3,868,400	(4.26%)	100.00%

Requirements Activity Name	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Street Maintenance	\$ 736,200	\$ 1,716,900	\$ -	\$ -	\$ -	\$ 2,453,100	63.41%
Street Administration	-	1,049,600	94,000	271,700	-	1,415,300	36.59%
Total Requirements	\$ 736,200	\$ 2,766,500	\$ 94,000	\$ 271,700	\$ -	\$ 3,868,400	100.00%
Percent of Budget	19.03%	71.52%	2.43%	7.02%	-	100.00%	

Budget Note

For 2008-09, \$2,175,000, (100%), of the State Gasoline Tax revenues will be used for Street Fund operation and maintenance activities.

STREET FUND
CAPITAL PROJECTS COMBINED BUDGET

Detailed below are the in lieu of franchise fees, development fees, state support, and other resources used to support the following Street Fund capital activities: Street Capital & Restoration, North Albany Frontage Fee Projects, and Transportation SDC Projects.

Resources	2005-06 Actual	2006-07 Actual2007-08.....		2008-09 Adopted Budget	% Change from 2007-08	% of Fund Budget
			Adopted Budget	Revised Budget			
Street SDC: Principal	\$ 2	\$ -	\$ -	\$ -	\$ -	-	-
Street SDC: Interest	12	35	-	-	-	-	-
Transportation SDC: Principal	117,651	8,499	5,000	5,000	5,000	-	0.06%
Transportation SDC: Interest	5,726	5,322	3,000	3,000	3,000	-	0.03%
Connection Fees: Principal	-	59	-	-	-	-	-
Connection Fees: Interest	-	63	-	-	-	-	-
Street IAF: Principal	28,709	4,882	7,500	7,500	10,000	33.33%	0.11%
Street IAF: Interest	6,711	12,117	2,500	2,500	3,000	20.00%	0.03%
Street Connection Fees	156,052	43,800	30,000	30,000	10,000	(66.67%)	0.11%
Transportation SDC: Revenues	708,147	885,568	505,000	505,000	500,000	(0.99%)	5.67%
Federal Highway Adm (20.205)	-	62,106	-	-	-	-	-
Oregon Dept of Transportation	12,373	27,620	-	-	-	-	-
State of Oregon	18,862	13,013	32,000	32,000	-	(100.00%)	-
State Gasoline Tax	109,700	480,400	100,000	100,000	-	(100.00%)	-
Surface Transportation Program	-	346,260	646,500	646,500	817,000	26.37%	9.26%
Gifts & Donations	1,368	-	-	-	-	-	-
Miscellaneous Revenue	4,775	4,885	-	-	-	-	-
Interest	298,273	405,886	250,000	250,000	290,000	16.00%	3.29%
Total Current Resources	1,468,361	2,300,515	1,581,500	1,581,500	1,638,000	3.57%	18.56%
From Street Fund	-	-	-	-	75,000	-	0.85%
From OTIA Hwy20/99E Project	-	148,111	-	-	-	-	-
Total Transfers In	-	148,111	-	-	75,000	-	0.85%
Beginning Balance	7,787,999	7,829,908	9,740,300	9,740,300	7,106,100	(27.04%)	80.59%
Totals	\$9,256,360	\$10,278,534	\$11,321,800	\$11,321,800	\$ 8,819,100	(22.11%)	100.00%

Requirements Activity Name	Personnel	Materials & Services	Capital	Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
Street Capital & Restoration	\$ -	\$ 525,000	\$ 2,781,100	\$ -	\$ -	\$ 3,306,100	37.49%
N. Albany Frontage Fee Projects	-	-	690,000	-	-	690,000	7.82%
Transportation SDC Projects	-	6,000	4,817,000	-	-	4,823,000	54.69%
Total Requirements	\$ -	\$ 531,000	\$ 8,288,100	\$ -	\$ -	\$ 8,819,100	100.00%
Percent of Budget	-	6.02%	93.98%	-	-	100.00%	



CITY OF
Albany

O R E G O N

STREET FUND
SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2008-2009

Project Description	Totals	Street Operations Admin	Street Operations Admin	Street Capital & Restoration	North Albany Frontage Fee Projects
Pole Bldg - PW Inventory Control	\$ 94,000	\$ 94,000	\$ -	\$ -	\$ -
BR-09-01 3rd Ave Bridge Repair	156,000	-	156,000	-	-
ST-07-01 Waverly Rehab Phase I	1,570,000	-	1,570,000	-	-
ST-09-01 Waverly Rehab Phase II	169,000	-	169,000	-	-
Project Totals	1,989,000	94,000	1,895,000	-	-
Reserve: Street Connection Fees	233,400	-	233,400	-	-
Reserve: Capital Projects	6,119,700	-	612,700	690,000	4,817,000
Reserve: Grant Matching Funds	40,000	-	40,000	-	-
Total Reserves	6,393,100	-	886,100	690,000	4,817,000
Grand Totals	\$ 8,382,100	\$ 94,000	\$ 2,781,100	\$ 690,000	\$ 4,817,000

PROGRAM NARRATIVE

STREET FUND: STREET MAINTENANCE (250-50-2602)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed by: Jon Goldman, Street Maintenance Supervisor

FUNCTIONS AND RESPONSIBILITIES

- The primary function of this activity is to maintain the transportation system facilities.
- Pavement management and street restoration responsibilities include sweeping, sanding, base repair, crack sealing, pothole patching, chip-seal streets, overlay projects, and bridge maintenance.
- Repair tree damaged sidewalks and gutters on an as-needed basis.
- Storm water drainage maintenance responsibilities consist of cleaning open channel ditches.
- Right-of-way maintenance responsibilities include barricades, property clean-up and vegetation maintenance.
- Transportation management responsibilities include Airport maintenance, pavement markings, traffic sign maintenance, quarterly streetlight inspections, and quarterly traffic signal inspections and maintenance.
- Perform yearly street condition rating for one-quarter of the City streets.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Great Neighborhoods	06/08	In Progress	• Complete a street sign inventory program.
Great Neighborhoods	12/08	In Progress	• Develop the priority list of streets requiring maintenance with a strategy to improve the condition of City streets given the current funding levels.
Budget Year 2008-2009			
Great Neighborhoods	01/09		• Develop an inventory of curb/gutter and sidewalks, along with a rating system for condition assessment.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of miles of improved streets.	168.12	182.8	184.26	184.26
Number of miles of gravel streets.	4.09	0.15	0.15	0.15
Number of miles slurry sealed annually.	6.40	4.75	6.75	6.00
Number of customer service work orders.	735	600	540	600
Number of City traffic signals.	17	17	19	19
Percent of traffic signals inspected quarterly.	100%	100%	100%	100%
Miles of painted pavement marking.	48	48	46	46
Percentage of pavement marking annually painted.	100%	100%	100%	100%
Number of signs repaired annually.	205	130	180	150

STAFFING SUMMARY

FTE's	8	8	8	8
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City of Albany, Oregon - Adopted Budget

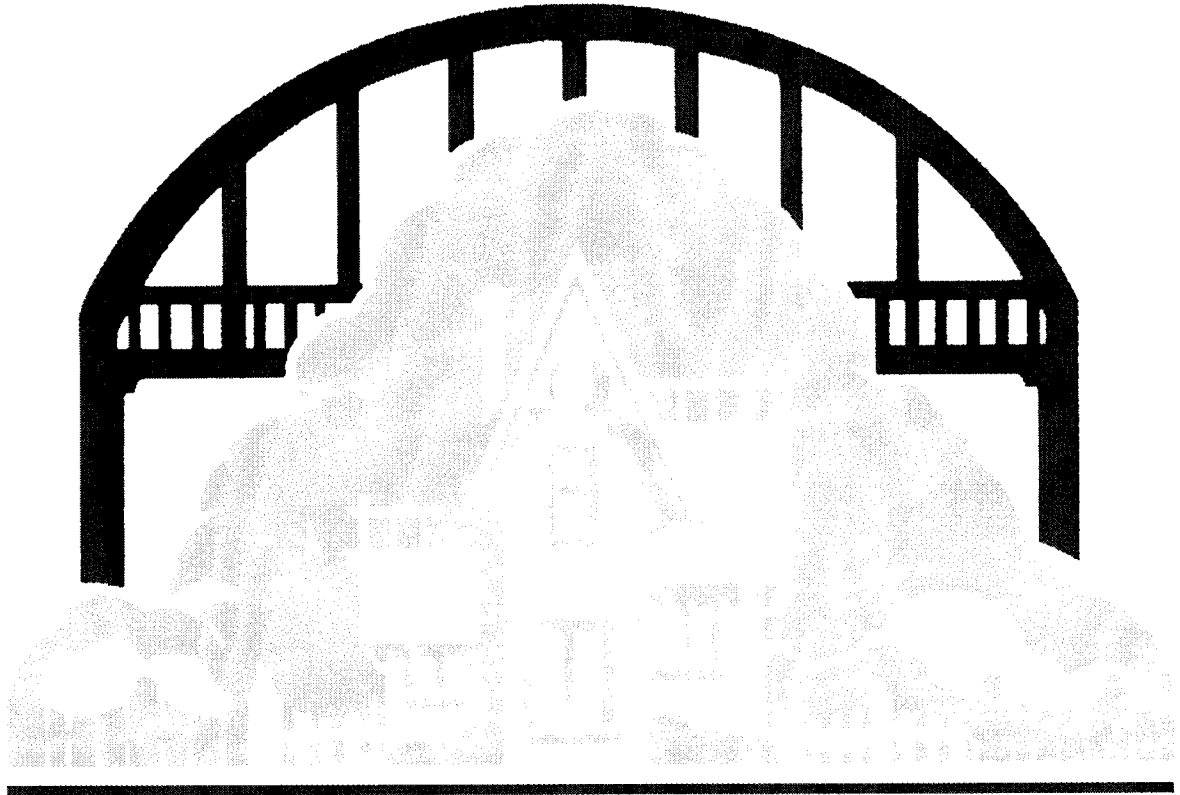
Budget Fiscal Year: 2008-2009

250: Street

50: Public Works

PROG 2602: Street Maintenance

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	361,369.92	370,735.01	398,000	433,000	419,500	-3.12%
53001 Overtime	9,976.68	23,262.79	10,000	10,000	23,000	130.00%
54005 Unemployment Claims	1,000.42	55.98	1,700	1,700	200	-88.24%
56001 Employer Paid Benefits	250,331.49	243,594.16	274,000	274,000	293,500	7.12%
Total Personnel Services	622,678.51	637,647.94	683,700	718,700	736,200	2.43%
Materials & Services						
60101 Contractual Services	91,503.64	89,178.63	82,900	82,900	82,900	0.00%
60118 Contractual-Street Sweeping	159,942.12	165,518.90	167,500	167,500	172,500	2.99%
60211 Insurance & Bonds	-	30,050.73	21,800	21,800	25,400	16.51%
61006 Advertising & Publications	87.00	34.00	600	600	100	-83.33%
61010 Duplication & Fax	-	-	200	200	-	-100.00%
61011 Education & Training	1,574.13	402.28	800	800	800	0.00%
61012 Equipment Rental: Private	466.25	33.14	2,000	2,000	1,000	-50.00%
61018 Laundry Service	-	-	700	700	700	0.00%
61024 Materials & Supplies	7,687.75	11,579.41	4,000	4,000	4,000	0.00%
61026 Meetings & Conferences	2,832.27	4,195.46	5,000	5,000	5,000	0.00%
61027 Memberships & Dues	510.00	60.00	300	300	300	0.00%
61028 Minor Equipment	-	305.00	6,500	6,500	6,500	0.00%
61032 Postage & Shipping	-	38.00	-	-	100	0.00%
61033 Printing & Binding	177.00	44.49	-	-	300	0.00%
61040 Uniforms	4,196.35	5,405.62	6,800	6,800	6,000	-11.76%
61041 Vehicle Fuel Charges	19,392.90	21,165.95	20,000	20,000	22,700	13.50%
61048 Tools	4,425.67	3,775.42	3,000	3,000	3,000	0.00%
61050 Chemicals	714.00	-	-	-	-	0.00%
62702 Traffic Control Supplies	25,391.07	17,452.00	16,000	16,000	25,500	59.38%
63006 Power & Light	46,111.87	48,639.52	62,300	62,300	50,000	-19.74%
63007 Heating & Fuel	2,312.19	2,246.02	-	-	2,500	0.00%
63008 Street Lighting	337,581.09	357,275.92	346,500	346,500	385,000	11.11%
63009 Telephone	1,564.74	8,823.53	16,900	16,900	6,700	-60.36%
63011 Water Service	-	-	-	-	-	0.00%
65006 Maint: Building	78.00	-	1,000	1,000	1,000	0.00%
65008 Maint: Communications Equipment	-	-	500	500	500	0.00%
65082 Safety Improvements	583.49	702.16	600	600	600	0.00%
65509 Storm Drainage Maintenance	2,819.99	7,371.70	9,000	9,000	9,000	0.00%
65510 Street Maintenance Materials	5,809.94	3,753.71	4,000	4,000	4,000	0.00%
65513 Vehicle Maintenance	23,125.86	22,580.77	21,000	21,000	21,000	0.00%
65516 Maint: Traffic Control System	9,348.50	20,888.16	37,000	37,000	20,000	-45.95%
65520 Slurry Seal Program	-	88,409.19	150,000	150,000	100,000	-33.33%
65521 Pavement Overlay Program	184,148.49	361,440.08	200,000	200,000	200,000	0.00%
65522 Oilmat Program	51,672.58	40,525.57	20,000	20,000	20,000	0.00%
65523 Pavement Marking Program	27,451.47	25,846.72	25,000	25,000	26,000	4.00%
65524 Bridge Maintenance Program	-	94.26	50,000	50,000	25,000	-50.00%
65525 Gravel Street Maintenance Program	365.00	-	-	-	-	0.00%
65526 Right of Way Landscaping Program	1,730.85	-	-	-	-	0.00%
65527 Right of Way Tree Maintenance	776.27	3,842.42	5,000	5,000	3,000	-40.00%
65528 Pavement Repair Program	72,239.33	121,188.98	200,000	200,000	200,000	0.00%
65532 General Tree Services	43.00	-	-	-	-	0.00%
66010 Central Service Charges	-	130,300.00	99,500	99,500	106,600	7.14%
66011 Equipment Replacement	61,100.00	73,000.00	82,600	82,600	54,600	-33.90%
66012 Facility Maintenance Charges	-	25,000.00	25,000	-	-	0.00%
66013 GIS System Charges	-	92,000.00	78,000	78,000	80,100	2.69%
66014 Information Technology Services	-	5,400.00	5,800	5,800	9,500	63.79%
66015 IT Equipment Replacement	2,496.00	2,500.00	-	-	1,300	0.00%
66026 Facilities Engineering Charges	-	25,000.00	25,300	25,300	3,000	-88.14%



CITY OF
Albany



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

250: Street
50: Public Works

PROG 2602: Street Maintenance

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Materials & Services						
66505 Physical Exams & Medicals	-	-	500	500	500	0.00%
66511 Flexible Spending Admin Fees	66.00	-	200	200	200	0.00%
66532 Concrete Repair Program	19,524.97	10,975.81	50,000	50,000	30,000	-40.00%
Total Materials & Services	1,169,849.78	1,827,043.55	1,853,800	1,828,800	1,716,900	-6.12%
Capital						
70005 Capital Equipment	-	-	58,000	58,000	-	-100.00%
Total Capital	-	-	58,000	58,000	-	-100.00%
TOTAL EXPENDITURES	1,792,528.29	2,464,691.49	2,595,500	2,605,500	2,453,100	-5.85%

PROGRAM NARRATIVE

**STREETS FUND: PUBLIC WORKS ADMINISTRATION, STREETS (250-50-2604)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director**

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for the PW Internal Services fund which includes charges for Public Works Administration, Operations Administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering for providing street services.
- Transfer funds to other City programs such as Urban Forestry and Storm Water Planning.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Great Neighborhoods	06/08	In Progress	<ul style="list-style-type: none"> • Develop a funding strategy with ODOT rail for the Connect Oregon II rail money to reduce the traffic conflicts in North Albany and on Queen Avenue.
Great Neighborhoods	06/08	In Progress	<ul style="list-style-type: none"> • Participate in the Environmental Assessment conducted on I-5 between the Santiam River and Highway 34.
Great Neighborhoods	06/08	In Progress	<ul style="list-style-type: none"> • Develop a financial plan for transportation needs.
Budget Year 2008-2009			
Great Neighborhoods	06/09		<ul style="list-style-type: none"> • Explore opportunities for the development of an intercity rail service.
Great Neighborhoods	06/09		<ul style="list-style-type: none"> • Work with the Oregon Department of Transportation on the I-5, Santiam River to HWY 34 Corridor and Environmental Impact Study.
Great Neighborhoods	06/09		<ul style="list-style-type: none"> • Develop level of service and performance measures for the street programs.

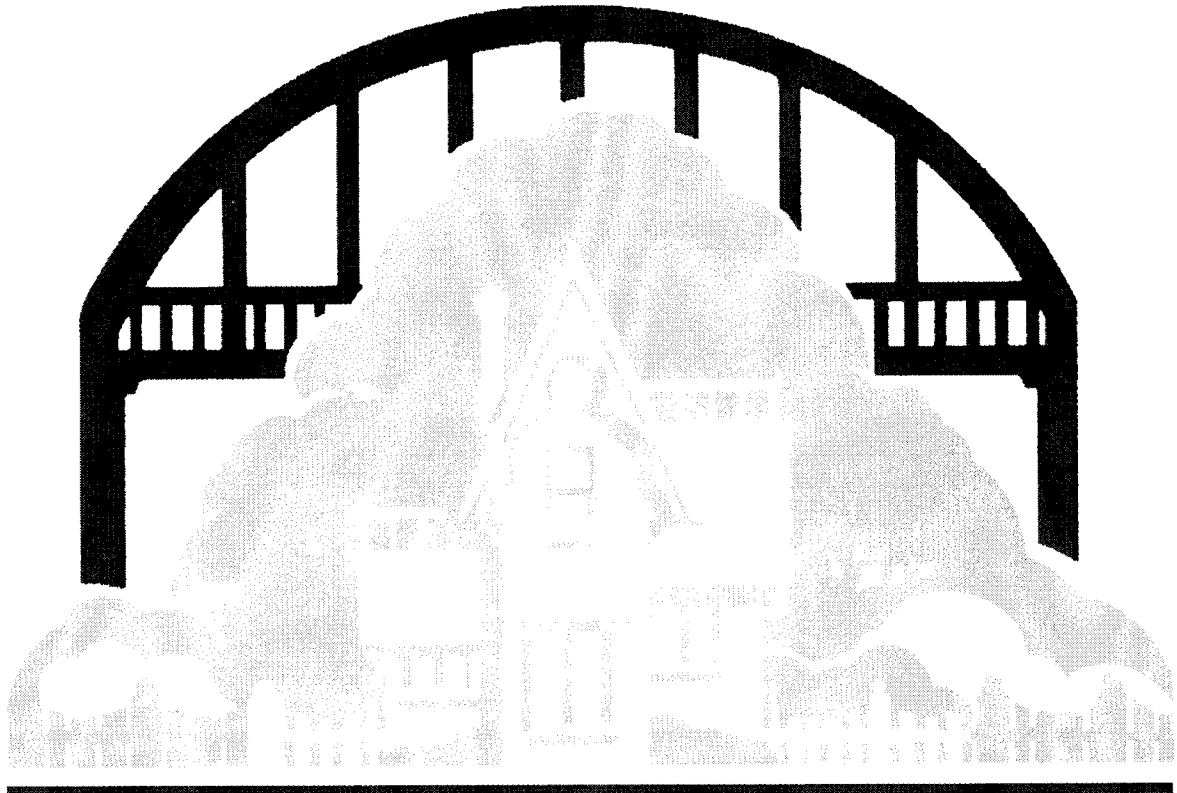
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

250: Street
50: Public Works

PROG 2604: Street Administration

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	-	65,550.89	-	-	-	0.00%
54005 Unemployment Claims	-	24.88	-	-	-	0.00%
56001 Employer Paid Benefits	-	29,756.99	-	-	-	0.00%
Total Personnel Services	-	95,332.76	-	-	-	0.00%
Materials & Services						
60101 Contractual Services	107.40	43,777.46	90,000	90,000	90,000	0.00%
60201 Space Rental	-	21,000.00	-	-	-	0.00%
60211 Insurance & Bonds	-	5,309.72	8,900	8,900	10,400	16.85%
61006 Advertising & Publications	-	30.00	-	-	-	0.00%
61011 Education & Training	-	565.28	-	-	-	0.00%
61022 Credit Card Fees	-	-	3,000	3,000	-	-100.00%
61024 Materials & Supplies	739.30	3,502.95	3,000	3,000	3,000	0.00%
61026 Meetings & Conferences	-	1,553.22	-	-	-	0.00%
61027 Memberships & Dues	-	805.80	700	700	-	-100.00%
61028 Minor Equipment	-	1,221.21	-	-	-	0.00%
61030 Personal Auto Reimbursement	-	743.82	-	-	-	0.00%
61032 Postage & Shipping	-	5.20	-	-	-	0.00%
61033 Printing & Binding	119.50	-	-	-	-	0.00%
61041 Vehicle Fuel Charges	-	5.66	-	-	-	0.00%
63009 Telephone	41.53	2,205.74	5,300	5,300	1,200	-77.36%
65006 Maint: Building	-	299.35	-	-	-	0.00%
65519 Traffic Calming Program	5,400.00	-	-	-	-	0.00%
66009 Building Replacement	-	-	50,000	50,000	50,000	0.00%
66010 Central Service Charges	-	25,500.00	103,500	103,500	116,600	12.66%
66013 GIS System Charges	-	11,700.00	-	-	-	0.00%
66014 Information Technology Services	-	7,200.00	-	-	-	0.00%
66015 IT Equipment Replacement	-	1,500.00	-	-	-	0.00%
66017 Public Works Administration Charges	500,300.00	11,400.00	95,000	95,000	115,100	21.16%
66018 Public Works Design/Const Mgmt Services	148,300.00	-	-	-	-	0.00%
66019 Public Works Engineering Service Charges	34,500.00	379,300.00	420,000	420,000	390,200	-7.10%
66020 Permit Tracking Services	-	3,900.00	-	-	-	0.00%
66023 Operations Administration Charges	166,700.00	-	220,000	220,000	264,600	20.27%
66025 Public Works Data Management	39,100.00	-	-	-	-	0.00%
66026 Facilities Engineering Charges	20,000.00	-	-	25,000	8,000	-68.00%
66028 Urban Forestry/Building Maintenance Char	113,400.00	-	-	-	-	0.00%
66029 Water Quality Control Charges	-	-	-	-	-	0.00%
67010 Safety Recognition Program	-	-	500	500	500	0.00%
Total Materials & Services	1,028,707.73	521,525.41	999,900	1,024,900	1,049,600	2.41%
Capital						
70005 Capital Equipment	-	-	45,000	45,000	-	-100.00%
73004 Pole Bldg - Public Works	-	-	-	-	-	0.00%
73005 Pole Bldg - PW Inventory Control	-	-	-	-	94,000	0.00%
Total Capital	-	-	45,000	45,000	94,000	108.89%
Transfers Out						
91202 To Parks & Recreation Fund	-	120,000.00	150,000	150,000	130,000	-13.33%
91249 To Capital Projects Fund	-	-	-	-	66,700	0.00%
91255 To Street Capital	-	-	-	-	75,000	0.00%
Total Transfers Out	-	120,000.00	150,000	150,000	271,700	81.13%
Contingencies						
99005 Contingencies	-	-	250,000	215,000	-	-100.00%



CITY OF
Albany

ESTABLISHED 1814



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

250: Street
50: Public Works

PROG 2604: Street Administration

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Total Contingencies	-	-	250,000	215,000	-	-100.00%
TOTAL EXPENDITURES	1,028,707.73	736,858.17	1,444,900	1,434,900	1,415,300	-1.37%

PROGRAM NARRATIVE

STREET FUND: STREET CAPITAL & RESTORATION (250-50-2700)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for transportation related capital construction projects including pavement restoration, bridge repair, and grant match.
 - Provide local funding match for bicycle and pedestrian improvement grants.
 - This activity receives funds from franchise fees, State gas tax, STP funds, grants, and interest income.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Great Neighborhoods	06/08	Completed	<ul style="list-style-type: none">• Develop a streetscape plan for Water Avenue.
Great Neighborhoods	06/08	In Progress	<ul style="list-style-type: none">• Analyze options for a pedestrian path on Gibson Hill Rd. between Gibson Hill Park and Oak Grove School.
Budget Year 2008-2009			
Great Neighborhoods	08/09		<ul style="list-style-type: none">• Rehabilitate Waverly Drive between Pacific Blvd. and Santiam Hwy.
Great Neighborhoods	08/09		<ul style="list-style-type: none">• Structural repairs to the 3rd Ave. bridge over the Calapooia River.
Great Neighborhoods	06/09		<ul style="list-style-type: none">• Develop a funding strategy for Water Street Improvements.
Great Neighborhoods	06/09		<ul style="list-style-type: none">• Develop a streetscape plan for 2nd Avenue.
Great Neighborhoods	06/09		<ul style="list-style-type: none">• Develop a pedestrian and bicycle path conceptual plan with parks and Recreation to link Bowman Park to Simpson Park.
Great Neighborhoods	06/09		<ul style="list-style-type: none">• Update the Transportation System Plan and develop a viable financial plan to fund priority projects.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

250: Street
50: Public Works

PROG 2700: Street Capital & Restoration

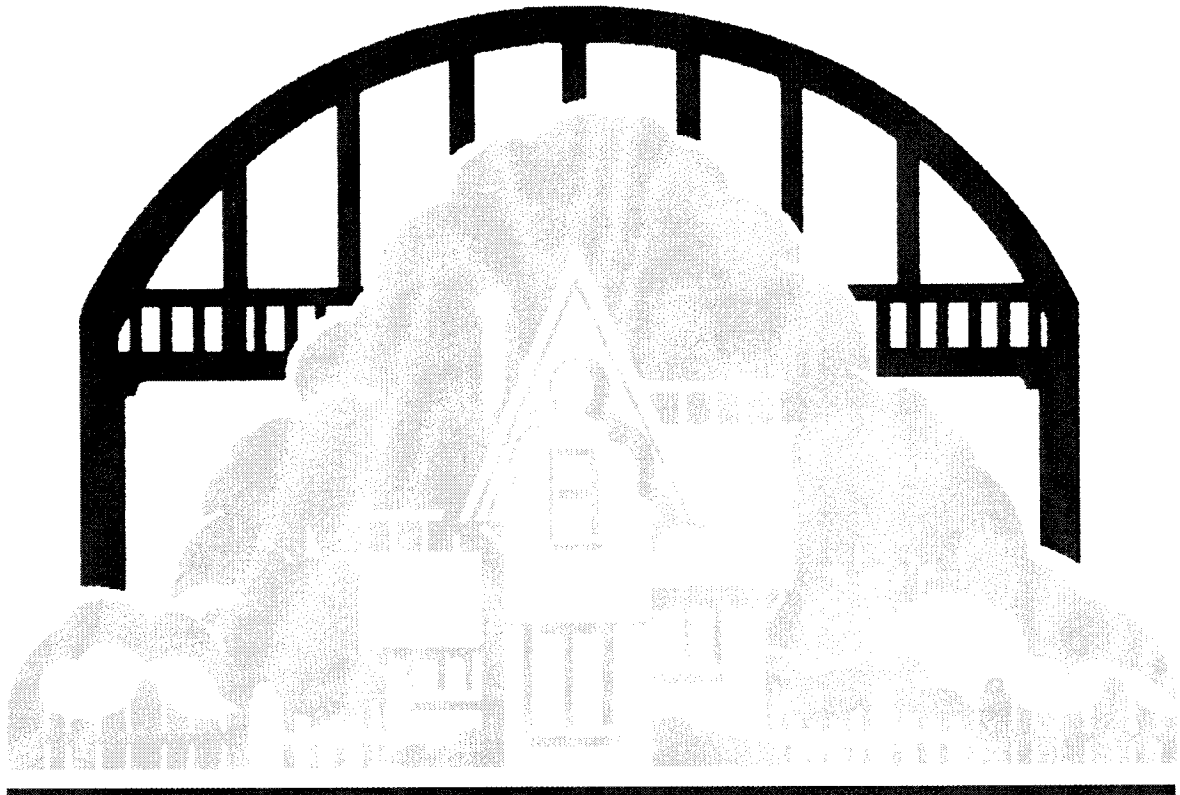
Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41131 Connection Fees: Principal	-	58.79	-	-	-	0.00%
41132 Connection Fees: Interest	-	63.42	-	-	-	0.00%
41234 Street Connection Fees	156,052.00	43,800.00	30,000	30,000	10,000	-66.67%
42028 Federal Highway Adm (20.205)	-	62,105.84	-	-	-	0.00%
42401 Oregon Dept of Transportation	12,372.50	27,620.00	-	-	-	0.00%
42403 State of Oregon	18,862.00	13,013.00	32,000	32,000	-	-100.00%
42412 State Gasoline Tax	109,700.00	480,400.00	100,000	100,000	-	-100.00%
42413 Surface Transportation Program	-	346,259.58	646,500	646,500	817,000	26.37%
46100 Gifts & Donations	1,368.00	-	-	-	-	0.00%
47012 Miscellaneous Revenue	4,775.00	4,886.92	-	-	-	0.00%
48010 Interest	108,852.24	130,497.82	60,000	60,000	40,000	-33.33%
Total General Revenues	411,981.74	1,108,705.37	868,500	868,500	867,000	-0.17%
Transfers In						
49036 From Street Fund	-	-	-	-	75,000	0.00%
49055 From OTIA Hwy20/99E Project	-	148,110.50	-	-	-	0.00%
Total Transfers In	-	148,110.50	-	-	75,000	0.00%
Beginning Balance						
49905 Beginning Balance	3,078,162.00	2,628,328.00	4,038,100	4,038,100	2,364,100	-41.46%
Total Beginning Balance	3,078,162.00	2,628,328.00	4,038,100	4,038,100	2,364,100	-41.46%
TOTAL REVENUES	3,490,143.74	3,885,143.87	4,906,600	4,906,600	3,306,100	-32.62%

Materials & Services

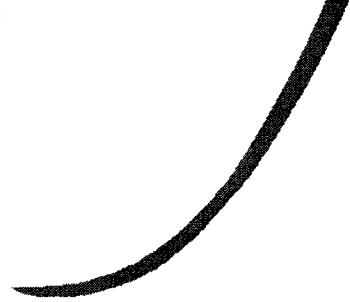
60101 Contractual Services	49,661.41	14,173.38	35,000	35,000	20,000	-42.86%
60219 Transportation System Plan Update	206,302.13	172,712.09	313,000	313,000	140,000	-55.27%
60232 Transp. System Plan Update-Federal	-	62,105.84	-	-	-	0.00%
60237 Stormwater Master Plan	-	-	-	-	75,000	0.00%
60238 Bowman to Simpson Park Bike/Ped	-	-	-	-	35,000	0.00%
60239 Second Ave Streetscape Plan	-	-	-	-	10,000	0.00%
60401 I-5 EIS ODOT Study	-	-	-	-	200,000	0.00%
60404 ST-08-01 Water Street Evaluation	-	3,108.15	90,000	90,000	10,000	-88.89%
60405 ST-08-02 Gibson Hill Ped Path Evaluation	-	-	10,000	10,000	-	-100.00%
61007 Assessment Payments	164.91	-	-	-	-	0.00%
61024 Materials & Supplies	124.55	-	-	-	-	0.00%
65519 Traffic Calming Program	4,650.00	-	10,000	10,000	10,000	0.00%
67022 Capital Recovery Agreement-Pyemt	35,199.75	-	25,000	25,000	25,000	0.00%
Total Materials & Services	296,102.75	252,099.46	483,000	483,000	525,000	8.70%

Capital

70011 Land Acquisition	-	1,000.00	-	-	-	0.00%
72004 Regional Multimodal Transportation Cntr	-	267,967.16	-	-	-	0.00%
73001 Spicer/Three Lakes Property Acquisition	-	187,007.74	-	-	-	0.00%
80031 Sidewalk Infill Program	-	-	10,000	10,000	-	-100.00%
80040 Geary Street Sidewalk Infill Project	1,255.00	59,253.16	-	-	-	0.00%
80041 Timber Street Alignment	-	8,158.26	-	-	-	0.00%
82000 BR-05-01 2nd/Periwinkle Creek Bridge	14,343.48	-	-	-	-	0.00%
82001 BR-09-01 3rd Ave Bridge Repair	-	-	-	-	156,000	0.00%
85013 ST-06-01 Marion St Reconstruction	187,114.53	119,567.07	-	-	-	0.00%
85014 ST-06-04, Grand Prairie Rd. Improvement	-	14,662.52	190,000	190,000	-	-100.00%
85015 ST-07-01 Waverly Rehab Phase I	-	4,338.47	1,970,000	1,970,000	1,570,000	-20.30%
85021 ST-09-01 Waverly Rehab Phase II	-	-	-	-	169,000	0.00%
90000 Reserve: Capital Projects	-	-	40,000	40,000	-	-100.00%



CITY OF
Albany



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

250: Street
50: Public Works

PROG 2700: Street Capital & Restoration

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Capital						
90009 Reserve: Street Connection Fees	-	-	213,400	213,400	233,400	9.37%
90012 Reserve: Capital Projects	-	-	2,000,200	1,985,200	612,700	-69.14%
90013 Reserve: Grant Matching Funds	-	-	-	-	40,000	0.00%
Total Capital	202,713.01	661,954.38	4,423,600	4,408,600	2,781,100	-36.92%
Transfers Out						
91203 To Grants Fund	-	-	-	15,000	-	-100.00%
91220 To OTIA Hwy20/99E Project	200,000.00	-	-	-	-	0.00%
91231 To Periwinkle Creek Bridge	163,000.00	-	-	-	-	0.00%
91238 To Bicycle & Pedestrian Improvement	-	40,000.00	-	-	-	0.00%
91244 To North Albany Park & Ride	-	150,000.00	-	-	-	0.00%
91245 To Albany Station Pathway	-	110,000.00	-	-	-	0.00%
Total Transfers Out	363,000.00	300,000.00	-	15,000	-	-100.00%
TOTAL EXPENDITURES	861,815.76	1,214,053.84	4,906,600	4,906,600	3,306,100	-32.62%

PROGRAM NARRATIVE

STREET FUND: NORTH ALBANY FRONTAGE FEE PROJECTS (250-50-2701)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding only for capacity increasing capital improvements for transportation system facilities in North Albany. Revenues are received from North Albany Street Systems Development Charges (SDC).
 - The North Albany Street Systems Development Charge was repealed on October 1, 1997, when the Albany Transportation SDC became effective. This activity received some additional revenue during a three-month phase-in period and will continue to receive previously approved installment payments.
 - This activity also includes a special street assessment collected from developing property adjacent to major streets in North Albany. These monies are included in a North Albany Street Assessment Reserve to be used for future improvements on major streets in North Albany.
 - In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all Systems Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	06/08	Complete	<ul style="list-style-type: none">• Reserve fees for future projects.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none">• Build reserves for future projects.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

250: Street
50: Public Works

PROG 2701: N. Albany Frontage Fee Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41127 Street SDC: Principal	1.83	-	-	-	-	0.00%
41128 Street SDC: Interest	14.33	34.64	-	-	-	0.00%
41133 Street IAF: Principal	28,709.04	4,882.37	7,500	7,500	10,000	33.33%
41134 Street IAF: Interest	6,711.34	12,116.70	2,500	2,500	3,000	20.00%
48010 Interest	21,012.30	29,738.97	29,000	29,000	25,000	-13.79%
Total General Revenues	56,448.84	46,772.68	39,000	39,000	38,000	-2.56%
Beginning Balance						
49905 Beginning Balance	503,261.00	559,710.00	624,700	624,700	652,000	4.37%
Total Beginning Balance	503,261.00	559,710.00	624,700	624,700	652,000	4.37%
TOTAL REVENUES	559,709.84	606,482.68	663,700	663,700	690,000	3.96%
Capital						
90012 Reserve: Capital Projects	-	-	663,700	663,700	690,000	3.96%
Total Capital	-	-	663,700	663,700	690,000	3.96%
TOTAL EXPENDITURES	-	-	663,700	663,700	690,000	3.96%

PROGRAM NARRATIVE

STREET FUND: TRANSPORTATION SDC PROJECTS (250-50-2702)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding only for capacity increasing capital improvements for transportation system facilities identified in the Transportation System Plan adopted in 1997. Revenues are received from Transportation Systems Development Charges (SDC).
 - The current Transportation Systems Development Charge (effective July 2007) is \$1,719 for a single-family residence and based upon traffic impact for all other development in Albany. This activity receives 100 percent of the fee.
 - In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all Systems Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Great Neighborhoods	06/08	In Progress	<ul style="list-style-type: none">• Provide funding for right-of-way acquisition for the 53rd Avenue roadway and bridge project for PepsiCo.
Effective Government	06/08	Complete	<ul style="list-style-type: none">• Build reserves for future projects.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none">• Build reserves for future projects.

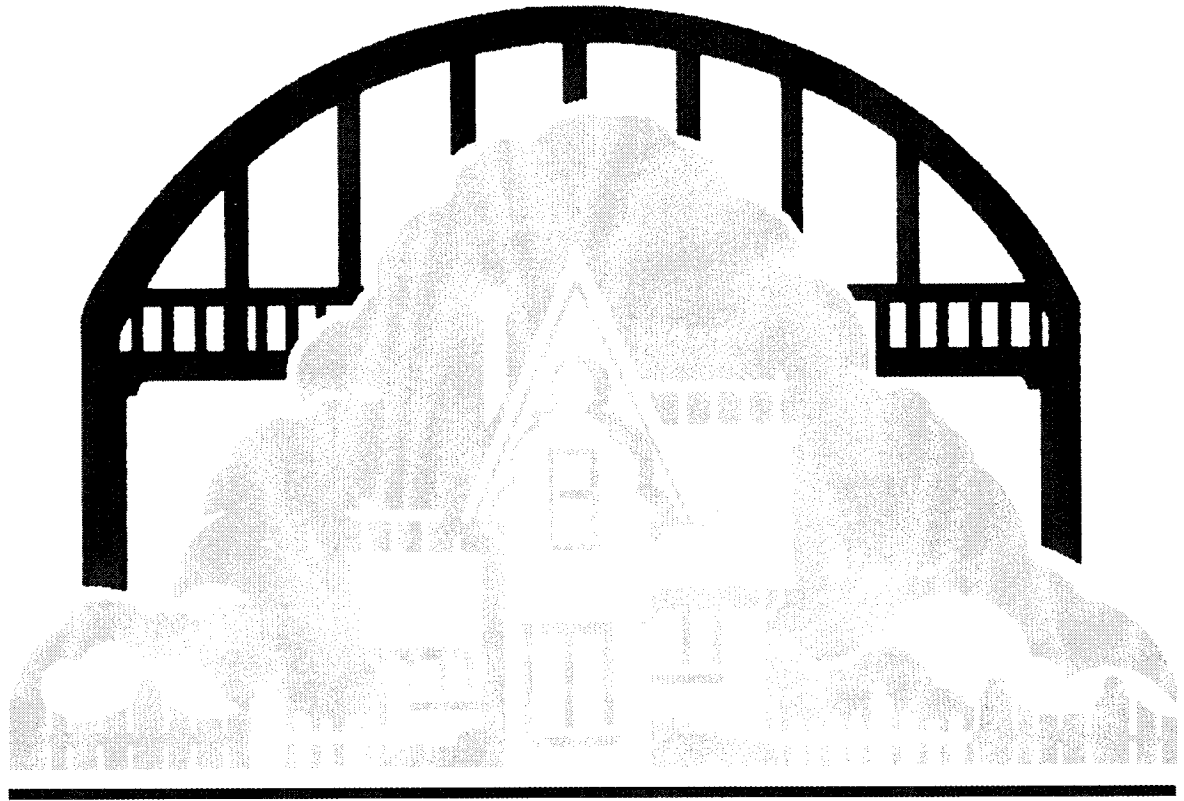
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

250: Street
50: Public Works

PROG 2702: Transportation SDC Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41129 Transportation SDC: Principal	117,650.77	8,499.07	5,000	5,000	5,000	0.00%
41130 Transportation SDC: Interest	5,726.35	5,322.24	3,000	3,000	3,000	0.00%
41237 Transportation SDC: Revenues	708,147.37	885,567.95	505,000	505,000	500,000	-0.99%
48010 Interest	168,408.63	245,648.69	161,000	161,000	225,000	39.75%
Total General Revenues	999,933.12	1,145,037.95	674,000	674,000	733,000	8.75%
Beginning Balance						
49905 Beginning Balance	4,206,576.00	4,641,870.00	5,077,500	5,077,500	4,090,000	-19.45%
Total Beginning Balance	4,206,576.00	4,641,870.00	5,077,500	5,077,500	4,090,000	-19.45%
TOTAL REVENUES	5,206,509.12	5,786,907.95	5,751,500	5,751,500	4,823,000	-16.14%
Materials & Services						
61022 Credit Card Fees	5,820.62	5,623.52	3,600	3,600	6,000	66.67%
61024 Materials & Supplies	-	15.30	-	-	-	0.00%
63011 Water Service	-	-	-	-	-	0.00%
Total Materials & Services	5,820.62	5,638.82	3,600	3,600	6,000	66.67%
Capital						
70021 Land Acq: 3907 Spicer Dr	-	-	-	150,000	-	-100.00%
72004 Regional Multimodal Transportation Cntr	-	25,102.20	-	-	-	0.00%
85004 ST-03-05 North Albany Road Extension LID	514,556.01	22,297.30	-	-	-	0.00%
85007 ST-05-01 NA Rd/West Thornton Lake Signal	44,263.18	362,050.14	150,000	150,000	-	-100.00%
85020 ST-08-03 NA Sidewalk Improvements	-	-	-	-	-	0.00%
90012 Reserve: Capital Projects	-	-	3,597,900	3,447,900	4,817,000	39.71%
Total Capital	558,819.19	409,449.64	3,747,900	3,747,900	4,817,000	28.53%
Transfers Out						
91249 To Capital Projects Fund	-	-	2,000,000	2,000,000	-	-100.00%
Total Transfers Out	-	-	2,000,000	2,000,000	-	-100.00%
TOTAL EXPENDITURES	564,639.81	415,088.46	5,751,500	5,751,500	4,823,000	-16.14%



CITY OF
Albany



DEBT
SERVICE
FUNDS

DEBT SERVICE FUND

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Debt Service funds accumulate resources and account for the payment of general long-term debt principal and interest. The City has one Debt Service fund.

DEBT SERVICE FUND

Separate programs are maintained in this fund to account for each of the City's general long-term debt issuances.

Bancroft Debt Service: Bancroft bonds are issued under the state of Oregon Bancroft Bonding Act, ORS 223.205 and 223.210 to 223.295. The bonds are limited tax assessment bonds wherein repayment is guaranteed by a lien on the improved property. If payment on a property becomes delinquent for more than one year, the City may choose to foreclose on that property, and after one year sell the property to satisfy the lien. By charging a financing rate of two percentage points above the effective bond rate and with the ability to foreclose on delinquent properties, the City has always been able to make debt service payments on Bancroft Bonds.

1995 Fairground Revenue Bond Debt: Transient room taxes are collected to repay the debt. The debt service requirement for 2007-08 is \$241,725. The last bonds will be retired in Fiscal Year 2010-11 with a payment of \$216,038.

1999 General Obligation Street Improvement Bonds: Property taxes are levied to make the principal and interest payments. The debt service requirement for 2008-09 is \$479,550. The estimated tax rate for the repayment of this debt for 2008-09 is \$0.13 per \$1,000 of assessed value. This issue was advanced refunded in Fiscal Year 2006-07. Proceeds from the 2007 General Obligation Refunding issue will be used to retire the outstanding debt on its first call date in Fiscal Year 2009-10. As a result of the refunding, the remaining obligations of this issue will be satisfied in 2008-09.

2002 Limited Tax Pension Bonds: These limited tax bonds were used to finance a portion of the estimated unfunded actuarial liability with the Oregon Public Employees Retirement System (PERS). Each City program with personnel costs is assessed a fee proportionate to its PERS eligible payroll to pay for the annual debt service requirements. The bonds will be retired in 2027-28. The debt service requirement for 2008-09 is \$486,068.

2004 Revenue Obligations: Issued in December 2004, these bonds provide funding for the Aquatic Center project and the defeasance of the 1994 City Hall Certificates of Participation. Debt service will be paid from General Fund and Parks & Recreation Fund revenues transferred to the Debt Service Fund. The requirement for 2008-09 is \$315,000 for the General Fund and \$107,800 for the Parks & Recreation Fund. The General Fund share of the debt will be retired in fiscal 2013-14 and the final payment for the Parks & Recreation Fund share will be in 2019-20.

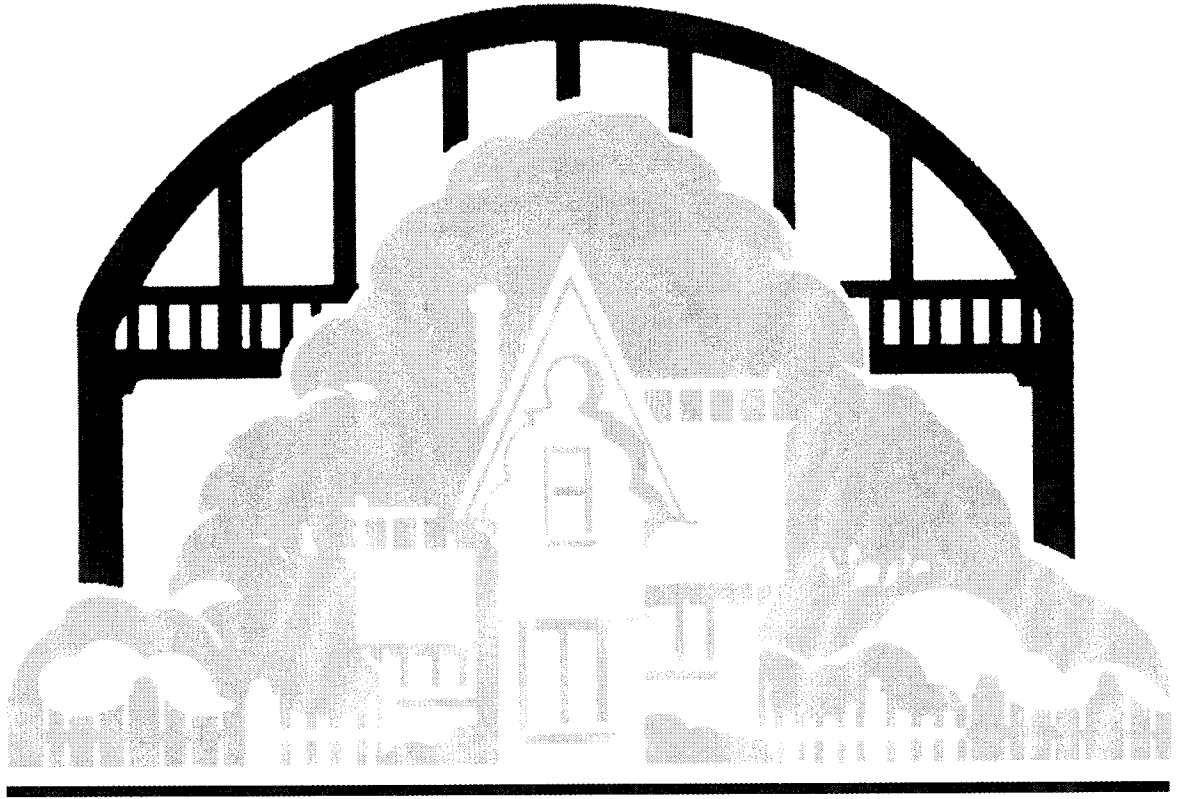
2007 General Obligation Refunding Bonds: Issued in March 2007, these bonds were used to refund the 1996 Fire Substation GO Bonds and advance refund the 1999 GO Street Improvement Bonds. Property taxes are levied to make the principal and interest payments. The requirement for 2008-09 is \$707,400. The estimated tax rate for the repayment of this debt for 2008-09 is \$0.23 per \$1,000 of assessed value. The debt will be retired in fiscal 2014-15.

RESOURCES

Property Taxes	\$ 1,011,600
Transient Room Taxes	193,800
Charges for Service	486,200
Assessment Revenues	7,000
Investment Earnings	54,200
Transfers In	423,500
Beginning Balance	372,100
Reserved Beginning Balance	719,500
Total Resources	\$ 3,267,900

REQUIREMENTS

Materials & Services	\$ 2,400
Debt Service	3,265,500
Total Requirements	\$ 3,267,900



CITY OF
Albany

O P E E G O N

**DEBT SERVICE FUND
RESOURCE BUDGET DETAIL**

RESOURCES	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Property Taxes - Current	\$ 1,062,822	\$ 951,815	\$ 1,010,700	\$ 1,010,700	\$ 983,100	(2.73%)	30.08%
Property Taxes - Delinquent	50,323	37,137	10,000	10,000	28,500	185.00%	0.87%
Transient Room Tax	256,014	241,343	217,800	217,800	193,800	(11.02%)	5.93%
Departmental Charges	437,823	524,267	458,700	458,700	486,200	6.00%	14.88%
Bonded Asmnts: Principal	-	10,425	10,000	10,000	6,000	(40.00%)	0.18%
Bonded Asmnts: Interest	-	1,788	1,000	1,000	1,000	-	0.03%
Long-Term Debt Sale Proceeds	-	8,456,060	-	-	-	-	-
Interest	35,295	133,892	33,500	33,500	54,200	61.79%	1.66%
Total Current Resources	1,842,277	10,356,727	1,741,700	1,741,700	1,752,800	0.64%	53.63%
From Parks Fund	182,342	177,193	181,800	181,800	180,100	(0.94%)	5.51%
From General Fund	174,258	169,334	239,900	239,900	243,400	1.46%	7.45%
From Bancroft Debt Service Fund	2,110,672	-	-	-	-	-	-
Total Transfers In	2,467,272	346,527	421,700	421,700	423,500	0.43%	12.96%
Beginning Balance	138,434	2,255,847	793,200	793,200	372,100	(53.09%)	11.39%
Reserved Beginning Balance	505,976	582,777	635,000	635,000	719,500	13.31%	22.02%
Totals	\$ 4,953,959	\$ 13,541,878	\$ 3,591,600	\$ 3,591,600	\$ 3,267,900	(9.01%)	100.00%

REQUIREMENT SUMMARIES

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Bancroft Debt Service	\$ -	\$ 1,756,170	\$ 824,200	\$ 824,200	\$ 399,100	\$ 399,100	\$ 399,100
1995 Fairgrounds Revenue Bonds	265,825	253,125	483,800	483,800	468,900	468,900	468,900
1996 Fire Substation GO Bonds	312,063	249,888	-	-	-	-	-
1999 GO Street Improvement Bonds	754,790	756,685	517,300	517,300	480,600	480,600	480,600
2002 LTD Tax Pension Bonds	426,057	446,058	621,200	621,200	752,000	752,000	752,000
2004 Revenue Obligations	356,600	346,526	421,700	421,700	423,500	423,500	423,500
2007 GO Refunding Bonds	-	8,536,334	723,400	723,400	743,800	743,800	743,800
Total Requirements	\$ 2,115,335	\$ 12,344,786	\$ 3,591,600	\$ 3,591,600	\$ 3,267,900	\$ 3,267,900	\$ 3,267,900

Expenditure Type	Proposed	Approved	Adopted
Materials & Services	\$ 2,400	\$ 2,400	\$ 2,400
Debt Service	3,265,500	3,265,500	3,265,500
Totals	\$ 3,267,900	\$ 3,267,900	\$ 3,267,900

Adopted Requirements by Type	Materials				Debt Service	Adopted Budget	% of Fund Budget
	Personnel	& Services	Capital	Transfers Out			
Bancroft Debt Service	\$ -	\$ 200	\$ -	\$ -	\$ 398,900	\$ 399,100	12.21%
1995 Fairgrounds Revenue Bonds	-	500	-	-	468,400	468,900	14.35%
1999 GO Street Improvement Bonds	-	1,000	-	-	479,600	480,600	14.71%
2002 LTD Tax Pension Bonds	-	-	-	-	752,000	752,000	23.01%
2004 Revenue Obligations	-	700	-	-	422,800	423,500	12.96%
2007 GO Refunding Bonds	-	-	-	-	743,800	743,800	22.76%
Total Requirements	\$ -	\$ 2,400	\$ -	\$ -	\$ 3,265,500	\$ 3,267,900	100.00%
Percent of Fund Budget	-	0.07%	-	-	99.93%	100.00%	

PROGRAM NARRATIVE

DEBT SERVICE FUND: BANCROFT DEBT SERVICE (301-10-1016)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the principal and interest on all bonds issued under the Bancroft Bond Act (ORS 223.205-223.295).
 - The City has a Limited Tax Assessment Bond, Series 2002, dated June 19, 2002, with an original issuance amount of \$736,255.
 - The 2002 bonds are payable semiannually on June 19 and December 19. The interest rate is 5.05 percent.
 - The 2002 bonds were unrated and uninsured.
 - The Bond Registrar for the 2002 issue is Bank of America N. A., Portland, Oregon. The Bond Counsel is AterWynne, LLP. The Financial Advisor is Regional Financial Advisors, Inc., Portland, Oregon.
-

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008-2009	\$ 65,567	\$ 19,618	\$ 85,185
2009-2010	68,920	16,265	85,185
2010-2011	72,444	12,741	85,185
2011-2012	197,735	9,036	206,771
Totals	\$ 404,666	\$ 57,660	\$ 462,326

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

301: Debt Service
10: Finance

PROG 1016: Bancroft Debt Service

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
45200 Bonded Asmnts: Principal	-	10,424.84	10,000	10,000	6,000	-40.00%
45201 Bonded Asmnts: Interest	-	1,787.90	1,000	1,000	1,000	0.00%
48010 Interest	-	90,821.21	20,000	20,000	20,000	0.00%
Total General Revenues	-	103,033.95	31,000	31,000	27,000	-12.90%
Transfers In						
49046 From Bancroft Debt Service Fund	2,110,672.33	-	-	-	-	0.00%
Total Transfers In	2,110,672.33	-	-	-	-	0.00%
Beginning Balance						
49905 Beginning Balance	-	2,110,672.00	793,200	793,200	372,100	-53.09%
Total Beginning Balance	-	2,110,672.00	793,200	793,200	372,100	-53.09%
TOTAL REVENUES	2,110,672.33	2,213,705.95	824,200	824,200	399,100	-51.58%
Materials & Services						
60017 Bond Registration Costs	-	150.00	200	200	200	0.00%
Total Materials & Services	-	150.00	200	200	200	0.00%
Transfers Out						
91253 To Facilities Replacement	-	294,688.17	-	-	-	0.00%
Total Transfers Out	-	294,688.17	-	-	-	0.00%
Debt Service						
92005 Bond Principal Debt	-	1,374,342.35	62,400	62,400	65,600	5.13%
93000 Bond Interest	-	86,990.09	22,900	22,900	19,700	-13.97%
95000 Reserve: Debt Service	-	-	738,700	738,700	313,600	-57.55%
Total Debt Service	-	1,461,332.44	824,000	824,000	398,900	-51.59%
TOTAL EXPENDITURES	-	1,756,170.61	824,200	824,200	399,100	-51.58%

PROGRAM NARRATIVE

DEBT SERVICE FUND: FAIRGROUNDS REVENUE BOND DEBT (301-10-1018)

Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the principal and interest on the Fairgrounds Revenue Bonds.
 - Debt service payments are made from transient room tax proceeds.
 - A one-year principal and interest reserve will be maintained in the amount of \$240,200.
 - The bonds were dated October 1, 1995, and accrue interest from that date until maturity or earlier redemption, payable semiannually on August 1 and February 1 of each year.
 - The original amount of the bond issue was \$2,300,000.
 - The bonds are non-rated.
 - The bonds maturing on and after August 1, 2006, are subject to redemption at the option of the City in whole or in part, on and after August 1, 2005, at a price of par plus accrued interest.
 - The Bond Registrar and Paying Agent is BNY Western Trust Co. The Bond Counsel is AterWynne LLP. The Financial Advisor is Regional Financial Advisors, Inc., Portland, Oregon. The Underwriter is Seattle-Northwest Securities Corporation.
 - Transient Room Tax can be used to finance long-term bonded debt until the debt is paid in full, FY 2010-2011. After the debt is paid off, 70 percent of the funds must be utilized for tourism promotion or a tourism facility as defined by HB 2267.
-

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Interest Rate</u>
2008-2009	\$ 210,000	\$ 30,188	\$ 240,188	5.75%
2009-2010	210,000	18,112	228,112	5.75%
2010-2011	210,000	6,038	216,038	5.75%
Totals	\$ 630,000	\$ 54,338	\$ 684,338	

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

301: Debt Service
10: Finance

PROG 1018: 1995 Fairgrounds Revenue Bonds

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
40105 Transient Room Tax	256,013.50	241,342.56	217,800	217,800	193,800	-11.02%
48010 Interest	10,169.45	11,855.09	1,000	1,000	10,100	910.00%
Total General Revenues	266,182.95	253,197.65	218,800	218,800	203,900	-6.81%
Beginning Balance						
49925 Reserved Beginning Balance	264,011.00	264,369.00	265,000	265,000	265,000	0.00%
Total Beginning Balance	264,011.00	264,369.00	265,000	265,000	265,000	0.00%
TOTAL REVENUES	530,193.95	517,566.65	483,800	483,800	468,900	-3.08%
Materials & Services						
60017 Bond Registration Costs	2,500.00	500.00	200	200	500	150.00%
Total Materials & Services	2,500.00	500.00	200	200	500	150.00%
Debt Service						
92005 Bond Principal Debt	200,000.00	200,000.00	200,000	200,000	210,000	5.00%
93000 Bond Interest	63,325.00	52,625.00	41,800	41,800	30,200	-27.75%
95000 Reserve: Debt Service	-	-	241,800	241,800	228,200	-5.62%
Total Debt Service	263,325.00	252,625.00	483,600	483,600	468,400	-3.14%
TOTAL EXPENDITURES	265,825.00	253,125.00	483,800	483,800	468,900	-3.08%

PROGRAM NARRATIVE

DEBT SERVICE FUND: 1999 G.O. STREET IMPROVEMENT BOND (301-10-1020)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the \$9,850,000 General Obligation Bonds, series 1999.
 - The bonds are dated March 1, 1999. They bear interest payable semi-annually on March 1 and September 1. Interest rates range from 3.10% to 4.85% with a True Interest Costs (TIC) of 4.6167.
 - The bonds are insured by Financial Guaranty Insurance Company and are rated as "Aaa" by Moody's Investors Service.
 - The Bond Registrar and Paying Agent is First Security Bank National Association, Lake Oswego, Oregon. The Bond Counsel is AterWynne, LLP. The Financial Advisor is Regional Financial Advisors, Inc., Portland, Oregon.
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MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008-2009	\$ 460,000	\$ 19,550	\$ 479,550
Totals	\$ 460,000	\$ 19,550	\$ 479,550

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

301: Debt Service
10: Finance

PROG 1020: 1999 GO Street Improvement Bonds

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
40050 Property Taxes - Current	764,393.64	698,695.99	402,300	402,300	353,100	-12.23%
40051 Property Taxes - Delinquent	36,404.24	26,735.56	10,000	10,000	22,500	125.00%
48010 Interest	8,653.16	11,919.19	5,000	5,000	2,000	-60.00%
Total General Revenues	809,451.04	737,350.74	417,300	417,300	377,600	-9.51%
Beginning Balance						
49905 Beginning Balance	-	-	-	-	-	0.00%
49925 Reserved Beginning Balance	115,547.00	170,208.00	100,000	100,000	103,000	3.00%
Total Beginning Balance	115,547.00	170,208.00	100,000	100,000	103,000	3.00%
TOTAL REVENUES	924,998.04	907,558.74	517,300	517,300	480,600	-7.09%
Materials & Services						
60017 Bond Registration Costs	1,900.00	400.00	1,000	1,000	1,000	0.00%
Total Materials & Services	1,900.00	400.00	1,000	1,000	1,000	0.00%
Debt Service						
92005 Bond Principal Debt	405,000.00	425,000.00	440,000	440,000	460,000	4.55%
93000 Bond Interest	347,890.00	331,285.00	38,300	38,300	19,600	-48.83%
95000 Reserve: Debt Service	-	-	38,000	38,000	-	-100.00%
Total Debt Service	752,890.00	756,285.00	516,300	516,300	479,600	-7.11%
TOTAL EXPENDITURES	754,790.00	756,685.00	517,300	517,300	480,600	-7.09%

PROGRAM NARRATIVE

DEBT SERVICE FUND: 2002 LIMITED TAX PENSION BONDS (301-10-1021)

Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the \$6,851,826 Limited Tax Pension Obligations, Series 2002.
 - The bonds, dated March 15, 2002, were issued as the Limited Tax Pension Deferred Interest Obligations, Series 2002A and the Limited Tax Pension Obligations, Series 2002B. Interest rates range from 2.00% to 7.41% with a TIC of 7.061361%. Interest paid is subject to federal income tax.
 - Interest on the 2002A Obligations will be paid only at maturity, and will be compounded semiannually as of June 1 and December 1. Interest on the 2002B Obligations, issued as current interest obligations, is payable on June 1, 2002, and semiannually thereafter until June 1, 2028.
 - The 2002A Obligations are not subject to prepayment prior to their stated maturities. The 2002B Obligations maturing on June 1, 2025, are subject to prepayment prior to their stated maturities.
 - The bonds are insured by AMBAC Corporation and are rated "Aaa" by Moody's Investors Service.
 - The Bond Registrar and Paying Agent is Wells Fargo Bank Northwest, National Association, Portland, Oregon. The Bond Counsel is Preston Gates & Ellis LLP, Portland, Oregon. The Financial Advisor is Seattle Northwest Securities Corporation, Portland, Oregon.
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MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Interest Rate</u>
2008-2009	\$ 73,231	\$ 412,827	\$ 486,058	6.39%
2009-2010	82,139	428,918	511,057	6.63%
2010-2011	86,861	444,197	531,058	6.77%
2011-2016	505,023	2,540,264	3,045,287	7.05%
2016-2021	951,484	2,844,352	3,795,836	7.25%
2021-2026	3,450,000	1,262,289	4,712,289	6.85%
2026-2028	1,470,000	134,944	1,604,944	6.85%
Totals	\$ 6,618,738	\$ 8,067,791	\$ 14,686,529	

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

301: Debt Service
10: Finance

PROG 1021: 2002 LTD Tax Pension Bonds

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43801 Departmental Charges	437,822.50	524,266.96	458,700	458,700	486,200	6.00%
48010 Interest	10,017.12	12,445.77	7,500	7,500	12,100	61.33%
Total General Revenues	447,839.62	536,712.73	466,200	466,200	498,300	6.89%
Beginning Balance						
49925 Reserved Beginning Balance	126,418.00	148,200.00	155,000	155,000	253,700	63.68%
Total Beginning Balance	126,418.00	148,200.00	155,000	155,000	253,700	63.68%
TOTAL REVENUES	574,257.62	684,912.73	621,200	621,200	752,000	21.06%
Debt Service						
92005 Bond Principal Debt	43,958.20	55,650.00	65,100	65,100	73,300	12.60%
93000 Bond Interest	382,099.30	390,407.50	401,100	401,100	412,900	2.94%
95000 Reserve: Debt Service	-	-	155,000	155,000	265,800	71.48%
Total Debt Service	426,057.50	446,057.50	621,200	621,200	752,000	21.06%
TOTAL EXPENDITURES	426,057.50	446,057.50	621,200	621,200	752,000	21.06%

PROGRAM NARRATIVE

DEBT SERVICE FUND: 2004 REVENUE OBLIGATIONS (301-10-1022)

Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the principal and interest on the 2004 Revenue Obligations to be used for the Aquatic Center project and the defeasance of the City's Certificates of Participation, Series 1994.
 - The bonds were dated December 30, 2004, and accrue interest from that date until maturity or earlier redemption, payable semiannually on July 1 and January 1 of each fiscal year.
 - The original amount of the bond issue was \$3,720,000.
 - The bonds are rated by Moody's Investors Service as "Aaa".
 - The Bond Registrar and Paying Agent is Bank of New York Trust Co., N.A, Los Angeles, California. The Bond Counsel is Orrick, Herrington & Sutcliffe, LLP, Portland, Oregon. The Underwriter is Seattle-Northwest Securities Corporation.
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MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Interest Rate</u>
2008-2009	\$315,000	\$107,726	\$422,726	2.50%
2009-2010	320,000	99,064	419,064	2.75%
2010-2011	325,000	88,664	413,664	3.25%
2011-2016	1,345,000	273,354	1,618,354	3.93%
2016-2020	655,000	67,252	722,252	4.18%
Totals	\$2,960,000	\$636,060	\$3,596,060	

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

301: Debt Service
10: Finance

PROG 1022: 2004 Revenue Obligations

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
48010 Interest	0.01	-	-	-	-	0.00%
Total General Revenues	0.01	-	-	-	-	0.00%
Transfers In						
49005 From Parks Fund	182,342.37	177,192.74	181,800	181,800	180,100	-0.94%
49015 From General Fund	174,257.77	169,333.52	239,900	239,900	243,400	1.46%
Total Transfers In	356,600.14	346,526.26	421,700	421,700	423,500	0.43%
TOTAL REVENUES	356,600.15	346,526.26	421,700	421,700	423,500	0.43%
Materials & Services						
60017 Bond Registration Costs	675.00	550.00	1,300	1,300	700	-46.15%
Total Materials & Services	675.00	550.00	1,300	1,300	700	-46.15%
Debt Service						
92005 Bond Principal Debt	230,000.00	225,000.00	305,000	305,000	315,000	3.28%
93000 Bond Interest	125,925.15	120,976.26	115,400	115,400	107,800	-6.59%
Total Debt Service	355,925.15	345,976.26	420,400	420,400	422,800	0.57%
TOTAL EXPENDITURES	356,600.15	346,526.26	421,700	421,700	423,500	0.43%

PROGRAM NARRATIVE

DEBT SERVICE FUND: 2007 G.O. REFUNDING BONDS (301-10-1050)

Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the \$8.3 million General Obligation Bonds, Series 2007.
 - The bonds are dated March 2, 2007, and accrue interest from that date until maturity. They are payable semiannually, on December 1 and June 1, commencing June 1, 2007. The interest rate is 4.00%.
 - The bonds shall mature on June 1 of each year and are not subject to redemption prior to maturity.
 - The bonds are rated "Aaa" by Moody's and "A" by Standard & Poor's.
 - The Bond Registrar and Paying Agent is the Bank of New York Trust Company, N.A. The Bond Counsel is Orrick, Herrington & Sutcliffe LLP. The Financial Advisor is Regional Financial Advisors, Inc., Portland, Oregon. The Underwriter is Seattle-Northwest Securities Corporation.
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MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008-2009	\$385,000	\$322,400	\$707,400
2009-2010	970,000	307,000	1,277,000
2010-2011	1,850,000	268,200	2,118,200
2011-2012	1,095,000	194,200	1,289,200
2012-2013	1,170,000	150,400	1,320,400
2013-2014	1,255,000	103,600	1,358,600
2014-2015	1,335,000	53,400	1,388,400
Totals	\$8,060,000	\$1,399,200	\$9,459,200

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

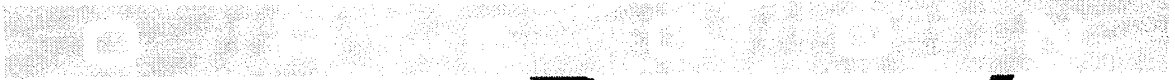
301: Debt Service
10: Finance

PROG 1050: 2007 GO Refunding Bonds

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
40050 Property Taxes - Current	-	161,832.54	608,400	608,400	630,000	3.55%
40051 Property Taxes - Delinquent	-	3,297.00	-	-	6,000	0.00%
47000 Long-Term Debt Sale Proceeds	-	8,456,060.00	-	-	-	0.00%
48010 Interest	-	529.18	-	-	10,000	0.00%
Total General Revenues	-	8,621,718.72	608,400	608,400	646,000	6.18%
Beginning Balance						
49905 Beginning Balance	-	-	-	-	-	0.00%
49925 Reserved Beginning Balance	-	-	115,000	115,000	97,800	-14.96%
Total Beginning Balance	-	-	115,000	115,000	97,800	-14.96%
TOTAL REVENUES	-	8,621,718.72	723,400	723,400	743,800	2.82%
Materials & Services						
60017 Bond Registration Costs	-	600.00	-	-	-	0.00%
60018 Bond Sale Expense	-	124,859.50	-	-	-	0.00%
Total Materials & Services	-	125,459.50	-	-	-	0.00%
Debt Service						
92012 Bond Principal: 2007 GO Refunding	-	-	275,000	275,000	385,000	40.00%
92990 Payment to Escrow Agent	-	8,328,449.60	-	-	-	0.00%
93012 Bond Interest: 2007 GO Refunding	-	82,423.93	333,400	333,400	322,400	-3.30%
95000 Reserve: Debt Service	-	-	115,000	115,000	36,400	-68.35%
Total Debt Service	-	8,410,873.53	723,400	723,400	743,800	2.82%
TOTAL EXPENDITURES	-	8,536,333.03	723,400	723,400	743,800	2.82%



CITY OF
Albany



CAPITAL
PROJECT
FUNDS

CAPITAL PROJECTS FUND

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Capital Project funds are created to account for the financial resources used for the acquisition or construction of major capital facilities. The City has one Capital Project fund.

CAPITAL PROJECT FUND

Albany Data Integration Project: This program accounts for the cost of acquisition and implementation of the City's new financial software and related hardware. Remaining funds in this program will be used to pay for software modules as they are "accepted" by the City. Funds are also available for software modifications. It is expected that this project will be completed by the end of the fiscal year.

Local Improvement District Construction Projects: This program will be used to account for the construction and financing of local improvement district (LID) projects benefiting properties within the City. The primary sources of revenue for this program are assessment payoffs and Bancroft bond proceeds.

City Facility Projects: This program accounts for the construction and financing of city-wide facility projects.

Albany Station REA Building: This project will rehabilitate the existing Rail Express Agency (REA) building and surrounding area located at the Albany Station. Funding will come from the Federal Highway Trust Fund, Sewer Fund, and the City Facilities Replacement Program.

Albany Station Pathway: Funds from Parks Systems Development Charges, the State Highway Fund, and the Federal Highway Trust will be used to construct a pathway improving pedestrian access along the railroad tracks from the rail depot building to Swanson Park.

North Albany Park & Ride: This project will provide a paved and lighted parking lot with a passenger shelter at the northwest corner of Hickory and North Albany Road. Funding will be from state gasoline tax revenues and the Federal Highway Trust Fund.

Library Renovation: Funds from an anonymous donor will be used to remodel the Unitrin Building for use as the new Albany Public Library. The project includes design, structural upgrades, and finish work.

53rd Avenue Bridge Roadway: Funding from various sources will be used to construct 6,700 feet of new roadway and a grade separated bridge crossing at 53rd Avenue.

Ellingson Road Sewer Extension: A loan from the State Public Works Fund will be used to construct 2,500 feet of new 24 inch sewer line in the Oak Creek Urban Renewal District.

Ellingson Road Water Extension: A loan from the State Public Works Fund will be used to construct 10,000 feet of new 16 inch and 24 inch water line in the Oak Creek Urban Renewal District.

Stokely Van Camp Access Road: A loan from the State Public Works Fund will be used for the access road constructed by Stokely Van Camp.

Stokely Van Camp Water Line: A loan from the State Public Works Fund will be used for the water line constructed by Stokely Van Camp.

RESOURCES

Intergovernmental Services	\$ 14,143,000
Assessment revenues	2,565,000
Gifts & Donations	1,890,000
Other Revenues	26,200
Transfers In	225,100
Beginning Balance	3,034,900
Total Resources	\$ 21,884,200

REQUIREMENTS

Personnel	\$ 54,200
Materials & Services	502,000
Capital	21,328,000
Total Requirements	\$ 21,884,200

**CAPITAL PROJECTS FUND
RESOURCE BUDGET DETAIL**

Resources	2005-06 Actual	2006-07 Actual2007-08.....		2008-09 Adopted Budget	% Change from 2007-08	% of Fund Budget
			Adopted Budget	Revised Budget			
Federal TEA Grant	\$1,270,351	\$ -	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	-	11.88%
Amtrak Grant	250,000	-	-	-	-	-	-
ODOT OTIA Grant	1,927,302	295,224	-	-	-	-	-
ODOT Rail	-	-	250,000	250,000	250,000	-	1.14%
Immediate Opportunity Fund (State)	-	-	1,000,000	1,000,000	1,000,000	-	4.57%
State Public Works Fund Loan	-	-	10,011,000	10,011,000	9,543,000	(4.67%)	43.61%
Linn County	-	-	1,500,000	1,500,000	500,000	(66.67%)	2.28%
Union Pacific	-	-	250,000	250,000	250,000	-	1.14%
Charges for Services	-	8,725	-	-	-	-	-
Financed Asmnts: Principal	-	31,479	10,000	10,000	50,000	400.00%	0.23%
Financed Asmnts: Interest	-	8,698	4,000	4,000	15,000	275.00%	0.07%
Unbonded Asmnts: Principal	-	231,163	200,000	200,000	2,500,000	1,150.00%	11.42%
Unbonded Asmnts: Interest	-	763	-	-	-	-	-
Gifts & Donations	3,175,604	3,195	2,845,000	2,845,000	890,000	(68.72%)	4.07%
Miscellaneous Revenue	21,727	30,000	-	-	-	-	-
Sale of City Property	-	-	1,000,000	1,000,000	1,000,000	-	4.57%
Interest	63,736	128,703	23,500	23,500	26,200	11.49%	0.12%
Total Current Resources	6,708,720	737,950	19,693,500	19,693,500	18,624,200	(5.43%)	85.10%
From Water Fund	-	-	-	-	66,700	-	0.30%
From Library Memorial Fund	58,667	-	-	-	-	-	-
From Street Capital	363,000	260,000	-	-	-	-	-
From Street Fund	-	40,000	2,000,000	2,000,000	66,700	(96.67%)	0.30%
From Sewer Fund	-	50,000	-	-	66,700	-	0.30%
From Parks SDC Program	-	-	-	-	25,000	-	0.11%
From City Facilities Replacement	-	270,000	-	-	-	-	-
From Improvement Fund	7,206	-	-	-	-	-	-
Total Transfers In	428,873	620,000	2,000,000	2,000,000	225,100	(88.75%)	1.01%
Beginning Balance	513,901	2,222,544	2,007,400	2,007,400	\$ 3,034,900	51.19%	13.89%
Totals	\$7,651,494	\$3,580,494	\$23,700,900	\$ 23,700,900	\$21,884,200	(7.67%)	100.00%

Budget Notes

ODOT - Oregon Department of Transportation

OTIA - Oregon Transportation Investment Act

SDC - System Development Charge

CAPITAL PROJECTS FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Albany Data Integration Project	\$ 891,448	\$ 251,247	\$ 345,000	\$ 345,000	\$ 282,000	\$ 282,000	\$ 282,000
LID Construction Projects	31,777	-	215,000	215,000	2,909,000	2,909,000	2,909,000
City Facility Projects	-	-	-	-	200,100	200,100	200,100
Albany Station REA Building	-	-	1,600,000	1,600,000	1,589,000	1,589,000	1,589,000
Albany Station Pathway	-	-	630,000	630,000	648,900	648,900	648,900
North Albany Park & Ride	-	-	950,000	950,000	942,200	942,200	942,200
Fire Substation Construction	133,718	-	-	-	-	-	-
Library Renovation	3,039,489	141,333	4,000,000	4,000,000	3,620,000	3,620,000	3,620,000
RMTC - Local Match	91,031	14,264	-	-	-	-	-
RMTC - Federal TEA Grant	207,764	-	-	-	-	-	-
OTIA Projects	935,368	310,528	-	-	-	-	-
Periwinkle Creek Bridge	98,357	231,197	949,900	949,900	-	-	-
Bicycle/Pedestrian Project	-	1,133	-	-	-	-	-
ST-07-03 53rd Ave Bridge/Roadway	-	494,483	9,500,000	9,500,000	7,785,000	7,785,000	7,785,000
SS-07-02 Ellingson Rd Sewer Ext	-	435,827	1,050,000	1,050,000	50,000	50,000	50,000
WL-07-08 Ellingson Rd Water Ext	-	549,371	1,961,000	1,961,000	1,358,000	1,358,000	1,358,000
SVC Access Road	-	-	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
SVC Water Line	-	-	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Total Requirements	\$5,428,952	\$2,429,383	\$ 23,700,900	\$ 23,700,900	\$21,884,200	\$21,884,200	\$21,884,200

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$ 54,200	\$ 54,200	\$ 54,200
Materials & Services	502,000	502,000	502,000
Capital	21,328,000	21,328,000	21,328,000
Totals	\$21,884,200	\$21,884,200	\$21,884,200

Adopted Requirements by Type	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Adopted Budget	% of Fund Budget
Albany Data Integration Project	\$ -	\$ 282,000	\$ -	\$ -	\$ -	\$ 282,000	1.29%
LID Construction Projects	-	-	2,909,000	-	-	2,909,000	13.29%
City Facility Projects	-	-	200,100	-	-	200,100	0.91%
Albany Station REA Building	26,000	-	1,563,000	-	-	1,589,000	7.26%
Albany Station Pathway	11,200	-	637,700	-	-	648,900	2.97%
North Albany Park & Ride	17,000	-	925,200	-	-	942,200	4.31%
Library Renovation	-	220,000	3,400,000	-	-	3,620,000	16.54%
ST-07-03 53rd Ave Bridge/Roadway	-	-	7,785,000	-	-	7,785,000	35.57%
SS-07-02 Ellingson Rd Sewer Ext	-	-	50,000	-	-	50,000	0.23%
WL-07-08 Ellingson Rd Water Ext	-	-	1,358,000	-	-	1,358,000	6.21%
SVC Access Road	-	-	1,500,000	-	-	1,500,000	6.85%
SVC Water Line	-	-	1,000,000	-	-	1,000,000	4.57%
Total Requirements	\$ 54,200	\$ 502,000	\$ 21,328,000	\$ -	\$ -	\$21,884,200	100.00%
Percent of Fund Budget	0.25%	2.29%	97.46%	-	-	100.00%	

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Albany Station REA Building	-	0.200	0.200	0.200	0.200	0.200	0.200
Albany Station Pathway	-	0.085	0.085	0.085	0.085	0.085	0.085
North Albany Park & Ride	-	0.130	0.130	0.130	0.130	0.130	0.130
Total FTEs	-	0.415	0.415	0.415	0.415	0.415	0.415

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: ALBANY DATA INTEGRATION PROJECT (402-10-1011)

Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity accounts for the costs of acquisition and implementation of the City's new financial software and related hardware.
 - Funds in this activity will be used to acquire and implement integrated financial software which includes fund accounting, accounts payable, accounts receivable, payroll, human resources, special assessment tracking, contracts, bid and quote tracking, project accounting, and fixed assets.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	08/07	Completed	<ul style="list-style-type: none">• Complete implementation of the new software systems. <i>Date revised to include extra training and assurance of a successful implementation.</i>
Budget Year 2008-2009			
Effective Government			<ul style="list-style-type: none">• Stabilize remaining issues.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

402: Capital Projects
10: Finance

PROG 1011: Albany Data Integration Project

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
47012 Miscellaneous Revenue	0.97	-	-	-	-	0.00%
48010 Interest	35,523.13	22,438.74	5,000	5,000	7,000	40.00%
Total General Revenues	35,524.10	22,438.74	5,000	5,000	7,000	40.00%
Beginning Balance						
49905 Beginning Balance	1,392,581.00	536,657.32	340,000	340,000	275,000	-19.12%
Total Beginning Balance	1,392,581.00	536,657.32	340,000	340,000	275,000	-19.12%
TOTAL REVENUES	1,428,105.10	559,096.06	345,000	345,000	282,000	-18.26%
Personnel Services						
52001 Temporary Employees	536.80	-	-	-	-	0.00%
56001 Employer Paid Benefits	42.36	-	-	-	-	0.00%
Total Personnel Services	579.16	-	-	-	-	0.00%
Materials & Services						
60101 Contractual Services	611,819.91	116,819.58	75,000	75,000	75,000	0.00%
61024 Materials & Supplies	17.97	-	-	-	-	0.00%
61028 Minor Equipment	42,418.24	2,549.90	-	-	-	0.00%
61038 Software	183,912.50	131,877.25	270,000	270,000	207,000	-23.33%
Total Materials & Services	838,168.62	251,246.73	345,000	345,000	282,000	-18.26%
Transfers Out						
91215 To GIS Fund	52,700.00	-	-	-	-	0.00%
Total Transfers Out	52,700.00	-	-	-	-	0.00%
TOTAL EXPENDITURES	891,447.78	251,246.73	345,000	345,000	282,000	-18.26%

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: LID CONSTRUCTION PROJECTS (402-10-1012)

Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program accounts for the construction and financing of special assessment Local Improvement District (LID) projects and the collection of assessments from benefited property owners.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008 Effective Government			<ul style="list-style-type: none">• No LID projects
Budget Year 2008-2009 Effective Government			<ul style="list-style-type: none">• Knox Butte Extension (sewer, water, and street)

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

402: Capital Projects
10: Finance

PROG 1012: LID Construction Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
45005 Financed Asmnts: Principal	-	31,478.91	10,000	10,000	50,000	400.00%
45006 Financed Asmnts: Interest	-	8,698.36	4,000	4,000	15,000	275.00%
45007 Unbonded Asmnts: Principal	-	231,163.02	200,000	200,000	2,500,000	1150.00%
45008 Unbonded Asmnts: Interest	-	763.31	-	-	-	0.00%
48010 Interest	-	4,540.68	1,000	1,000	14,000	1300.00%
Total General Revenues	-	276,644.28	215,000	215,000	2,579,000	1099.53%
Transfers In						
49047 From Improvement Fund	7,206.04	-	-	-	-	0.00%
Total Transfers In	7,206.04	-	-	-	-	0.00%
Beginning Balance						
49905 Beginning Balance	-	(24,571.21)	-	-	330,000	0.00%
Total Beginning Balance	-	(24,571.21)	-	-	330,000	0.00%
TOTAL REVENUES	7,206.04	252,073.07	215,000	215,000	2,909,000	1253.02%
Capital						
85004 ST-03-05 North Albany Road Extension LID	31,777.25	-	-	-	-	0.00%
85022 ST-08-04 Somerset to School (SWSt)	-	-	-	-	2,500,000	0.00%
90012 Reserve: Capital Projects	-	-	215,000	215,000	409,000	90.23%
Total Capital	31,777.25	-	215,000	215,000	2,909,000	1253.02%
TOTAL EXPENDITURES	31,777.25	-	215,000	215,000	2,909,000	1253.02%

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: CITY FACILITY PROJECTS (402-10-1036)

Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program accounts for the construction and financing of citywide facility projects.
-

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009 Effective Government			<ul style="list-style-type: none">• Budgeted projects: Fencing – Public Works Operations HVAC System – Public Works Operations Roof – Public Works Operations

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

402: Capital Projects
10: Finance

PROG 1036: City Facility Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Transfers In						
49007 From Water Fund	-	-	-	-	66,700	0.00%
49036 From Street Fund	-	-	-	-	66,700	0.00%
49038 From Sewer Fund	-	-	-	-	66,700	0.00%
Total Transfers In	-	-	-	-	200,100	0.00%
TOTAL REVENUES	-	-	-	-	200,100	0.00%
Capital						
73006 Fencing - PW Operations	-	-	-	-	25,100	0.00%
73007 HVAC System - PW Operations	-	-	-	-	140,000	0.00%
73008 Roof - PW Operations	-	-	-	-	35,000	0.00%
Total Capital	-	-	-	-	200,100	0.00%
TOTAL EXPENDITURES	-	-	-	-	200,100	0.00%

PROGRAM NARRATIVE

CAPITAL PROJECTS: ALBANY STATION REA (402-16-1109)
Responsible Manager/Title: Dick Ebbert, Economic Development Director

FUNCTIONS AND RESPONSIBILITIES

- This project (CIP Project #1796, Phase 2) will rehabilitate the existing Rail Express Agency building and site area located at Albany Station. When rehabilitated, the building will be used as office space for the local transit systems. Providing office space at the transit systems' primary transfer station will improve the efficiency of the transit system by allowing increased flexibility in the design of bus routes and schedules. It will also provide for improved communication and coordination with the other transportation services based at the site: Amtrak, Linn-Benton Loop, Valley Retriever, and Linn Shuttle.
 - This budget receives the following funding: \$1,280,000 from the Federal Highway Trust Fund.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Great Neighborhoods	06/08	In Progress	<ul style="list-style-type: none">• Continue design and permitting approvals.
Budget Year 2008-2009			
Great Neighborhoods	06/09		<ul style="list-style-type: none">• Complete design.

STAFFING SUMMARY

	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
FTE's	0.2	0.2	0.2

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

402: Capital Projects
16: Economic Development

PROG 1109: Albany Station REA Building Project

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42006 Federal TEA Grant	-	-	1,280,000	1,280,000	1,280,000	0.00%
43005 Charges for Services	-	4,205.09	-	-	-	0.00%
48010 Interest	-	6,087.50	-	-	8,000	0.00%
Total General Revenues	-	10,292.59	1,280,000	1,280,000	1,288,000	0.63%
Transfers In						
49038 From Sewer Fund	-	50,000.00	-	-	-	0.00%
49042 From City Facilities Replacement	-	270,000.00	-	-	-	0.00%
Total Transfers In	-	320,000.00	-	-	-	0.00%
Beginning Balance						
49905 Beginning Balance	-	-	320,000	320,000	301,000	-5.94%
Total Beginning Balance	-	-	320,000	320,000	301,000	-5.94%
TOTAL REVENUES	-	330,292.59	1,600,000	1,600,000	1,589,000	-0.69%
Personnel Services						
51001 Wages & Salaries	-	-	16,400	16,400	17,500	6.71%
56001 Employer Paid Benefits	-	-	8,000	8,000	8,500	6.25%
Total Personnel Services	-	-	24,400	24,400	26,000	6.56%
Capital						
71007 Project Engineering	-	-	200,000	200,000	200,000	0.00%
71008 Project Construction	-	-	1,375,600	1,375,600	1,363,000	-0.92%
Total Capital	-	-	1,575,600	1,575,600	1,563,000	-0.80%
TOTAL EXPENDITURES	-	-	1,600,000	1,600,000	1,589,000	-0.69%

PROGRAM NARRATIVE

CAPITAL PROJECTS: ALBANY STATION PATHWAY (402-16-1110)
Responsible Manager/Title: Dick Ebbert, Economic Development Director

FUNCTIONS AND RESPONSIBILITIES

- This project (CIP Project #1796, Phase 3) will construct a pathway along the railroad tracks from the rail depot building east to Swanson Park and will improve pedestrian access to Albany Station and the aquatic center through an area that is currently fenced and access is restricted by the railroad .
 - This budget receives the following funding: \$25,000 from SDC-Improvement-Parks; and \$520,000 from the Federal Highway Trust Fund.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Great Neighborhoods	06/08	In Progress	<ul style="list-style-type: none">• Continue design and permitting process.
Budget Year 2008-2009			
Great Neighborhoods	06/09		<ul style="list-style-type: none">• Complete design.

STAFFING SUMMARY

	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
FTE's	0.085	0.085	0.085

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

402: Capital Projects
16: Economic Development

PROG 1110: Albany Station Pathway

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42006 Federal TEA Grant	-	-	520,000	520,000	520,000	0.00%
43005 Charges for Services	-	1,787.16	-	-	-	0.00%
48010 Interest	-	2,076.54	-	-	3,200	0.00%
Total General Revenues	-	3,863.70	520,000	520,000	523,200	0.62%
Transfers In						
49019 From Street Capital	-	110,000.00	-	-	-	0.00%
49039 From Parks SDC Program	-	-	-	-	25,000	0.00%
Total Transfers In	-	110,000.00	-	-	25,000	0.00%
Beginning Balance						
49905 Beginning Balance	-	-	110,000	110,000	100,700	-8.45%
Total Beginning Balance	-	-	110,000	110,000	100,700	-8.45%
TOTAL REVENUES	-	113,863.70	630,000	630,000	648,900	3.00%
Personnel Services						
51001 Wages & Salaries	-	-	7,000	7,000	7,500	7.14%
56001 Employer Paid Benefits	-	-	3,400	3,400	3,700	8.82%
Total Personnel Services	-	-	10,400	10,400	11,200	7.69%
Capital						
71007 Project Engineering	-	-	60,000	60,000	100,000	66.67%
71008 Project Construction	-	-	559,600	559,600	537,700	-3.91%
Total Capital	-	-	619,600	619,600	637,700	2.92%
TOTAL EXPENDITURES	-	-	630,000	630,000	648,900	3.00%

PROGRAM NARRATIVE

CAPITAL PROJECTS: NORTH ALBANY PARK & RIDE (402-16-1111)
Responsible Manager/Title: Dick Ebbert, Economic Development Director

FUNCTIONS AND RESPONSIBILITIES

- This project (CIP Project #1654) will provide a replacement facility for the existing park & ride area. The replacement facility would be a paved and lighted lot with passenger shelter at the northwest corner of Hickory Street and North Albany Road adjacent to Highway 20, would be served by the Albany Transit and the Linn-Benton Loop Systems, and would provide a convenient local bus stop near the proposed shopping center sites. This project meets ODOT's desire for the City to reduce the impact on the highway system by encouraging mass transit.
 - This budget receives the following funding: \$800,000 from the Federal Highway Trust Fund.
-

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Great Neighborhoods	06/08	In Progress	• Continue federal project approvals, permitting, and design.
Budget Year 2008-2009			
Great Neighborhoods	06/09		• Complete environmental clearance and preliminary design.

STAFFING SUMMARY

	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
FTE's	0.13	0.13	0.13

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

402: Capital Projects
16: Economic Development

PROG 1111: North Albany Park & Ride

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42006 Federal TEA Grant	-	-	800,000	800,000	800,000	0.00%
43005 Charges for Services	-	2,733.30	-	-	-	0.00%
48010 Interest	-	2,817.75	-	-	4,000	0.00%
Total General Revenues	-	5,551.05	800,000	800,000	804,000	0.50%
Transfers In						
49019 From Street Capital	-	150,000.00	-	-	-	0.00%
Total Transfers In	-	150,000.00	-	-	-	0.00%
Beginning Balance						
49905 Beginning Balance	-	-	150,000	150,000	138,200	-7.87%
Total Beginning Balance	-	-	150,000	150,000	138,200	-7.87%
TOTAL REVENUES	-	155,551.05	950,000	950,000	942,200	-0.82%
Personnel Services						
51001 Wages & Salaries	-	-	10,700	10,700	11,400	6.54%
56001 Employer Paid Benefits	-	-	5,200	5,200	5,600	7.69%
Total Personnel Services	-	-	15,900	15,900	17,000	6.92%
Capital						
71007 Project Engineering	-	-	100,000	100,000	100,000	0.00%
71008 Project Construction	-	-	834,100	834,100	825,200	-1.07%
Total Capital	-	-	934,100	934,100	925,200	-0.95%
TOTAL EXPENDITURES	-	-	950,000	950,000	942,200	-0.82%

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: LIBRARY RENOVATION (402-45-1705)

Responsible Manager/Title: Ed Gallagher, Library Director

FUNCTIONS AND RESPONSIBILITIES

- This project will completely renovate the former Unitrin Insurance building into the new Main library.
- City will contract with builder, architect, and project manager to deliver the most cost effective and sustainable new library within the established budget.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government Great Neighborhoods	06/08	In Progress	<ul style="list-style-type: none">• Complete new library renovation.
Budget Year 2008-2009			
Effective Government Great Neighborhoods	02/09		<ul style="list-style-type: none">• Complete new library renovation.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

402: Capital Projects
45: Library

PROG 1705: Library Renovation

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
46100 Gifts & Donations	3,175,603.64	3,195.25	2,845,000	2,845,000	890,000	-68.72%
47023 Sale of City Property	-	-	1,000,000	1,000,000	1,000,000	0.00%
48010 Interest	1,554.56	9,498.63	5,000	5,000	5,000	0.00%
Total General Revenues	3,177,158.20	12,693.88	3,850,000	3,850,000	1,895,000	-50.78%
Transfers In						
49011 From Library Memorial Fund	58,666.87	-	-	-	-	0.00%
Total Transfers In	58,666.87	-	-	-	-	0.00%
Beginning Balance						
49905 Beginning Balance	-	196,336.50	150,000	150,000	1,725,000	1050.00%
Total Beginning Balance	-	196,336.50	150,000	150,000	1,725,000	1050.00%
TOTAL REVENUES	3,235,825.07	209,030.38	4,000,000	4,000,000	3,620,000	-9.50%
Materials & Services						
60101 Contractual Services	-	99,284.58	-	-	220,000	0.00%
61024 Materials & Supplies	899.15	1,081.63	-	-	-	0.00%
63006 Power & Light	2,175.99	14,239.98	10,000	10,000	-	-100.00%
63007 Heating & Fuel	205.56	19,787.40	14,900	14,900	-	-100.00%
63009 Telephone	340.81	2,055.71	1,400	1,400	-	-100.00%
63010 Alarm Line Fees	116.00	1,690.00	1,000	1,000	-	-100.00%
63011 Water Service	130.28	2,506.35	2,200	2,200	-	-100.00%
63012 Sewer Service Charges	38.58	440.92	500	500	-	-100.00%
Total Materials & Services	3,906.37	141,086.57	30,000	30,000	220,000	633.33%
Capital						
70020 Unitrin Bldg Purchase/Remodel	3,035,582.20	245.88	3,970,000	3,970,000	3,400,000	-14.36%
Total Capital	3,035,582.20	245.88	3,970,000	3,970,000	3,400,000	-14.36%
TOTAL EXPENDITURES	3,039,488.57	141,332.45	4,000,000	4,000,000	3,620,000	-9.50%

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: ST-07-03 53RD AVE. BRIDGE/ROADWAY (402-50-2013)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for construction of improvements associated with the Oak Creek Urban Renewal District.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	09/09	In Progress	<ul style="list-style-type: none">• Complete the construction of 6,700-feet of new roadway and grade separated railroad crossing.
Budget Year 2008-2009			
Safe City	09/10		<ul style="list-style-type: none">• Continue design and construction of 6,700-feet of new roadway and grade separated railroad crossing.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

402: Capital Projects
50: Public Works

PROG 2013: ST-07-03 53rd Ave Bridge/Roadway
--

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	%
						Change
General Revenues						
42421 ODOT Rail	-	-	250,000	250,000	250,000	0.00%
42422 Immediate Opportunity Fund (State)	-	-	1,000,000	1,000,000	1,000,000	0.00%
42423 State Public Works Fund Loan	-	-	4,500,000	4,500,000	4,500,000	0.00%
42801 Linn County	-	-	1,500,000	1,500,000	500,000	-66.67%
42822 Union Pacific	-	-	250,000	250,000	250,000	0.00%
48010 Interest	-	(2,577.92)	-	-	15,000	0.00%
Total General Revenues	-	(2,577.92)	7,500,000	7,500,000	6,515,000	-13.13%
Transfers In						
49036 From Street Fund	-	-	2,000,000	2,000,000	-	-100.00%
Total Transfers In	-	-	2,000,000	2,000,000	-	-100.00%
Beginning Balance						
49905 Beginning Balance	-	-	-	-	1,270,000	0.00%
Total Beginning Balance	-	-	-	-	1,270,000	0.00%
TOTAL REVENUES	-	(2,577.92)	9,500,000	9,500,000	7,785,000	-18.05%
Capital						
85018 ST-07-03 53rd Ave Bridge/Roadway	-	494,482.75	9,500,000	9,500,000	7,785,000	-18.05%
Total Capital	-	494,482.75	9,500,000	9,500,000	7,785,000	-18.05%
TOTAL EXPENDITURES	-	494,482.75	9,500,000	9,500,000	7,785,000	-18.05%

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: ELLINGSTON ROAD SEWER EXTENSION (402-50-2014)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for construction of improvements associated with the Oak Creek Urban Renewal District.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	04/08	Complete	<ul style="list-style-type: none">• This project will complete the construction of approximately 2,500-feet of new 24-inch sewer line.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none">• This project will complete the construction of approximately 175-feet of new 24-inch sewer line in conjunction with the road improvement.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

402: Capital Projects
50: Public Works

PROG 2014: SS-07-02 Ellingson Rd Sewer Ext

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42423 State Public Works Fund Loan	-	-	1,050,000	1,050,000	530,000	-49.52%
48010 Interest	-	(3,107.89)	-	-	(13,000)	0.00%
Total General Revenues	-	(3,107.89)	1,050,000	1,050,000	517,000	-50.76%
Beginning Balance						
49905 Beginning Balance	-	-	-	-	(467,000)	0.00%
Total Beginning Balance	-	-	-	-	(467,000)	0.00%
TOTAL REVENUES	-	(3,107.89)	1,050,000	1,050,000	50,000	-95.24%
Capital						
84016 SS-07-02 Ellingson Rd Sewer Ext	-	435,826.69	1,050,000	1,050,000	50,000	-95.24%
Total Capital	-	435,826.69	1,050,000	1,050,000	50,000	-95.24%
TOTAL EXPENDITURES	-	435,826.69	1,050,000	1,050,000	50,000	-95.24%

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: ELLINGSTON ROAD WATER EXTENSION (402-50-2015)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for construction of improvements associated with the Oak Creek Urban Renewal District.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	04/08	In Progress	<ul style="list-style-type: none">• Complete the construction of approximately 10,000-feet of new 16-and 24-inch water line.
Budget Year 2008-2009			
Safe City	09/09		<ul style="list-style-type: none">• Complete the design and construction of the water line from approximately Lochner Road to Columbus.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

402: Capital Projects
50: Public Works

PROG 2015: WL-07-08 Ellingson Rd Water Ext

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42423 State Public Works Fund Loan	-	-	1,961,000	1,961,000	2,013,000	2.65%
48010 Interest	-	(3,384.09)	-	-	(17,000)	0.00%
Total General Revenues	-	(3,384.09)	1,961,000	1,961,000	1,996,000	1.78%
Beginning Balance						
49905 Beginning Balance	-	-	-	-	(638,000)	0.00%
Total Beginning Balance	-	-	-	-	(638,000)	0.00%
TOTAL REVENUES	-	(3,384.09)	1,961,000	1,961,000	1,358,000	-30.75%
Capital						
86037 WL-07-08 Ellingson Rd Water Ext	-	549,371.06	1,961,000	1,961,000	1,358,000	-30.75%
Total Capital	-	549,371.06	1,961,000	1,961,000	1,358,000	-30.75%
TOTAL EXPENDITURES	-	549,371.06	1,961,000	1,961,000	1,358,000	-30.75%

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: SVC ACCESS ROAD (402-50-2016)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for construction of improvements associated with the Oak Creek Urban Renewal District.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/09	In Progress	<ul style="list-style-type: none">• This project will receive \$1,500,000 for public improvements for the access road constructed by SVC.
Budget Year 2008-2009			
Safe City	06/10		<ul style="list-style-type: none">• This project will receive \$1,500,000 for public improvements for the access road constructed by SVC.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

402: Capital Projects
50: Public Works

PROG 2016: SVC Access Road

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42423 State Public Works Fund Loan	-	-	1,500,000	1,500,000	1,500,000	0.00%
Total General Revenues	-	-	1,500,000	1,500,000	1,500,000	0.00%
TOTAL REVENUES	-	-	1,500,000	1,500,000	1,500,000	0.00%
Capital						
85019 SVC Access Road	-	-	1,500,000	1,500,000	1,500,000	0.00%
Total Capital	-	-	1,500,000	1,500,000	1,500,000	0.00%
TOTAL EXPENDITURES	-	-	1,500,000	1,500,000	1,500,000	0.00%

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: SVC WATER LINE (402-50-2017)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity receives funding for public improvements associated with SVC improvements for the Oak Creek Urban Renewal District.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/09	In Progress	<ul style="list-style-type: none">• This project will receive \$1,000,000 for public improvements to be used for the water line constructed by SVC.
Budget Year 2008-2009			
Safe City	06/10		<ul style="list-style-type: none">• This project will receive \$1,000,000 for public improvements to be used for the water line constructed by SVC.

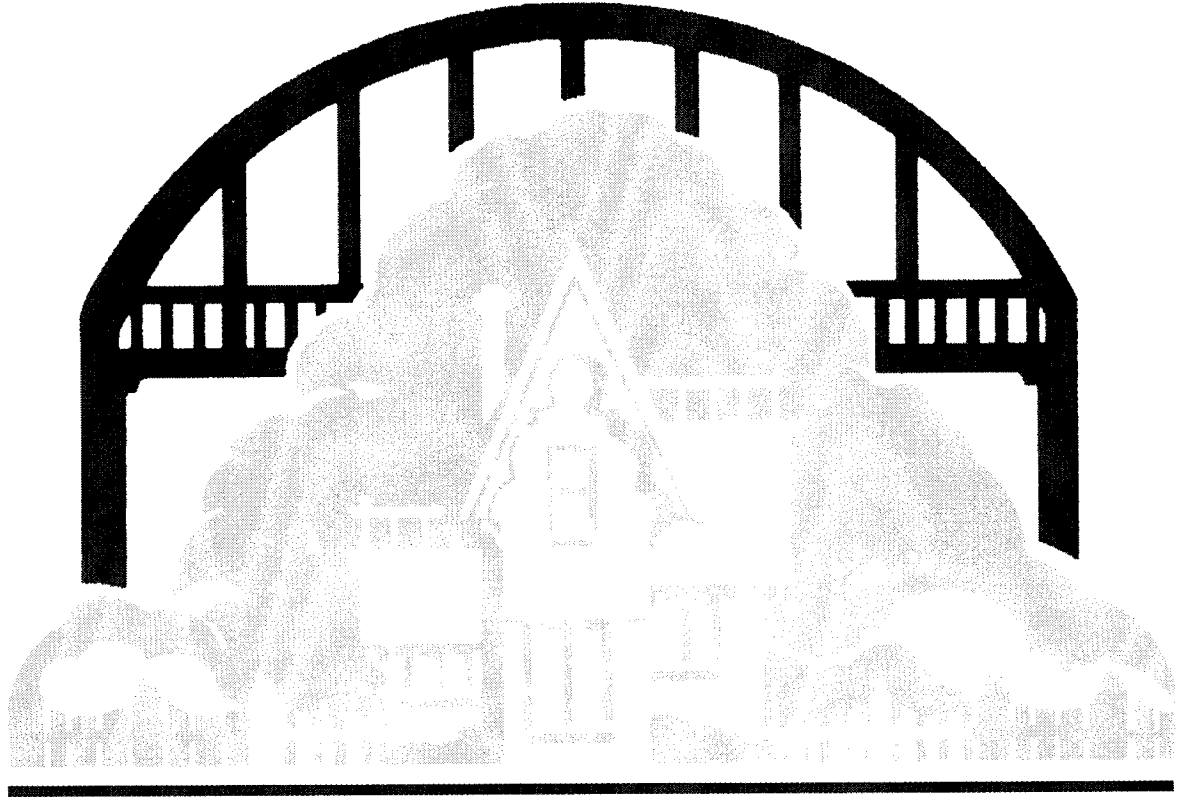
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

402: Capital Projects
50: Public Works

PROG 2017: SVC Water Line

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42423 State Public Works Fund Loan	-	-	1,000,000	1,000,000	1,000,000	0.00%
Total General Revenues	-	-	1,000,000	1,000,000	1,000,000	0.00%
TOTAL REVENUES	-	-	1,000,000	1,000,000	1,000,000	0.00%
Capital						
86038 SVC Water Line	-	-	1,000,000	1,000,000	1,000,000	0.00%
Total Capital	-	-	1,000,000	1,000,000	1,000,000	0.00%
TOTAL EXPENDITURES	-	-	1,000,000	1,000,000	1,000,000	0.00%



CITY OF
Albany

OFFICE OF THE CITY CLERK

PERMANENT FUNDS

PERMANENT FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Permanent funds are used to report resources that are legally restricted to the extent that only earnings, and not principal may be used for the benefit of the government or its citizenry. The City has two Permanent funds.

SENIOR CENTER ENDOWMENT FUND

This fund receives private gifts and donations dedicated to Senior Center operations. Donations have ranged from \$3,500 to \$5,000 annually. Expenditures may be made from interest earned from investment of the donations.

LIBRARY TRUST FUND

Veda O. Torney Trust: Interest earnings on the \$10,000 trust balance are used for the purchase of children's picture books.

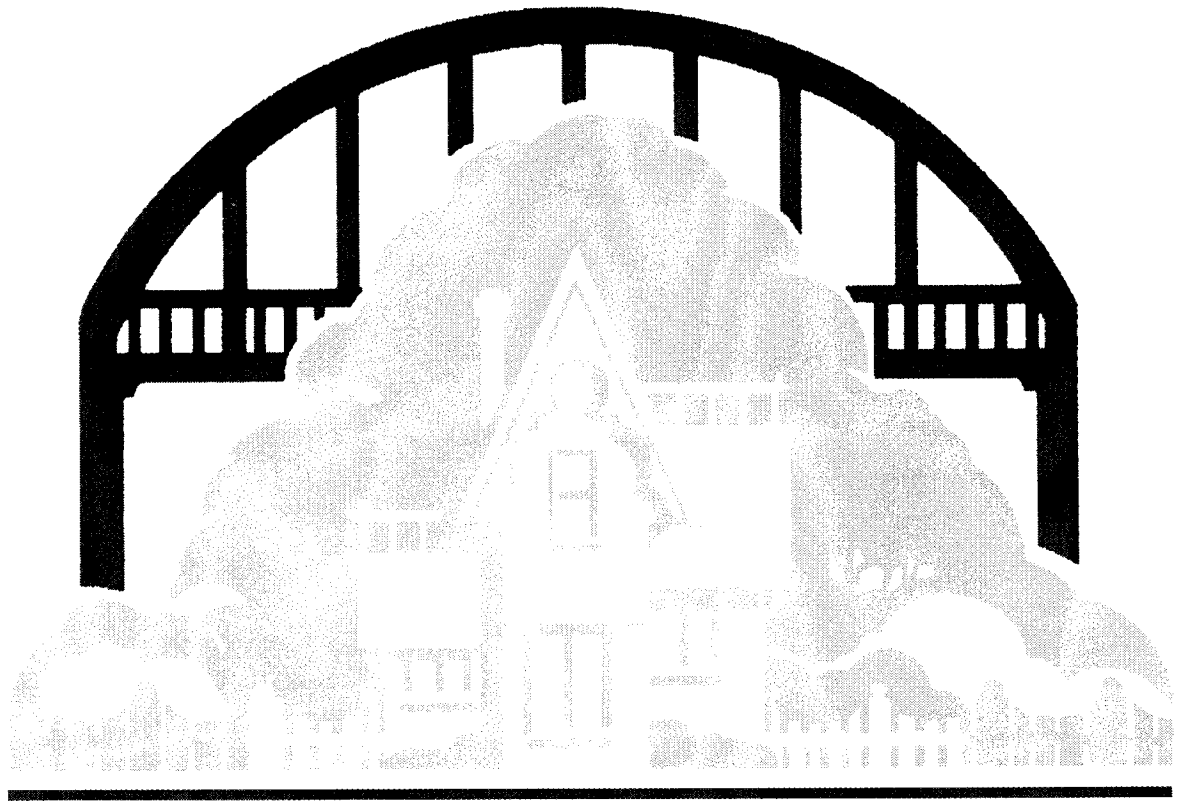
Manela Trust: Interest earnings on the \$69,429 trust balance are used to purchase scientific, educational, and technical books.

RESOURCES

Other Revenue	\$	500
Investment Earnings		6,500
Beginning Balance		56,100
Beginning Balance Held in Trust		79,500
Total Resources	\$	142,600

REQUIREMENTS

Materials & Services	\$	13,200
Unappropriated		129,400
Total Requirements	\$	142,600



CITY OF
Albany

ESTABLISHED 1842



SENIOR CENTER ENDOWMENT FUND

RESOURCE BUDGET DETAIL

Resources	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Gifts & Donations	\$ 2,415	\$ 922	\$ 2,500	\$ 2,500	\$ 500	(80.00%)	0.96%
Interest	1,773	2,378	2,400	2,400	2,400	-	4.59%
Total Current Resources	4,188	3,300	4,900	4,900	2,900	(40.82%)	5.55%
Beginning Balance	43,876	47,608	47,900	47,900	49,400	3.13%	94.45%
Totals	\$ 48,064	\$ 50,908	\$ 52,800	\$ 52,800	\$ 52,300	(0.95%)	100.00%

REQUIREMENT SUMMARIES

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Senior Center Endowment	\$ 455	\$ 1,854	\$ 52,800	\$ 52,800	\$ 52,300	\$ 52,300	\$ 52,300
Total Requirements	\$ 455	\$ 1,854	\$ 52,800	\$ 52,800	\$ 52,300	\$ 52,300	\$ 52,300

Expenditure Type	Proposed	Approved	Adopted
Materials & Services	\$ 2,400	\$ 2,400	\$ 2,400
Unappropriated	49,900	49,900	49,900
Totals	\$ 52,300	\$ 52,300	\$ 52,300

Adopted Requirements by Type	Personnel	Materials & Services	Capital	Transfers Out	Unappropriated	Adopted Budget	% of Fund Budget
Senior Center Endowment	\$ -	\$ 2,400	\$ -	\$ -	\$ 49,900	\$ 52,300	100.00%
Total Requirements	\$ -	\$ 2,400	\$ -	\$ -	\$ 49,900	\$ 52,300	100.00%
Percent of Fund Budget	-	4.59%	-	-	95.41%	100.00%	

PROGRAM NARRATIVE

Parks and Recreation Fund: Senior Center Endowment (501-35-1418)
Responsible Manager/Title: Katie Nooshazar, Recreation Programs Manager

FUNCTIONS AND RESPONSIBILITIES

- Promote collection of endowment funds to be used for operation of the Albany Senior Center.
- Oversee fund expenditures and ensure monies are used solely for operation of the Albany Senior Center.
- Receive funds, recognize donors, and ensure capital is reinvested for five years.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	12/07	In Progress	<ul style="list-style-type: none">• Assess the role of the Endowment Committee and recommend strategies to improve its effectiveness.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none">• Provide leadership in methods to build the endowment.
Effective Government	06/09		<ul style="list-style-type: none">• Provide funding for long term Senior Center needs through interest monies raised by the endowment.

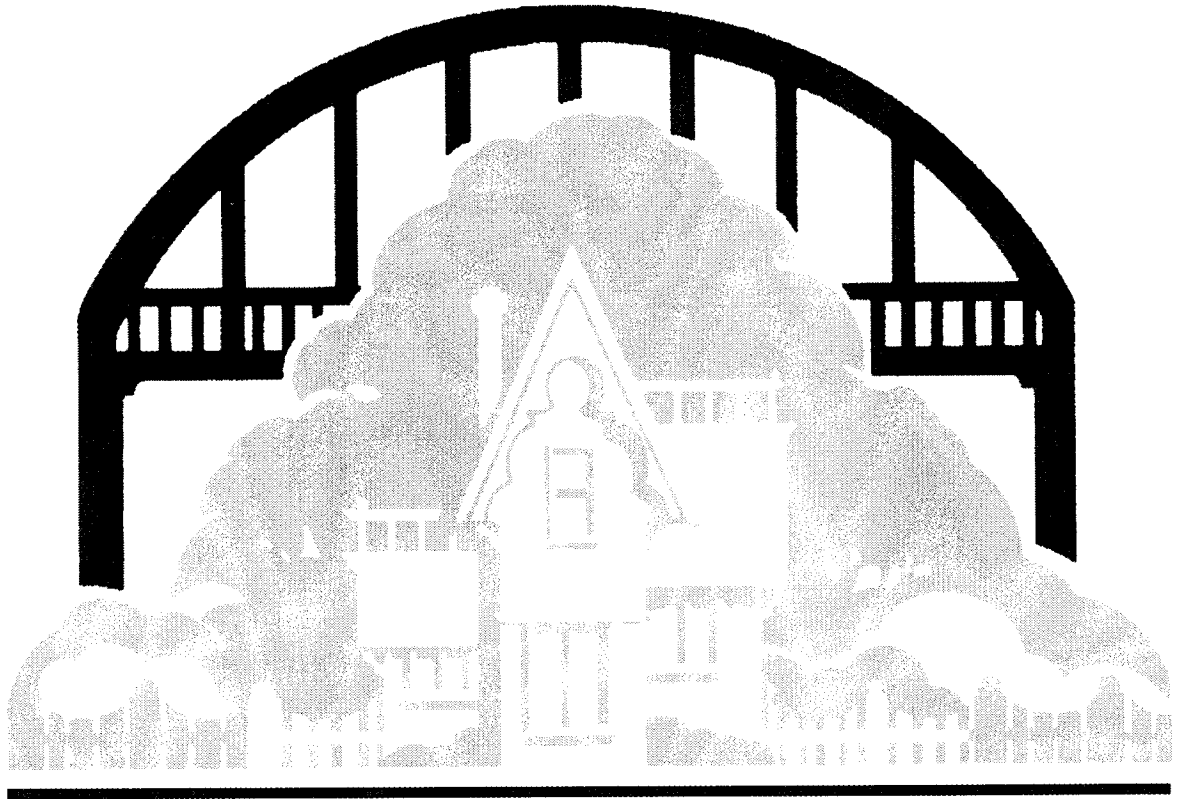
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

501: Senior Center Endowment
35: Parks

PROG 1418: Senior Center Endowment

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
46100 Gifts & Donations	2,413.80	922.24	2,500	2,500	500	-80.00%
48010 Interest	1,772.96	2,379.49	2,400	2,400	2,400	0.00%
Total General Revenues	4,186.76	3,301.73	4,900	4,900	2,900	-40.82%
Beginning Balance						
49905 Beginning Balance	43,876.00	47,608.00	47,900	47,900	49,400	3.13%
Total Beginning Balance	43,876.00	47,608.00	47,900	47,900	49,400	3.13%
TOTAL REVENUES	48,062.76	50,909.73	52,800	52,800	52,300	-0.95%
Materials & Services						
61024 Materials & Supplies	455.11	1,854.00	2,000	2,000	2,000	0.00%
61033 Printing & Binding	-	-	400	400	400	0.00%
Total Materials & Services	455.11	1,854.00	2,400	2,400	2,400	0.00%
Unappropriated						
99505 Unappropriated Surplus	-	-	50,400	50,400	49,900	-0.99%
Total Unappropriated	-	-	50,400	50,400	49,900	-0.99%
TOTAL EXPENDITURES	455.11	1,854.00	52,800	52,800	52,300	-0.95%



CITY OF
Albany

W E L C O M E

LIBRARY TRUST FUND
RESOURCE BUDGET DETAIL

Resources	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Interest	\$ 3,362	\$ 4,349	\$ 4,100	\$ 4,100	\$ 4,100	-	4.54%
Total Current Resources	3,362	4,349	4,100	4,100	4,100	-	4.54%
Beginning Balance	5,077	8,439	4,900	4,900	6,700	36.73%	7.42%
Beginning Balance Held in Trust	79,427	79,427	79,500	79,500	79,500	-	88.04%
Totals	\$ 87,866	\$ 92,215	\$ 88,500	\$ 88,500	\$ 90,300	2.03%	100.00%

REQUIREMENT SUMMARIES

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
V. O. Torney Trust	\$ -	\$ -	\$ 11,900	\$ 11,900	\$ 12,200	\$ 12,200	\$ 12,200
Manela Trust	-	1,963	76,600	76,600	78,100	78,100	78,100
Total Requirements	\$ -	\$ 1,963	\$ 88,500	\$ 88,500	\$ 90,300	\$ 90,300	\$ 90,300

Expenditure Type	Proposed	Approved	Adopted
Materials & Services	\$ 10,800	\$ 10,800	\$ 10,800
Unappropriated	79,500	79,500	79,500
Totals	\$ 90,300	\$ 90,300	\$ 90,300

Adopted Requirements by Type	Materials & Services		Capital	Transfers Out	Unappropriated	Adopted Budget	% of Fund Budget
	Personnel						
V. O. Torney Trust	\$ -	\$ 2,200	\$ -	\$ -	\$ 10,000	\$ 12,200	13.51%
Manela Trust	-	8,600	-	-	69,500	78,100	86.49%
Total Requirements	\$ -	\$ 10,800	\$ -	\$ -	\$ 79,500	\$ 90,300	100.00%
Percent of Fund Budget	-	11.96%	-	-	88.04%	100.00%	

PROGRAM NARRATIVE

LIBRARY TRUST FUND: V.O. TORNEY TRUST (502-45-1703)

Responsible Manager/Title: Ed Gallagher, Library Director

FUNCTIONS AND RESPONSIBILITIES

- Upon her death, Veda Torney left \$10,000 to the Library solely for the purchase of children's picture books. The principal is invested and only the interest is used each year for the intended purpose.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Great Neighborhoods	06/08	Completed	<ul style="list-style-type: none">• No expenditures this year.
Budget Year 2008-2009			
Great Neighborhoods	06/09		<ul style="list-style-type: none">• Explore combining Trust funds.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

502: Library Trust
45: Library

PROG 1703: V. O. Torney Trust

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
48010 Interest	425.09	555.49	500	500	500	0.00%
Total General Revenues	425.09	555.49	500	500	500	0.00%
Beginning Balance						
49905 Beginning Balance	686.00	1,111.00	1,400	1,400	1,700	21.43%
49950 Beginning Balance Held in Trust	10,000.00	10,000.00	10,000	10,000	10,000	0.00%
Total Beginning Balance	10,686.00	11,111.00	11,400	11,400	11,700	2.63%
TOTAL REVENUES	11,111.09	11,666.49	11,900	11,900	12,200	2.52%
Materials & Services						
61376 Library Books	-	-	1,500	1,500	2,200	46.67%
Total Materials & Services	-	-	1,500	1,500	2,200	46.67%
Unappropriated						
99505 Unappropriated Surplus	-	-	10,400	10,400	10,000	-3.85%
Total Unappropriated	-	-	10,400	10,400	10,000	-3.85%
TOTAL EXPENDITURES	-	-	11,900	11,900	12,200	2.52%

PROGRAM NARRATIVE

LIBRARY TRUST FUND: MANELA TRUST (502-45-1704)
Responsible Manager/Title: Ed Gallagher, Library Director

FUNCTIONS AND RESPONSIBILITIES

- Upon the death of Olive Manela, a trust fund was established in the amount of \$69,500 for the Albany Public Library with the principal fund to be invested and only the interest to be spent on religious, educational, scientific, or technical books.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Great Neighborhoods	06/08	Completed	<ul style="list-style-type: none">• The library purchased 100 books.
Budget Year 2008-2009			
Great Neighborhoods	06/09		<ul style="list-style-type: none">• Explore combining Trust funds.• The library will purchase 275 books in the appropriate subject matters.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

502: Library Trust
45: Library

PROG 1704: Manela Trust

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
48010 Interest	2,936.69	3,794.23	3,600	3,600	3,600	0.00%
Total General Revenues	2,936.69	3,794.23	3,600	3,600	3,600	0.00%
Beginning Balance						
49905 Beginning Balance	4,391.00	7,328.00	3,500	3,500	5,000	42.86%
49950 Beginning Balance Held in Trust	69,427.00	69,427.00	69,500	69,500	69,500	0.00%
Total Beginning Balance	73,818.00	76,755.00	73,000	73,000	74,500	2.05%
TOTAL REVENUES	76,754.69	80,549.23	76,600	76,600	78,100	1.96%
Materials & Services						
61376 Library Books	-	1,963.27	7,100	7,100	8,600	21.13%
Total Materials & Services	-	1,963.27	7,100	7,100	8,600	21.13%
Unappropriated						
99505 Unappropriated Surplus	-	-	69,500	69,500	69,500	0.00%
Total Unappropriated	-	-	69,500	69,500	69,500	0.00%
TOTAL EXPENDITURES	-	1,963.27	76,600	76,600	78,100	1.96%



CITY OF
Albany

2015-2016 BUDGET



ENTERPRISE FUNDS

ENTERPRISE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Enterprise funds are established for operations that are financed and managed in a manner similar to private enterprises. The intent of Enterprise funds is that the cost of providing utility services to the general public on a continuing basis will be financed or recovered primarily through user charges. The City has two Enterprise funds.

SEWER FUND

The Sewer Fund accounts for all programs associated with the collection and treatment of wastewater in the City. Activities include collection, treatment, billing, equipment replacement, plant expansion, system improvements, economic development, and the repayment of debt incurred to make improvements to the sewer system.

The primary source of revenue for the Sewer Fund is sewer service charges. The City Council has elected to increase sewer service charges on an annual basis to cover debt service for major construction projects and the cost of inflation. Sewer service charges are expected to increase nine percent annually over the next seven years.

In Fiscal Year 2004-05, the City began a major renovation and improvement of its Wastewater Treatment Plant and facilities. The project is expected to be finished in Fiscal Year 2009-10 at a cost of \$65,000,000. Funding will be provided through a State Revolving Fund loan and resources of the Sewer Fund.

Development fees, including Systems Development Charges (SDC), vary with the level of residential and commercial development. SDC revenues are projected to decrease in 2008-09 to \$237,400.

WATER FUND

The Water Fund accounts for all activities associated with the provision of water to the citizenry of Albany. Activities include treatment, distribution, source (canal) maintenance, billing, plant expansion, system improvements, equipment replacement, economic development, and repayment of debt incurred to purchase and improve the water system.

The primary source of revenue for the Water Fund is water service charges. The City Council, as they have done with the Sewer Fund, has elected to increase water rates on an annual basis to cover debt service for major capital projects and the costs of inflation.

In 2003, the City sold \$40.485 million of water revenue bonds to finance several large capital projects including a new water treatment plant in a joint venture with the city of Millersburg and make fish screen, diversion dam, and hydroelectric improvements to the existing water system. The new treatment plant was put online in the fall of 2005.

Property taxes are used to pay the debt service on the General Obligation Bonds sold to purchase the water system in 1984. Debt service requirements are approximately \$832,000 annually. The issue matures in year 2010.

Development fees, including Systems Development Charges (SDC), vary with the level of residential and commercial development. SDC revenues are projected to increase to \$202,300 in 2008-09.

RESOURCES

Property Taxes	\$ 812,000
Licenses & Fees	743,000
Intergovernmental Revenues	2,259,000
Charges for Service	22,955,200
Assessment Revenues	45,000
Other Revenues	5,475,400
Investment Earnings	872,600
Transfers In	2,458,500
Beginning Balance	28,169,100
Reserved Beginning Balance	1,340,800
Total Resources	\$ 65,130,600

REQUIREMENTS

Personnel	\$ 3,885,800
Materials & Services	12,376,900
Capital	39,124,600
Transfers Out	2,766,500
Debt Service	5,808,400
Contingency	1,168,400
Total Requirements	\$ 65,130,600

SEWER FUND
RESOURCE BUDGET DETAIL

Resources		2007-08.....		2008-09	% Change	% of
	2005-06	2006-07	Adopted	Revised	Adopted	from	Fund
	Actual	Actual	Budget	Budget	Budget	2007-08	Budget
Storm Drain Plan Review/							
Inspection Fees	\$ -	\$ 32,508	\$ 33,000	\$ 33,000	\$ 10,000	(69.70%)	0.03%
Sewer SDC: Principal	128,938	40,397	15,000	15,000	15,000	-	0.04%
Sewer SDC: Interest	10,322	6,118	3,000	3,000	1,900	(36.67%)	0.01%
Connection Fees: Principal	15,885	22,287	500	500	5,400	980.00%	0.02%
Connection Fees: Interest	2,036	4,452	500	500	1,000	100.00%	-
North Albany Sewer Connection F	-	16,176	-	-	-	-	-
General Sewer Connection Fees	218,505	66,145	30,000	30,000	25,000	(16.67%)	0.07%
Storm Drain Connection Fees	37,539	23,944	10,000	10,000	7,000	(30.00%)	0.02%
Connection Fees	29,732	123,199	-	-	-	-	-
Public Facility Construction							
Permit	107,474	135,293	135,000	135,000	75,000	(44.44%)	0.21%
Sewer Systems Development							
Charges	1,273,279	1,480,498	695,000	695,000	237,400	(65.84%)	0.67%
City of Millersburg	-	126,891	-	31,700	-	(100.00%)	-
Wah Chang	-	84,405	-	123,200	500,000	305.84%	1.42%
Millersburg Wetland Pymt	-	-	-	-	460,000	-	1.31%
Albany Sewer Service Charges	8,119,810	9,057,660	9,820,000	9,820,000	10,820,000	10.18%	30.70%
Certified Sewer Charges	14,730	12,693	20,000	20,000	20,000	-	0.06%
Millersburg Service Charges	-	-	30,000	30,000	30,000	-	0.09%
Equipment Replacement Charges	88,000	85,800	76,900	76,900	110,500	43.69%	0.31%
Financed Asmnts: Principal	95,804	63,921	62,000	62,000	40,000	(35.48%)	0.11%
Financed Asmnts: Interest	16,211	13,619	14,000	14,000	5,000	(64.29%)	0.01%
SRF Loan Proceeds	-	29,258,343	25,380,000	25,380,000	5,448,400	(78.53%)	15.46%
Miscellaneous Revenue	324,939	33,081	50,000	50,000	16,000	(68.00%)	0.05%
Interest	436,775	512,473	214,100	214,100	351,400	64.13%	1.00%
Total Current Resources	10,919,979	41,199,903	36,589,000	36,743,900	18,179,000	(50.53%)	51.59%
From SDC Improvement Fee							
Projects	2,143,000	1,068,000	3,637,600	3,637,600	2,131,500	(41.40%)	6.05%
Total Transfers In	2,143,000	1,068,000	3,637,600	3,637,600	2,131,500	(41.40%)	6.05%
Beginning Balance	11,219,293	9,211,765	9,839,100	9,839,100	13,774,300	40.00%	39.06%
Reserved Beginning Balance	-	544,822	472,000	472,000	1,164,000	146.61%	3.30%
Totals	\$24,282,272	\$52,024,490	\$50,537,700	\$50,692,600	\$35,248,800	(30.47%)	100.00%

Budget Notes

SDC - Systems Development Charges
SRF - State Revolving Fund

SEWER FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sewer Environmental Services	\$ 457,114	\$ 661,174	\$ 706,200	\$ 706,200	\$ 690,100	\$ 690,100	\$ 690,100
Wastewater Treatment Plant	1,349,627	1,785,426	2,040,300	2,040,300	2,019,500	2,019,500	2,019,500
Wastewater Collection	966,811	1,532,397	1,815,100	1,815,100	1,992,800	1,992,800	1,992,800
Wastewater Administration	2,828,877	1,568,042	2,808,700	2,808,700	3,341,500	3,341,500	3,341,500
Sewer Operations Administration	-	369,014	-	-	-	-	-
Sewer Customer Services	-	316,219	-	-	-	-	-
Sewer System Capital Projects	1,284,313	1,392,582	7,059,000	7,213,900	4,784,300	4,784,300	4,784,300
Sewer Equipment Replacement	102,365	99,289	906,900	906,900	1,005,900	1,005,900	1,005,900
Sewer SDC Imp. Fee Projects	2,187,561	1,128,001	5,606,400	5,606,400	5,906,700	5,906,700	5,906,700
Sewer SDC Reimb. Fee Projects	39,509	215,638	1,595,000	1,595,000	1,199,500	1,199,500	1,199,500
Sewer Debt Service	507,373	510,249	508,400	508,400	1,334,900	1,334,900	1,334,900
Sewer Debt Service: North Albany	194,907	190,074	570,100	570,100	458,500	458,500	458,500
Sewer Economic Development	20,600	20,799	271,600	271,600	323,100	323,100	323,100
WW Facilities Improvement	4,586,631	31,438,484	26,650,000	26,650,000	12,192,000	12,192,000	12,192,000
Total Requirements	\$14,525,688	\$41,227,388	\$50,537,700	\$50,692,600	\$35,248,800	\$35,248,800	\$35,248,800

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$ 1,932,200	\$ 1,932,200	\$ 1,932,200
Materials & Services	6,002,600	6,002,600	6,002,600
Capital	22,881,700	22,881,700	22,881,700
Transfers Out	2,285,500	2,285,500	2,285,500
Debt Service	1,792,800	1,792,800	1,792,800
Contingency	354,000	354,000	354,000
Totals	\$35,248,800	\$35,248,800	\$35,248,800

Adopted Requirements by Type							Adopted Budget	% of Fund Budget
	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency		
Sewer Environmental Services	\$ 450,000	\$ 240,100	\$ -	\$ -	\$ -	\$ -	\$ 690,100	1.96%
Wastewater Treatment Plant	657,400	1,362,100	-	-	-	-	2,019,500	5.73%
Wastewater Collection	824,800	1,021,000	147,000	-	-	-	1,992,800	5.65%
Wastewater Administration	-	2,826,800	94,000	66,700	-	354,000	3,341,500	9.48%
Sewer System Capital Projects	-	550,000	4,234,300	-	-	-	4,784,300	13.57%
Sewer Equipment Replacement	-	-	1,005,900	-	-	-	1,005,900	2.85%
Sewer SDC Imp. Fee Projects	-	-	3,775,200	2,131,500	-	-	5,906,700	16.76%
Sewer SDC Reimb. Fee Projects	-	-	1,199,500	-	-	-	1,199,500	3.40%
Sewer Debt Service	-	600	-	-	1,334,300	-	1,334,900	3.79%
Sewer Debt Service: North Albany	-	-	-	-	458,500	-	458,500	1.30%
Sewer Economic Development	-	-	235,800	87,300	-	-	323,100	0.92%
WW Facilities Improvement	-	2,000	12,190,000	-	-	-	12,192,000	34.59%
Total Requirements	\$ 1,932,200	\$ 6,002,600	\$22,881,700	\$ 2,285,500	\$ 1,792,800	\$ 354,000	\$35,248,800	100.00%
Percent of Fund Budget	5.49%	17.03%	64.91%	6.48%	5.09%	1.00%	100.00%	

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sewer Environmental Services	5.000	5.000	5.000	5.000	5.000	5.000	5.000
Wastewater Treatment Plant	7.500	6.500	6.500	6.500	6.500	6.500	6.500
Wastewater Collection	9.000	10.000	10.000	10.000	10.000	10.000	10.000
Wastewater Administration	-	1.600	-	-	-	-	-
Sewer Operations Administration	-	2.800	-	-	-	-	-
Sewer Customer Services	-	2.310	-	-	-	-	-
Total FTEs	21.500	28.210	21.500	21.500	21.500	21.500	21.500

SEWER FUND
OPERATION AND MAINTENANCE COMBINED BUDGET

Detailed below are the resources dedicated to funding the operation and maintenance of the sewer system. Programs funded by these resources are: Sewer Environmental Services, Wastewater Treatment Plant, Wastewater Collection, and Wastewater Administration. The revenue items listed below are included in the Sewer Fund - Revenue Budget Detail presented earlier.

Resources		2007-08.....		2008-09 Adopted Budget	% Change from 2007-08	% of Fund Budget
	2005-06 Actual	2006-07 Actual	Adopted Budget	Revised Budget			
Storm Drain Plan Review/ Inspection Fees	\$ -	\$ 32,508	\$ 33,000	\$ 33,000	\$ 10,000	(69.70%)	0.12%
Public Facility Construction Permit	107,474	135,293	135,000	135,000	75,000	(44.44%)	0.93%
Albany Sewer Service Charges	5,809,837	6,327,411	6,512,600	6,512,600	7,030,700	7.96%	87.40%
Certified Sewer Charges	14,730	12,693	20,000	20,000	20,000	-	0.25%
Miscellaneous Revenue	278,582	31,988	50,000	50,000	15,000	(70.00%)	0.19%
Interest	425	40,878	20,000	20,000	25,000	25.00%	0.31%
Total Current Resources	6,211,048	6,580,771	6,770,600	6,770,600	7,175,700	5.98%	89.20%
Beginning Balance	298,150	906,771	599,700	599,700	868,200	44.77%	10.80%
Totals	\$6,509,198	\$7,487,542	\$7,370,300	\$7,370,300	\$8,043,900	9.14%	100.00%

Requirements Activity Name	Materials & Services			Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
	Personnel	Capital					
Sewer Environmental Services	\$ 450,000	\$ 240,100	\$ -	\$ -	\$ -	\$ 690,100	8.58%
Wastewater Treatment Plant	657,400	1,362,100	-	-	-	2,019,500	25.11%
Wastewater Collection	824,800	1,021,000	147,000	-	-	1,992,800	24.77%
Wastewater Administration	-	2,826,800	94,000	66,700	354,000	3,341,500	41.54%
Total Requirements	\$1,932,200	\$5,450,000	\$ 241,000	\$ 66,700	\$ 354,000	\$8,043,900	100.00%
Percent of Budget	24.02%	67.75%	3.00%	0.83%	4.40%	100.00%	

SEWER FUND
CAPITAL AND DEBT SERVICE COMBINED BUDGET

Detailed below are the resources dedicated to funding the sewer system debt service and capital projects. Programs funded by these resources are: Sewer System Capital Projects, Sewer Equipment Replacement, Sewer SDC Improvement Fee Projects, Sewer SDC Reimbursement Fee Projects, Sewer Debt Service, Sewer Debt Service: North Albany, Sewer Economic Development, and WW Facilities Improvement. The revenue items listed below are included in the Sewer Fund - Revenue Budget Detail presented earlier.

Resources	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Sewer SDC: Principal	\$ 128,938	\$ 40,397	\$ 15,000	\$ 15,000	\$ 15,000	-	0.06%
Sewer SDC: Interest	10,323	6,118	3,000	3,000	1,900	(36.67%)	0.01%
Connection Fees: Principal	15,885	22,287	500	500	5,400	980.00%	0.02%
Connection Fees: Interest	2,036	4,452	500	500	1,000	100.00%	-
North Albany Sewer Connection Fees	-	16,176	-	-	-	-	-
General Sewer Connection Fees	218,505	66,145	30,000	30,000	25,000	(16.67%)	0.09%
Storm Drain Connection Fees	37,539	23,944	10,000	10,000	7,000	(30.00%)	0.03%
Connection Fees	29,732	123,199	-	-	-	-	-
Sewer Systems Development Charges	1,273,280	1,480,497	695,000	695,000	237,400	(65.84%)	0.87%
City of Millersburg	-	126,891	-	31,700	-	(100.00%)	-
Wah Chang	-	84,405	-	123,200	500,000	305.84%	1.84%
Millersburg Wetland Pymt	-	-	-	-	460,000	-	1.69%
Albany Sewer Service Charges	2,309,973	2,730,249	3,307,400	3,307,400	3,789,300	14.57%	13.93%
Millersburg Service Charges	-	-	30,000	30,000	30,000	-	0.11%
Equipment Replacement Charges	88,000	85,800	76,900	76,900	110,500	43.69%	0.41%
Financed Asmnts: Principal	95,804	63,921	62,000	62,000	40,000	(35.48%)	0.15%
Financed Asmnts: Interest	16,211	13,619	14,000	14,000	5,000	(64.29%)	0.02%
SRF Loan Proceeds	-	29,258,343	25,380,000	25,380,000	5,448,400	(78.53%)	20.03%
Miscellaneous Revenue	46,358	1,093	-	-	1,000	-	-
Interest	436,350	471,595	194,100	194,100	326,400	68.16%	1.20%
Total Current Resources	4,708,934	34,619,131	29,818,400	29,973,300	11,003,300	(63.29%)	40.46%
From SDC Improvement Fee Projects	2,143,000	1,068,000	3,637,600	3,637,600	2,131,500	(41.40%)	7.83%
Total Transfers In	2,143,000	1,068,000	3,637,600	3,637,600	2,131,500	(41.40%)	7.83%
Beginning Balance	10,921,143	8,304,994	9,239,400	9,239,400	12,906,100	39.69%	47.43%
Reserved Beginning Balance	-	544,822	472,000	472,000	1,164,000	146.61%	4.28%
Totals	\$17,773,077	\$44,536,947	\$43,167,400	\$43,322,300	\$27,204,900	(37.20%)	100.00%

Requirements Activity Name	Materials & Services	Capital	Transfers Out	Debt Service	Adopted Budget	% of Fund Budget
Sewer System Capital Projects	\$ 550,000	\$ 4,234,300	\$ -	\$ -	\$ 4,784,300	17.57%
Sewer Equipment Replacement	-	1,005,900	-	-	1,005,900	3.70%
Sewer SDC Improvement Fee Projects	-	3,775,200	2,131,500	-	5,906,700	21.71%
Sewer SDC Reimbursement Fee Projects	-	1,199,500	-	-	1,199,500	4.41%
Sewer Debt Service	600	-	-	1,334,300	1,334,900	4.91%
Sewer Debt Service: North Albany	-	-	-	458,500	458,500	1.69%
Sewer Economic Development	-	235,800	87,300	-	323,100	1.19%
WW Facilities Improvement	2,000	12,190,000	-	-	12,192,000	44.82%
Total Requirements	\$ 552,600	\$22,640,700	\$ 2,218,800	\$ 1,792,800	\$27,204,900	100.00%
Percent of Budget	2.03%	83.22%	8.16%	6.59%	100.00%	

SEWER FUND
SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2008-2009

Project Description	Totals	Wastewater Collection	Wastewater Collection	Sewer System Capital Projects
Pole Bldg - PW Inventory Control	\$ 94,000	\$ -	\$ 94,000	\$ -
Manhole Installation Program	25,000	25,000	-	-
Oak Creek Pump Stn/Force Main	7,000	-	-	5,000
Lift Station Electrical Replacement	40,000	40,000	-	-
Lift Station Telemetry Replacement	30,000	30,000	-	-
Lift Station Pump Replacement	52,000	52,000	-	-
SS-06-05 34th Ave Pump Station	1,409,300	-	-	203,000
SS-07-01 Calapooia Interceptor	1,300,000	-	-	739,000
SS-07-04 NA Pump Stn/Force Main	3,500,000	-	-	-
WWTP-03-01 WW Treatment Plant Expansion	8,690,000	-	-	-
WWTP-08-02 Wetlands Treatment Project	880,200	-	-	695,000
Project Totals	16,027,500	147,000	94,000	1,642,000
Reserve: Pipe Over-sizing	15,000	-	-	-
Reserve: Connection Fees	562,000	-	-	562,000
Reserve: Equipment Replacement	1,005,900	-	-	-
Reserve: Storm Drain Collection Fees	161,000	-	-	161,000
Reserve: Capital Projects	5,110,300	-	-	1,869,300
Total Reserves	6,854,200	-	-	2,592,300
Grand Totals	\$22,881,700	\$ 147,000	\$ 94,000	\$ 4,234,300

Sewer Equipment Replacement	SDC Improvement Fee Projects	SDC Reimburse- ment Fee Projects	Sewer Economic Development	Wastewater Facilities Improvement
\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
-	2,000	-	-	-
-	-	-	-	-
-	-	-	-	-
-	197,000	1,009,300	-	-
-	561,000	-	-	-
-	-	-	-	3,500,000
-	-	-	-	8,690,000
-	-	185,200	-	-
-	760,000	1,194,500	-	12,190,000
-	15,000	-	-	-
-	-	-	-	-
1,005,900	-	-	-	-
-	-	-	-	-
-	3,000,200	5,000	235,800	-
1,005,900	3,015,200	5,000	235,800	-
\$ 1,005,900	\$ 3,775,200	\$ 1,199,500	\$ 235,800	\$ 12,190,000

PROGRAM NARRATIVE

SEWER FUND: SEWER ENVIRONMENTAL SERVICES (601-50-2402)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed By: Herb Hoffer, Environmental Services Manager

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the Environmental Services Program, including the industrial pretreatment program, biosolids storage and agricultural application, stormwater regulations and monitoring, and hazardous waste regulations.
 - Biosolids generated at the Wastewater Treatment Plant (WWTP) are applied to agricultural land in conformance with the City's Environmental Management System (EMS) for biosolids.
 - Industrial sewer users, including 14 Significant Industrial Users (SIUs) are permitted, inspected, and monitored under federal and state regulations.
- Commercial and minor industrial sewer users in Albany and Millersburg are inspected regularly under the industrial survey.
 - Annual reports are submitted to the Department of Environmental Quality (DEQ) on pretreatment, biosolids, and hazardous waste management. Staff evaluates and revises major program documents as needed, including the Albany Municipal Code Chapter 10.06, and program operational documents.
 - Sample and report on wet weather sewer overflows as required by the DEQ and respond to spills to the wastewater treatment or the stormwater system, including ditches and creeks.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Safe City	06/07	Complete	<ul style="list-style-type: none"> • Conduct an interim third party audit of the EMS Program.
Safe City	09/07	Submitted to DEQ	<ul style="list-style-type: none"> • Implement Albany's plan for required EPA streamlining rule changes to federal pretreatment regulations 40 Code of Federal Regulations (CFR) Part 403, including changes as needed to AMC Chapter 10.06.
Safe City	09/07	Complete	<ul style="list-style-type: none"> • Revise the pretreatment Enforcement Response Plan to comply with DEQ requirements.
Safe City	03/08	In Progress	<ul style="list-style-type: none"> • Develop Albany's Willamette River Total Maximum Daily Load (TMDL) Implementation Plan; submit to DEQ.
Safe City	09/07	In Progress	<ul style="list-style-type: none"> • Complete a framework for the implementation of Erosion Control Standards for municipalities.
Budget Year 2008-2009			
Safe City	08/08		<ul style="list-style-type: none"> • Conduct an internal audit of the EMS Program.
Safe City	07/08		<ul style="list-style-type: none"> • Complete implementation of Albany's streamlining plan for required EPA rule changes, including adoption of changes to AMC Chapter 10.06.
Safe City	08/08		<ul style="list-style-type: none"> • Develop Albany's Willamette River Total Maximum Daily Load (TMDL) Implementation Plan and submit to DEQ.
Safe City	10/08		<ul style="list-style-type: none"> • Complete a framework for the implementation of Erosion Control Standards for municipalities.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Dry tons of biosolids applied per year.	648	681	586	640
Percentage of biosolids applied for beneficial agriculture use.	100%	100%	100%	100%
Number of responses to storm water complaints or spills.	63	41	45	45
Number of Significant Industrial Users (SIU) in the pretreatment program.	14	14	14	14
Percent of SIU's inspected annually.	100%	100%	100%	100%
Number of non-SIU's in the Pretreatment Program.	276	285	290	290
Number of non-SIU's inspected annually/percent of non-SIU's inspected annually	50/18%	37/13%	45/16%	50/17%

STAFFING SUMMARY

FTE's	5	5	5	5
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2402: Sewer Environmental Services
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	216,318.60	233,584.93	265,000	265,000	282,600	6.64%
53001 Overtime	5,036.05	10,335.05	6,200	6,200	6,200	0.00%
56001 Employer Paid Benefits	132,651.24	149,948.30	169,000	169,000	161,200	-4.62%
Total Personnel Services	354,005.89	393,868.28	440,200	440,200	450,000	2.23%
Materials & Services						
60101 Contractual Services	16,565.49	19,362.67	31,300	31,300	31,300	0.00%
60211 Insurance & Bonds	-	1,016.75	6,900	6,900	8,000	15.94%
61006 Advertising & Publications	519.48	411.50	600	600	600	0.00%
61011 Education & Training	1,551.27	2,288.45	3,900	3,900	3,900	0.00%
61012 Equipment Rental: Private	114.14	25.50	500	500	4,000	700.00%
61017 Laboratory Supplies	-	262.51	300	300	300	0.00%
61018 Laundry Service	-	-	300	300	300	0.00%
61021 Testing	28,949.94	23,674.80	40,000	40,000	40,000	0.00%
61024 Materials & Supplies	12,280.61	5,298.47	5,000	5,000	5,300	6.00%
61026 Meetings & Conferences	2,925.02	3,218.45	4,100	4,100	4,100	0.00%
61027 Memberships & Dues	1,600.37	1,399.30	1,700	1,700	1,800	5.88%
61028 Minor Equipment	3,031.23	2,773.27	1,900	1,900	2,600	36.84%
61030 Personal Auto Reimbursement	365.59	450.01	500	500	500	0.00%
61032 Postage & Shipping	517.56	659.78	700	700	700	0.00%
61033 Printing & Binding	503.88	535.84	600	600	600	0.00%
61040 Uniforms	2,270.06	937.92	2,600	2,600	2,600	0.00%
61041 Vehicle Fuel Charges	6,667.60	8,720.14	6,600	6,600	7,100	7.58%
61046 Permits	200.00	-	-	-	6,500	0.00%
63009 Telephone	2,130.06	3,451.76	5,000	5,000	4,000	-20.00%
65015 Maint: Office Equipment	25.00	-	-	-	-	0.00%
65020 Maint: Work Equipment	372.48	989.12	1,100	1,100	-	-100.00%
65076 Contract Maintenance	350.00	236.25	800	800	800	0.00%
65079 Parts for Repairs	260.00	48.60	800	800	500	-37.50%
65082 Safety Improvements	384.78	470.86	800	800	500	-37.50%
65513 Vehicle Maintenance	5,158.42	4,862.79	6,200	6,200	6,600	6.45%
66010 Central Service Charges	-	87,700.00	106,000	106,000	38,700	-63.49%
66011 Equipment Replacement	14,800.00	7,800.00	18,000	18,000	10,000	-44.44%
66014 Information Technology Services	-	1,800.00	17,500	17,500	25,300	44.57%
66015 IT Equipment Replacement	1,500.00	800.00	2,200	2,200	2,200	0.00%
66029 Water Quality Control Charges	-	-	-	-	31,200	0.00%
66511 Flexible Spending Admin Fees	66.00	55.00	100	100	100	0.00%
Total Materials & Services	103,108.98	179,249.74	266,000	266,000	240,100	-9.74%
Capital						
70005 Capital Equipment	-	18,932.76	-	-	-	0.00%
80047 Env Services Remodel Project	-	69,122.25	-	-	-	0.00%
Total Capital	-	88,055.01	-	-	-	0.00%
TOTAL EXPENDITURES	457,114.87	661,173.03	706,200	706,200	690,100	-2.28%

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER TREATMENT PLANT (601-50-2404)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed By: Ben Phelps, Wastewater Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the operation of the Wastewater Treatment Plant (WWTP).
- The Wastewater Treatment Plant processes domestic and industrial wastewater from the City of Albany and domestic wastewater from the City of Millersburg.
- Maintain National Biosolids partnership Environmental Management System (EMS) Biosolids Program certification with operational practices that follow the National Code of Good Practices.
- Maintain the Peak Performance Award from the National Clean Water Association for treatment performance.
- Process and store the solidified WWTP digested Biosolids.
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STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	09/08	In Progress	<ul style="list-style-type: none"> • Participate in the Phase I startup of the hydraulic components of the Wastewater Treatment Plant expansion.
Safe City	05/08		<ul style="list-style-type: none"> • Participate in the Biosolids EMS Program Audit.
Budget Year 2008-2009			
Safe City	08/08		<ul style="list-style-type: none"> • Startup of the new Albany-Millersburg Water Reclamation Facility.
Safe City	08/08		<ul style="list-style-type: none"> • Participate in the Biosolids EMS Program Internal Audit.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Wastewater treated annually (millions of gallons, partially depended upon annual rainfall).	2352	3009.7	3092.0	3200
Percentage of days the facility is in regulatory compliance with permits.	99.2%	99.5%	100%	100%

STAFFING SUMMARY

FTE's	7.5	6.5	6.5	6.5
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City of Albany, Oregon - Adopted Budget

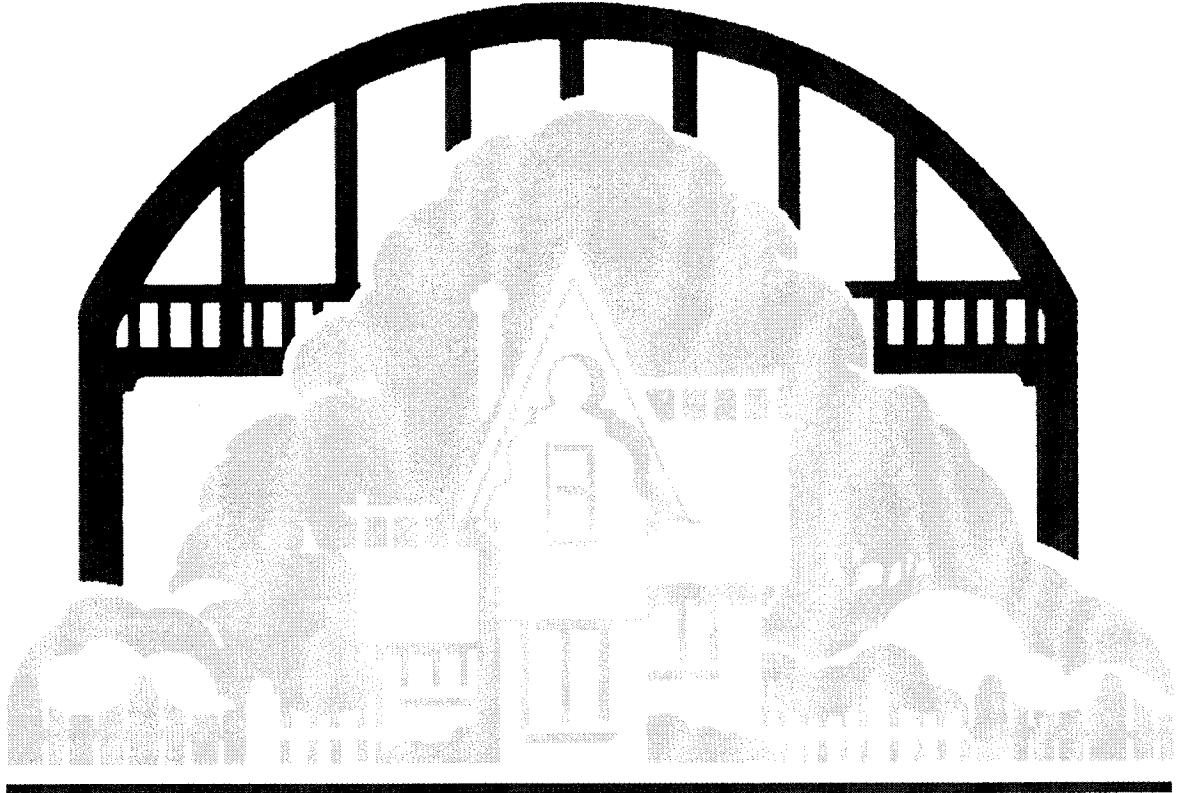
Budget Fiscal Year: 2008-2009

601: Sewer

50: Public Works

PROG 2404: Wastewater Treatment Plant

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	330,943.53	281,222.71	353,000	353,000	392,600	11.22%
52001 Temporary Employees	-	-	-	-	-	0.00%
53001 Overtime	17,466.02	18,837.82	16,600	16,600	16,600	0.00%
54005 Unemployment Claims	1,524.45	143.07	3,600	3,600	3,300	-8.33%
56001 Employer Paid Benefits	208,825.49	176,490.79	209,000	209,000	244,900	17.18%
Total Personnel Services	558,759.49	476,694.39	582,200	582,200	657,400	12.92%
Materials & Services						
60101 Contractual Services	77,968.53	75,793.78	91,800	91,800	91,800	0.00%
60211 Insurance & Bonds	-	39,766.38	29,700	29,700	34,600	16.50%
61010 Duplication & Fax	-	-	200	200	200	0.00%
61011 Education & Training	5,624.09	3,075.00	3,000	3,000	1,500	-50.00%
61012 Equipment Rental: Private	175.00	95.45	300	300	300	0.00%
61017 Laboratory Supplies	12,590.49	2,557.70	3,000	3,000	3,000	0.00%
61018 Laundry Service	-	-	200	200	200	0.00%
61021 Testing	8,374.70	16,158.90	12,200	12,200	28,000	129.51%
61024 Materials & Supplies	21,731.85	9,955.70	16,400	16,400	16,400	0.00%
61026 Meetings & Conferences	2,235.89	644.80	2,200	2,200	2,300	4.55%
61027 Memberships & Dues	1,162.65	957.00	3,400	3,400	3,300	-2.94%
61028 Minor Equipment	7,253.55	5,621.86	10,100	10,100	4,600	-54.46%
61030 Personal Auto Reimbursement	46.07	-	-	-	-	0.00%
61032 Postage & Shipping	130.26	4.20	-	-	100	0.00%
61033 Printing & Binding	99.13	16.44	-	-	100	0.00%
61038 Software	5,199.21	-	-	-	-	0.00%
61040 Uniforms	3,043.33	3,962.96	4,300	4,300	4,300	0.00%
61041 Vehicle Fuel Charges	2,333.98	1,329.01	1,400	1,400	1,600	14.29%
61046 Permits	20,834.90	18,397.00	25,300	25,300	25,400	0.40%
61050 Chemicals	50,191.58	64,581.38	62,100	62,100	81,600	31.40%
63006 Power & Light	301,411.70	314,441.19	350,900	350,900	350,000	-0.26%
63007 Heating & Fuel	16,924.37	34,629.09	19,100	19,100	32,000	67.54%
63009 Telephone	1,450.12	9,324.14	13,400	13,400	7,800	-41.79%
63011 Water Service	17,424.61	12,714.08	20,300	20,300	18,000	-11.33%
63012 Sewer Service Charges	9,235.94	-	6,500	6,500	-	-100.00%
65006 Maint: Building	35.19	293.31	-	-	1,000	0.00%
65008 Maint: Communications Equipment	-	-	100	100	100	0.00%
65011 Maint: Grounds	17,388.62	20,083.34	15,300	15,300	20,000	30.72%
65076 Contract Maintenance	17,986.66	19,105.58	16,800	16,800	16,800	0.00%
65078 Facilities Maintenance	143,681.02	85,049.00	84,200	84,200	63,600	-24.47%
65079 Parts for Repairs	31,809.66	3,397.09	6,700	6,700	4,000	-40.30%
65082 Safety Improvements	1,251.89	3,382.11	2,900	2,900	3,500	20.69%
65090 Fac Eng System Automation	-	28,481.81	26,000	26,000	39,400	51.54%
65513 Vehicle Maintenance	1,926.38	247.18	1,200	1,200	1,200	0.00%
66010 Central Service Charges	-	65,500.00	74,700	74,700	85,800	14.86%
66011 Equipment Replacement	8,280.82	-	7,800	7,800	36,700	370.51%
66012 Facility Maintenance Charges	-	315,000.00	325,000	-	-	0.00%
66014 Information Technology Services	-	33,900.00	8,800	8,800	9,500	7.95%
66015 IT Equipment Replacement	2,904.00	400.00	6,000	6,000	9,400	56.67%
66026 Facilities Engineering Charges	-	-	-	325,000	363,300	11.78%
66029 Water Quality Control Charges	-	119,500.00	200,000	200,000	-	-100.00%
66505 Physical Exams & Medicals	-	202.00	200	200	200	0.00%
66511 Flexible Spending Admin Fees	159.50	165.00	500	500	500	0.00%
Total Materials & Services	790,865.69	1,308,732.48	1,452,000	1,452,000	1,362,100	-6.19%
Capital						
70005 Capital Equipment	-	-	6,100	6,100	-	-100.00%



CITY OF
Albany

W E L C O M E

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer

50: Public Works

PROG 2404: Wastewater Treatment Plant
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Total Capital	-	-	6,100	6,100	-	-100.00%
TOTAL EXPENDITURES	1,349,625.18	1,785,426.87	2,040,300	2,040,300	2,019,500	-1.02%

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER COLLECTION (601-50-2405)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed by: Jon Neely, Wastewater Collection Supervisor

FUNCTIONS AND RESONSIBILITIES

- To ensure compliance with City of Albany *Standard Construction Specifications*, this work group inspects all service replacement connections including warranty video inspection of all mainline construction projects.
- The televising program is on a six-year cycle and provides updated information on needed sanitary mainline repairs and replacements. Funding restraints limit televising and repairs of the storm system to an as needed basis.
- The wastewater pipelines are on a four-year cleaning cycle to prevent blockages that could cause overflows. Root cutting is a two-year process. The storm water pipelines are cleaned on an as needed basis.
- Responsible for 18 sewage lift stations and completing monthly inspections of air and vacuum valves on the City's force main system.
- Primary responder for all location requests of City utilities. Locates are performed daily.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Safe City	06/08	In Progress	<ul style="list-style-type: none"> • Conduct storm system inventory.
Safe City	06/08	In Progress	<ul style="list-style-type: none"> • Implementation of new Capacity, Management, Operations, and Maintenance (CMOM) software for all sewer and storm mainlines.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none"> • Conduct storm system inventory.
Safe City	06/09		<ul style="list-style-type: none"> • Implementation of the maintenance management work order system for all sewer and storm mainlines.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of sanitary sewer overflows.	14	6	3	None
Volume of sanitary sewer overflows (gallons).	4,633,340	1,925,500	11,275	None
Miles of sanitary sewer mainline.	210	212	217	217
Percentage of the sewer system cleaned annually.	26%	23%	25%	25%
Percentage of sewer system televised annually.	14%	13%	20%	20%
Numbers of sewer line locate requests.	4,000	4,100	4,200	4,200
Percentage of sewer line locate requested completed within 48 hours.	100%	100%	100%	100%
Miles of storm drain mainlines.	127	129	133	133
Percentage of storm drain mainlines cleaned annually.	4%	6%	10%	10%

STAFFING SUMMARY

FTE's	9	10	10	10
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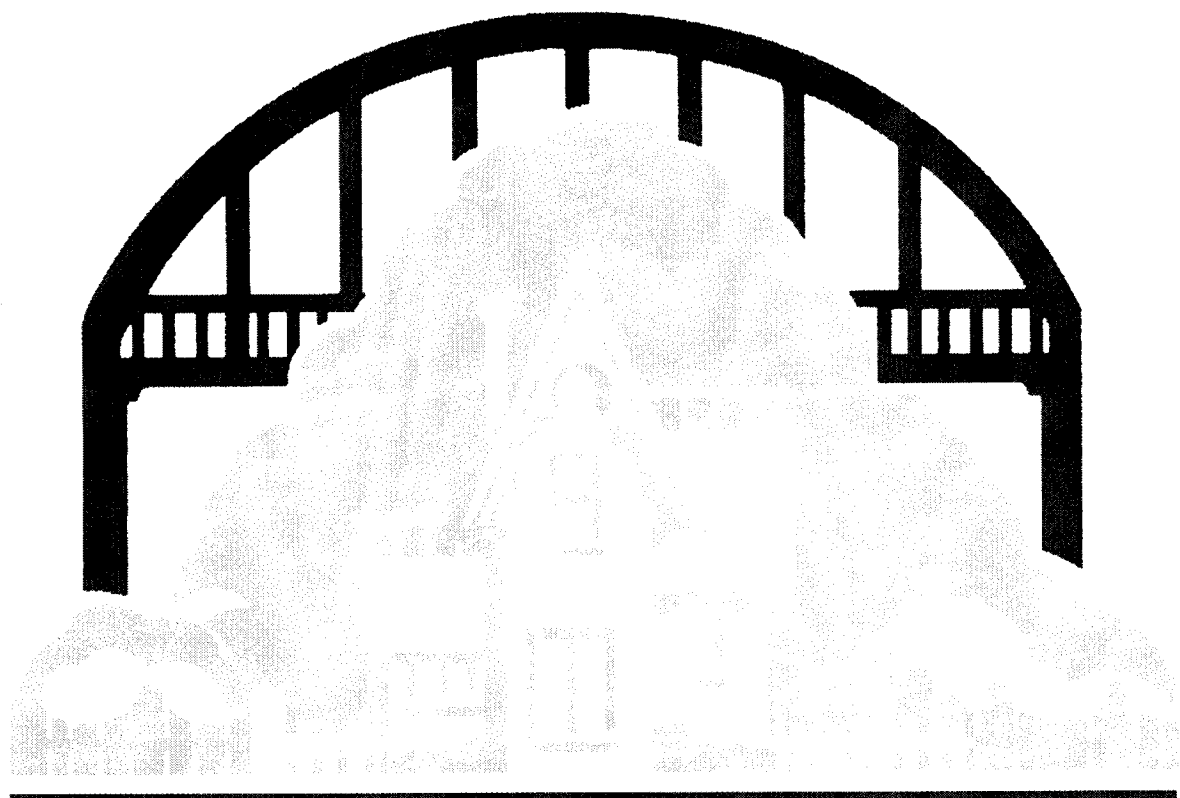
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

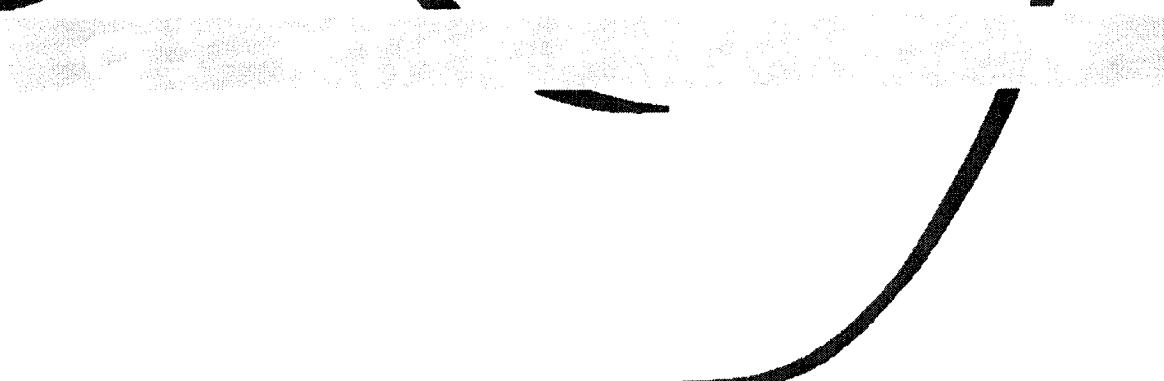
601: Sewer
50: Public Works

PROG 2405: Wastewater Collection

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	%
						Change
Personnel Services						
51001 Wages & Salaries	381,697.45	444,903.81	464,000	464,000	496,100	6.92%
53001 Overtime	11,036.84	14,063.14	10,000	10,000	10,000	0.00%
54005 Unemployment Claims	857.50	49.76	1,500	1,500	1,900	26.67%
56001 Employer Paid Benefits	233,836.33	288,145.40	319,000	319,000	316,800	-0.69%
Total Personnel Services	627,428.12	747,162.11	794,500	794,500	824,800	3.81%
Materials & Services						
60101 Contractual Services	32,423.57	21,859.18	27,500	27,500	35,000	27.27%
60211 Insurance & Bonds	-	86,988.98	50,900	50,900	59,200	16.31%
61006 Advertising & Publications	-	-	400	400	-	-100.00%
61010 Duplication & Fax	-	-	200	200	-	-100.00%
61011 Education & Training	3,737.12	3,590.22	9,000	9,000	5,400	-40.00%
61012 Equipment Rental: Private	1,364.70	1,683.15	5,900	5,900	7,700	30.51%
61018 Laundry Service	-	-	1,800	1,800	1,800	0.00%
61021 Testing	748.80	-	-	-	-	0.00%
61024 Materials & Supplies	29,024.05	48,791.24	41,500	41,500	10,500	-74.70%
61026 Meetings & Conferences	1,038.51	973.49	1,000	1,000	1,000	0.00%
61027 Memberships & Dues	1,131.00	1,391.50	1,600	1,600	1,600	0.00%
61028 Minor Equipment	80.00	18,905.90	21,000	21,000	13,500	-35.71%
61032 Postage & Shipping	73.02	652.91	-	-	500	0.00%
61033 Printing & Binding	177.88	233.45	200	200	200	0.00%
61038 Software	-	-	4,900	4,900	4,900	0.00%
61040 Uniforms	5,388.88	7,187.65	7,800	7,800	7,800	0.00%
61041 Vehicle Fuel Charges	21,258.97	22,835.17	21,000	21,000	25,500	21.43%
61046 Permits	175.00	644.95	-	-	2,800	0.00%
61048 Tools	2,744.99	2,499.84	4,000	4,000	4,000	0.00%
61050 Chemicals	97.73	-	-	-	100	0.00%
63009 Telephone	2,187.12	8,659.86	17,200	17,200	9,900	-42.44%
63012 Sewer Service Charges	0.03	-	-	-	-	0.00%
65008 Maint: Communications Equipment	339.73	234.50	700	700	500	-28.57%
65076 Contract Maintenance	32,722.05	37,380.53	33,600	33,600	33,600	0.00%
65078 Facilities Maintenance	-	7,119.36	20,000	20,000	22,200	11.00%
65082 Safety Improvements	4,531.98	7,549.55	7,800	7,800	4,500	-42.31%
65090 Fac Eng System Automation	-	-	20,900	20,900	21,600	3.35%
65504 Sewer Rehabilitation	28,395.74	28,866.30	35,000	35,000	50,000	42.86%
65513 Vehicle Maintenance	37,965.48	40,843.33	28,000	28,000	50,000	78.57%
65534 Pump Station Repair	-	14,834.12	-	-	-	0.00%
65535 Morning Star Lift Station Upgrade	-	42,109.00	-	-	-	0.00%
66010 Central Service Charges	-	58,700.00	67,300	67,300	81,400	20.95%
66011 Equipment Replacement	73,200.00	78,000.00	51,100	51,100	63,800	24.85%
66012 Facility Maintenance Charges	-	169,400.00	200,000	-	-	0.00%
66014 Information Technology Services	308.49	12,500.00	38,000	38,000	15,800	-58.42%
66015 IT Equipment Replacement	7,439.18	3,000.00	1,400	1,400	1,000	-28.57%
66026 Facilities Engineering Charges	-	-	-	200,000	480,600	140.30%
66029 Water Quality Control Charges	-	16,000.00	20,000	20,000	3,700	-81.50%
66505 Physical Exams & Medicals	529.00	59.00	700	700	700	0.00%
66511 Flexible Spending Admin Fees	66.00	55.00	200	200	200	0.00%
Total Materials & Services	287,149.02	743,548.18	740,600	740,600	1,021,000	37.86%
Capital						
70005 Capital Equipment	52,233.00	17,236.63	-	-	-	0.00%
80021 Manhole Installation Program	-	24,450.00	25,000	25,000	25,000	0.00%
80049 Lift Station Electrical Replacement	-	-	130,000	130,000	40,000	-69.23%
80050 Lift Station Telemetry Replacement	-	-	30,000	30,000	30,000	0.00%
80051 Lift Station Pump Replacement	-	-	95,000	95,000	52,000	-45.26%



CITY OF
Albany



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer

50: Public Works

PROG 2405: Wastewater Collection

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Total Capital	52,233.00	41,686.63	280,000	280,000	147,000	-47.50%
TOTAL EXPENDITURES	966,810.14	1,532,396.92	1,815,100	1,815,100	1,992,800	9.79%

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER ADMINISTRATION (601-50-2407)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for the PW Internal Services fund which includes Administration charges, and charges for Operations Administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering.
- Holds the contingency for the Sewer fund.
- Pays In-Lieu-of-Franchise fees for the sewer utility.
- Transfer funds for other City programs.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	12/07	In Progress	<ul style="list-style-type: none"> • Update the wastewater system development charge methodology.
Effective Government	06/08	Complete	<ul style="list-style-type: none"> • Develop a Total Maximum Daily Load (TMDL) regulatory compliance strategy that integrates the requirements for the Wastewater Treatment Plant discharge and non-point service discharge requirements into a cohesive plan.
Effective Government	06/08	Complete	<ul style="list-style-type: none"> • Identify and implement grant and federal funding opportunities.
Effective Government	06/08	In Progress	<ul style="list-style-type: none"> • Develop a condition assessment methodology for sewer mains.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none"> • Identify and implement grant and federal funding opportunities.
Safe City	06/09		<ul style="list-style-type: none"> • Prepare an Asset Management Plan which prioritizes maintenance, repair, and renewal investments needed for the wastewater system to reach the perpetual life maintenance standard based on current condition and risk.
Safe City	06/09		<ul style="list-style-type: none"> • Develop level of service and performance measures for the Wastewater Utility.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2407: Wastewater Administration

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	-	131,101.78	-	-	-	0.00%
54005 Unemployment Claims	-	46.65	-	-	-	0.00%
56001 Employer Paid Benefits	-	61,710.71	-	-	-	0.00%
Total Personnel Services	-	192,859.14	-	-	-	0.00%
Materials & Services						
60101 Contractual Services	20,105.61	103,419.83	107,800	107,800	110,000	2.04%
60201 Space Rental	-	43,514.00	-	-	-	0.00%
60210 In Lieu of Franchise Fee	387,403.74	432,462.22	492,500	492,500	545,000	10.66%
60211 Insurance & Bonds	-	10,619.44	6,200	6,200	7,200	16.13%
61006 Advertising & Publications	-	60.00	-	-	-	0.00%
61011 Education & Training	351.98	824.60	-	-	-	0.00%
61013 Filing & Recording	-	-	2,000	2,000	2,000	0.00%
61022 Credit Card Fees	8,870.25	14,890.74	8,000	8,000	20,000	150.00%
61024 Materials & Supplies	700.45	11,776.43	-	-	2,500	0.00%
61026 Meetings & Conferences	167.68	3,482.68	-	-	5,000	0.00%
61027 Memberships & Dues	-	7,003.20	2,800	2,800	7,000	150.00%
61028 Minor Equipment	-	2,442.43	-	-	-	0.00%
61030 Personal Auto Reimbursement	84.37	1,443.18	-	-	-	0.00%
61032 Postage & Shipping	-	-	-	-	-	0.00%
61041 Vehicle Fuel Charges	-	11.32	-	-	-	0.00%
63006 Power & Light	-	-	2,000	2,000	2,000	0.00%
63009 Telephone	-	4,473.71	10,600	10,600	2,500	-76.42%
65006 Maint: Building	592.86	598.70	2,000	2,000	2,000	0.00%
66010 Central Service Charges	-	30,600.00	103,400	103,400	171,400	65.76%
66012 Facility Maintenance Charges	204,700.00	-	-	-	-	0.00%
66013 GIS System Charges	-	152,200.00	130,000	130,000	133,500	2.69%
66014 Information Technology Services	-	14,300.00	-	-	-	0.00%
66015 IT Equipment Replacement	-	3,000.00	-	-	-	0.00%
66017 Public Works Administration Charges	831,600.00	21,660.00	170,000	170,000	182,000	7.06%
66018 Public Works Design/Const Mgmt Services	296,700.00	-	-	-	-	0.00%
66019 Public Works Engineering Service Charges	164,100.00	462,700.00	520,000	520,000	434,000	-16.54%
66020 Permit Tracking Services	-	3,900.00	6,400	6,400	6,600	3.13%
66023 Operations Administration Charges	286,100.00	-	440,000	440,000	418,500	-4.89%
66024 Public Works Customer Service Charges	260,500.00	-	360,000	360,000	392,300	8.97%
66025 Public Works Data Management	67,200.00	-	-	-	-	0.00%
66026 Facilities Engineering Charges	234,700.00	-	-	-	143,700	0.00%
66029 Water Quality Control Charges	65,000.00	-	-	-	238,600	0.00%
67010 Safety Recognition Program	-	-	1,000	1,000	1,000	0.00%
Total Materials & Services	2,828,876.94	1,325,382.48	2,364,700	2,364,700	2,826,800	19.54%
Capital						
70005 Capital Equipment	-	-	90,000	90,000	-	-100.00%
73004 Pole Bldg - Public Works	-	-	-	-	-	0.00%
73005 Pole Bldg - PW Inventory Control	-	-	-	-	94,000	0.00%
Total Capital	-	-	90,000	90,000	94,000	4.44%
Transfers Out						
91100 To General Fund	-	49,800.00	-	-	-	0.00%
91249 To Capital Projects Fund	-	-	-	-	66,700	0.00%
Total Transfers Out	-	49,800.00	-	-	66,700	0.00%
Contingencies						
99005 Contingencies	-	-	354,000	354,000	354,000	0.00%



CITY OF
Albany

DEVELOPMENT

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2407: Wastewater Administration

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Total Contingencies	-	-	354,000	354,000	354,000	0.00%
TOTAL EXPENDITURES	2,828,876.94	1,568,041.62	2,808,700	2,808,700	3,341,500	18.97%

PROGRAM NARRATIVE

SEWER FUND: SEWER SYSTEM CAPITAL PROJECTS (601-50-2500)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides limited funding to repair, replace, or upgrade facilities, equipment or appurtenances to maintain the design capacity of the existing Wastewater Treatment Plant (WWTP), pumping stations, and collection system.
 - Funding provided through this budget is used to repair or replace sewer system facilities, equipment and structures that are not accumulating a depreciation reserve from a specific replacement schedule.
 - Eliminate basement flooding by managing the replacement of inadequate piping in the collection system and residential roof drain separation programs as well as sewer lateral replacements.
 - Continue perpetual life replacement program of failing (cracked, blocked) sewer pipes.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	In Progress	<ul style="list-style-type: none">• Oak Creek Lift Station rehabilitation and force main replacement.
Safe City	10/09	In Progress	<ul style="list-style-type: none">• North Albany Lift Station and force main improvements.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none">• Continue Water Reclamation Facility wetland design and permitting.
Safe City	11/09		<ul style="list-style-type: none">• Complete the construction of the 34th Avenue lift station.
Safe City	11/09		<ul style="list-style-type: none">• Complete the Calapooia Interceptor project.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2500: Sewer System Capital Projects

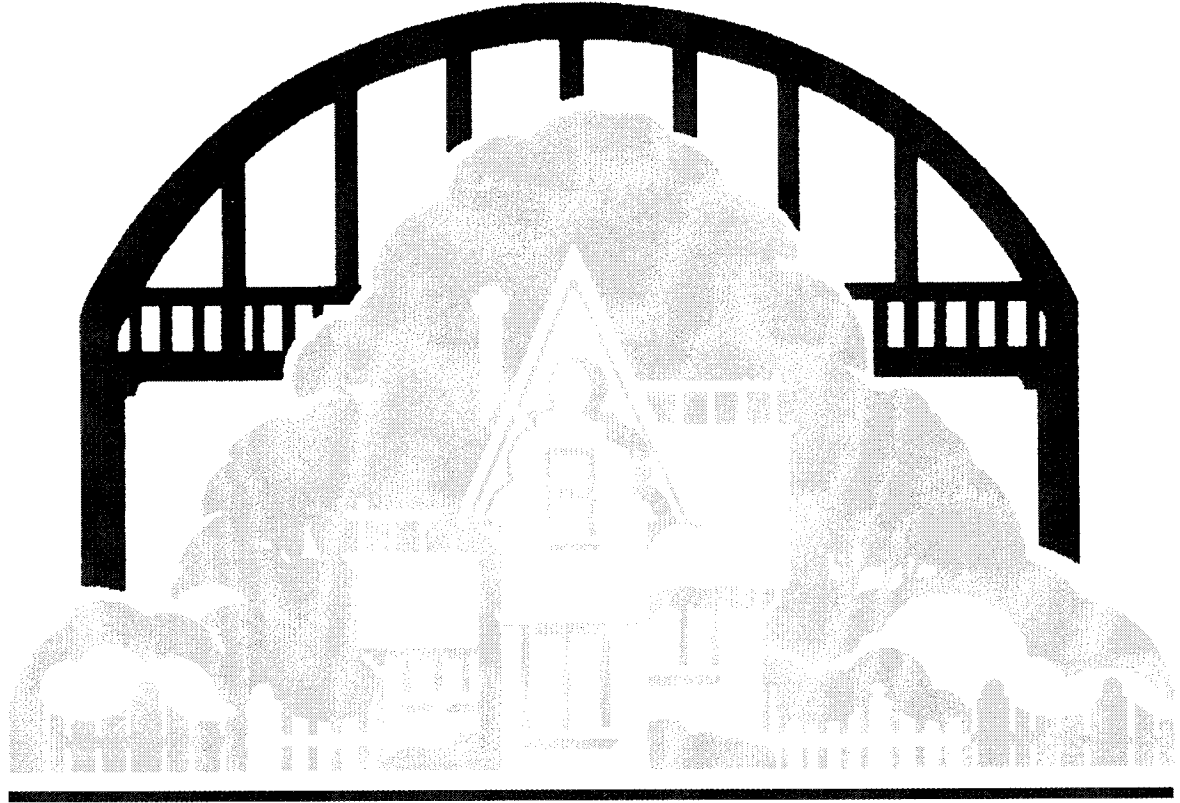
Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41131 Connection Fees: Principal	15,884.96	22,286.54	500	500	400	-20.00%
41132 Connection Fees: Interest	1,814.82	4,452.08	500	500	500	0.00%
41232 General Sewer Connection Fees	218,505.18	66,144.77	30,000	30,000	25,000	-16.67%
41233 Storm Drain Connection Fees	37,539.40	23,944.00	10,000	10,000	7,000	-30.00%
42807 City of Millersburg	-	126,891.00	-	31,700	-	-100.00%
42821 Wah Chang	-	84,405.00	-	123,200	500,000	305.84%
42826 Millersburg Wetland Pymt	-	-	-	-	460,000	0.00%
43200 Albany Sewer Service Charges	(177,400.00)	350,000.00	2,699,000	2,699,000	214,400	-92.06%
43202 Millersburg Service Charges	-	-	30,000	30,000	30,000	0.00%
47012 Miscellaneous Revenue	42,486.00	-	-	-	-	0.00%
48010 Interest	99,921.82	80,457.96	35,000	35,000	130,000	271.43%
Total General Revenues	238,752.18	758,581.35	2,805,000	2,959,900	1,367,300	-53.81%
Transfers In						
49021 From SDC Improvement Fee Projects	-	-	3,137,600	3,137,600	-	-100.00%
Total Transfers In	-	-	3,137,600	3,137,600	-	-100.00%
Beginning Balance						
49905 Beginning Balance	2,628,705.00	1,583,143.00	1,116,400	1,116,400	3,417,000	206.07%
Total Beginning Balance	2,628,705.00	1,583,143.00	1,116,400	1,116,400	3,417,000	206.07%
TOTAL REVENUES	2,867,457.18	2,341,724.35	7,059,000	7,213,900	4,784,300	-33.68%

Materials & Services

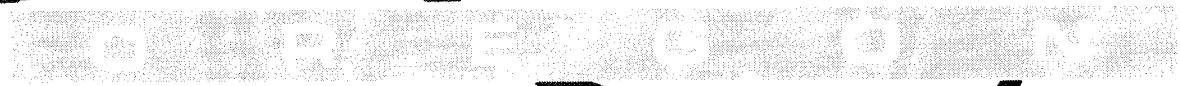
60101 Contractual Services	7,902.02	22,339.52	40,000	40,000	40,000	0.00%
60122 Contractual: Millersburg	-	-	30,000	30,000	30,000	0.00%
60222 Operations Building Master Plan	-	6,522.74	10,000	10,000	-	-100.00%
60402 Wetland Treatment Evaluation	87,416.65	294,679.64	100,000	-	-	0.00%
60406 Phase II: Asset Mgmt Implementation	-	-	50,000	50,000	50,000	0.00%
65503 Connection Fee Lateral Install	-	9,367.00	15,000	15,000	15,000	0.00%
65508 Storm Drain Separation	28,357.76	115,648.09	150,000	150,000	150,000	0.00%
66500 Basement Flooding Grants	-	-	25,000	25,000	25,000	0.00%
66507 Service Lateral Replacement Projects	260,907.12	218,147.36	220,000	220,000	220,000	0.00%
67022 Capital Recovery Agreement-Pymt	10,943.00	-	20,000	20,000	20,000	0.00%
Total Materials & Services	395,526.55	666,704.35	660,000	560,000	550,000	-1.79%

Capital

70017 Right-of-Way Acquisition	402,050.82	130,693.00	-	-	-	0.00%
72004 Regional Multimodal Transportation Cntr	-	(21,352.14)	-	-	-	0.00%
80006 Hill St, 9th to Queen	3,275.45	-	-	-	-	0.00%
80048 Oak Creek Pump Strn/Force Main	-	287,862.29	4,898,000	4,898,000	5,000	-99.90%
84002 SS-05-01 Main St: 19th-Queen	253,671.34	-	-	-	-	0.00%
84004 SS-05-03 Calapooia/Ferry-Water/4th Ave	73,151.61	-	-	-	-	0.00%
84007 SS-06-01 Queen & Pacific Sewer	115,773.32	-	-	-	-	0.00%
84008 SS-06-02 Queen Vicinity Sewer Replacemen	7,089.42	338,696.68	-	-	-	0.00%
84009 SS-06-03 19th & 22nd/Oak & Hill Sewer	17,986.37	4,389.52	-	-	-	0.00%
84010 SS-06-05 34th Ave Pump Station	3,321.04	(133,971.35)	105,000	105,000	203,000	93.33%
84012 SS-06-04 Grand Prairie Sewer Extension	3,907.81	55,954.98	250,000	250,000	-	-100.00%
84013 SS-07-01 Calapooia Interceptor	-	13,602.87	350,000	350,000	739,000	111.14%
84017 SS-08-03 Marion St Sewer Project	-	-	-	42,500	-	-100.00%
85004 ST-03-05 North Albany Road Extension LID	8,560.00	-	-	-	-	0.00%
88003 WWTP-08-02 Wetlands Treatment Project	-	-	-	254,900	695,000	172.66%
90003 Reserve: Connection Fees	-	-	522,000	522,000	562,000	7.66%
90011 Reserve: Storm Drain Collection Fees	-	-	144,000	144,000	161,000	11.81%



CITY OF
Albany



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2500: Sewer System Capital Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	%
						Change
Capital						
90012 Reserve: Capital Projects	-	-	130,000	87,500	1,869,300	2036.34%
Total Capital	888,787.18	675,875.85	6,399,000	6,653,900	4,234,300	-36.36%
Transfers Out						
91237 To Albany Station REA Building	-	50,000.00	-	-	-	0.00%
Total Transfers Out	-	50,000.00	-	-	-	0.00%
TOTAL EXPENDITURES	1,284,313.73	1,392,580.20	7,059,000	7,213,900	4,784,300	-33.68%

PROGRAM NARRATIVE

SEWER FUND: SEWER EQUIPMENT REPLACEMENT (601-50-2501)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity funds replacement of sewer system equipment in accordance with an established depreciation and replacement schedule.
 - Receive revenues from other sewer fund budgets to fund future equipment replacement.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	06/08	Complete	<ul style="list-style-type: none">• Receive revenues from other sewer fund budgets to fund future equipment replacement.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none">• Establish equipment replacement funds for the lift stations and Albany-Millersburg Water Reclamation Facility instrumentation and control system components for future replacements.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2501: Sewer Equipment Replacement

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43802 Equipment Replacement Charges	88,000.00	85,800.00	76,900	76,900	110,500	43.69%
47012 Miscellaneous Revenue	3,872.60	1,092.75	-	-	1,000	0.00%
48010 Interest	31,475.26	41,788.71	30,000	30,000	32,300	7.67%
Total General Revenues	123,347.86	128,681.46	106,900	106,900	143,800	34.52%
Beginning Balance						
49905 Beginning Balance	772,404.00	793,387.00	800,000	800,000	862,100	7.76%
Total Beginning Balance	772,404.00	793,387.00	800,000	800,000	862,100	7.76%
TOTAL REVENUES	895,751.86	922,068.46	906,900	906,900	1,005,900	10.92%
Materials & Services						
61028 Minor Equipment	711.00	-	-	-	-	0.00%
Total Materials & Services	711.00	-	-	-	-	0.00%
Capital						
70005 Capital Equipment	101,653.75	99,288.57	-	-	-	0.00%
90007 Reserve: Equipment Replacement	-	-	906,900	906,900	1,005,900	10.92%
Total Capital	101,653.75	99,288.57	906,900	906,900	1,005,900	10.92%
TOTAL EXPENDITURES	102,364.75	99,288.57	906,900	906,900	1,005,900	10.92%

PROGRAM NARRATIVE

SEWER FUND: SEWER SDC IMPROVEMENT FEE PROJECTS (601-50-2502)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity is dedicated to funding eligible, capacity increasing projects that are a direct result of new growth and development. Revenues are received from System Development Charges (SDC).
 - In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all System Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.
 - Maintain a reserve for future participation in funding of appropriate over-sizing of capital projects. Maximum reserve of \$50,000.
 - Provide funding for pipe over-sizing as needed.
 - In January 2000, the City Council accepted the Mayor's Wastewater Task Force recommended sewer SDC fees designed to recognize wastewater strength and to fund growth-related improvements identified in the Wastewater Facility Plan through the SDC improvement fee. The current wastewater SDC fee for a single-family residence is \$2,376 (effective June 2007). This activity receives \$2,271 of the residential fee and the improvement fee from commercial or industrial charges. The 2008-09 budget assumes revenue from 100 Equivalent Dwelling Units (EDUs) based on current development projections.
 - This budget receives in-lieu-of assessment receipts from the former North Albany Sewer Health Project area to repay this budget for a Fiscal Year 1995-1996 transfer used to retire the North Albany construction bonds.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	Complete	<ul style="list-style-type: none">• Provide funding for pipe over-sizing as needed.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none">• Build reserves for debt service payments due for the Water Reclamation Facility State Revolving Fund loan in 2010.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2502: Sewer SDC Improvement Fee Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41121 Sewer SDC: Principal	55,149.78	7,844.40	5,000	5,000	5,000	0.00%
41122 Sewer SDC: Interest	5,672.49	2,516.43	1,500	1,500	1,500	0.00%
41131 Connection Fees: Principal	-	-	-	-	5,000	0.00%
41132 Connection Fees: Interest	221.06	-	-	-	500	0.00%
41231 North Albany Sewer Connection Fees	-	16,176.00	-	-	-	0.00%
41239 Connection Fees	29,731.52	123,199.38	-	-	-	0.00%
41242 Sewer Systems Development Charges	1,240,563.66	1,411,608.60	664,000	664,000	227,100	-65.80%
48010 Interest	198,495.62	255,896.81	60,000	60,000	60,000	0.00%
Total General Revenues	1,529,834.13	1,817,241.62	730,500	730,500	299,100	-59.06%
Beginning Balance						
49905 Beginning Balance	5,182,312.00	4,524,585.00	4,875,900	4,875,900	5,607,600	15.01%
Total Beginning Balance	5,182,312.00	4,524,585.00	4,875,900	4,875,900	5,607,600	15.01%
TOTAL REVENUES	6,712,146.13	6,341,826.62	5,606,400	5,606,400	5,906,700	5.36%
Capital						
80048 Oak Creak Pump Stn/Force Main	-	-	544,000	544,000	2,000	-99.63%
83000 SI-03-02 Clover Ridge Station, Phase I	38,448.00	26,594.04	-	-	-	0.00%
84010 SS-06-05 34th Ave Pump Station	6,113.37	10,664.95	163,500	163,500	197,000	20.49%
84013 SS-07-01 Calapooia Interceptor	-	22,741.74	647,000	647,000	561,000	-13.29%
90001 Reserve: Pipe Over-sizing	-	-	15,000	15,000	15,000	0.00%
90012 Reserve: Capital Projects	-	-	599,300	599,300	3,000,200	400.62%
Total Capital	44,561.37	60,000.73	1,968,800	1,968,800	3,775,200	91.75%
Transfers Out						
91218 To Wastewater Fac. Improvements	2,143,000.00	1,068,000.00	500,000	500,000	2,100,000	320.00%
91250 To Sewer System Capital	-	-	3,137,600	3,137,600	-	-100.00%
91254 To NA Sewer Debt Svc	-	-	-	-	31,500	0.00%
Total Transfers Out	2,143,000.00	1,068,000.00	3,637,600	3,637,600	2,131,500	-41.40%
TOTAL EXPENDITURES	2,187,561.37	1,128,000.73	5,606,400	5,606,400	5,906,700	5.36%

PROGRAM NARRATIVE

SEWER FUND: SDC REIMBURSEMENT FEE PROJECTS (601-50-2503)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for non-routine, non-standard maintenance, repair, or replacement projects to maintain the capacity of existing plant facilities or collection system lines. Revenues are received from System Development Charges (SDC).
 - In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all System Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.
 - In January 2000, the City Council accepted the Mayor's Wastewater Task Force recommended sewer SDC fees designed to recover the value of available system capacity through the SDC reimbursement fee. The current wastewater SDC fee for a single-family residence is \$2,376 (effective June 2007). This activity receives \$105 of the residential fee and the reimbursement fee from commercial or industrial charges. The 2008-09 Budget assumes revenue from 100 Equivalent Dwelling Units (EDUs) based on current development projections.
 - Reserve fees for future projects.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	06/08	Complete	<ul style="list-style-type: none">• Reserve fees for future projects.
Budget Year 2008-2009			
Safe City	11/09		<ul style="list-style-type: none">• Complete construction of the 34th Avenue lift station.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2503: Sewer SDC Reimbursement Fee Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41121 Sewer SDC: Principal	73,787.59	32,553.20	10,000	10,000	10,000	0.00%
41122 Sewer SDC: Interest	4,650.18	3,602.33	1,500	1,500	400	-73.33%
41242 Sewer Systems Development Charges	32,715.66	68,888.71	31,000	31,000	10,300	-66.77%
48010 Interest	57,777.79	79,828.95	38,000	38,000	38,000	0.00%
Total General Revenues	168,931.22	184,873.19	80,500	80,500	58,700	-27.08%
Beginning Balance						
49905 Beginning Balance	1,326,347.00	1,455,769.00	1,514,500	1,514,500	1,140,800	-24.67%
Total Beginning Balance	1,326,347.00	1,455,769.00	1,514,500	1,514,500	1,140,800	-24.67%
TOTAL REVENUES	1,495,278.22	1,640,642.19	1,595,000	1,595,000	1,199,500	-24.80%
Materials & Services						
60402 Wetland Treatment Evaluation	-	-	-	185,120	-	-100.00%
Total Materials & Services	-	-	-	185,120	-	-100.00%
Capital						
84010 SS-06-05 34th Ave Pump Station	39,508.89	197,782.01	898,800	898,800	1,009,300	12.29%
84013 SS-07-01 Calapooia Interceptor	-	17,855.96	508,000	508,000	-	-100.00%
88003 WWTP-08-02 Wetlands Treatment Project	-	-	-	-	185,200	0.00%
90012 Reserve: Capital Projects	-	-	188,200	3,080	5,000	62.34%
Total Capital	39,508.89	215,637.97	1,595,000	1,409,880	1,199,500	-14.92%
TOTAL EXPENDITURES	39,508.89	215,637.97	1,595,000	1,595,000	1,199,500	-24.80%

PROGRAM NARRATIVE

SEWER FUND: SEWER DEBT SERVICE (601-50-2504)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides for the principal and interest payments on City of Albany sewer revenue bonds.
 - Insured bonds do not require a reserve.
-

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008-2009	\$ 495,000	\$ 19,941	\$ 514,941
2009-2010	505,000	6,691	511,691
Totals	\$ 1,000,000	\$ 26,632	\$ 1,026,632

DEBT SUMMARY

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
2004	\$ 2,835,000	\$ 1,000,000	None Required

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2504: Sewer Debt Service

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42825 PepsiCo	-	-	-	-	-	0.00%
43200 Albany Sewer Service Charges	507,372.50	510,248.75	508,400	508,400	514,900	1.28%
48010 Interest	-	-	-	-	20,000	0.00%
Total General Revenues	507,372.50	510,248.75	508,400	508,400	534,900	5.21%
Beginning Balance						
49925 Reserved Beginning Balance	-	-	-	-	800,000	0.00%
Total Beginning Balance	-	-	-	-	800,000	0.00%
TOTAL REVENUES	507,372.50	510,248.75	508,400	508,400	1,334,900	162.57%
Materials & Services						
60017 Bond Registration Costs	-	-	600	600	600	0.00%
Total Materials & Services	-	-	600	600	600	0.00%
Debt Service						
92011 Bond Principal: 2004 Sewer	450,000.00	465,000.00	475,000	475,000	495,000	4.21%
93005 Bond Interest: 2004 Sewer	57,372.50	45,248.75	32,800	32,800	20,000	-39.02%
95005 Reserve: Revenue Bonds	-	-	-	-	819,300	0.00%
Total Debt Service	507,372.50	510,248.75	507,800	507,800	1,334,300	162.76%
TOTAL EXPENDITURES	507,372.50	510,248.75	508,400	508,400	1,334,900	162.57%

PROGRAM NARRATIVE

SEWER FUND: SEWER DEBT SERVICE: NORTH ALBANY (601-50-2505)

Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides for the payment of principal and interest payments on the State Revolving Fund (SRF) loan associated with the 1991 North Albany sewer project.
 - A Reserve is required in the amount of \$168,700.
-

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008-2009	\$ 161,081	\$ 19,330	\$ 180,411
2009-2010	161,081	14,497	175,578
2010-2011	161,081	9,665	170,746
2011-2012	161,081	4,832	165,913
Totals	\$ 644,324	\$ 48,324	\$ 692,648

DEBT SUMMARY

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
SRF Loan	\$ 5,202,000	\$ 644,324	\$ 168,700

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2505: Sewer Debt Service: North Albany

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
45005 Financed Asmnts: Principal	95,804.47	63,920.61	62,000	62,000	40,000	-35.48%
45006 Financed Asmnts: Interest	16,210.83	13,619.32	14,000	14,000	5,000	-64.29%
48010 Interest	24,259.25	26,652.72	22,100	22,100	18,000	-18.55%
Total General Revenues	136,274.55	104,192.65	98,100	98,100	63,000	-35.78%
Transfers In						
49021 From SDC Improvement Fee Projects	-	-	-	-	31,500	0.00%
Total Transfers In	-	-	-	-	31,500	0.00%
Beginning Balance						
49905 Beginning Balance	603,455.00	-	-	-	-	0.00%
49925 Reserved Beginning Balance	-	544,822.00	472,000	472,000	364,000	-22.88%
Total Beginning Balance	603,455.00	544,822.00	472,000	472,000	364,000	-22.88%
TOTAL REVENUES	739,729.55	649,014.65	570,100	570,100	458,500	-19.58%
Materials & Services						
60017 Bond Registration Costs	-	-	1,000	1,000	-	-100.00%
Total Materials & Services	-	-	1,000	1,000	-	-100.00%
Debt Service						
94003 SRF Principal (NA)	161,080.28	161,080.28	161,100	161,100	161,100	0.00%
94503 SRF Interest (NA)	33,826.86	28,994.46	24,200	24,200	19,400	-19.83%
95000 Reserve: Debt Service	-	-	383,800	383,800	278,000	-27.57%
Total Debt Service	194,907.14	190,074.74	569,100	569,100	458,500	-19.43%
TOTAL EXPENDITURES	194,907.14	190,074.74	570,100	570,100	458,500	-19.58%

PROGRAM NARRATIVE

SEWER FUND: SEWER ECONOMIC DEVELOPMENT (601-50-2506)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity annually receives \$100,000 from service charges to help fund economic development related capital projects as approved by the Albany City Council.
 - Fund balance for this activity will be capped at \$500,000.
 - Council authorization to annually fund this program began again in Fiscal Year 2003-04.
 - \$25,000 is transferred annually to support economic development activities of the City.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	Complete	<ul style="list-style-type: none">• No new projects planned – build reserves.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none">• No new projects planned – build reserves.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2506: Sewer Economic Development

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43200 Albany Sewer Service Charges	100,000.00	100,000.00	100,000	100,000	100,000	0.00%
48010 Interest	1,683.63	6,528.51	9,000	9,000	8,000	-11.11%
Total General Revenues	101,683.63	106,528.51	109,000	109,000	108,000	-0.92%
Beginning Balance						
49905 Beginning Balance	(182.00)	80,902.00	162,600	162,600	215,100	32.29%
Total Beginning Balance	(182.00)	80,902.00	162,600	162,600	215,100	32.29%
TOTAL REVENUES	101,501.63	187,430.51	271,600	271,600	323,100	18.96%
Materials & Services						
60101 Contractual Services	-	-	-	-	-	0.00%
Total Materials & Services	-	-	-	-	-	0.00%
Capital						
72004 Regional Multimodal Transportation Cntr	-	(4,201.28)	-	-	-	0.00%
90012 Reserve: Capital Projects	-	-	246,600	246,600	235,800	-4.38%
Total Capital	-	(4,201.28)	246,600	246,600	235,800	-4.38%
Transfers Out						
91100 To General Fund	-	-	-	-	49,800	0.00%
91232 To Economic Development	20,600.00	25,000.00	25,000	25,000	25,000	0.00%
91251 To Building Insp-ADA Code Enforcement	-	-	-	-	12,500	0.00%
Total Transfers Out	20,600.00	25,000.00	25,000	25,000	87,300	249.20%
TOTAL EXPENDITURES	20,600.00	20,798.72	271,600	271,600	323,100	18.96%

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER FACILITIES IMPROVEMENT (601-50-2507)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity receives revenues from a variety of sources including a State Revolving Fund Loan from the Oregon Department of Environmental Quality (DEQ).
- The funds are used to fund the Wastewater Treatment Plant (WWTP) Expansion and the reconstruction of a portion of the Riverfront Interceptor.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	07/09	In Progress	<ul style="list-style-type: none">• Continue construction of expanded and upgraded treatment plant.
Safe City	09/08	In Progress	<ul style="list-style-type: none">• Begin design of North Albany pump station and force main upgrades.
Budget Year 2008-2009			
Safe City	07/09		<ul style="list-style-type: none">• Continue construction to expand and upgrade the treatment plant.
Safe City	07/09		<ul style="list-style-type: none">• Construct of North Albany pump station and force main upgrades.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2507: WW Facilities Improvement

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42807 City of Millersburg	-	-	-	-	-	0.00%
43200 Albany Sewer Service Charges	1,880,000.00	1,770,000.00	-	-	2,960,000	0.00%
47002 SRF Loan Proceeds	-	29,258,343.00	25,380,000	25,380,000	5,448,400	-78.53%
48010 Interest	22,736.18	(19,560.33)	-	-	20,100	0.00%
Total General Revenues	1,902,736.18	31,008,782.67	25,380,000	25,380,000	8,428,500	-66.79%
Transfers In						
49021 From SDC Improvement Fee Projects	2,143,000.00	1,068,000.00	500,000	500,000	2,100,000	320.00%
Total Transfers In	2,143,000.00	1,068,000.00	500,000	500,000	2,100,000	320.00%
Beginning Balance						
49905 Beginning Balance	408,102.00	(132,792.00)	770,000	770,000	1,663,500	116.04%
Total Beginning Balance	408,102.00	(132,792.00)	770,000	770,000	1,663,500	116.04%
TOTAL REVENUES	4,453,838.18	31,943,990.67	26,650,000	26,650,000	12,192,000	-54.25%
Materials & Services						
61024 Materials & Supplies	570.86	798.17	2,000	2,000	2,000	0.00%
Total Materials & Services	570.86	798.17	2,000	2,000	2,000	0.00%
Capital						
87003 SS-07-04 NA PumpStn/Force Main	-	5,985.57	370,000	370,000	3,500,000	845.95%
88000 WWTP-03-01 WW Treatment Plant Expansion	4,586,059.91	31,431,700.16	26,278,000	26,278,000	8,690,000	-66.93%
Total Capital	4,586,059.91	31,437,685.73	26,648,000	26,648,000	12,190,000	-54.26%
TOTAL EXPENDITURES	4,586,630.77	31,438,483.90	26,650,000	26,650,000	12,192,000	-54.25%

WATER FUND
RESOURCE BUDGET DETAIL

Resources		2007-08.....		2008-09	% Change	% of
	2005-06	2006-07	Adopted	Revised	Adopted	from	Fund
	Actual	Actual	Budget	Budget	Budget	2007-08	Budget
Property Taxes - Current	\$ 732,984	\$ 732,465	\$ 790,000	\$ 790,000	\$ 790,000	-	2.64%
Property Taxes - Delinquent	36,959	26,329	27,000	27,000	22,000	(18.52%)	0.07%
Encroachment Permits	15,171	1,440	5,000	5,000	-	(100.00%)	-
Water SDC: Principal	29,442	33,755	8,000	8,000	9,000	12.50%	0.03%
Water SDC: Interest	4,562	2,102	2,500	2,500	1,500	(40.00%)	0.01%
Connection Fees: Principal	8,300	3,622	1,000	1,000	-	(100.00%)	-
Connection Fees: Interest	580	1,214	500	500	-	(100.00%)	-
Water Connection Fees	91,300	84,398	50,000	50,000	15,000	(70.00%)	0.05%
Water Systems Development Charges	680,636	754,775	594,100	594,100	202,300	(65.95%)	0.68%
Public Facility Construction Permit	40,418	87,215	90,000	90,000	35,000	(61.11%)	0.12%
Administrative Fees: Water	3,420	3,952	2,500	2,500	2,500	-	0.01%
Water Service Installation Charge	154,622	217,995	240,000	240,000	100,000	(58.33%)	0.33%
FEMA Grant	-	-	914,800	914,800	747,000	(18.34%)	2.50%
VA-HUD Joint Water Project Grant	-	278,227	-	-	-	-	-
Department of Energy	-	130,018	-	-	-	-	-
Energy Trust of Oregon	12,073	-	475,000	475,000	475,000	-	1.59%
EAIP WComp Wage Subsidy Rei	-	4,208	-	-	-	-	-
City of Lebanon	58,644	95,171	77,000	77,000	77,000	-	0.26%
Millersburg Service Charges	-	156,664	200,000	200,000	200,000	-	0.67%
Dumbeck Water District	-	-	-	-	33,000	-	0.11%
Albany Water Service Charges	10,468,450	10,805,657	11,057,600	11,057,600	11,506,300	4.06%	38.51%
Water Charges-Millersburg	70,260	-	-	-	-	-	-
Service Restoration Fee	9,800	-	-	-	-	-	-
User Fee: Debt Service	35,257	54,587	38,000	38,000	43,000	13.16%	0.14%
Capital Charges	41,250	69,300	69,300	69,300	69,300	-	0.23%
Equipment Replacement Charges	77,592	70,600	77,600	77,600	123,100	58.63%	0.41%
Miscellaneous Revenue	163,500	23,703	10,000	10,000	11,000	10.00%	0.04%
Over & short	-	(33)	-	-	-	-	-
Interest	883,657	993,021	587,000	587,000	521,200	(11.21%)	1.74%
Total Current Resources	13,618,877	14,630,385	15,316,900	15,316,900	14,983,200	(2.18%)	50.14%
From Water Capital: Canal	-	2,000,000	-	-	-	-	-
From Water SDC-I	-	-	-	-	327,000	-	1.09%
Total Transfers In	-	2,000,000	-	-	327,000	-	1.09%
Beginning Balance	25,362,551	21,113,132	15,145,100	15,145,100	14,394,800	(4.95%)	48.18%
Reserved Beginning Balance	-	159,899	145,100	145,100	176,800	21.85%	0.59%
Totals	\$38,981,428	\$37,903,416	\$30,607,100	\$30,607,100	\$29,881,800	(2.37%)	100.00%

WATER FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Water Administration	\$ 3,546,286	\$ 1,509,751	\$ 3,845,300	\$ 3,845,300	\$ 4,243,700	\$ 4,243,700	\$ 4,243,700
Water Canal Maintenance	162,870	339,522	578,700	578,700	642,100	642,100	642,100
Vine Street Water Treatment Plant	625,071	785,913	997,100	997,100	983,900	983,900	983,900
Water Distribution	1,467,827	2,204,721	2,109,100	2,109,100	1,915,300	1,915,300	1,915,300
Albany-Millersburg WTP	726,401	864,710	1,217,800	1,217,800	1,379,000	1,379,000	1,379,000
Water Operations Administration	-	374,106	-	-	-	-	-
Water Customer Services	-	576,981	-	-	-	-	-
SDC Improvement Fee Projects	361,426	56,759	1,273,900	1,273,900	2,071,500	2,071,500	2,071,500
SDC Reimbursement Fee Projects	420,942	128,912	945,800	945,800	912,100	912,100	912,100
2003 Water Bond Projects	3,619,813	1,479,107	4,072,100	4,072,100	4,242,100	4,242,100	4,242,100
JWP Construction	1,598,657	557,567	-	-	-	-	-
Water Debt Service	3,054,250	3,049,450	3,040,500	3,040,500	3,011,800	3,011,800	3,011,800
Water GO Debt Service	833,678	846,321	980,100	980,100	1,017,800	1,017,800	1,017,800
Water Capital: Canal	45,401	2,917,698	450,900	450,900	337,100	337,100	337,100
Water System Capital Projects	1,211,316	3,559,050	9,954,900	9,954,900	7,613,200	7,613,200	7,613,200
Water Economic Development	20,600	14,828	500,000	500,000	587,300	587,300	587,300
N. Albany Water Capital Projects	-	-	247,000	247,000	329,100	329,100	329,100
Water Equipment Replacement	13,855	52,507	393,900	393,900	595,800	595,800	595,800
Total Requirements	\$17,708,393	\$19,317,903	\$30,607,100	\$30,607,100	\$29,881,800	\$29,881,800	\$29,881,800

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$ 1,953,600	\$ 1,953,600	\$ 1,953,600
Materials & Services	6,374,300	6,374,300	6,374,300
Capital	16,242,900	16,242,900	16,242,900
Transfers Out	481,000	481,000	481,000
Debt Service	4,015,600	4,015,600	4,015,600
Contingency	814,400	814,400	814,400
Totals	\$29,881,800	\$29,881,800	\$29,881,800

Adopted Requirements by Type	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency	Adopted Budget	% of Fund Budget
Water Administration	\$ 119,400	\$ 3,149,200	\$ 94,000	\$ 66,700	\$ -	\$ 814,400	\$ 4,243,700	14.20%
Water Canal Maintenance	221,000	421,100	-	-	-	-	642,100	2.15%
Vine Street Water Treatment Plant	212,000	671,900	100,000	-	-	-	983,900	3.29%
Water Distribution	877,600	1,037,700	-	-	-	-	1,915,300	6.41%
Albany-Millersburg WTP	523,600	855,400	-	-	-	-	1,379,000	4.61%
SDC Improvement Fee Projects	-	-	1,744,500	327,000	-	-	2,071,500	6.93%
SDC Reimbursement Fee Projects	-	-	912,100	-	-	-	912,100	3.05%
2003 Water Bond Projects	-	-	4,242,100	-	-	-	4,242,100	14.20%
Water Debt Service	-	12,000	-	-	2,999,800	-	3,011,800	10.08%
Water GO Debt Service	-	2,000	-	-	1,015,800	-	1,017,800	3.41%
Water Capital: Canal	-	-	337,100	-	-	-	337,100	1.13%
Water System Capital Projects	-	225,000	7,388,200	-	-	-	7,613,200	25.48%
Water Economic Development	-	-	500,000	87,300	-	-	587,300	1.97%
N. Albany Water Capital Projects	-	-	329,100	-	-	-	329,100	1.10%
Water Equipment Replacement	-	-	595,800	-	-	-	595,800	1.99%
Total Requirements	\$ 1,953,600	\$ 6,374,300	\$16,242,900	\$ 481,000	\$ 4,015,600	\$ 814,400	\$29,881,800	100.00%
Percent of Fund Budget	6.53%	21.33%	54.36%	1.61%	13.44%	2.73%	100.00%	

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Water Administration	-	1.600	1.000	1.000	1.000	1.000	1.000
Water Canal Maintenance	1.000	1.000	3.000	3.000	3.000	3.000	3.000
Vine Street Water Treatment Plant	2.310	2.310	2.310	2.310	2.710	2.710	2.710
Water Distribution	12.000	12.000	11.000	11.000	11.000	11.000	11.000
Albany-Millersburg WTP	5.190	5.190	5.190	5.190	5.790	5.790	5.790
Water Operations Administration	-	2.800	-	-	-	-	-
Water Customer Services	-	4.690	-	-	-	-	-
Total FTEs	20.500	29.590	22.500	22.500	23.500	23.500	23.500

WATER FUND
OPERATION AND MAINTENANCE COMBINED BUDGET

Detailed below are the resources dedicated to funding the operation and maintenance of the water system. Programs funded by these resources are: Water Administration, Water Canal Maintenance, Vine St Water Treatment Plant, Water Distribution, and Albany-Millersburg WTP. The revenue items listed below are included in the Sewer Fund - Revenue Budget Detail presented earlier.

Resources	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Encroachment Permits	\$ 15,171	\$ 1,440	\$ 5,000	\$ 5,000	\$ -	(100.00%)	-
Public Facility Construction Permit	40,418	87,215	90,000	90,000	35,000	(61.11%)	0.38%
Administrative Fees: Water	3,420	3,952	2,500	2,500	2,500	-	0.03%
Water Service Installation Charge	154,622	217,995	240,000	240,000	100,000	(58.33%)	1.09%
EAIP WComp Wage Subsidy Reimb	-	4,208	-	-	-	-	-
City of Lebanon	50,644	87,171	69,000	69,000	69,000	-	0.75%
Millersburg Service Charges	-	156,664	200,000	200,000	200,000	-	2.18%
Dumbeck Water District	-	-	-	-	30,000	-	0.33%
Albany Water Service Charges	7,325,985	7,194,207	7,819,100	7,819,100	7,989,200	2.18%	87.18%
Service Restoration Fee	9,800	-	-	-	-	-	-
User Fee: Debt Service	26,115	28,385	20,000	20,000	20,000	-	0.22%
Miscellaneous Revenue	163,500	16,871	10,000	10,000	10,000	-	0.11%
Over & short	-	(33)	-	-	-	-	-
Interest	23,933	32,483	16,000	16,000	15,000	(6.25%)	0.16%
Total Current Resources	7,813,608	7,830,558	8,471,600	8,471,600	8,470,700	(0.01%)	92.43%
Beginning Balance	364,278	300,000	276,400	276,400	693,300	150.83%	7.57%
Totals	\$8,177,886	\$8,130,558	\$8,748,000	\$8,748,000	\$9,164,000	4.76%	100.00%

Requirements	Materials		Transfers	Contin-	Adopted	% of Fund
Activity Name	Personnel	& Services	Capital	Out	gency Budget	Budget
Water Administration	\$ 119,400	\$3,149,200	\$ 94,000	\$ 66,700	\$ 814,400	\$4,243,700 46.30%
Water Canal Maintenance	221,000	421,100	-	-	-	642,100 7.01%
Vine Street Water Treatment Plan	212,000	671,900	100,000	-	-	983,900 10.74%
Water Distribution	877,600	1,037,700	-	-	-	1,915,300 20.90%
Albany-Millersburg WTP	523,600	855,400	-	-	-	1,379,000 15.05%
Total Requirements	\$1,953,600	\$6,135,300	\$ 194,000	\$ 66,700	\$ 814,400	\$9,164,000 100.00%
Percent of Budget	21.31%	66.95%	2.12%	0.73%	8.89%	100.00%

WATER FUND
CAPITAL AND DEBT SERVICE COMBINED BUDGET

Detailed below are the revenues dedicated to funding water system debt services and capital projects. Programs funded by these resources are: Water SDC Improvement Fee Projects, Water SDC Reimbursement Fee Projects, 2003 Water Bond Projects, Water Debt Service, Water GO Debt Service, Water Capital: Canal, Water System Capital Projects, Water Economic Development, North Albany Water Capital Projects, and Water Equipment Replacement. The revenue items listed below are included in the Sewer Fund - Revenue Budget Detail presented earlier.

Resources	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Property Taxes - Current	\$ 732,984	\$ 732,465	\$ 790,000	\$ 790,000	\$ 790,000	-	3.83%
Property Taxes - Delinquent	36,959	26,329	27,000	27,000	22,000	(18.52%)	0.11%
Water SDC: Principal	29,442	33,755	8,000	8,000	9,000	12.50%	0.04%
Water SDC: Interest	4,562	2,102	2,500	2,500	1,500	(40.00%)	0.01%
Connection Fees: Principal	8,300	3,622	1,000	1,000	-	(100.00%)	-
Connection Fees: Interest	580	1,214	500	500	-	(100.00%)	-
Water Connection Fees	91,300	84,398	50,000	50,000	15,000	(70.00%)	0.07%
Water Systems Development Charges	680,636	754,775	594,100	594,100	202,300	(65.95%)	0.98%
FEMA Grant	-	-	914,800	914,800	747,000	(18.34%)	3.61%
VA-HUD Joint Water Project Grant	-	278,227	-	-	-	-	-
Department of Energy	-	130,018	-	-	-	-	-
Energy Trust of Oregon	12,073	-	475,000	475,000	475,000	-	2.29%
City of Lebanon	8,000	8,000	8,000	8,000	8,000	-	0.04%
Dumbeck Water District	-	-	-	-	3,000	-	0.01%
Albany Water Service Charges	3,142,466	3,611,451	3,238,500	3,238,500	3,517,100	8.60%	16.98%
Water Charges-Millersburg	70,260	-	-	-	-	-	-
User Fee: Debt Service	9,142	26,202	18,000	18,000	23,000	27.78%	0.11%
Capital Charges	41,250	69,300	69,300	69,300	69,300	-	0.33%
Equipment Replacement Charges	77,592	70,600	77,600	77,600	123,100	58.63%	0.59%
Miscellaneous Revenue	-	6,832	-	-	1,000	-	-
Interest	859,728	960,538	571,000	571,000	506,200	(11.35%)	2.44%
Total Current Resources	5,805,274	6,799,828	6,845,300	6,845,300	6,512,500	(4.86%)	31.44%
From Water Capital: Canal	-	2,000,000	-	-	-	-	-
From Water SDC-I	-	-	-	-	327,000	-	1.58%
Total Transfers In	-	2,000,000	-	-	327,000	-	1.58%
Beginning Balance	24,998,273	20,813,132	14,868,700	14,868,700	13,701,500	(7.85%)	66.13%
Reserved Beginning Balance	-	159,899	145,100	145,100	176,800	21.85%	0.85%
Totals	\$30,803,547	\$29,772,859	\$21,859,100	\$21,859,100	\$20,717,800	(5.22%)	100.00%

Requirements Activity Name	Materials & Services	Capital	Transfers Out	Debt Service	Adopted Budget	% of Fund Budget
Water SDC Improvement Fee Projects	\$ -	\$ 1,744,500	\$ 327,000	\$ -	\$ 2,071,500	9.99%
Water SDC Reimbursement Fee Projects	-	912,100	-	-	912,100	4.40%
2003 Water Bond Projects	-	4,242,100	-	-	4,242,100	20.48%
Water Debt Service	12,000	-	-	2,999,800	3,011,800	14.54%
Water GO Debt Service	2,000	-	-	1,015,800	1,017,800	4.91%
Water Capital: Canal	-	337,100	-	-	337,100	1.63%
Water System Capital Projects	225,000	7,388,200	-	-	7,613,200	36.75%
Water Economic Development	-	500,000	87,300	-	587,300	2.83%
North Albany Water Capital Projects	-	329,100	-	-	329,100	1.59%
Water Equipment Replacement	-	595,800	-	-	595,800	2.88%
Total Requirements	\$ 239,000	\$16,048,900	\$ 414,300	\$ 4,015,600	\$20,717,800	100.00%
Percent of Budget	1.15%	77.47%	2.00%	19.38%	100.00%	

WATER FUND
SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2008-2009

Project Description	Totals	Vine Street Water Treatment Plant	Water Distribution	SDC Improve- ment Fee Projects	SDC Reimburse- ment Fee Projects
W-07-02 Ellingson Road Property Acq.	\$ 450,000	\$ -	\$ -	\$ 450,000	\$ -
Pole Bldg - PW Inventory Control	94,000	94,000	-	-	-
Bank Protection at Backwash Lagoon	300,000	-	-	-	-
Fish Screens & Diversion Dam	10,000	-	-	-	-
Hydroelectric Improvements	205,000	-	-	-	-
Restroom Remodel Project	100,000	-	100,000	-	-
SI-03-02 Clover Ridge Station, Phase I	5,000	-	-	5,000	-
WC-06-01 Canal Bank Improvements	122,000	-	-	-	-
WL-08-01 Madison and 12th WL	500,000	-	-	-	45,000
WC-08-01 Canal Improvement Projects	1,500,000	-	-	-	-
WL-08-04 Maier Lane WL	289,000	-	-	-	90,000
WL-09-01 8th Ave Elm to Broadway	288,000	-	-	-	-
WL-09-02 4th Ave WL	473,000	-	-	-	-
WL-09-03 9th Ave & 24th Ave WL	118,000	-	-	-	-
WL-09-04 5th & 6th Ave WL	395,000	-	-	-	-
WTP Security Upgrade	50,000	-	-	-	-
W-07-01, Reservoir Improvements	50,000	-	-	-	-
W-07-03 Vine St WTP Seismic Upgrades	1,104,000	-	-	-	-
W-08-01 Valley View Res Improvements	612,000	-	-	-	-
W-08-02 Soda Ash Building Improvements	340,000	-	-	-	-
Project Totals	7,005,000	94,000	100,000	455,000	135,000
Reserve: Pipe Over-sizing	10,000	-	-	10,000	-
Reserve: Canal Capital	215,100	-	-	-	-
Reserve: Connection Fees	458,000	-	-	-	-
Reserve: Equipment Replacement	595,800	-	-	-	-
Reserve: Capital Projects	7,959,000	-	-	1,279,500	777,100
Total Reserves	9,237,900	-	-	1,289,500	777,100
Grand Totals	\$16,242,900	\$ 94,000	\$ 100,000	\$ 1,744,500	\$ 912,100

2003 Water Bond Projects	Water Capital: Canal	Water System Capital Projects	Water Economic Development	North Albany Water Capital Projects	Water Equipment Replacement
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-
-	-	300,000	-	-	-
10,000	-	-	-	-	-
205,000	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	122,000	-	-	-	-
-	-	455,000	-	-	-
-	-	1,500,000	-	-	-
-	-	199,000	-	-	-
-	-	288,000	-	-	-
-	-	473,000	-	-	-
-	-	118,000	-	-	-
-	-	395,000	-	-	-
-	-	50,000	-	-	-
-	-	50,000	-	-	-
-	-	1,104,000	-	-	-
-	-	612,000	-	-	-
-	-	340,000	-	-	-
215,000	122,000	5,884,000	-	-	-
-	-	-	-	-	-
-	215,100	-	-	-	-
-	-	458,000	-	-	-
-	-	-	-	-	595,800
4,027,100	-	1,046,200	500,000	329,100	-
4,027,100	215,100	1,504,200	500,000	329,100	595,800
\$ 4,242,100	\$ 337,100	\$ 7,388,200	\$ 500,000	\$ 329,100	\$ 595,800

PROGRAM NARRATIVE

WATER FUND: WATER ADMINISTRATION (615-50-2202)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for the PW Internal Services fund which includes charges for PW Administration, Operations Administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering.
- Pays In-Lieu-of-Franchise fees for the water utility.
- Transfer funds to other City programs.
- Holds the contingency for the Water Fund.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	06/08	Complete	<ul style="list-style-type: none"> • Identify and implement grant and federal funding opportunities.
Effective Government	07/07	Complete	<ul style="list-style-type: none"> • Implement the water agreement with Dumbeck Water District.
Effective Government	06/08	In Progress	<ul style="list-style-type: none"> • Review and propose updates to the Water Agreement with Millersburg to reflect current cost of services.
Effective Government	06/08	In Progress	<ul style="list-style-type: none"> • Develop a condition assessment methodology for water mains.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none"> • Identify and implement grant and federal funding opportunities.
Effective Government	06/09		<ul style="list-style-type: none"> • Participate in Benton County Project to develop a water resource plan.
Effective Government	06/09		<ul style="list-style-type: none"> • Participate with the City of Adair Village on joint water planning.
Safe City	06/09		<ul style="list-style-type: none"> • Re-evaluate water bill subsidy program to include fixed income seniors and other low income households.
Safe City	06/09		<ul style="list-style-type: none"> • Prepare an Asset Management Plan which prioritizes maintenance, repair, and renewal investments needed for the canal, water distribution system, pump stations and storage, and treatment plants to reach the perpetual life maintenance standard based on current condition and risk.
Safe City	06/09		<ul style="list-style-type: none"> • Develop level of service and performance measures for the Water Utility.

STAFFING SUMMARY

FTE's	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	1.6	1	1

City of Albany, Oregon - Adopted Budget

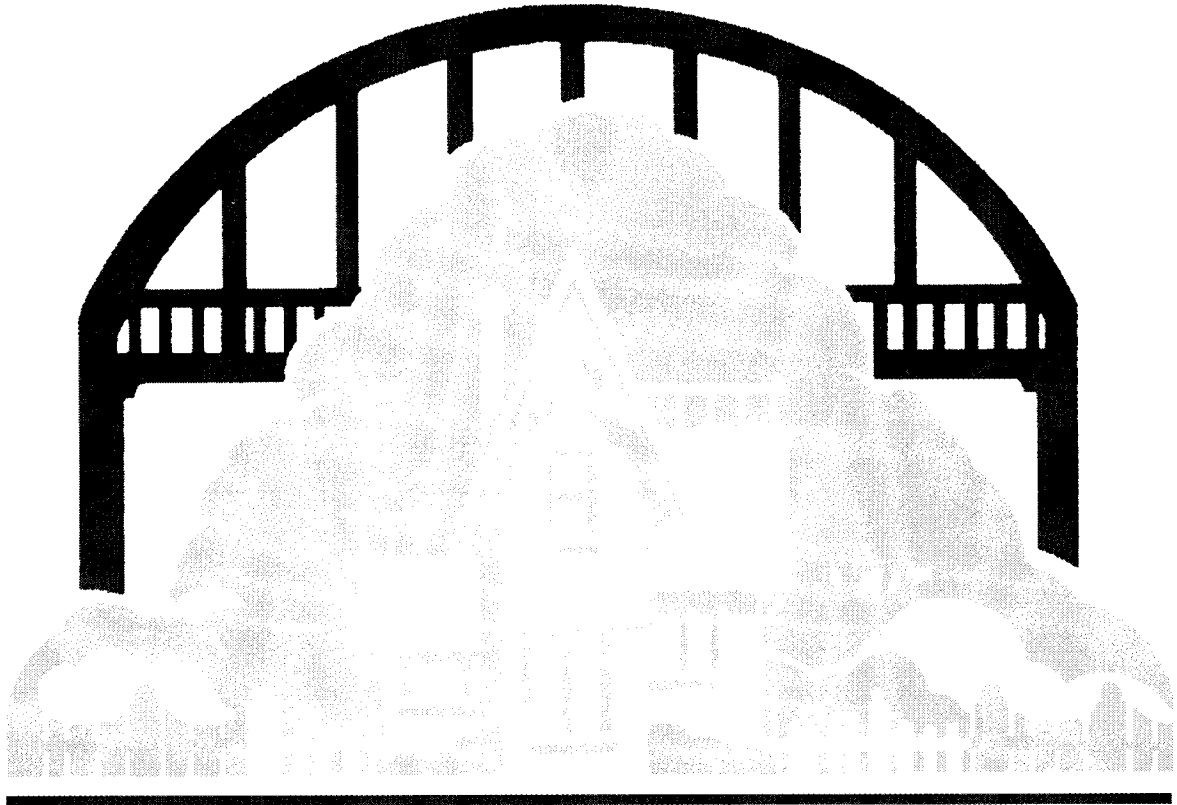
Budget Fiscal Year: 2008-2009

615: Water

50: Public Works

PROG 2202: Water Administration
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	%
						Change
Personnel Services						
51001 Wages & Salaries	137.50	131,101.73	77,200	127,200	77,600	-38.99%
52001 Temporary Employees	850.00	-	-	-	-	0.00%
54005 Unemployment Claims	-	46.65	-	-	-	0.00%
56001 Employer Paid Benefits	105.81	61,966.77	41,700	41,700	41,800	0.24%
59001 City Paid 401A Deferred Comp	298.24	-	-	-	-	0.00%
Total Personnel Services	1,391.55	193,115.15	118,900	168,900	119,400	-29.31%
Materials & Services						
60101 Contractual Services	34,231.57	6,531.46	90,000	90,000	90,000	0.00%
60201 Space Rental	-	42,930.00	-	-	-	0.00%
60210 In Lieu of Franchise Fee	348,785.96	363,496.90	410,400	410,400	432,900	5.48%
60211 Insurance & Bonds	-	10,619.44	8,700	8,700	10,100	16.09%
61006 Advertising & Publications	-	273.32	-	-	-	0.00%
61011 Education & Training	178.38	950.80	-	-	-	0.00%
61013 Filing & Recording	-	-	2,000	2,000	2,000	0.00%
61022 Credit Card Fees	7,577.87	16,809.78	12,000	12,000	20,000	66.67%
61024 Materials & Supplies	635.62	9,060.30	-	-	2,500	0.00%
61026 Meetings & Conferences	130.00	5,725.19	1,300	1,300	1,200	-7.69%
61027 Memberships & Dues	-	1,651.60	4,000	4,000	9,500	137.50%
61028 Minor Equipment	-	2,442.44	14,000	14,000	14,000	0.00%
61030 Personal Auto Reimbursement	-	1,443.18	-	-	-	0.00%
61032 Postage & Shipping	5.75	-	-	-	-	0.00%
61033 Printing & Binding	12,780.00	32.88	-	-	-	0.00%
61038 Software	-	-	-	-	-	0.00%
61041 Vehicle Fuel Charges	-	11.32	-	-	-	0.00%
63009 Telephone	-	4,537.16	10,600	10,600	2,500	-76.42%
63011 Water Service	-	-	-	-	1,000	0.00%
63012 Sewer Service Charges	-	-	-	-	1,000	0.00%
65006 Maint: Building	697.70	598.70	25,000	25,000	5,000	-80.00%
65008 Maint: Communications Equipment	-	-	-	-	1,000	0.00%
65017 Maint: Property	1,278.09	-	10,000	10,000	1,000	-90.00%
66009 Building Replacement	-	-	50,000	50,000	50,000	0.00%
66010 Central Service Charges	-	36,900.00	195,800	195,800	170,000	-13.18%
66011 Equipment Replacement	3,800.00	-	-	-	2,000	0.00%
66013 GIS System Charges	-	152,200.00	130,000	130,000	133,500	2.69%
66014 Information Technology Services	-	14,300.00	-	-	6,300	0.00%
66015 IT Equipment Replacement	-	3,000.00	-	-	-	0.00%
66017 Public Works Administration Charges	860,000.00	23,940.00	170,000	170,000	229,000	34.71%
66018 Public Works Design/Const Mgmt Services	336,000.00	-	-	-	-	0.00%
66019 Public Works Engineering Service Charges	73,700.00	488,200.00	555,500	555,500	381,400	-31.34%
66020 Permit Tracking Services	-	3,900.00	6,400	6,400	6,600	3.13%
66023 Operations Administration Charges	277,000.00	-	440,000	440,000	526,500	19.66%
66024 Public Works Customer Service Charges	781,300.00	-	701,500	701,500	768,400	9.54%
66025 Public Works Data Management	65,000.00	-	-	-	-	0.00%
66026 Facilities Engineering Charges	234,700.00	-	-	-	55,700	0.00%
66027 Utility Facilities Maintenance Charges	307,000.00	-	-	-	-	0.00%
66028 Urban Forestry/Building Maintenance Char	109,100.00	-	-	-	-	0.00%
66029 Water Quality Control Charges	65,000.00	-	-	-	196,300	0.00%
66511 Flexible Spending Admin Fees	-	88.00	-	-	-	0.00%
67010 Safety Recognition Program	-	-	1,000	1,000	1,000	0.00%
67013 Debt Service: Benton County	25,992.41	30,794.13	28,800	28,800	28,800	0.00%
Total Materials & Services	3,544,893.35	1,220,436.60	2,867,000	2,867,000	3,149,200	9.84%
Capital						
70005 Capital Equipment	-	-	45,000	45,000	-	-100.00%



CITY OF
Albany

OFFICE OF THE CITY CLERK



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2202: Water Administration
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Capital						
73004 Pole Bldg - Public Works	-	-	-	-	-	0.00%
73005 Pole Bldg - PW Inventory Control	-	-	-	-	94,000	0.00%
Total Capital	-	-	45,000	45,000	94,000	108.89%
Transfers Out						
91100 To General Fund	-	49,800.00	-	-	-	0.00%
91210 To Urban Forestry Management - Parks	-	46,400.00	-	-	-	0.00%
91249 To Capital Projects Fund	-	-	-	-	66,700	0.00%
Total Transfers Out	-	96,200.00	-	-	66,700	0.00%
Contingencies						
99005 Contingencies	-	-	814,400	764,400	814,400	6.54%
Total Contingencies	-	-	814,400	764,400	814,400	6.54%
TOTAL EXPENDITURES	3,546,284.90	1,509,751.75	3,845,300	3,845,300	4,243,700	10.36%

PROGRAM NARRATIVE

WATER FUND: CANAL MAINTENANCE (615-50-2204)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed By: Jim Young, Water Superintendent

FUNCTIONS AND RESPONSIBILITIES

- Performs routine operation and maintenance of the Albany-Santiam Canal. Water is diverted from the South Santiam River into the Canal southeast of Lebanon. The Canal runs approximately 18 miles from the diversion dam to the Vine Street Water Treatment Plant, and into the Calapooia River.
- Removes debris, and performs vegetation and pest management.
- Monitors and collects data from Canal gaging stations. Controls and monitors flow and water levels to ensure adequate raw water supplies for Albany and Lebanon and to control against flooding.
- Performs quarterly raw water sampling to monitor for potential contaminants in the Canal.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	On going	<ul style="list-style-type: none"> • Complete the installation of the flow monitoring stations on the Canal.
Safe City	06/08	On going	<ul style="list-style-type: none"> • Develop a dredging, nutria management, debris removal, and bank stabilization maintenance plan.
Safe City	06/08	On going	<ul style="list-style-type: none"> • Develop a right-of-way and access management plan.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none"> • Develop a dredging, nutria management, debris removal, and bank stabilization maintenance plan.
Safe City	06/09		<ul style="list-style-type: none"> • Develop a right-of-way and access management plan.
Safe City	06/09		<ul style="list-style-type: none"> • Develop a flow management plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

Percentage of the time the standard is met to control water levels and adjust flows to ensure a maximum supply of water to the Vine Street Water Treatment Plant (Standard=100%).	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	100%	100%	100%	100%

STAFFING SUMMARY

FTE's	1	1	3	3
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2204: Water Canal Maintenance

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	43,048.11	44,556.00	155,800	155,800	126,200	-19.00%
53001 Overtime	-	85.68	1,800	1,800	1,800	0.00%
56001 Employer Paid Benefits	32,213.07	31,704.05	97,900	97,900	93,000	-5.01%
Total Personnel Services	75,261.18	76,345.73	255,500	255,500	221,000	-13.50%
Materials & Services						
60101 Contractual Services	53,126.48	126,042.16	62,200	62,200	126,000	102.57%
60211 Insurance & Bonds	-	338.92	600	600	700	16.67%
61011 Education & Training	-	-	1,200	1,200	800	-33.33%
61012 Equipment Rental: Private	363.32	1,630.13	800	800	47,000	5775.00%
61021 Testing	17,045.80	10,077.00	19,000	19,000	19,000	0.00%
61024 Materials & Supplies	1,168.41	5,864.22	600	600	18,600	3000.00%
61026 Meetings & Conferences	-	-	500	500	500	0.00%
61027 Memberships & Dues	122.00	60.00	300	300	200	-33.33%
61028 Minor Equipment	689.51	-	10,400	10,400	500	-95.19%
61033 Printing & Binding	24.50	17.34	-	-	100	0.00%
61040 Uniforms	299.95	119.99	1,900	1,900	1,600	-15.79%
61041 Vehicle Fuel Charges	2,085.30	6,744.38	6,000	6,000	6,000	0.00%
61048 Tools	6.00	3,123.26	-	-	6,500	0.00%
63009 Telephone	8,928.33	14,333.36	8,400	8,400	9,600	14.29%
65011 Maint: Grounds	8.00	40.00	-	-	-	0.00%
65020 Maint: Work Equipment	-	439.73	-	-	-	0.00%
65078 Facilities Maintenance	-	-	-	-	10,000	0.00%
65079 Parts for Repairs	-	793.50	500	500	1,000	100.00%
65082 Safety Improvements	-	-	2,000	2,000	2,000	0.00%
65090 Fac Eng System Automation	-	560.00	20,000	20,000	20,500	2.50%
65501 Hazardous Tree Removal	-	-	-	-	60,000	0.00%
65513 Vehicle Maintenance	2,046.00	5,993.49	3,900	3,900	26,100	569.23%
66010 Central Service Charges	-	10,400.00	9,100	9,100	28,200	209.89%
66011 Equipment Replacement	1,000.00	800.00	-	-	2,700	0.00%
66014 Information Technology Services	-	1,800.00	5,800	5,800	6,300	8.62%
66015 IT Equipment Replacement	696.00	700.00	-	-	-	0.00%
66026 Facilities Engineering Charges	-	-	50,000	50,000	27,200	-45.60%
66029 Water Quality Control Charges	-	73,300.00	120,000	120,000	-	-100.00%
66511 Flexible Spending Admin Fees	-	-	-	-	-	0.00%
Total Materials & Services	87,609.60	263,177.48	323,200	323,200	421,100	30.29%
TOTAL EXPENDITURES	162,870.78	339,523.21	578,700	578,700	642,100	10.96%

PROGRAM NARRATIVE

WATER FUND: VINE STREET WATER TREATMENT PLANT (615-50-2205)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed by: Keith Wolf, Water Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the operation and maintenance of the Vine Street Water Treatment Plant.
- The Vine Street Water Treatment Plant provides water to residential, commercial, and industrial customers in Albany and as a peaking water treatment plant facility in conjunction with the Joint Water Project Water Treatment Plant as the base water treatment plant facility.
- Plant operations personnel are responsible for acquiring and interpreting operational and water quality data and using that information to develop operating strategies that will meet water quality objectives set forth by the by the Oregon Department of Human Services, Drinking Water Program.
- The plant has a current operating capacity of 16.5 million gallons per day, and is operated to meet peak demand requirements and to maintain filter readiness.
- Control water usage and adjust plant production to meet system requirements for pressure, flow, and storage.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	On going	<ul style="list-style-type: none"> • Refine techniques and strategies to maximize efficient operation of the Vine Street Plant in coordination with the Albany-Millersburg Water Treatment Plant.
Safe City	06/08	On going	<ul style="list-style-type: none"> • Implement condition assessment of Water Treatment Plant.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none"> • Refine techniques and strategies to maximize efficient operation of the Vine Street Plant in coordination with the Albany-Millersburg Water Treatment Plant.
Safe City	06/09		<ul style="list-style-type: none"> • Implement identified maintenance and repair based on condition assessment of Water Treatment Plant.

PERFORMANCE MEASURES

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Water treated annually (millions of gallons).	2,644	1,645	475	500
Peak daily demand in million gallons per day.	26.60	4.25	6.46	4.25
Percent of time plant met regulatory requirements for safe drinking water.	100%	100%	100%	100%
Percent of time plant met peak daily flow.	100%	100%	100%	100%

STAFFING SUMMARY

FTE's	2.31	2.31	2.31	2.71
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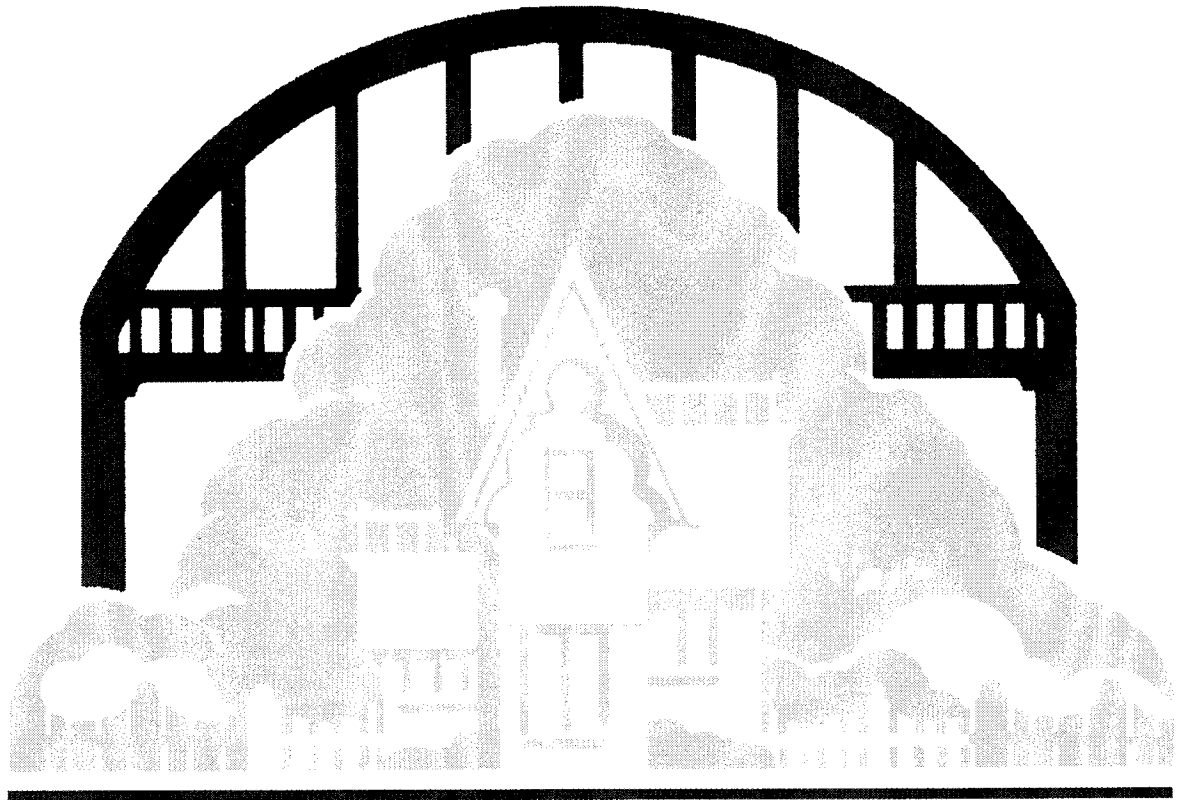
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2205: Vine Street Water Treatment Plant

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	107,144.02	98,496.36	112,000	112,000	122,300	9.20%
53001 Overtime	8,426.85	6,950.24	-	-	-	0.00%
56001 Employer Paid Benefits	69,249.66	61,978.62	76,200	76,200	89,700	17.72%
Total Personnel Services	184,820.53	167,425.22	188,200	188,200	212,000	12.65%
Materials & Services						
60101 Contractual Services	46,492.04	11,250.23	16,400	16,400	8,700	-46.95%
60211 Insurance & Bonds	-	23,385.34	17,500	17,500	20,400	16.57%
61006 Advertising & Publications	-	164.28	200	200	200	0.00%
61010 Duplication & Fax	-	-	200	200	200	0.00%
61011 Education & Training	284.17	1,225.90	-	-	500	0.00%
61012 Equipment Rental: Private	538.67	1,619.37	4,400	4,400	3,000	-31.82%
61017 Laboratory Supplies	2,590.00	1,449.39	1,800	1,800	2,400	33.33%
61018 Laundry Service	812.14	396.91	-	-	-	0.00%
61021 Testing	2,477.40	7,870.32	7,500	7,500	8,000	6.67%
61024 Materials & Supplies	15,418.19	1,484.52	2,000	2,000	2,000	0.00%
61026 Meetings & Conferences	10.47	-	-	-	600	0.00%
61027 Memberships & Dues	453.00	-	-	-	700	0.00%
61028 Minor Equipment	6,207.47	2,652.65	2,800	2,800	8,500	203.57%
61032 Postage & Shipping	321.97	62.83	-	-	-	0.00%
61033 Printing & Binding	610.01	110.84	500	500	100	-80.00%
61040 Uniforms	1,043.45	483.55	1,100	1,100	1,200	9.09%
61041 Vehicle Fuel Charges	4,718.31	356.32	200	200	500	150.00%
61046 Permits	1,073.70	1,115.00	1,600	1,600	1,500	-6.25%
61050 Chemicals	51,333.05	18,887.87	21,800	21,800	31,800	45.87%
63006 Power & Light	182,307.18	118,961.69	136,000	136,000	144,200	6.03%
63009 Telephone	4,234.72	6,929.21	13,400	13,400	5,700	-57.46%
63011 Water Service	427.90	543.02	400	400	400	0.00%
63012 Sewer Service Charges	282.95	311.22	400	400	400	0.00%
65006 Maint: Building	-	9,751.48	-	-	5,000	0.00%
65011 Maint: Grounds	3,727.59	4,482.85	13,700	13,700	8,500	-37.96%
65020 Maint: Work Equipment	-	483.19	400	400	500	25.00%
65076 Contract Maintenance	82,351.30	51,333.25	32,000	32,000	37,800	18.13%
65078 Facilities Maintenance	4,069.29	36,596.38	51,900	51,900	113,000	117.73%
65079 Parts for Repairs	11,260.84	2,119.23	2,500	2,500	2,500	0.00%
65082 Safety Improvements	5,533.38	4,489.70	1,000	1,000	22,100	2110.00%
65090 Fac Eng System Automation	-	37,691.36	28,300	28,300	39,800	40.64%
65513 Vehicle Maintenance	1,460.89	87.77	400	400	700	75.00%
65517 Maint: Treatment Plant	-	815.40	-	-	-	0.00%
66010 Central Service Charges	-	33,800.00	29,700	29,700	35,500	19.53%
66011 Equipment Replacement	10,019.39	1,700.00	1,600	1,600	33,400	1987.50%
66012 Facility Maintenance Charges	-	153,917.50	200,000	-	-	0.00%
66014 Information Technology Services	-	10,700.00	10,700	10,700	12,600	17.76%
66015 IT Equipment Replacement	-	-	1,100	1,100	1,100	0.00%
66026 Facilities Engineering Charges	-	-	-	200,000	118,400	-40.80%
66029 Water Quality Control Charges	-	71,200.00	90,900	90,900	-	-100.00%
66511 Flexible Spending Admin Fees	192.50	60.50	-	-	-	0.00%
Total Materials & Services	440,251.97	618,489.07	692,400	692,400	671,900	-2.96%
Capital						
80047 Restroom Remodel Project	-	-	100,000	100,000	100,000	0.00%
87000 WTP High Pressure Pump	-	-	16,500	16,500	-	-100.00%
Total Capital	-	-	116,500	116,500	100,000	-14.16%



CITY OF
Albany

OFFICE OF THE CLERK

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2205: Vine Street Water Treatment Plant

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
TOTAL EXPENDITURES	625,072.50	785,914.29	997,100	997,100	983,900	-1.32%

PROGRAM NARRATIVE

WATER FUND: WATER DISTRIBUTION (615-50-2206)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed By: Jim Young, Water Superintendent

FUNCTIONS AND RESPONSIBILITIES

- To ensure compliance with all Federal Safe Drinking Water Act and Oregon Drinking Water Rules and Regulations.
- Prepare and distribute the Consumer Confidence Report – an annual report on water quality mandated by state and federal regulations.
- Operate and maintain the water distribution system for the City of Millersburg and the Dumbeck Water Association.
- Operate and maintain a network of 270 miles of water mains, 6450 valves, 1670 fire hydrants, and approximately 17,000 meters.
- Maintain water system flushing, fire hydrant maintenance, valve survey and exercising, and Cross Connection programs.
- Survey and exercise all water distribution valves.
- Perform perpetual meter maintenance of all small meters; changing out all meters more than 20 years old.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Safe City	06/08	On going	<ul style="list-style-type: none"> • Begin perpetual meter maintenance of all small meters; changing out all meters more than 20 years old.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none"> • Complete a corrosion study of the system for lead/copper control.
Safe City	06/09		<ul style="list-style-type: none"> • Complete a taste and odor study.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of miles of pipe maintained	245	255	265	270
Number of leaks reported	363	325	350	350
Percent of leaks repaired	100%	100%	100%	100%
Percent of fire hydrants maintained	100%	100%	100%	100%
Percentage of large meters tested annually	100%	100%	100%	100%

STAFFING SUMMARY

FTE's	12	12	11	11
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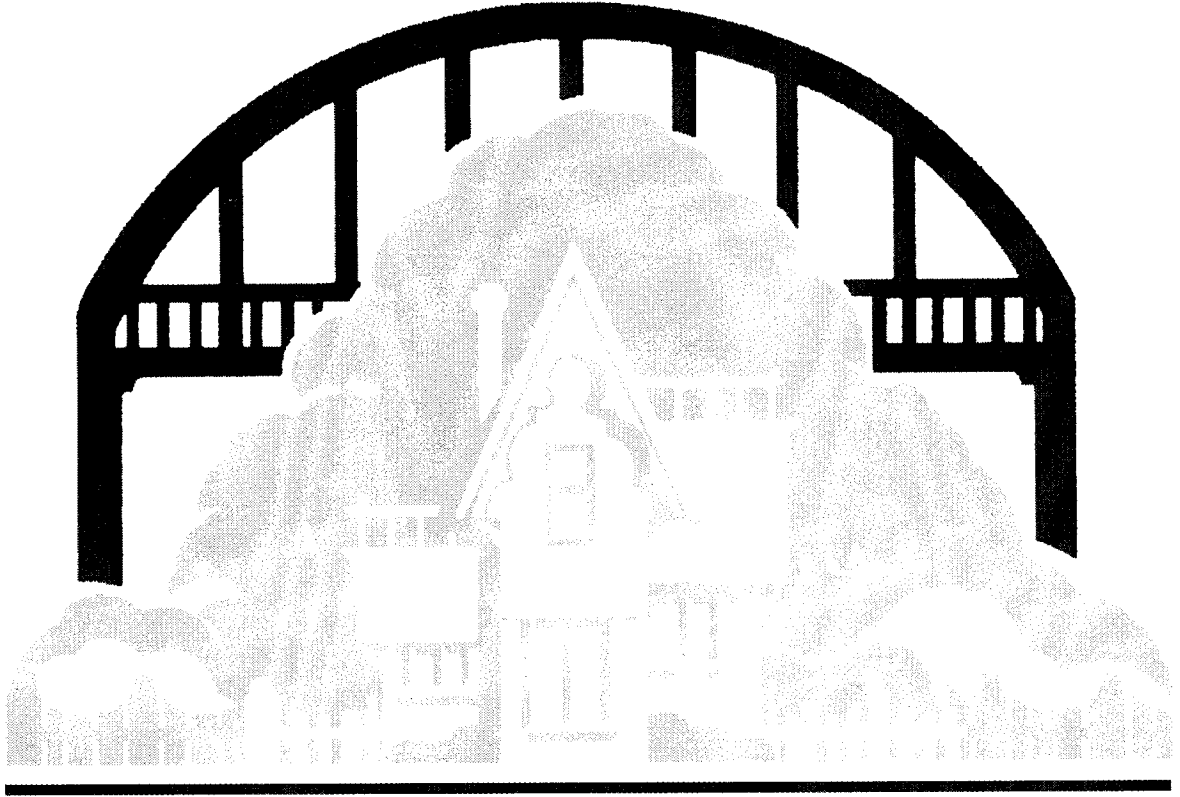
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2206: Water Distribution

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	517,348.32	533,159.04	487,000	487,000	514,000	5.54%
53001 Overtime	16,669.49	20,601.40	16,000	16,000	16,000	0.00%
54005 Unemployment Claims	2,763.07	139.96	2,700	2,700	1,200	-55.56%
56001 Employer Paid Benefits	337,880.30	325,533.51	326,200	326,200	346,400	6.19%
Total Personnel Services	874,661.18	879,433.91	831,900	831,900	877,600	5.49%
Materials & Services						
60101 Contractual Services	4,719.47	1,296.60	1,000	1,000	75,000	7400.00%
60211 Insurance & Bonds	-	23,159.40	24,900	24,900	29,000	16.47%
61006 Advertising & Publications	189.00	317.54	400	400	400	0.00%
61010 Duplication & Fax	-	38.65	200	200	200	0.00%
61011 Education & Training	4,132.72	1,790.00	2,600	2,600	3,400	30.77%
61012 Equipment Rental: Private	1,236.31	1,348.20	1,000	1,000	1,000	0.00%
61018 Laundry Service	-	-	1,100	1,100	1,100	0.00%
61021 Testing	25,124.00	35,175.00	39,000	39,000	39,000	0.00%
61024 Materials & Supplies	190,209.45	235,984.86	225,000	225,000	225,000	0.00%
61026 Meetings & Conferences	1,024.91	2,284.86	2,000	2,000	2,500	25.00%
61027 Memberships & Dues	2,583.47	2,343.46	2,000	2,000	1,200	-40.00%
61028 Minor Equipment	-	6,814.18	58,000	58,000	59,000	1.72%
61030 Personal Auto Reimbursement	-	-	-	-	-	0.00%
61032 Postage & Shipping	92.78	4,176.50	-	-	-	0.00%
61033 Printing & Binding	6,758.94	5,238.82	7,000	7,000	7,000	0.00%
61038 Software	-	3,875.00	4,900	4,900	500	-89.80%
61040 Uniforms	9,144.85	10,323.18	9,000	9,000	9,000	0.00%
61041 Vehicle Fuel Charges	28,537.37	33,431.69	29,000	29,000	31,000	6.90%
61046 Permits	-	725.00	-	-	-	0.00%
61048 Tools	4,028.13	6,123.27	6,000	6,000	7,100	18.33%
62701 Water Meters	71,213.48	135,965.92	115,000	115,000	100,000	-13.04%
63009 Telephone	1,221.94	8,349.56	19,100	19,100	5,900	-69.11%
65006 Maint: Building	113.50	17,160.00	5,000	5,000	-	-100.00%
65008 Maint: Communications Equipment	867.90	662.35	1,000	1,000	-	-100.00%
65015 Maint: Office Equipment	-	117.99	-	-	-	0.00%
65020 Maint: Work Equipment	2,415.77	2,476.45	3,000	3,000	-	-100.00%
65076 Contract Maintenance	109,354.48	129,651.40	150,000	150,000	150,000	0.00%
65078 Facilities Maintenance	-	-	-	-	12,800	0.00%
65082 Safety Improvements	2,575.42	-	2,000	2,000	2,000	0.00%
65090 Fac Eng System Automation	-	-	29,200	29,200	28,500	-2.40%
65513 Vehicle Maintenance	25,951.07	25,114.44	16,200	16,200	19,200	18.52%
65534 Pump Station Repair	-	37,423.81	10,000	10,000	10,000	0.00%
66010 Central Service Charges	-	103,500.00	90,300	90,300	102,800	13.84%
66011 Equipment Replacement	69,100.00	64,400.00	73,000	73,000	53,300	-26.99%
66012 Facility Maintenance Charges	-	414,500.00	330,000	-	-	0.00%
66014 Information Technology Services	-	5,400.00	17,500	17,500	18,900	8.00%
66015 IT Equipment Replacement	300.00	200.00	2,400	2,400	2,200	-8.33%
66026 Facilities Engineering Charges	-	-	-	330,000	40,200	-87.82%
66505 Physical Exams & Medicals	420.28	236.00	300	300	300	0.00%
66511 Flexible Spending Admin Fees	66.00	55.00	100	100	200	100.00%
Total Materials & Services	561,381.24	1,319,659.13	1,277,200	1,277,200	1,037,700	-18.75%
Capital						
70005 Capital Equipment	28,043.14	5,628.00	-	-	-	0.00%
80010 Large Meter Improvement Program	3,745.11	-	-	-	-	0.00%
Total Capital	31,788.25	5,628.00	-	-	-	0.00%



CITY OF
Albany



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2206: Water Distribution

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
TOTAL EXPENDITURES	1,467,830.67	2,204,721.04	2,109,100	2,109,100	1,915,300	-9.19%

PROGRAM NARRATIVE

WATER FUND: ALBANY-MILLERSBURG WTP (615-50-2207)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed by: Keith Wolf, Water Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the operation and maintenance of the Albany-Millersburg Water Treatment Plant.
- The Albany-Millersburg Water Treatment Plant provides the base water supply to residential, commercial, and industrial customers in Albany and Millersburg. The plant has a current operating capacity of 12 million gallons per day and is operated 24 hours per day, 365 days per year.
- Control lead/copper levels through pH adjustments.
- Plant operations personnel are responsible for acquiring and interpreting operational and water quality data and using that information to develop operating strategies that will meet water quality objectives set forth by the by the Oregon Department of Human Services, Drinking Water Program.
- Control water usage and adjust plant production to meet system requirements for pressure, flow, and storage.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Safe City	06/08	On going	<ul style="list-style-type: none"> • Develop operational strategy for handling of water treatment solids.
Safe City	06/08	On going	<ul style="list-style-type: none"> • Control disinfection by-product formation through Aluminum Chlorohydrate (ACH) feed.
Safe City	06/08	On going	<ul style="list-style-type: none"> • Control lead/copper levels through pH adjustments.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none"> • Water treatment solids handling and disposal evaluation.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Water treated annually (millions of gallons).	1,663.08	2,745.85	2,756	2,760
Peak demand in million gallons per day.	11.58	11.27	12	12
Percent of time the plant met regulatory requirements for safe drinking water.	100%	100%	100%	100%
Percent of time the plant met peak daily flow.	100%	100%	100%	100%

STAFFING SUMMARY

FTE's	5.19	5.19	5.19	5.79
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2207: Albany-Millersburg WTP

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	218,110.29	220,377.90	250,000	250,000	290,700	16.28%
53001 Overtime	15,819.76	13,849.11	28,000	28,000	28,000	0.00%
56001 Employer Paid Benefits	137,226.65	137,820.23	135,000	135,000	204,900	51.78%
Total Personnel Services	371,156.70	372,047.24	413,000	413,000	523,600	26.78%
Materials & Services						
60101 Contractual Services	22,594.00	17,789.29	21,700	21,700	72,800	235.48%
60211 Insurance & Bonds	-	18,979.39	15,300	15,300	17,800	16.34%
61006 Advertising & Publications	-	-	600	600	600	0.00%
61011 Education & Training	360.00	1,982.84	3,600	3,600	2,400	-33.33%
61012 Equipment Rental: Private	-	3,988.26	2,900	2,900	7,400	155.17%
61017 Laboratory Supplies	1,788.85	2,248.45	2,400	2,400	2,600	8.33%
61018 Laundry Service	-	-	700	700	-	-100.00%
61021 Testing	4,719.91	12,345.60	12,600	12,600	13,600	7.94%
61024 Materials & Supplies	18,511.05	3,859.48	2,800	2,800	2,800	0.00%
61026 Meetings & Conferences	-	1,190.87	2,700	2,700	3,300	22.22%
61027 Memberships & Dues	260.00	2,216.86	1,000	1,000	900	-10.00%
61028 Minor Equipment	427.56	6,363.17	3,300	3,300	2,000	-39.39%
61030 Personal Auto Reimbursement	-	-	-	-	700	0.00%
61033 Printing & Binding	-	33.78	-	-	-	0.00%
61040 Uniforms	679.00	661.64	2,500	2,500	1,800	-28.00%
61041 Vehicle Fuel Charges	84.83	-	2,400	2,400	2,600	8.33%
61046 Permits	373.65	1,266.00	1,600	1,600	1,500	-6.25%
61050 Chemicals	105,107.37	76,054.63	162,000	162,000	159,800	-1.36%
63006 Power & Light	135,372.23	201,062.14	204,000	204,000	216,300	6.03%
63007 Heating & Fuel	32,540.01	15,581.15	-	-	-	0.00%
63009 Telephone	1,207.75	3,121.84	4,400	4,400	9,100	106.82%
63012 Sewer Service Charges	-	-	400	400	400	0.00%
65011 Maint: Grounds	-	2,951.00	4,000	4,000	25,000	525.00%
65076 Contract Maintenance	3,407.31	23,541.99	41,800	41,800	57,000	36.36%
65078 Facilities Maintenance	-	15,396.08	22,500	22,500	21,700	-3.56%
65079 Parts for Repairs	1,044.09	3,090.37	4,500	4,500	18,800	317.78%
65082 Safety Improvements	3,418.26	759.00	2,500	2,500	9,700	288.00%
65090 Fac Eng System Automation	-	5,878.00	25,300	25,300	41,400	63.64%
65513 Vehicle Maintenance	777.13	462.56	800	800	800	0.00%
66010 Central Service Charges	-	43,000.00	42,100	42,100	50,800	20.67%
66011 Equipment Replacement	3,700.00	3,700.00	3,000	3,000	33,700	1023.33%
66012 Facility Maintenance Charges	-	25,000.00	50,000	-	-	0.00%
66014 Information Technology Services	-	-	8,800	8,800	3,200	-63.64%
66015 IT Equipment Replacement	-	-	2,400	2,400	2,400	0.00%
66026 Facilities Engineering Charges	-	-	-	50,000	72,300	44.60%
66505 Physical Exams & Medicals	-	84.00	-	-	-	0.00%
66511 Flexible Spending Admin Fees	49.50	55.00	200	200	200	0.00%
Total Materials & Services	336,422.50	492,663.39	654,800	654,800	855,400	30.64%
Capital						
70005 Capital Equipment	18,821.00	-	150,000	150,000	-	-100.00%
Total Capital	18,821.00	-	150,000	150,000	-	-100.00%
TOTAL EXPENDITURES	726,400.20	864,710.63	1,217,800	1,217,800	1,379,000	13.24%

PROGRAM NARRATIVE

WATER FUND: WATER SDC IMPROVEMENT FEE PROJECTS (615-50-2300)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity is dedicated to funding eligible, capacity increasing projects that are a direct result of new growth and development. Revenues are received from System Development Charges (SDC).
 - In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all System Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.
 - Provide over-sizing component funding for projects constructed by development projects.
 - The current System Development Charge for the water system is \$2,023 for a single-family residence with a 3/4-inch meter (effective July 2007). This activity receives \$1,733 of the fee and 85 percent of any similar commercial or industrial charges. The 2008-09 Budget assumes revenue from 100 Equivalent Dwelling Units (EDUs) based on current development projections.
 - Maintain a \$100,000 minimum reserve for future participation in funding of appropriate capital projects and associated debt service.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	04/08	In Progress	<ul style="list-style-type: none">• Provide over-sizing funding for the water lines constructed in Ellingson Road associated with the SVC project.
Budget Year 2008-2009			
Safe City	11/09		<ul style="list-style-type: none">• Provide funding for the purchase of a water reservoir site on the south end of the City.
Safe City	06/09		<ul style="list-style-type: none">• Provide funding for SDC component of debt service.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2300: Water SDC Improvement Fee Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41123 Water SDC: Principal	18,449.29	33,754.89	6,500	6,500	7,000	7.69%
41124 Water SDC: Interest	2,927.92	2,065.86	2,000	2,000	500	-75.00%
41236 Water Systems Development Charges	234,620.98	312,063.14	182,100	509,100	173,300	-65.96%
48010 Interest	42,508.40	67,332.02	37,000	37,000	58,000	56.76%
Total General Revenues	298,506.59	415,215.91	227,600	554,600	238,800	-56.94%
Beginning Balance						
49905 Beginning Balance	1,172,578.00	1,109,659.00	1,046,300	1,046,300	1,832,700	75.16%
Total Beginning Balance	1,172,578.00	1,109,659.00	1,046,300	1,046,300	1,832,700	75.16%
TOTAL REVENUES	1,471,084.59	1,524,874.91	1,273,900	1,600,900	2,071,500	29.40%
Capital						
73002 W-07-02 Ellingson Road Property Acq.	-	-	450,000	450,000	450,000	0.00%
83000 SI-03-02 Clover Ridge Station, Phase I	68,661.00	56,759.24	6,000	6,000	5,000	-16.67%
84012 SS-06-04 Grand Prairie Sewer Extension	1,063.04	-	-	-	-	0.00%
86004 WL-05-01 East End TM Line, Phase II	139,798.83	-	-	-	-	0.00%
86005 WL-05-02 East End TM Line, Phase III	151,902.60	-	-	-	-	0.00%
90001 Reserve: Pipe Over-sizing	-	-	10,000	10,000	10,000	0.00%
90012 Reserve: Capital Projects	-	-	807,900	807,900	1,279,500	58.37%
Total Capital	361,425.47	56,759.24	1,273,900	1,273,900	1,744,500	36.94%
Transfers Out						
91248 To Debt Service Fund	-	-	-	327,000	327,000	0.00%
Total Transfers Out	-	-	-	327,000	327,000	0.00%
TOTAL EXPENDITURES	361,425.47	56,759.24	1,273,900	1,600,900	2,071,500	29.40%

PROGRAM NARRATIVE

WATER FUND: WATER SDC REIMBURSEMENT FEE PROJECTS (615-50-2301)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for non-routine, non-standard maintenance, repair or replacement projects to maintain the capacity of existing plant facilities or water lines. Revenues are received from System Development Charges (SDC).
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDC effective July 1, 1991. This budget was created in order to comply with that legislation.
- Maintain a \$100,000 minimum reserve for future participation in funding of appropriate capital projects and associated debt service.
- The current System Development Charge for the water system is \$2,023 for a single-family residence with a 3/4-inch meter (effective July 2007). This activity receives \$290 of the fee and 15 percent of any similar commercial or industrial charges. The 2008-09 budget assumes revenue from 100 Equivalent Dwelling Units (EDUs) based on current development projections.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Safe City	09/08	In Progress	<ul style="list-style-type: none"> • Replace water lines in the Madison Street and 12th Avenue area.
Safe City	09/08	In Progress	<ul style="list-style-type: none"> • Replace water lines in the Maier Lane, Skyline Terrace area.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none"> • Build reserves for future projects.
Safe City	09/09		<ul style="list-style-type: none"> • Replace water lines in the Madison Street and 12th Avenue area.
Safe City	09/09		<ul style="list-style-type: none"> • Replace water lines in the Maier Lane, Skyline Terrace area.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2301: Water SDC Reimbursement Fee Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41123 Water SDC: Principal	10,993.18	-	1,500	1,500	2,000	33.33%
41124 Water SDC: Interest	1,633.60	35.90	500	500	1,000	100.00%
41236 Water Systems Development Charges	130,014.75	119,712.38	85,000	85,000	29,000	-65.88%
48010 Interest	36,541.94	35,136.90	38,000	38,000	32,000	-15.79%
Total General Revenues	179,183.47	154,885.18	125,000	125,000	64,000	-48.80%
Beginning Balance						
49905 Beginning Balance	981,805.00	740,047.00	820,800	820,800	848,100	3.33%
Total Beginning Balance	981,805.00	740,047.00	820,800	820,800	848,100	3.33%
TOTAL REVENUES	1,160,988.47	894,932.18	945,800	945,800	912,100	-3.56%
Capital						
86006 WL-05-03 Tudor Way/Main, 18th-31st WL	157,025.67	-	-	-	-	0.00%
86016 WL-06-01 13th Ave WL	263,916.18	128,911.91	-	-	-	0.00%
86033 WL-08-01 Madison and 12th WL	-	-	89,000	89,000	45,000	-49.44%
86036 WL-08-04 Maier Lane WL	-	-	91,000	91,000	90,000	-1.10%
90012 Reserve: Capital Projects	-	-	765,800	765,800	777,100	1.48%
Total Capital	420,941.85	128,911.91	945,800	945,800	912,100	-3.56%
TOTAL EXPENDITURES	420,941.85	128,911.91	945,800	945,800	912,100	-3.56%

PROGRAM NARRATIVE

WATER FUND: 2003 WATER BOND PROJECTS (615-50-2302)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity receives funding for projects related to improving fish survival at the diversion dam and entrance to the Albany-Santiam Canal, and the reconstruction of the hydroelectric system at the Vine Street Water Treatment Plant powerhouse.
 - Funding comes primarily from proceeds of a 2003 Water Revenue Bond, though staff continues to apply for applicable federal and state grants.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	07/08	In Progress	<ul style="list-style-type: none">• Construct hydroelectric power improvements at the Vine Street WTP.
Budget Year 2008-2009			
Safe City	10/08		<ul style="list-style-type: none">• Complete hydroelectric power improvements.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2302: 2003 Water Bond Projects
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	%
						Change
General Revenues						
42400 Energy Trust of Oregon	-	-	475,000	475,000	475,000	0.00%
48010 Interest	229,624.71	203,024.68	150,000	150,000	140,000	-6.67%
Total General Revenues	229,624.71	203,024.68	625,000	625,000	615,000	-1.60%
Beginning Balance						
49905 Beginning Balance	8,199,595.00	4,809,407.00	3,447,100	3,447,100	3,627,100	5.22%
Total Beginning Balance	8,199,595.00	4,809,407.00	3,447,100	3,447,100	3,627,100	5.22%
TOTAL REVENUES	8,429,219.71	5,012,431.68	4,072,100	4,072,100	4,242,100	4.17%
Materials & Services						
60101 Contractual Services	-	-	-	-	-	0.00%
Total Materials & Services	-	-	-	-	-	0.00%
Capital						
80005 Fish Screens & Diversion Dam	3,571,909.35	848,674.33	-	-	10,000	0.00%
80008 Hydroelectric Improvements	47,903.63	630,432.52	649,800	649,800	205,000	-68.45%
90012 Reserve: Capital Projects	-	-	3,422,300	3,422,300	4,027,100	17.67%
Total Capital	3,619,812.98	1,479,106.85	4,072,100	4,072,100	4,242,100	4.17%
TOTAL EXPENDITURES	3,619,812.98	1,479,106.85	4,072,100	4,072,100	4,242,100	4.17%

PROGRAM NARRATIVE

WATER FUND: WATER DEBT SERVICE (615-50-2305)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides for the principal and interest payments on City of Albany Water Revenue Bonds and Water Certificates of Participation (COPs).
-

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008-2009	\$ 1,310,000	\$ 1,610,787	\$ 2,920,787
2009-2010	1,345,000	1,557,864	2,902,864
2010-2011	1,055,000	1,521,203	2,576,203
2011-2012	960,000	1,487,919	2,447,919
2012-2013	830,000	1,455,557	2,285,557
2013-2014	865,000	1,422,694	2,287,694
2014-2015	900,000	1,387,394	2,287,394
2015-2016	940,000	1,350,594	2,290,594
2016-2017	980,000	1,311,581	2,291,581
2017-2018	1,025,000	1,269,587	2,294,587
2018-2019	1,070,000	1,221,056	2,291,056
2019-2020	1,120,000	1,166,306	2,286,306
2020-2021	1,170,000	1,109,056	2,279,056
2021-2022	1,230,000	1,049,056	2,279,056
2022-2023	1,290,000	986,056	2,276,056
2023-2024	1,355,000	921,625	2,276,625
2024-2025	1,420,000	855,719	2,275,719
2025-2026	1,495,000	786,488	2,281,488
2026-2027	1,575,000	710,622	2,285,622
2027-2028	1,655,000	630,956	2,285,956
2028-2029	1,740,000	550,325	2,290,325
2029-2030	1,835,000	463,125	2,298,125
2030-2031	1,930,000	369,000	2,299,000
2031-2032	2,030,000	270,000	2,300,000
2032-2033	2,135,000	165,875	2,300,875
2033-2034	2,250,000	56,250	2,306,250
Totals	\$ 35,510,000	\$ 25,686,695	\$ 61,196,695

DEBT SUMMARY

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
2003	\$ 40,485,000	\$ 35,510,000	None Required
2002 COPs	600,000	279,584	None Required
Totals	\$ 41,085,000	\$ 35,789,584	None Required

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2305: Water Debt Service

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41236 Water Systems Development Charges	316,000.00	323,000.00	327,000	-	-	0.00%
43250 Albany Water Service Charges	2,737,164.95	2,726,449.64	2,713,500	2,713,500	2,684,800	-1.06%
48010 Interest	1,084.69	-	-	-	-	0.00%
Total General Revenues	3,054,249.64	3,049,449.64	3,040,500	2,713,500	2,684,800	-1.06%
Transfers In						
49046 From Water SDC-I	-	-	-	327,000	327,000	0.00%
Total Transfers In	-	-	-	327,000	327,000	0.00%
TOTAL REVENUES	3,054,249.64	3,049,449.64	3,040,500	3,040,500	3,011,800	-0.94%
Materials & Services						
60017 Bond Registration Costs	583.00	583.00	6,000	6,000	12,000	100.00%
Total Materials & Services	583.00	583.00	6,000	6,000	12,000	100.00%
Debt Service						
92010 Bond Principal: 2003 Water(r)	1,230,000.00	1,250,000.00	1,280,000	1,280,000	1,310,000	2.34%
93006 Bond Interest: 2003 Water (r)	1,744,837.52	1,720,037.52	1,675,600	1,675,600	1,610,800	-3.87%
94002 Water COP Principal	54,656.65	57,704.09	60,900	60,900	64,400	5.75%
94502 Water COP Interest	24,172.47	21,125.03	18,000	18,000	14,600	-18.89%
Total Debt Service	3,053,666.64	3,048,866.64	3,034,500	3,034,500	2,999,800	-1.14%
TOTAL EXPENDITURES	3,054,249.64	3,049,449.64	3,040,500	3,040,500	3,011,800	-0.94%

PROGRAM NARRATIVE

WATER FUND: WATER GO DEBT SERVICE (615-50-2306)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for the principal and interest payments on City of Albany 1998 Water General Obligation Bonds.
 - The City of Albany 1998 General Obligation Bonds do not require a reserve.
-

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008-2009	\$ 795,000	\$ 55,065	\$ 850,065
2009-2010	835,000	18,788	853,788
Totals	\$ 1,630,000	\$ 73,853	\$ 1,703,853

DEBT SUMMARY

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
1998	\$ 7,865,000	\$ 1,630,000	None Required

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2306: Water GO Debt Service

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
40050 Property Taxes - Current	732,983.67	732,464.53	790,000	790,000	790,000	0.00%
40051 Property Taxes - Delinquent	36,959.11	26,328.90	27,000	27,000	22,000	-18.52%
43203 Dumbeck Water District	-	-	-	-	3,000	0.00%
43250 Albany Water Service Charges	-	85,000.00	-	-	-	0.00%
43251 Water Charges-Millersburg	70,259.83	-	-	-	-	0.00%
43253 User Fee: Debt Service	9,142.41	26,201.84	18,000	18,000	23,000	27.78%
48010 Interest	4,565.13	2,341.42	-	-	3,000	0.00%
Total General Revenues	853,910.15	872,336.69	835,000	835,000	841,000	0.72%
Beginning Balance						
49905 Beginning Balance	139,666.00	0.35	-	-	-	0.00%
49925 Reserved Beginning Balance	-	159,898.65	145,100	145,100	176,800	21.85%
Total Beginning Balance	139,666.00	159,899.00	145,100	145,100	176,800	21.85%
TOTAL REVENUES	993,576.15	1,032,235.69	980,100	980,100	1,017,800	3.85%
Materials & Services						
60017 Bond Registration Costs	1,800.00	300.00	2,000	2,000	2,000	0.00%
60101 Contractual Services	1,000.00	-	-	-	-	0.00%
Total Materials & Services	2,800.00	300.00	2,000	2,000	2,000	0.00%
Debt Service						
92009 Bond Principal: 1998 Water(T)	680,000.00	725,000.00	760,000	760,000	795,000	4.61%
93004 Bond Interest: 1998 Water(T)	150,877.50	121,021.25	89,100	89,100	55,100	-38.16%
95000 Reserve: Debt Service	-	-	129,000	129,000	165,700	28.45%
Total Debt Service	830,877.50	846,021.25	978,100	978,100	1,015,800	3.85%
TOTAL EXPENDITURES	833,677.50	846,321.25	980,100	980,100	1,017,800	3.85%

PROGRAM NARRATIVE

WATER FUND: WATER CAPITAL – CANAL (615-50-2307)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Lebanon contributes \$8,000 per year towards capital projects on the canal and these funds are for reserves for work in the Lebanon area.
 - This activity provides funding for capital expenditures related to the Santiam-Albany Canal. The canal provides raw water for treatment at plants in Lebanon and Albany.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	In Progress	<ul style="list-style-type: none">• Initiate bank repair project in Lebanon.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none">• Continue bank repairs in Lebanon.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2307: Water Capital: Canal

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42806 City of Lebanon	8,000.00	8,000.00	8,000	8,000	8,000	0.00%
48010 Interest	129,576.25	143,816.00	12,000	12,000	9,000	-25.00%
Total General Revenues	137,576.25	151,816.00	20,000	20,000	17,000	-15.00%
Beginning Balance						
49905 Beginning Balance	3,115,768.00	3,207,942.00	430,900	430,900	320,100	-25.71%
Total Beginning Balance	3,115,768.00	3,207,942.00	430,900	430,900	320,100	-25.71%
TOTAL REVENUES	3,253,344.25	3,359,758.00	450,900	450,900	337,100	-25.24%
Materials & Services						
60230 WC-06-02 Canal Improvement Study	5.32	771,229.04	-	-	-	0.00%
Total Materials & Services	5.32	771,229.04	-	-	-	0.00%
Capital						
86020 WL-06-02 South Albany Transmission Main	19,507.25	-	-	-	-	0.00%
86021 WC-06-01 Canal Bank Improvements	25,889.39	146,469.18	250,900	250,900	122,000	-51.38%
90002 Reserve: Canal Capital	-	-	200,000	200,000	215,100	7.55%
Total Capital	45,396.64	146,469.18	450,900	450,900	337,100	-25.24%
Transfers Out						
91239 To Water System Capital Projects	-	2,000,000.00	-	-	-	0.00%
Total Transfers Out	-	2,000,000.00	-	-	-	0.00%
TOTAL EXPENDITURES	45,401.96	2,917,698.22	450,900	450,900	337,100	-25.24%

PROGRAM NARRATIVE

WATER FUND: WATER SYSTEM CAPITAL PROJECTS (615-50-2308)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides only limited funding to repair, replace, or upgrade facilities, equipment, and accessories to maintain the design capacity of the existing Water Treatment Plant (WTP), reservoirs, and distribution system.
- This activity does not receive sufficient funding to allow for the investment necessary to perpetually maintain the capacity of the existing water system.
- Funding provided through this budget is used to repair or replace water system facilities, equipment, and structures that are not accumulating a depreciation reserve from a specific replacement schedule.
- Maintain adequate reserve for funding emergency repairs or replacement of equipment or systems.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	In Progress	<ul style="list-style-type: none"> • Replace water lines in the : <ul style="list-style-type: none"> ❖ Madison Street and 12th Avenue area ❖ 9th Avenue, 10th Avenue, 15th Avenue, and Park Terrace area ❖ 4th Avenue, 5th Avenue, and Chicago Street area in Maier Lane.
Safe City	10/09	In Progress	<ul style="list-style-type: none"> • Initiate canal capacity improvements.
Safe City	06/09	In Progress	<ul style="list-style-type: none"> • Complete seismic upgrades to the Vine St. WTP soda ash building.
Safe City	06/07	In Progress	<ul style="list-style-type: none"> • Initiate water system seismic upgrades.
Safe City	06/08	In Progress	<ul style="list-style-type: none"> • Complete improvements to the Valley View Reservoirs.
Budget Year 2008-2009			
Safe City	09/09		<ul style="list-style-type: none"> • Replace water lines in the: <ul style="list-style-type: none"> ❖ 8th Avenue and Elm Street area ❖ 4th Avenue area ❖ 9th Avenue and 24th Avenue area ❖ 5th and 6th Avenue area
Safe City	06/09		<ul style="list-style-type: none"> • Initiate bank protection at the backwash lagoons for the Vine Street Water Treatment Plant.
Safe City	06/09		<ul style="list-style-type: none"> • Initiate canal bank improvements.
Safe City	06/09		<ul style="list-style-type: none"> • Complete reservoir improvements.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2308: Water System Capital Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41131 Connection Fees: Principal	8,300.30	3,621.62	1,000	1,000	-	-100.00%
41132 Connection Fees: Interest	579.78	1,214.32	500	500	-	-100.00%
41235 Water Connection Fees	91,299.59	84,398.12	50,000	50,000	15,000	-70.00%
42013 FEMA Grant	-	-	914,800	914,800	747,000	-18.34%
42025 Department of Energy	-	130,018.00	-	-	-	0.00%
43250 Albany Water Service Charges	305,300.00	700,000.00	425,000	425,000	770,000	81.18%
48010 Interest	296,015.67	374,910.81	290,000	290,000	220,000	-24.14%
Total General Revenues	701,495.34	1,294,162.87	1,681,300	1,681,300	1,752,000	4.21%
Transfers In						
49040 From Water Capital: Canal	-	2,000,000.00	-	-	-	0.00%
Total Transfers In	-	2,000,000.00	-	-	-	0.00%
Beginning Balance						
49905 Beginning Balance	7,520,961.00	8,360,567.00	8,273,600	8,273,600	5,861,200	-29.16%
Total Beginning Balance	7,520,961.00	8,360,567.00	8,273,600	8,273,600	5,861,200	-29.16%
TOTAL REVENUES	8,222,456.34	11,654,729.87	9,954,900	9,954,900	7,613,200	-23.52%

Materials & Services

60101 Contractual Services	-	198,932.22	-	-	35,000	0.00%
60209 Hydroelectric Feasibility Study	2,076.10	-	-	-	-	0.00%
60220 Water Facility Plan	1,000.00	-	-	-	-	0.00%
60224 Phase I: Asset Management Implementation	-	114,648.91	-	-	-	0.00%
60234 Adair Water Feasibility Study	-	10,125.70	-	-	50,000	0.00%
60235 SS-08-01 Stormwater Mgmt Plan Scope	-	-	-	-	-	0.00%
60406 Phase II: Asset Mgmt Implementation	-	-	100,000	100,000	50,000	-50.00%
65500 34th Ave Reservoir Coating	-	2,937.83	-	-	50,000	0.00%
65502 Maple St Reservoir Coating	63,362.37	2,070.00	-	-	-	0.00%
67022 Capital Recovery Agreement-Pymt	35,694.06	-	40,000	40,000	40,000	0.00%
Total Materials & Services	102,132.53	328,714.66	140,000	140,000	225,000	60.71%

Capital

72004 Regional Multimodal Transportation Cntr	-	14,007.63	-	-	-	0.00%
80004 Bank Protection at Backwash Lagoon	-	-	408,000	408,000	300,000	-26.47%
80014 Perfect Lane WL Extension	1,000.00	10,575.00	-	-	-	0.00%
80015 Seismic Protection Program	20,414.75	-	-	-	-	0.00%
80043 Perfect Lane Water Improvements (F)	790.06	110,624.79	-	-	-	0.00%
84012 SS-06-04 Grand Prairie Water/Sewer Ext	5,873.12	98,111.58	-	-	-	0.00%
85004 ST-03-05 North Albany Road Extension LID	38,794.04	-	-	-	-	0.00%
86004 WL-05-01 East End TM Line, Phase II	129,742.74	-	-	-	-	0.00%
86005 WL-05-02 East End TM Line, Phase III	117,074.64	-	-	-	-	0.00%
86006 WL-05-03 Tudor Way/Main, 18th-31st WL	385,150.34	-	-	-	-	0.00%
86007 WL-05-04 Main,Sherman,Harrison,1st WL	23,481.05	-	-	-	-	0.00%
86008 WL-05-05 Liberty & 13th Avenue WL	201.93	-	-	-	-	0.00%
86009 WL-05-06 2200 Block of Oak, N. of 27th	91,357.43	-	-	-	-	0.00%
86010 WL-05-07 Bradley St at 4th Ave WL	75.00	-	-	-	-	0.00%
86012 WL-05-10 Shady Lane WL Replacement	2,771.12	-	-	-	-	0.00%
86015 WL-06-02 South Albany Transmission Main	14,313.29	-	-	-	-	0.00%
86016 WL-06-01 13th Ave WL	77,600.50	44,527.13	-	-	-	0.00%
86017 WL-06-03 Valley View WL	16,852.67	308,065.70	-	-	-	0.00%
86018 WL-06-04 Pineview Drive WL	10,874.23	115,221.50	-	-	-	0.00%
86019 WL-06-05 Zone 4 Separation/Pump Station	79,299.45	803,499.45	-	-	-	0.00%
86020 WL-06-02 South Albany Transmission Main	71,023.50	75,957.57	735,000	735,000	-	-100.00%



CITY OF
Albany



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2308: Water System Capital Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Capital						
86021 WC-06-01 Canal Bank Improvements	-	-	175,000	175,000	-	-100.00%
86023 WL-07-01 8th Ave. Elm to Broadway WL	-	957.09	-	-	-	0.00%
86024 WL-07-02 Maple/Walnut/11th/12th WL	-	45,820.78	652,000	652,000	-	-100.00%
86025 WL-07-03 14th/Hill/Tudor/Oak Area WL	-	531,232.70	45,000	45,000	-	-100.00%
86026 WL-07-04 Sunny Lane/Erin Crest WL	-	190,757.30	-	-	-	0.00%
86027 WL-07-05 Crocker Lane WL	-	339,326.88	-	-	-	0.00%
86028 WL-07-06 17th & Burkhart WL	-	106,396.08	202,000	202,000	-	-100.00%
86029 WL-07-07 Crittenden Loop WL Rep.	-	281,648.70	-	-	-	0.00%
86031 WL-07-09 Dumbeck Meter Installation	-	12,197.05	-	-	-	0.00%
86032 WL-08-02 9th/10th/15th/Park Terrace WL	-	-	507,000	507,000	-	-100.00%
86033 WL-08-01 Madison and 12th WL	-	-	917,000	917,000	455,000	-50.38%
86034 WC-08-01 Canal Improvement Projects	-	-	1,500,000	1,500,000	1,500,000	0.00%
86035 WL-08-03 4th/5th Chicago Area WL	-	-	273,000	273,000	-	-100.00%
86036 WL-08-04 Maier Lane WL	-	-	201,000	201,000	199,000	-1.00%
86040 WL-09-01 8th Ave Elm to Broadway	-	-	-	-	288,000	0.00%
86041 WL-09-02 4th Ave WL	-	-	-	-	473,000	0.00%
86042 WL-09-03 9th Ave & 24th Ave WL	-	-	-	-	118,000	0.00%
86043 WL-09-04 5th & 6th Ave WL	-	-	-	-	395,000	0.00%
87001 WTP Security Upgrade	16,704.38	10,069.15	100,000	100,000	50,000	-50.00%
87002 WTP-07-02, Chlorine Safety Improvements	-	129,869.34	170,000	170,000	-	-100.00%
88002 WL-06-02 Water System Security Upgrade	5,790.00	-	-	-	-	0.00%
89001 W-07-01, Reservoir Improvements	-	860.87	100,000	100,000	50,000	-50.00%
89002 W-07-03 Vine St WTP Seismic Upgrades	-	606.80	1,219,800	1,219,800	1,104,000	-9.49%
89003 W-08-01 Valley View Res Improvements	-	-	712,000	712,000	612,000	-14.04%
89004 W-08-02 Soda Ash Building Improvements	-	-	350,000	350,000	340,000	-2.86%
90003 Reserve: Connection Fees	-	-	360,000	360,000	458,000	27.22%
90012 Reserve: Capital Projects	-	-	1,188,100	1,188,100	1,046,200	-11.94%
Total Capital	1,109,184.24	3,230,333.09	9,814,900	9,814,900	7,388,200	-24.72%
TOTAL EXPENDITURES	1,211,316.77	3,559,047.75	9,954,900	9,954,900	7,613,200	-23.52%

PROGRAM NARRATIVE

WATER FUND: WATER ECONOMIC DEVELOPMENT (615-50-2309)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity annually receives \$100,000 from service charges to help fund economic development related capital projects as approved by the City Council.
 - Fund balance for this activity will be capped at \$500,000.
 - Council authorization to annually fund this program began again in Fiscal Year 2003-04.
 - \$25,000 is transferred annually to support the economic development activities of the City.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Healthy Economy	06/08	Complete	<ul style="list-style-type: none">• No new projects planned – reserve for future projects.
Budget Year 2008-2009			
Healthy Economy	06/09		<ul style="list-style-type: none">• No new projects planned – reserve for future projects. The current fund balance exceeds \$500,000, therefore no new funds will be transferred into this fund this year.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2309: Water Economic Development

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43250 Albany Water Service Charges	100,000.00	100,000.00	100,000	100,000	62,300	-37.70%
48010 Interest	15,038.74	23,394.57	25,000	25,000	20,000	-20.00%
Total General Revenues	115,038.74	123,394.57	125,000	125,000	82,300	-34.16%
Beginning Balance						
49905 Beginning Balance	320,950.00	415,389.00	375,000	375,000	505,000	34.67%
Total Beginning Balance	320,950.00	415,389.00	375,000	375,000	505,000	34.67%
TOTAL REVENUES	435,988.74	538,783.57	500,000	500,000	587,300	17.46%
Capital						
72004 Regional Multimodal Transportation Cntr	-	(10,172.34)	-	-	-	0.00%
86039 Viper NW Fire Hydrant	-	-	-	6,000	-	-100.00%
90012 Reserve: Capital Projects	-	-	475,000	469,000	500,000	6.61%
Total Capital	-	(10,172.34)	475,000	475,000	500,000	5.26%
Transfers Out						
91100 To General Fund	-	-	-	-	49,800	0.00%
91232 To Economic Development	20,600.00	25,000.00	25,000	25,000	25,000	0.00%
91251 To Building Insp-ADA Code Enforcement	-	-	-	-	12,500	0.00%
Total Transfers Out	20,600.00	25,000.00	25,000	25,000	87,300	249.20%
TOTAL EXPENDITURES	20,600.00	14,827.66	500,000	500,000	587,300	17.46%

PROGRAM NARRATIVE

WATER FUND: NORTH ALBANY WATER CAPITAL PROJECTS (615-50-2310)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity receives revenue (\$15 per month per customer) from water customers outside the city limits. Currently there are approximately 375 meters outside the Albany city limits.
 - Revenues received in this activity are dedicated to funding capital projects and fixed assets that benefit the North Albany water system outside the city limits.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	Complete	<ul style="list-style-type: none">• Reserve fees for future projects.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none">• Reserve fees for future projects.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2310: N. Albany Water Capital Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43254 Capital Charges	41,250.00	69,300.00	69,300	69,300	69,300	0.00%
48010 Interest	2,864.53	7,169.28	8,000	8,000	8,000	0.00%
Total General Revenues	44,114.53	76,469.28	77,300	77,300	77,300	0.00%
Beginning Balance						
49905 Beginning Balance	51,580.00	95,695.00	169,700	169,700	251,800	48.38%
Total Beginning Balance	51,580.00	95,695.00	169,700	169,700	251,800	48.38%
TOTAL REVENUES	95,694.53	172,164.28	247,000	247,000	329,100	33.24%
Capital						
90012 Reserve: Capital Projects	-	-	247,000	247,000	329,100	33.24%
Total Capital	-	-	247,000	247,000	329,100	33.24%
TOTAL EXPENDITURES	-	-	247,000	247,000	329,100	33.24%

PROGRAM NARRATIVE

WATER FUND: WATER EQUIPMENT REPLACEMENT (615-50-2311)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity funds replacement of water system vehicles and major equipment in accordance with an established depreciation and replacement schedule.
 - Receive revenues from other water fund budgets to fund future equipment replacement.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	06/08	Complete	<ul style="list-style-type: none">• Receive revenues from other water fund budgets to fund future equipment replacement.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none">• Initiate equipment replacement funds for the pump station and treatment plant instrumentation and control system components.

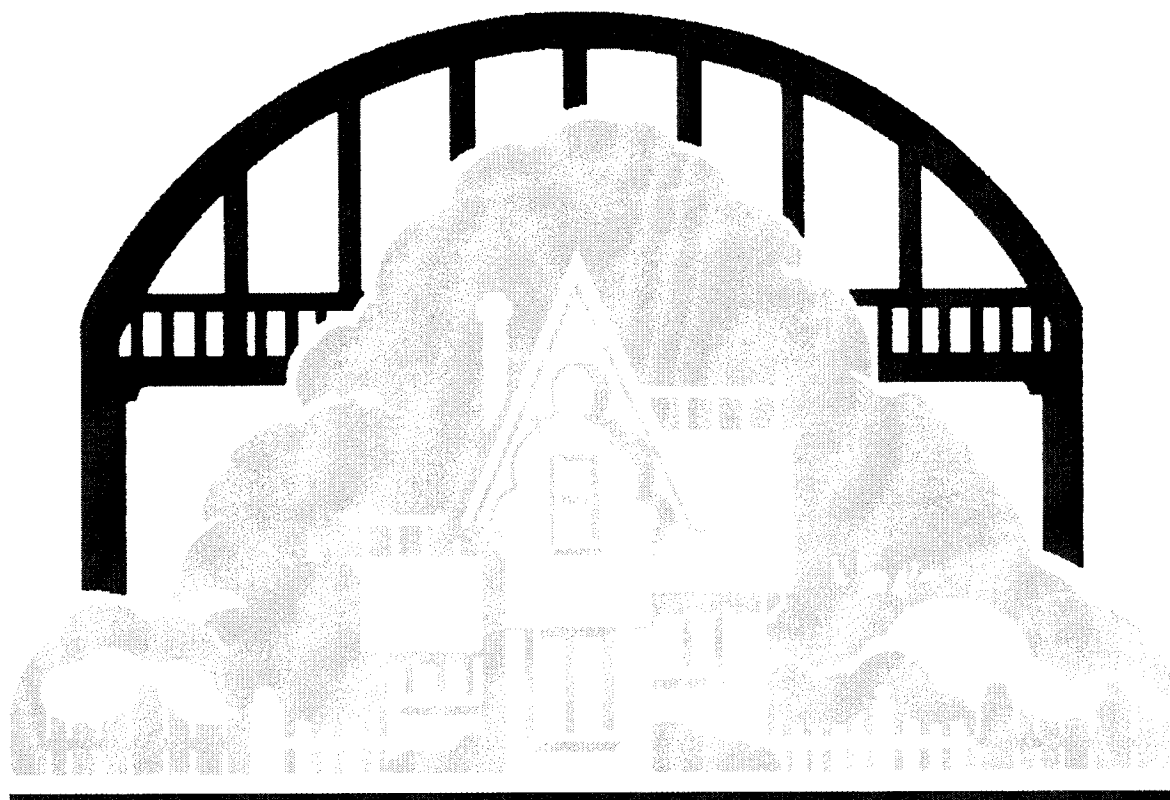
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2311: Water Equipment Replacement

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43802 Equipment Replacement Charges	77,592.00	70,600.00	77,600	77,600	123,100	58.63%
47012 Miscellaneous Revenue	-	6,831.85	-	-	1,000	0.00%
48010 Interest	10,976.38	15,915.66	11,000	11,000	16,200	47.27%
Total General Revenues	88,568.38	93,347.51	88,600	88,600	140,300	58.35%
Beginning Balance						
49905 Beginning Balance	226,868.00	301,581.00	305,300	305,300	455,500	49.20%
Total Beginning Balance	226,868.00	301,581.00	305,300	305,300	455,500	49.20%
TOTAL REVENUES	315,436.38	394,928.51	393,900	393,900	595,800	51.26%
Materials & Services						
61028 Minor Equipment	-	364.78	-	-	-	0.00%
Total Materials & Services	-	364.78	-	-	-	0.00%
Capital						
70005 Capital Equipment	13,855.00	52,142.26	-	-	-	0.00%
90007 Reserve: Equipment Replacement	-	-	393,900	393,900	595,800	51.26%
Total Capital	13,855.00	52,142.26	393,900	393,900	595,800	51.26%
TOTAL EXPENDITURES	13,855.00	52,507.04	393,900	393,900	595,800	51.26%



CITY OF
Albany

FOR FURTHER INFORMATION

INTERNAL
SERVICE
FUNDS

INTERNAL SERVICE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Internal Service funds are used to account for the financing of goods and/or services provided to various City departments on a cost-reimbursement basis. The City has two Internal Service funds.

CENTRAL SERVICES FUND

The Central Service fund provides services to all City departments. Beginning in Fiscal Year 2006-07, four programs have been moved to this fund. Information Technology Services, Facilities Maintenance, GIS Services, and Permit Tracking Services were added to the existing Council & Nondepartmental, Administrative Services, and Human Resources programs.

On a Citywide basis, each operating program is charged fees for the services provided by the Central Services Fund. The fees are based on a range of factors including total operating expenditures, number of personnel, number of accounting transactions, pieces of information technology equipment, and usage of the GIS and Permit Tracking systems. Charges for service are expected to increase three to ten percent annually.

Public Works Services Fund

The Public Works Services Fund is divided into six programs: Administration, Engineering Services, Operations Administration, Water Quality Control Services, Public Works Customer Services, and Facilities and Maintenance Engineering, which primarily provide services to the Water, Sewer, and Street Funds. Responsibilities include management of public improvements, traffic engineering and design, fee and rate development guidance, laboratory testing of water and wastewater samples, water and sanitary sewer flow monitoring, oversight of the bridge maintenance program, and oversight and development of the automated process control and monitoring system for water and sewer treatment.

RESOURCES

Charges for Services	\$ 13,346,800
Other Revenues	61,000
Investment Earnings	18,500
Beginning Balance	315,500
Total Resources	\$ 13,741,800

REQUIREMENTS

Personnel	\$ 9,258,700
Materials & Services	4,366,400
Capital	16,700
Contingency	100,000
Total Requirements	\$ 13,741,800

CENTRAL SERVICES FUND
RESOURCE BUDGET DETAIL

Resources	2005-06 Actual	2006-07 Actual2007-08.....		2008-09 Adopted Budget	% Change from 2007-08	% of Fund Budget
			Adopted Budget	Revised Budget			
Bicycle/Commuter Map Revenues	\$ 244	\$ -	\$ 300	\$ 300	\$ 300	-	-
GIS Information Sales Revenue	-	936	500	500	500	-	0.01%
Departmental Charges	2,838,100	702,200	612,700	612,700	629,200	2.69%	9.84%
Building Maintenance Charges	-	385,000	564,000	564,000	656,100	16.33%	10.26%
Administrative Services Charges	-	3,046,600	3,140,600	3,140,600	3,494,600	11.27%	54.66%
Information Technology Charges	-	888,882	1,078,600	1,078,600	1,231,500	14.18%	19.26%
Gifts & Donations	-	2,300	-	-	-	-	-
Miscellaneous Revenue	97,342	73,799	90,000	90,000	60,000	(33.33%)	0.94%
Interest	12,589	19,505	16,000	16,000	16,000	-	0.25%
Total Current Resources	2,948,275	5,119,222	5,502,700	5,502,700	6,088,200	10.64%	95.22%
From IT Services Fund	148,687	-	-	-	-	-	-
From GIS Fund	93,696	-	-	-	-	-	-
Total Transfers In	242,383	-	-	-	-	-	-
Beginning Balance	177,115	430,598	255,700	255,700	304,900	19.24%	4.78%
Totals	\$3,367,773	\$5,549,820	\$5,758,400	\$5,758,400	\$6,393,100	11.02%	100.00%

**CENTRAL SERVICES FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Finance	\$ -	\$ -	\$1,438,400	\$1,438,400	\$1,471,300	\$1,471,300	\$1,471,300
Council & Nondepartmental	223,913	240,058	281,200	281,200	286,100	286,100	286,100
City Manager's Office	2,121,084	2,252,123	975,100	975,100	1,268,200	1,268,200	1,268,200
Information Technology							
Services	-	968,682	1,128,000	1,128,000	1,231,500	1,231,500	1,231,500
Human Resources	592,178	604,752	702,800	702,800	780,200	780,200	780,200
Facilities Maintenance	-	487,122	563,000	563,000	665,100	665,100	665,100
GIS Services	-	-	-	579,200	599,500	599,500	599,500
Permit Tracking	-	-	-	90,700	91,200	91,200	91,200
GIS Services	-	642,332	579,200	-	-	-	-
Permit Tracking	-	72,291	90,700	-	-	-	-
Total Requirements	\$2,937,175	\$5,267,360	\$5,758,400	\$5,758,400	\$6,393,100	\$6,393,100	\$6,393,100

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$4,013,100	\$4,013,100	\$4,013,100
Materials & Services	2,380,000	2,380,000	2,380,000
Totals	\$6,393,100	\$6,393,100	\$6,393,100

Adopted Requirements by Type	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Finance	\$1,099,600	\$ 371,700	\$ -	\$ -	\$ -	\$1,471,300	23.01%
Council & Nondepartmental	14,800	271,300	-	-	-	286,100	4.48%
City Manager's Office	790,500	477,700	-	-	-	1,268,200	19.84%
Information Technology							
Services	848,000	383,500	-	-	-	1,231,500	19.26%
Human Resources	551,700	228,500	-	-	-	780,200	12.20%
Facilities Maintenance	286,200	378,900	-	-	-	665,100	10.40%
GIS Services	373,700	225,800	-	-	-	599,500	9.38%
Permit Tracking	48,600	42,600	-	-	-	91,200	1.43%
Total Requirements	\$4,013,100	\$2,380,000	\$ -	\$ -	\$ -	\$6,393,100	100.00%
Percent of Fund Budget	62.77%	37.23%	-	-	-	100.00%	

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Council & Nondepartmental	7.000	7.000	7.000	7.000	7.000	7.000	7.000
City Manager's Office	15.000	16.600	5.600	5.600	6.600	6.600	6.600
Information Technology							
Services	-	8.000	8.000	8.000	9.000	9.000	9.000
Human Resources	5.000	5.000	5.000	5.000	5.000	5.000	5.000
Facilities Maintenance	-	2.500	3.500	3.500	3.500	3.500	3.500
Finance	-	-	11.000	11.000	11.000	11.000	11.000
GIS Services	-	4.500	3.500	3.500	3.500	3.500	3.500
Permit Tracking	-	0.500	0.500	0.500	0.500	0.500	0.500
Total FTEs	27.000	44.100	44.100	44.100	46.100	46.100	46.100

PROGRAM NARRATIVE

CENTRAL SERVICES: FINANCE DEPARTMENT (701-10-1035)

Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- Provide administration and management of the City’s financial services including general ledger, budget preparation, payroll, purchasing, assessments, accounts payable and receivable, and treasury.
- Maintain official records and legal documents of the City and provide for the recording of necessary records with Linn County, Benton County and the state of Oregon.
- Prepare a Comprehensive Annual Financial Report (CAFR) and annual budget document. Submit both to the Government Finance Officers Association (GFOA) to be considered for their annual awards of excellence.
- Administer risk management and franchise functions for the City.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	12/07	In Progress	<ul style="list-style-type: none"> • Finish and stabilize Eden implementation. • Review existing contracts for compliance with ORS and City policy. • Review Citywide archiving policies. • Participate in the City Council charter review.
	06/08		
	06/08		
	06/08		
Budget Year 2008-2009			
Effective Government	10/08		<ul style="list-style-type: none"> • Implement GASB 45 reporting requirements. • Complete a successful election process. • Develop written internal accounting procedures. • Publish a Popular Annual Financial Report. • Create a financial model to support long-term goals.
	11/08		
	12/08		
	01/09		
	03/09		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of consecutive years – GFOA Distinguished Budget Presentation Award	15	16	17	18
Number of consecutive years - GFOA Excellence in Financial Reporting Award	22	23	24	25
Accounts Payable: Percentage of time that check runs are completed as scheduled.	100%	100%	100%	100%
Payroll: Percentage of employee checks/direct deposits Delivered as scheduled.	n/a	n/a	100%	100%
Payroll: Percentage of payroll checks/direct deposits that are accurate, complete, and provide timely information.	n/a	n/a	100%	100%

STAFFING SUMMARY

FTE’s	0	0	11	11
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

701: Central Services
10: Finance

PROG 1035: Finance Department

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	-	-	629,700	629,700	688,800	9.39%
52001 Temporary Employees	-	-	-	-	8,000	0.00%
53001 Overtime	-	-	20,000	20,000	27,000	35.00%
54005 Unemployment Claims	-	-	-	-	900	0.00%
56001 Employer Paid Benefits	-	-	342,000	342,000	374,900	9.62%
59001 City Paid 401A Deferred Comp	-	-	3,000	3,000	-	-100.00%
Total Personnel Services	-	-	994,700	994,700	1,099,600	10.55%
Materials & Services						
60016 Audit Service	-	-	39,000	39,000	37,000	-5.13%
60101 Contractual Services	-	-	33,500	33,500	23,500	-29.85%
60201 Space Rental	-	-	-	-	-	0.00%
60202 Storage Building Lease	-	-	19,800	19,800	19,800	0.00%
60211 Insurance & Bonds	-	-	6,000	6,000	7,000	16.67%
61006 Advertising & Publications	-	-	6,000	6,000	5,000	-16.67%
61010 Duplication & Fax	-	-	4,000	4,000	2,000	-50.00%
61011 Education & Training	-	-	3,000	3,000	3,500	16.67%
61013 Filing & Recording	-	-	100	100	100	0.00%
61024 Materials & Supplies	-	-	15,000	15,000	16,000	6.67%
61026 Meetings & Conferences	-	-	5,000	5,000	6,500	30.00%
61027 Memberships & Dues	-	-	4,000	4,000	8,000	100.00%
61028 Minor Equipment	-	-	3,000	3,000	1,500	-50.00%
61030 Personal Auto Reimbursement	-	-	5,000	5,000	2,500	-50.00%
61032 Postage & Shipping	-	-	97,500	82,500	65,000	-21.21%
61033 Printing & Binding	-	-	15,000	15,000	13,000	-13.33%
61034 Professional Publications	-	-	3,000	3,000	2,000	-33.33%
61038 Software	-	-	8,000	8,000	2,000	-75.00%
63009 Telephone	-	-	9,000	9,000	2,100	-76.67%
66013 GIS System Charges	-	-	6,500	6,500	6,700	3.08%
66014 Information Technology Services	-	-	56,200	56,200	50,500	-10.14%
66015 IT Equipment Replacement	-	-	95,600	95,600	88,700	-7.22%
66020 Permit Tracking Services	-	-	8,500	8,500	8,800	3.53%
66511 Flexible Spending Admin Fees	-	-	1,000	1,000	500	-50.00%
Total Materials & Services	-	-	443,700	428,700	371,700	-13.30%
TOTAL EXPENDITURES	-	-	1,438,400	1,423,400	1,471,300	3.37%

PROGRAM NARRATIVE

CENTRAL SERVICES: COUNCIL & NONDEPARTMENTAL (701-11-1027)

Responsible Manager/Title: Wes Hare, City Manager

FUNCTIONS AND RESPONSIBILITIES

- Seven-member City Council responsible for establishing general policies that govern the functions and operations of the City. This is accomplished primarily through the adoption of ordinances and resolutions.
- Council meets in regular meetings on 24 occasions during the year. In addition, many special meetings and weekly Council work sessions are held to study upcoming issues and develop an understanding of their impact upon the community.
- Council members represent the City in many areas of community activity, e.g., AMEDC, Linn-Benton Transit Committee, Cascades West Council of Governments, and the Albany Convention and Visitors Association.
- Publish and distribute *City Bridges* quarterly.
- Implementation of multiyear strategic plan.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	06/08	Project in Progress	<ul style="list-style-type: none"> • Support completion of the renovation of the library building. • Develop balanced budget for 2008-2009 that reflects changing costs, revenues, and constitutional limitations.
	06/08	Completed	
Health Economy	06/08	Project in Progress	<ul style="list-style-type: none"> • Continue progress towards redevelopment of Albany's waterfront to enhance local economic conditions and add to overall quality of life. • Complete infrastructure necessary to create 500 jobs at the new PepsiCo plant.
	06/08	Project in Progress	
Budget Year 2008-2009			
Effective Government	12/08		<ul style="list-style-type: none"> • Finish the library. • Develop balanced budget for 2009-2010 that reflects changing costs, revenues, and constitutional limitations.
	06/09		
Healthy Economy	06/09		<ul style="list-style-type: none"> • Continue construction of PepsiCo/Gatorade infrastructure. • Continue to work with CARA to promote waterfront and downtown redevelopment.
	06/09		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Percent of Albany residents who are satisfied with overall City services.	no survey	95%	survey in progress	no survey
Conduct community survey every other year.	no survey	no survey	Yes	no survey
Update the City's Strategic Plan annually.	Yes	Yes	Yes	Yes

STAFFING SUMMARY

FTE's	7	7	7	7
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

701: Central Services
11: City Manager/ City Council

PROG 1027: Council & Nondepartmental

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	9,900.00	10,250.00	9,900	9,900	13,500	36.36%
52001 Temporary Employees	801.89	-	-	-	-	0.00%
56001 Employer Paid Benefits	1,058.91	818.29	1,100	1,100	1,300	18.18%
Total Personnel Services	11,760.80	11,068.29	11,000	11,000	14,800	34.55%
Materials & Services						
60101 Contractual Services	1,675.00	-	4,000	4,000	4,000	0.00%
60201 Space Rental	117,800.00	117,800.00	139,400	139,400	124,500	-10.69%
60211 Insurance & Bonds	979.59	451.90	600	600	700	16.67%
61006 Advertising & Publications	-	1,562.40	1,800	1,800	1,900	5.56%
61010 Duplication & Fax	1,531.87	1,769.68	2,700	2,700	2,700	0.00%
61024 Materials & Supplies	1,700.42	2,015.92	1,600	1,600	3,000	87.50%
61026 Meetings & Conferences	10,122.21	11,963.43	15,000	15,000	15,000	0.00%
61027 Memberships & Dues	62,378.54	67,383.89	69,700	69,700	76,500	9.76%
61028 Minor Equipment	-	-	7,000	7,000	15,000	114.29%
61030 Personal Auto Reimbursement	1,076.53	1,121.24	1,500	1,500	1,500	0.00%
61032 Postage & Shipping	538.65	4.00	200	200	200	0.00%
61033 Printing & Binding	75.00	519.73	1,000	1,000	1,000	0.00%
61034 Professional Publications	175.00	-	400	400	400	0.00%
61035 Public Information/Activities	11,543.96	23,919.68	21,000	21,000	21,000	0.00%
61202 Mayor's Expense	83.95	87.50	500	500	500	0.00%
63009 Telephone	670.40	389.75	900	900	200	-77.78%
66014 Information Technology Services	1,800.00	-	2,900	2,900	3,200	10.34%
Total Materials & Services	212,151.12	228,989.12	270,200	270,200	271,300	0.41%
TOTAL EXPENDITURES	223,911.92	240,057.41	281,200	281,200	286,100	1.74%

PROGRAM NARRATIVE

CENTRAL SERVICES: CITY MANAGER'S OFFICE (701-11-1028)

Responsible Manager/Title: Wes Hare, City Manager

FUNCTIONS AND RESPONSIBILITIES

- Provide leadership, coordination, and management for the affairs of the City.
- Provide oversight for the City Attorney contract, budget development, official records, legislative activities, public information, municipal elections, and graphic services.
- Conduct annual goal-setting retreat.
- Monitor legislative sessions.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	06/08	In Progress	<ul style="list-style-type: none"> • Coordinate efforts to renovate the new library. • Promote implementation of ICMA Performance Measurements. • Ensure progress toward completion of the PepsiCo project. • Support redevelopment of Albany waterfront.
	06/08	In Progress	
Health Economy	06/08	In Progress	
	06/08	In Progress	
Budget Year 2008-2009			
Effective Government	12/08		<ul style="list-style-type: none"> • Complete the new library. • Implement the Building Exceptional Service Together (BEST) Initiative. • Completion of "Buzz Saw" property redevelopment. • Completion of first phase of RCM Homes development.
	06/09		
Healthy Economy	06/09		
	06/09		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Percent of departments that rate legal services as satisfactory or better.	100%	100%	100%	100%
Percent of departments that rate graphic services as satisfactory or better.	100%	100%	100%	100%
Percent of time City Website is updated on schedule.	99%	100%	100%	98%

STAFFING SUMMARY

FTE's	15.0	16.6	5.6	6.6
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

701: Central Services
11: City Manager/ City Council

PROG 1028: City Manager's Office

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	839,762.44	940,772.13	376,000	376,000	518,400	37.87%
52001 Temporary Employees	17,423.76	179.38	-	-	-	0.00%
53001 Overtime	66,879.23	50,743.23	2,500	2,500	4,500	80.00%
56001 Employer Paid Benefits	491,172.83	526,141.99	201,500	201,500	267,600	32.80%
59001 City Paid 401A Deferred Comp	3,514.21	-	-	-	-	0.00%
Total Personnel Services	1,418,752.47	1,517,836.73	580,000	580,000	790,500	36.29%
Materials & Services						
60016 Audit Service	29,729.00	33,150.00	-	-	-	0.00%
60101 Contractual Services	43,505.19	69,870.12	30,000	30,000	40,000	33.33%
60202 Storage Building Lease	19,605.01	-	-	-	-	0.00%
60211 Insurance & Bonds	16,241.38	13,217.81	6,000	6,000	7,000	16.67%
60233 Bank Building Rental	-	-	5,000	5,000	5,300	6.00%
61006 Advertising & Publications	4,687.26	5,007.43	2,000	2,000	2,000	0.00%
61008 Attorney Legal Fees	74,182.72	61,486.68	65,000	65,000	129,300	98.92%
61009 Car & Unreimbursed Expenses	484.98	3,300.00	3,600	3,600	3,600	0.00%
61010 Duplication & Fax	1,416.09	1,619.34	2,700	2,700	2,700	0.00%
61011 Education & Training	3,187.16	3,255.53	2,500	2,500	2,500	0.00%
61013 Filing & Recording	46.00	-	-	-	-	0.00%
61024 Materials & Supplies	32,990.01	17,904.82	15,000	15,000	15,000	0.00%
61026 Meetings & Conferences	20,420.23	19,518.61	11,000	11,000	16,500	50.00%
61027 Memberships & Dues	8,199.84	8,507.92	3,000	3,000	4,200	40.00%
61028 Minor Equipment	5,492.20	34,296.48	5,000	5,000	12,300	146.00%
61030 Personal Auto Reimbursement	5,514.40	2,229.73	2,500	2,500	2,500	0.00%
61032 Postage & Shipping	1,781.32	54,864.01	1,900	1,900	1,900	0.00%
61033 Printing & Binding	13,965.49	23,314.90	6,000	6,000	6,500	8.33%
61034 Professional Publications	3,017.84	1,278.61	3,500	3,500	3,500	0.00%
61038 Software	214.79	702.87	1,500	1,500	1,500	0.00%
63009 Telephone	10,945.32	5,698.32	4,100	4,100	900	-78.05%
65015 Maint: Office Equipment	5.00	939.50	300	300	300	0.00%
66013 GIS System Charges	-	15,400.00	6,500	6,500	6,700	3.08%
66014 Information Technology Services	61,296.00	71,300.00	17,500	17,500	18,900	8.00%
66015 IT Equipment Replacement	178,500.00	113,600.00	1,300	1,300	2,700	107.69%
66020 Permit Tracking Services	6,385.00	7,700.00	-	-	-	0.00%
66501 City Attorney Retainer	159,877.50	165,600.00	198,700	198,700	191,300	-3.72%
66511 Flexible Spending Admin Fees	643.50	522.50	500	500	600	20.00%
Total Materials & Services	702,333.23	734,285.18	395,100	395,100	477,700	20.91%
TOTAL EXPENDITURES	2,121,085.70	2,252,121.91	975,100	975,100	1,268,200	30.06%

PROGRAM NARRATIVE

LIBRARY TRUST FUND: V.O. TORNEY TRUST (502-45-1703)

Responsible Manager/Title: Ed Gallagher, Library Director

FUNCTIONS AND RESPONSIBILITIES

- Upon her death, Veda Torney left \$10,000 to the Library solely for the purchase of children's picture books. The principal is invested and only the interest is used each year for the intended purpose.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Great Neighborhoods	06/08	Completed	<ul style="list-style-type: none">• No expenditures this year.
Budget Year 2008-2009			
Great Neighborhoods	06/09		<ul style="list-style-type: none">• Explore combining Trust funds.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

502: Library Trust
45: Library

PROG 1703: V. O. Torney Trust

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
48010 Interest	425.09	555.49	500	500	500	0.00%
Total General Revenues	425.09	555.49	500	500	500	0.00%
Beginning Balance						
49905 Beginning Balance	686.00	1,111.00	1,400	1,400	1,700	21.43%
49950 Beginning Balance Held in Trust	10,000.00	10,000.00	10,000	10,000	10,000	0.00%
Total Beginning Balance	10,686.00	11,111.00	11,400	11,400	11,700	2.63%
TOTAL REVENUES	11,111.09	11,666.49	11,900	11,900	12,200	2.52%
Materials & Services						
61376 Library Books	-	-	1,500	1,500	2,200	46.67%
Total Materials & Services	-	-	1,500	1,500	2,200	46.67%
Unappropriated						
99505 Unappropriated Surplus	-	-	10,400	10,400	10,000	-3.85%
Total Unappropriated	-	-	10,400	10,400	10,000	-3.85%
TOTAL EXPENDITURES	-	-	11,900	11,900	12,200	2.52%

PROGRAM NARRATIVE

LIBRARY TRUST FUND: MANELA TRUST (502-45-1704)

Responsible Manager/Title: Ed Gallagher, Library Director

FUNCTIONS AND RESPONSIBILITIES

- Upon the death of Olive Manela, a trust fund was established in the amount of \$69,500 for the Albany Public Library with the principal fund to be invested and only the interest to be spent on religious, educational, scientific, or technical books.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Great Neighborhoods	06/08	Completed	<ul style="list-style-type: none">• The library purchased 100 books.
Budget Year 2008-2009			
Great Neighborhoods	06/09		<ul style="list-style-type: none">• Explore combining Trust funds.• The library will purchase 275 books in the appropriate subject matters.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

502: Library Trust
45: Library

PROG 1704: Manela Trust

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
48010 Interest	2,936.69	3,794.23	3,600	3,600	3,600	0.00%
Total General Revenues	2,936.69	3,794.23	3,600	3,600	3,600	0.00%
Beginning Balance						
49905 Beginning Balance	4,391.00	7,328.00	3,500	3,500	5,000	42.86%
49950 Beginning Balance Held in Trust	69,427.00	69,427.00	69,500	69,500	69,500	0.00%
Total Beginning Balance	73,818.00	76,755.00	73,000	73,000	74,500	2.05%
TOTAL REVENUES	76,754.69	80,549.23	76,600	76,600	78,100	1.96%
Materials & Services						
61376 Library Books	-	1,963.27	7,100	7,100	8,600	21.13%
Total Materials & Services	-	1,963.27	7,100	7,100	8,600	21.13%
Unappropriated						
99505 Unappropriated Surplus	-	-	69,500	69,500	69,500	0.00%
Total Unappropriated	-	-	69,500	69,500	69,500	0.00%
TOTAL EXPENDITURES	-	1,963.27	76,600	76,600	78,100	1.96%



CITY OF
Albany

2015-2016 BUDGET



ENTERPRISE FUNDS

ENTERPRISE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Enterprise funds are established for operations that are financed and managed in a manner similar to private enterprises. The intent of Enterprise funds is that the cost of providing utility services to the general public on a continuing basis will be financed or recovered primarily through user charges. The City has two Enterprise funds.

SEWER FUND

The Sewer Fund accounts for all programs associated with the collection and treatment of wastewater in the City. Activities include collection, treatment, billing, equipment replacement, plant expansion, system improvements, economic development, and the repayment of debt incurred to make improvements to the sewer system.

The primary source of revenue for the Sewer Fund is sewer service charges. The City Council has elected to increase sewer service charges on an annual basis to cover debt service for major construction projects and the cost of inflation. Sewer service charges are expected to increase nine percent annually over the next seven years.

In Fiscal Year 2004-05, the City began a major renovation and improvement of its Wastewater Treatment Plant and facilities. The project is expected to be finished in Fiscal Year 2009-10 at a cost of \$65,000,000. Funding will be provided through a State Revolving Fund loan and resources of the Sewer Fund.

Development fees, including Systems Development Charges (SDC), vary with the level of residential and commercial development. SDC revenues are projected to decrease in 2008-09 to \$237,400.

WATER FUND

The Water Fund accounts for all activities associated with the provision of water to the citizenry of Albany. Activities include treatment, distribution, source (canal) maintenance, billing, plant expansion, system improvements, equipment replacement, economic development, and repayment of debt incurred to purchase and improve the water system.

The primary source of revenue for the Water Fund is water service charges. The City Council, as they have done with the Sewer Fund, has elected to increase water rates on an annual basis to cover debt service for major capital projects and the costs of inflation.

In 2003, the City sold \$40.485 million of water revenue bonds to finance several large capital projects including a new water treatment plant in a joint venture with the city of Millersburg and make fish screen, diversion dam, and hydroelectric improvements to the existing water system. The new treatment plant was put online in the fall of 2005.

Property taxes are used to pay the debt service on the General Obligation Bonds sold to purchase the water system in 1984. Debt service requirements are approximately \$832,000 annually. The issue matures in year 2010.

Development fees, including Systems Development Charges (SDC), vary with the level of residential and commercial development. SDC revenues are projected to increase to \$202,300 in 2008-09.

RESOURCES

Property Taxes	\$ 812,000
Licenses & Fees	743,000
Intergovernmental Revenues	2,259,000
Charges for Service	22,955,200
Assessment Revenues	45,000
Other Revenues	5,475,400
Investment Earnings	872,600
Transfers In	2,458,500
Beginning Balance	28,169,100
Reserved Beginning Balance	1,340,800
Total Resources	\$ 65,130,600

REQUIREMENTS

Personnel	\$ 3,885,800
Materials & Services	12,376,900
Capital	39,124,600
Transfers Out	2,766,500
Debt Service	5,808,400
Contingency	1,168,400
Total Requirements	\$ 65,130,600

SEWER FUND
RESOURCE BUDGET DETAIL

Resources		2007-08.....		2008-09	% Change	% of
	2005-06	2006-07	Adopted	Revised	Adopted	from	Fund
	Actual	Actual	Budget	Budget	Budget	2007-08	Budget
Storm Drain Plan Review/							
Inspection Fees	\$ -	\$ 32,508	\$ 33,000	\$ 33,000	\$ 10,000	(69.70%)	0.03%
Sewer SDC: Principal	128,938	40,397	15,000	15,000	15,000	-	0.04%
Sewer SDC: Interest	10,322	6,118	3,000	3,000	1,900	(36.67%)	0.01%
Connection Fees: Principal	15,885	22,287	500	500	5,400	980.00%	0.02%
Connection Fees: Interest	2,036	4,452	500	500	1,000	100.00%	-
North Albany Sewer Connection F	-	16,176	-	-	-	-	-
General Sewer Connection Fees	218,505	66,145	30,000	30,000	25,000	(16.67%)	0.07%
Storm Drain Connection Fees	37,539	23,944	10,000	10,000	7,000	(30.00%)	0.02%
Connection Fees	29,732	123,199	-	-	-	-	-
Public Facility Construction							
Permit	107,474	135,293	135,000	135,000	75,000	(44.44%)	0.21%
Sewer Systems Development							
Charges	1,273,279	1,480,498	695,000	695,000	237,400	(65.84%)	0.67%
City of Millersburg	-	126,891	-	31,700	-	(100.00%)	-
Wah Chang	-	84,405	-	123,200	500,000	305.84%	1.42%
Millersburg Wetland Pymt	-	-	-	-	460,000	-	1.31%
Albany Sewer Service Charges	8,119,810	9,057,660	9,820,000	9,820,000	10,820,000	10.18%	30.70%
Certified Sewer Charges	14,730	12,693	20,000	20,000	20,000	-	0.06%
Millersburg Service Charges	-	-	30,000	30,000	30,000	-	0.09%
Equipment Replacement Charges	88,000	85,800	76,900	76,900	110,500	43.69%	0.31%
Financed Asmnts: Principal	95,804	63,921	62,000	62,000	40,000	(35.48%)	0.11%
Financed Asmnts: Interest	16,211	13,619	14,000	14,000	5,000	(64.29%)	0.01%
SRF Loan Proceeds	-	29,258,343	25,380,000	25,380,000	5,448,400	(78.53%)	15.46%
Miscellaneous Revenue	324,939	33,081	50,000	50,000	16,000	(68.00%)	0.05%
Interest	436,775	512,473	214,100	214,100	351,400	64.13%	1.00%
Total Current Resources	10,919,979	41,199,903	36,589,000	36,743,900	18,179,000	(50.53%)	51.59%
From SDC Improvement Fee							
Projects	2,143,000	1,068,000	3,637,600	3,637,600	2,131,500	(41.40%)	6.05%
Total Transfers In	2,143,000	1,068,000	3,637,600	3,637,600	2,131,500	(41.40%)	6.05%
Beginning Balance	11,219,293	9,211,765	9,839,100	9,839,100	13,774,300	40.00%	39.06%
Reserved Beginning Balance	-	544,822	472,000	472,000	1,164,000	146.61%	3.30%
Totals	\$24,282,272	\$52,024,490	\$50,537,700	\$50,692,600	\$35,248,800	(30.47%)	100.00%

Budget Notes

SDC - Systems Development Charges
SRF - State Revolving Fund

SEWER FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sewer Environmental Services	\$ 457,114	\$ 661,174	\$ 706,200	\$ 706,200	\$ 690,100	\$ 690,100	\$ 690,100
Wastewater Treatment Plant	1,349,627	1,785,426	2,040,300	2,040,300	2,019,500	2,019,500	2,019,500
Wastewater Collection	966,811	1,532,397	1,815,100	1,815,100	1,992,800	1,992,800	1,992,800
Wastewater Administration	2,828,877	1,568,042	2,808,700	2,808,700	3,341,500	3,341,500	3,341,500
Sewer Operations Administration	-	369,014	-	-	-	-	-
Sewer Customer Services	-	316,219	-	-	-	-	-
Sewer System Capital Projects	1,284,313	1,392,582	7,059,000	7,213,900	4,784,300	4,784,300	4,784,300
Sewer Equipment Replacement	102,365	99,289	906,900	906,900	1,005,900	1,005,900	1,005,900
Sewer SDC Imp. Fee Projects	2,187,561	1,128,001	5,606,400	5,606,400	5,906,700	5,906,700	5,906,700
Sewer SDC Reimb. Fee Projects	39,509	215,638	1,595,000	1,595,000	1,199,500	1,199,500	1,199,500
Sewer Debt Service	507,373	510,249	508,400	508,400	1,334,900	1,334,900	1,334,900
Sewer Debt Service: North Albany	194,907	190,074	570,100	570,100	458,500	458,500	458,500
Sewer Economic Development	20,600	20,799	271,600	271,600	323,100	323,100	323,100
WW Facilities Improvement	4,586,631	31,438,484	26,650,000	26,650,000	12,192,000	12,192,000	12,192,000
Total Requirements	\$14,525,688	\$41,227,388	\$50,537,700	\$50,692,600	\$35,248,800	\$35,248,800	\$35,248,800

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$ 1,932,200	\$ 1,932,200	\$ 1,932,200
Materials & Services	6,002,600	6,002,600	6,002,600
Capital	22,881,700	22,881,700	22,881,700
Transfers Out	2,285,500	2,285,500	2,285,500
Debt Service	1,792,800	1,792,800	1,792,800
Contingency	354,000	354,000	354,000
Totals	\$35,248,800	\$35,248,800	\$35,248,800

Adopted Requirements by Type	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency	Adopted Budget	% of Fund Budget
Sewer Environmental Services	\$ 450,000	\$ 240,100	\$ -	\$ -	\$ -	\$ -	\$ 690,100	1.96%
Wastewater Treatment Plant	657,400	1,362,100	-	-	-	-	2,019,500	5.73%
Wastewater Collection	824,800	1,021,000	147,000	-	-	-	1,992,800	5.65%
Wastewater Administration	-	2,826,800	94,000	66,700	-	354,000	3,341,500	9.48%
Sewer System Capital Projects	-	550,000	4,234,300	-	-	-	4,784,300	13.57%
Sewer Equipment Replacement	-	-	1,005,900	-	-	-	1,005,900	2.85%
Sewer SDC Imp. Fee Projects	-	-	3,775,200	2,131,500	-	-	5,906,700	16.76%
Sewer SDC Reimb. Fee Projects	-	-	1,199,500	-	-	-	1,199,500	3.40%
Sewer Debt Service	-	600	-	-	1,334,300	-	1,334,900	3.79%
Sewer Debt Service: North Albany	-	-	-	-	458,500	-	458,500	1.30%
Sewer Economic Development	-	-	235,800	87,300	-	-	323,100	0.92%
WW Facilities Improvement	-	2,000	12,190,000	-	-	-	12,192,000	34.59%
Total Requirements	\$ 1,932,200	\$ 6,002,600	\$22,881,700	\$ 2,285,500	\$ 1,792,800	\$ 354,000	\$35,248,800	100.00%
Percent of Fund Budget	5.49%	17.03%	64.91%	6.48%	5.09%	1.00%	100.00%	

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sewer Environmental Services	5.000	5.000	5.000	5.000	5.000	5.000	5.000
Wastewater Treatment Plant	7.500	6.500	6.500	6.500	6.500	6.500	6.500
Wastewater Collection	9.000	10.000	10.000	10.000	10.000	10.000	10.000
Wastewater Administration	-	1.600	-	-	-	-	-
Sewer Operations Administration	-	2.800	-	-	-	-	-
Sewer Customer Services	-	2.310	-	-	-	-	-
Total FTEs	21.500	28.210	21.500	21.500	21.500	21.500	21.500

SEWER FUND
OPERATION AND MAINTENANCE COMBINED BUDGET

Detailed below are the resources dedicated to funding the operation and maintenance of the sewer system. Programs funded by these resources are: Sewer Environmental Services, Wastewater Treatment Plant, Wastewater Collection, and Wastewater Administration. The revenue items listed below are included in the Sewer Fund - Revenue Budget Detail presented earlier.

Resources		2007-08.....		2008-09	% Change	% of
	2005-06	2006-07	Adopted	Revised	Adopted	from	Fund
	Actual	Actual	Budget	Budget	Budget	2007-08	Budget
Storm Drain Plan Review/							
Inspection Fees	\$ -	\$ 32,508	\$ 33,000	\$ 33,000	\$ 10,000	(69.70%)	0.12%
Public Facility Construction Permit	107,474	135,293	135,000	135,000	75,000	(44.44%)	0.93%
Albany Sewer Service Charges	5,809,837	6,327,411	6,512,600	6,512,600	7,030,700	7.96%	87.40%
Certified Sewer Charges	14,730	12,693	20,000	20,000	20,000	-	0.25%
Miscellaneous Revenue	278,582	31,988	50,000	50,000	15,000	(70.00%)	0.19%
Interest	425	40,878	20,000	20,000	25,000	25.00%	0.31%
Total Current Resources	6,211,048	6,580,771	6,770,600	6,770,600	7,175,700	5.98%	89.20%
Beginning Balance	298,150	906,771	599,700	599,700	868,200	44.77%	10.80%
Totals	\$6,509,198	\$7,487,542	\$7,370,300	\$7,370,300	\$8,043,900	9.14%	100.00%

Requirements Activity Name	Materials		Capital	Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
	Personnel	& Services					
Sewer Environmental Services	\$ 450,000	\$ 240,100	\$ -	\$ -	\$ -	\$ 690,100	8.58%
Wastewater Treatment Plant	657,400	1,362,100	-	-	-	2,019,500	25.11%
Wastewater Collection	824,800	1,021,000	147,000	-	-	1,992,800	24.77%
Wastewater Administration	-	2,826,800	94,000	66,700	354,000	3,341,500	41.54%
Total Requirements	\$1,932,200	\$5,450,000	\$ 241,000	\$ 66,700	\$ 354,000	\$8,043,900	100.00%
Percent of Budget	24.02%	67.75%	3.00%	0.83%	4.40%	100.00%	

SEWER FUND
CAPITAL AND DEBT SERVICE COMBINED BUDGET

Detailed below are the resources dedicated to funding the sewer system debt service and capital projects. Programs funded by these resources are: Sewer System Capital Projects, Sewer Equipment Replacement, Sewer SDC Improvement Fee Projects, Sewer SDC Reimbursement Fee Projects, Sewer Debt Service, Sewer Debt Service: North Albany, Sewer Economic Development, and WW Facilities Improvement. The revenue items listed below are included in the Sewer Fund - Revenue Budget Detail presented earlier.

Resources	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Sewer SDC: Principal	\$ 128,938	\$ 40,397	\$ 15,000	\$ 15,000	\$ 15,000	-	0.06%
Sewer SDC: Interest	10,323	6,118	3,000	3,000	1,900	(36.67%)	0.01%
Connection Fees: Principal	15,885	22,287	500	500	5,400	980.00%	0.02%
Connection Fees: Interest	2,036	4,452	500	500	1,000	100.00%	-
North Albany Sewer Connection Fees	-	16,176	-	-	-	-	-
General Sewer Connection Fees	218,505	66,145	30,000	30,000	25,000	(16.67%)	0.09%
Storm Drain Connection Fees	37,539	23,944	10,000	10,000	7,000	(30.00%)	0.03%
Connection Fees	29,732	123,199	-	-	-	-	-
Sewer Systems Development Charges	1,273,280	1,480,497	695,000	695,000	237,400	(65.84%)	0.87%
City of Millersburg	-	126,891	-	31,700	-	(100.00%)	-
Wah Chang	-	84,405	-	123,200	500,000	305.84%	1.84%
Millersburg Wetland Pymt	-	-	-	-	460,000	-	1.69%
Albany Sewer Service Charges	2,309,973	2,730,249	3,307,400	3,307,400	3,789,300	14.57%	13.93%
Millersburg Service Charges	-	-	30,000	30,000	30,000	-	0.11%
Equipment Replacement Charges	88,000	85,800	76,900	76,900	110,500	43.69%	0.41%
Financed Asmnts: Principal	95,804	63,921	62,000	62,000	40,000	(35.48%)	0.15%
Financed Asmnts: Interest	16,211	13,619	14,000	14,000	5,000	(64.29%)	0.02%
SRF Loan Proceeds	-	29,258,343	25,380,000	25,380,000	5,448,400	(78.53%)	20.03%
Miscellaneous Revenue	46,358	1,093	-	-	1,000	-	-
Interest	436,350	471,595	194,100	194,100	326,400	68.16%	1.20%
Total Current Resources	4,708,934	34,619,131	29,818,400	29,973,300	11,003,300	(63.29%)	40.46%
From SDC Improvement Fee Projects	2,143,000	1,068,000	3,637,600	3,637,600	2,131,500	(41.40%)	7.83%
Total Transfers In	2,143,000	1,068,000	3,637,600	3,637,600	2,131,500	(41.40%)	7.83%
Beginning Balance	10,921,143	8,304,994	9,239,400	9,239,400	12,906,100	39.69%	47.43%
Reserved Beginning Balance	-	544,822	472,000	472,000	1,164,000	146.61%	4.28%
Totals	\$17,773,077	\$44,536,947	\$43,167,400	\$43,322,300	\$27,204,900	(37.20%)	100.00%

Requirements Activity Name	Materials & Services	Capital	Transfers Out	Debt Service	Adopted Budget	% of Fund Budget
Sewer System Capital Projects	\$ 550,000	\$ 4,234,300	\$ -	\$ -	\$ 4,784,300	17.57%
Sewer Equipment Replacement	-	1,005,900	-	-	1,005,900	3.70%
Sewer SDC Improvement Fee Projects	-	3,775,200	2,131,500	-	5,906,700	21.71%
Sewer SDC Reimbursement Fee Projects	-	1,199,500	-	-	1,199,500	4.41%
Sewer Debt Service	600	-	-	1,334,300	1,334,900	4.91%
Sewer Debt Service: North Albany	-	-	-	458,500	458,500	1.69%
Sewer Economic Development	-	235,800	87,300	-	323,100	1.19%
WW Facilities Improvement	2,000	12,190,000	-	-	12,192,000	44.82%
Total Requirements	\$ 552,600	\$22,640,700	\$ 2,218,800	\$ 1,792,800	\$27,204,900	100.00%
Percent of Budget	2.03%	83.22%	8.16%	6.59%	100.00%	

SEWER FUND
SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2008-2009

Project Description	Totals	Wastewater Collection	Wastewater Collection	Sewer System Capital Projects
Pole Bldg - PW Inventory Control	\$ 94,000	\$ -	\$ 94,000	\$ -
Manhole Installation Program	25,000	25,000	-	-
Oak Creek Pump Stn/Force Main	7,000	-	-	5,000
Lift Station Electrical Replacement	40,000	40,000	-	-
Lift Station Telemetry Replacement	30,000	30,000	-	-
Lift Station Pump Replacement	52,000	52,000	-	-
SS-06-05 34th Ave Pump Station	1,409,300	-	-	203,000
SS-07-01 Calapooia Interceptor	1,300,000	-	-	739,000
SS-07-04 NA Pump Stn/Force Main	3,500,000	-	-	-
WWTP-03-01 WW Treatment Plant Expansion	8,690,000	-	-	-
WWTP-08-02 Wetlands Treatment Project	880,200	-	-	695,000
Project Totals	16,027,500	147,000	94,000	1,642,000
Reserve: Pipe Over-sizing	15,000	-	-	-
Reserve: Connection Fees	562,000	-	-	562,000
Reserve: Equipment Replacement	1,005,900	-	-	-
Reserve: Storm Drain Collection Fees	161,000	-	-	161,000
Reserve: Capital Projects	5,110,300	-	-	1,869,300
Total Reserves	6,854,200	-	-	2,592,300
Grand Totals	\$22,881,700	\$ 147,000	\$ 94,000	\$ 4,234,300

Sewer Equipment Replacement	SDC Improvement Fee Projects	SDC Reimburse- ment Fee Projects	Sewer Economic Development	Wastewater Facilities Improvement
\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
-	2,000	-	-	-
-	-	-	-	-
-	-	-	-	-
-	197,000	1,009,300	-	-
-	561,000	-	-	-
-	-	-	-	3,500,000
-	-	-	-	8,690,000
-	-	185,200	-	-
-	760,000	1,194,500	-	12,190,000
-	15,000	-	-	-
-	-	-	-	-
1,005,900	-	-	-	-
-	-	-	-	-
-	3,000,200	5,000	235,800	-
1,005,900	3,015,200	5,000	235,800	-
\$ 1,005,900	\$ 3,775,200	\$ 1,199,500	\$ 235,800	\$ 12,190,000

PROGRAM NARRATIVE

SEWER FUND: SEWER ENVIRONMENTAL SERVICES (601-50-2402)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed By: Herb Hoffer, Environmental Services Manager

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the Environmental Services Program, including the industrial pretreatment program, biosolids storage and agricultural application, stormwater regulations and monitoring, and hazardous waste regulations.
 - Biosolids generated at the Wastewater Treatment Plant (WWTP) are applied to agricultural land in conformance with the City's Environmental Management System (EMS) for biosolids.
 - Industrial sewer users, including 14 Significant Industrial Users (SIUs) are permitted, inspected, and monitored under federal and state regulations.
- Commercial and minor industrial sewer users in Albany and Millersburg are inspected regularly under the industrial survey.
 - Annual reports are submitted to the Department of Environmental Quality (DEQ) on pretreatment, biosolids, and hazardous waste management. Staff evaluates and revises major program documents as needed, including the Albany Municipal Code Chapter 10.06, and program operational documents.
 - Sample and report on wet weather sewer overflows as required by the DEQ and respond to spills to the wastewater treatment or the stormwater system, including ditches and creeks.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Safe City	06/07	Complete	<ul style="list-style-type: none"> • Conduct an interim third party audit of the EMS Program.
Safe City	09/07	Submitted to DEQ	<ul style="list-style-type: none"> • Implement Albany's plan for required EPA streamlining rule changes to federal pretreatment regulations 40 Code of Federal Regulations (CFR) Part 403, including changes as needed to AMC Chapter 10.06.
Safe City	09/07	Complete	<ul style="list-style-type: none"> • Revise the pretreatment Enforcement Response Plan to comply with DEQ requirements.
Safe City	03/08	In Progress	<ul style="list-style-type: none"> • Develop Albany's Willamette River Total Maximum Daily Load (TMDL) Implementation Plan; submit to DEQ.
Safe City	09/07	In Progress	<ul style="list-style-type: none"> • Complete a framework for the implementation of Erosion Control Standards for municipalities.
Budget Year 2008-2009			
Safe City	08/08		<ul style="list-style-type: none"> • Conduct an internal audit of the EMS Program.
Safe City	07/08		<ul style="list-style-type: none"> • Complete implementation of Albany's streamlining plan for required EPA rule changes, including adoption of changes to AMC Chapter 10.06.
Safe City	08/08		<ul style="list-style-type: none"> • Develop Albany's Willamette River Total Maximum Daily Load (TMDL) Implementation Plan and submit to DEQ.
Safe City	10/08		<ul style="list-style-type: none"> • Complete a framework for the implementation of Erosion Control Standards for municipalities.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Dry tons of biosolids applied per year.	648	681	586	640
Percentage of biosolids applied for beneficial agriculture use.	100%	100%	100%	100%
Number of responses to storm water complaints or spills.	63	41	45	45
Number of Significant Industrial Users (SIU) in the pretreatment program.	14	14	14	14
Percent of SIU's inspected annually.	100%	100%	100%	100%
Number of non-SIU's in the Pretreatment Program.	276	285	290	290
Number of non-SIU's inspected annually/percent of non-SIU's inspected annually	50/18%	37/13%	45/16%	50/17%

STAFFING SUMMARY

FTE's	5	5	5	5
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2402: Sewer Environmental Services
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	%
						Change
Personnel Services						
51001 Wages & Salaries	216,318.60	233,584.93	265,000	265,000	282,600	6.64%
53001 Overtime	5,036.05	10,335.05	6,200	6,200	6,200	0.00%
56001 Employer Paid Benefits	132,651.24	149,948.30	169,000	169,000	161,200	-4.62%
Total Personnel Services	354,005.89	393,868.28	440,200	440,200	450,000	2.23%
Materials & Services						
60101 Contractual Services	16,565.49	19,362.67	31,300	31,300	31,300	0.00%
60211 Insurance & Bonds	-	1,016.75	6,900	6,900	8,000	15.94%
61006 Advertising & Publications	519.48	411.50	600	600	600	0.00%
61011 Education & Training	1,551.27	2,288.45	3,900	3,900	3,900	0.00%
61012 Equipment Rental: Private	114.14	25.50	500	500	4,000	700.00%
61017 Laboratory Supplies	-	262.51	300	300	300	0.00%
61018 Laundry Service	-	-	300	300	300	0.00%
61021 Testing	28,949.94	23,674.80	40,000	40,000	40,000	0.00%
61024 Materials & Supplies	12,280.61	5,298.47	5,000	5,000	5,300	6.00%
61026 Meetings & Conferences	2,925.02	3,218.45	4,100	4,100	4,100	0.00%
61027 Memberships & Dues	1,600.37	1,399.30	1,700	1,700	1,800	5.88%
61028 Minor Equipment	3,031.23	2,773.27	1,900	1,900	2,600	36.84%
61030 Personal Auto Reimbursement	365.59	450.01	500	500	500	0.00%
61032 Postage & Shipping	517.56	659.78	700	700	700	0.00%
61033 Printing & Binding	503.88	535.84	600	600	600	0.00%
61040 Uniforms	2,270.06	937.92	2,600	2,600	2,600	0.00%
61041 Vehicle Fuel Charges	6,667.60	8,720.14	6,600	6,600	7,100	7.58%
61046 Permits	200.00	-	-	-	6,500	0.00%
63009 Telephone	2,130.06	3,451.76	5,000	5,000	4,000	-20.00%
65015 Maint: Office Equipment	25.00	-	-	-	-	0.00%
65020 Maint: Work Equipment	372.48	989.12	1,100	1,100	-	-100.00%
65076 Contract Maintenance	350.00	236.25	800	800	800	0.00%
65079 Parts for Repairs	260.00	48.60	800	800	500	-37.50%
65082 Safety Improvements	384.78	470.86	800	800	500	-37.50%
65513 Vehicle Maintenance	5,158.42	4,862.79	6,200	6,200	6,600	6.45%
66010 Central Service Charges	-	87,700.00	106,000	106,000	38,700	-63.49%
66011 Equipment Replacement	14,800.00	7,800.00	18,000	18,000	10,000	-44.44%
66014 Information Technology Services	-	1,800.00	17,500	17,500	25,300	44.57%
66015 IT Equipment Replacement	1,500.00	800.00	2,200	2,200	2,200	0.00%
66029 Water Quality Control Charges	-	-	-	-	31,200	0.00%
66511 Flexible Spending Admin Fees	66.00	55.00	100	100	100	0.00%
Total Materials & Services	103,108.98	179,249.74	266,000	266,000	240,100	-9.74%
Capital						
70005 Capital Equipment	-	18,932.76	-	-	-	0.00%
80047 Env Services Remodel Project	-	69,122.25	-	-	-	0.00%
Total Capital	-	88,055.01	-	-	-	0.00%
TOTAL EXPENDITURES	457,114.87	661,173.03	706,200	706,200	690,100	-2.28%

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER TREATMENT PLANT (601-50-2404)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed By: Ben Phelps, Wastewater Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the operation of the Wastewater Treatment Plant (WWTP).
- The Wastewater Treatment Plant processes domestic and industrial wastewater from the City of Albany and domestic wastewater from the City of Millersburg.
- Maintain National Biosolids partnership Environmental Management System (EMS) Biosolids Program certification with operational practices that follow the National Code of Good Practices.
- Maintain the Peak Performance Award from the National Clean Water Association for treatment performance.
- Process and store the solidified WWTP digested Biosolids.
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STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	09/08	In Progress	<ul style="list-style-type: none"> • Participate in the Phase I startup of the hydraulic components of the Wastewater Treatment Plant expansion.
Safe City	05/08		<ul style="list-style-type: none"> • Participate in the Biosolids EMS Program Audit.
Budget Year 2008-2009			
Safe City	08/08		<ul style="list-style-type: none"> • Startup of the new Albany-Millersburg Water Reclamation Facility.
Safe City	08/08		<ul style="list-style-type: none"> • Participate in the Biosolids EMS Program Internal Audit.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Wastewater treated annually (millions of gallons, partially depended upon annual rainfall).	2352	3009.7	3092.0	3200
Percentage of days the facility is in regulatory compliance with permits.	99.2%	99.5%	100%	100%

STAFFING SUMMARY

FTE's	7.5	6.5	6.5	6.5
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City of Albany, Oregon - Adopted Budget

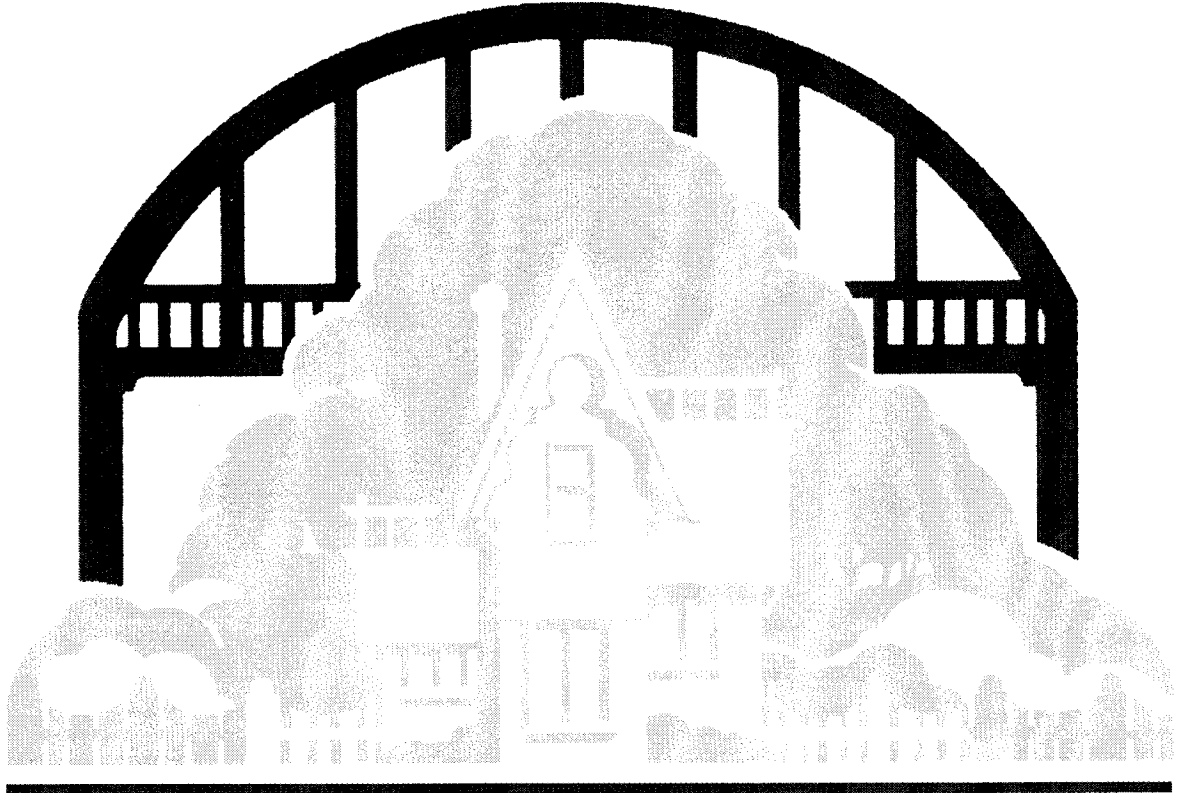
Budget Fiscal Year: 2008-2009

601: Sewer

50: Public Works

PROG 2404: Wastewater Treatment Plant
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	330,943.53	281,222.71	353,000	353,000	392,600	11.22%
52001 Temporary Employees	-	-	-	-	-	0.00%
53001 Overtime	17,466.02	18,837.82	16,600	16,600	16,600	0.00%
54005 Unemployment Claims	1,524.45	143.07	3,600	3,600	3,300	-8.33%
56001 Employer Paid Benefits	208,825.49	176,490.79	209,000	209,000	244,900	17.18%
Total Personnel Services	558,759.49	476,694.39	582,200	582,200	657,400	12.92%
Materials & Services						
60101 Contractual Services	77,968.53	75,793.78	91,800	91,800	91,800	0.00%
60211 Insurance & Bonds	-	39,766.38	29,700	29,700	34,600	16.50%
61010 Duplication & Fax	-	-	200	200	200	0.00%
61011 Education & Training	5,624.09	3,075.00	3,000	3,000	1,500	-50.00%
61012 Equipment Rental: Private	175.00	95.45	300	300	300	0.00%
61017 Laboratory Supplies	12,590.49	2,557.70	3,000	3,000	3,000	0.00%
61018 Laundry Service	-	-	200	200	200	0.00%
61021 Testing	8,374.70	16,158.90	12,200	12,200	28,000	129.51%
61024 Materials & Supplies	21,731.85	9,955.70	16,400	16,400	16,400	0.00%
61026 Meetings & Conferences	2,235.89	644.80	2,200	2,200	2,300	4.55%
61027 Memberships & Dues	1,162.65	957.00	3,400	3,400	3,300	-2.94%
61028 Minor Equipment	7,253.55	5,621.86	10,100	10,100	4,600	-54.46%
61030 Personal Auto Reimbursement	46.07	-	-	-	-	0.00%
61032 Postage & Shipping	130.26	4.20	-	-	100	0.00%
61033 Printing & Binding	99.13	16.44	-	-	100	0.00%
61038 Software	5,199.21	-	-	-	-	0.00%
61040 Uniforms	3,043.33	3,962.96	4,300	4,300	4,300	0.00%
61041 Vehicle Fuel Charges	2,333.98	1,329.01	1,400	1,400	1,600	14.29%
61046 Permits	20,834.90	18,397.00	25,300	25,300	25,400	0.40%
61050 Chemicals	50,191.58	64,581.38	62,100	62,100	81,600	31.40%
63006 Power & Light	301,411.70	314,441.19	350,900	350,900	350,000	-0.26%
63007 Heating & Fuel	16,924.37	34,629.09	19,100	19,100	32,000	67.54%
63009 Telephone	1,450.12	9,324.14	13,400	13,400	7,800	-41.79%
63011 Water Service	17,424.61	12,714.08	20,300	20,300	18,000	-11.33%
63012 Sewer Service Charges	9,235.94	-	6,500	6,500	-	-100.00%
65006 Maint: Building	35.19	293.31	-	-	1,000	0.00%
65008 Maint: Communications Equipment	-	-	100	100	100	0.00%
65011 Maint: Grounds	17,388.62	20,083.34	15,300	15,300	20,000	30.72%
65076 Contract Maintenance	17,986.66	19,105.58	16,800	16,800	16,800	0.00%
65078 Facilities Maintenance	143,681.02	85,049.00	84,200	84,200	63,600	-24.47%
65079 Parts for Repairs	31,809.66	3,397.09	6,700	6,700	4,000	-40.30%
65082 Safety Improvements	1,251.89	3,382.11	2,900	2,900	3,500	20.69%
65090 Fac Eng System Automation	-	28,481.81	26,000	26,000	39,400	51.54%
65513 Vehicle Maintenance	1,926.38	247.18	1,200	1,200	1,200	0.00%
66010 Central Service Charges	-	65,500.00	74,700	74,700	85,800	14.86%
66011 Equipment Replacement	8,280.82	-	7,800	7,800	36,700	370.51%
66012 Facility Maintenance Charges	-	315,000.00	325,000	-	-	0.00%
66014 Information Technology Services	-	33,900.00	8,800	8,800	9,500	7.95%
66015 IT Equipment Replacement	2,904.00	400.00	6,000	6,000	9,400	56.67%
66026 Facilities Engineering Charges	-	-	-	325,000	363,300	11.78%
66029 Water Quality Control Charges	-	119,500.00	200,000	200,000	-	-100.00%
66505 Physical Exams & Medicals	-	202.00	200	200	200	0.00%
66511 Flexible Spending Admin Fees	159.50	165.00	500	500	500	0.00%
Total Materials & Services	790,865.69	1,308,732.48	1,452,000	1,452,000	1,362,100	-6.19%
Capital						
70005 Capital Equipment	-	-	6,100	6,100	-	-100.00%



CITY OF
Albany

W E L C O M E

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer

50: Public Works

PROG 2404: Wastewater Treatment Plant
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Total Capital	-	-	6,100	6,100	-	-100.00%
TOTAL EXPENDITURES	1,349,625.18	1,785,426.87	2,040,300	2,040,300	2,019,500	-1.02%

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER COLLECTION (601-50-2405)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed by: Jon Neely, Wastewater Collection Supervisor

FUNCTIONS AND RESONSIBILITIES

- To ensure compliance with City of Albany *Standard Construction Specifications*, this work group inspects all service replacement connections including warranty video inspection of all mainline construction projects.
- The televising program is on a six-year cycle and provides updated information on needed sanitary mainline repairs and replacements. Funding restraints limit televising and repairs of the storm system to an as needed basis.
- The wastewater pipelines are on a four-year cleaning cycle to prevent blockages that could cause overflows. Root cutting is a two-year process. The storm water pipelines are cleaned on an as needed basis.
- Responsible for 18 sewage lift stations and completing monthly inspections of air and vacuum valves on the City's force main system.
- Primary responder for all location requests of City utilities. Locates are performed daily.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Safe City	06/08	In Progress	<ul style="list-style-type: none"> • Conduct storm system inventory.
Safe City	06/08	In Progress	<ul style="list-style-type: none"> • Implementation of new Capacity, Management, Operations, and Maintenance (CMOM) software for all sewer and storm mainlines.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none"> • Conduct storm system inventory.
Safe City	06/09		<ul style="list-style-type: none"> • Implementation of the maintenance management work order system for all sewer and storm mainlines.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of sanitary sewer overflows.	14	6	3	None
Volume of sanitary sewer overflows (gallons).	4,633,340	1,925,500	11,275	None
Miles of sanitary sewer mainline.	210	212	217	217
Percentage of the sewer system cleaned annually.	26%	23%	25%	25%
Percentage of sewer system televised annually.	14%	13%	20%	20%
Numbers of sewer line locate requests.	4,000	4,100	4,200	4,200
Percentage of sewer line locate requested completed within 48 hours.	100%	100%	100%	100%
Miles of storm drain mainlines.	127	129	133	133
Percentage of storm drain mainlines cleaned annually.	4%	6%	10%	10%

STAFFING SUMMARY

FTE's	9	10	10	10
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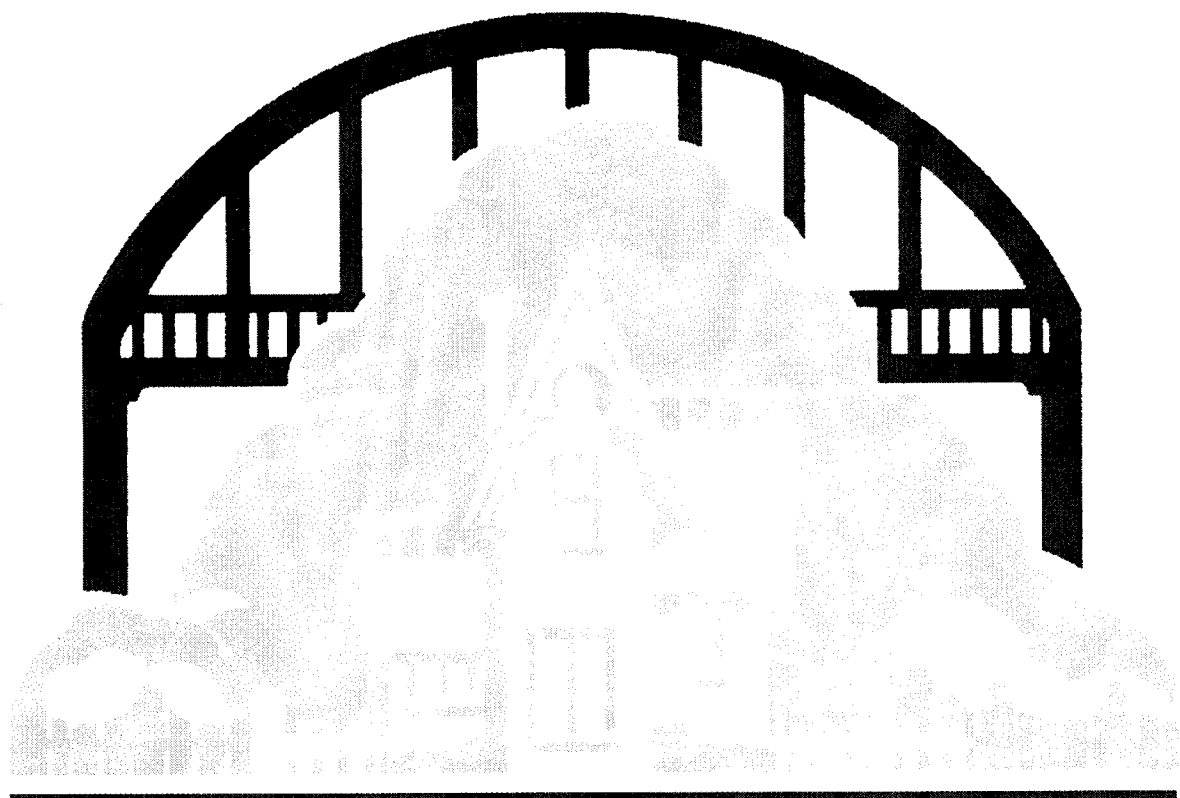
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

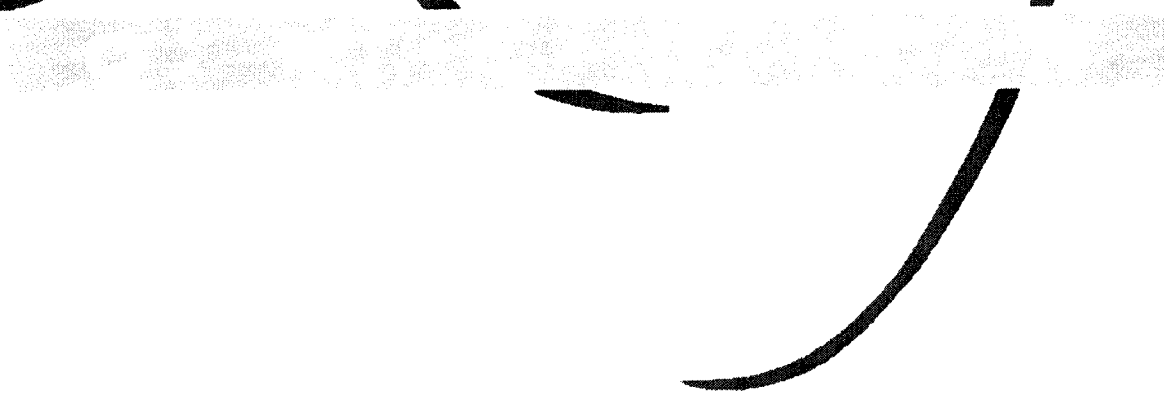
601: Sewer
50: Public Works

PROG 2405: Wastewater Collection

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	381,697.45	444,903.81	464,000	464,000	496,100	6.92%
53001 Overtime	11,036.84	14,063.14	10,000	10,000	10,000	0.00%
54005 Unemployment Claims	857.50	49.76	1,500	1,500	1,900	26.67%
56001 Employer Paid Benefits	233,836.33	288,145.40	319,000	319,000	316,800	-0.69%
Total Personnel Services	627,428.12	747,162.11	794,500	794,500	824,800	3.81%
Materials & Services						
60101 Contractual Services	32,423.57	21,859.18	27,500	27,500	35,000	27.27%
60211 Insurance & Bonds	-	86,988.98	50,900	50,900	59,200	16.31%
61006 Advertising & Publications	-	-	400	400	-	-100.00%
61010 Duplication & Fax	-	-	200	200	-	-100.00%
61011 Education & Training	3,737.12	3,590.22	9,000	9,000	5,400	-40.00%
61012 Equipment Rental: Private	1,364.70	1,683.15	5,900	5,900	7,700	30.51%
61018 Laundry Service	-	-	1,800	1,800	1,800	0.00%
61021 Testing	748.80	-	-	-	-	0.00%
61024 Materials & Supplies	29,024.05	48,791.24	41,500	41,500	10,500	-74.70%
61026 Meetings & Conferences	1,038.51	973.49	1,000	1,000	1,000	0.00%
61027 Memberships & Dues	1,131.00	1,391.50	1,600	1,600	1,600	0.00%
61028 Minor Equipment	80.00	18,905.90	21,000	21,000	13,500	-35.71%
61032 Postage & Shipping	73.02	652.91	-	-	500	0.00%
61033 Printing & Binding	177.88	233.45	200	200	200	0.00%
61038 Software	-	-	4,900	4,900	4,900	0.00%
61040 Uniforms	5,388.88	7,187.65	7,800	7,800	7,800	0.00%
61041 Vehicle Fuel Charges	21,258.97	22,835.17	21,000	21,000	25,500	21.43%
61046 Permits	175.00	644.95	-	-	2,800	0.00%
61048 Tools	2,744.99	2,499.84	4,000	4,000	4,000	0.00%
61050 Chemicals	97.73	-	-	-	100	0.00%
63009 Telephone	2,187.12	8,659.86	17,200	17,200	9,900	-42.44%
63012 Sewer Service Charges	0.03	-	-	-	-	0.00%
65008 Maint: Communications Equipment	339.73	234.50	700	700	500	-28.57%
65076 Contract Maintenance	32,722.05	37,380.53	33,600	33,600	33,600	0.00%
65078 Facilities Maintenance	-	7,119.36	20,000	20,000	22,200	11.00%
65082 Safety Improvements	4,531.98	7,549.55	7,800	7,800	4,500	-42.31%
65090 Fac Eng System Automation	-	-	20,900	20,900	21,600	3.35%
65504 Sewer Rehabilitation	28,395.74	28,866.30	35,000	35,000	50,000	42.86%
65513 Vehicle Maintenance	37,965.48	40,843.33	28,000	28,000	50,000	78.57%
65534 Pump Station Repair	-	14,834.12	-	-	-	0.00%
65535 Morning Star Lift Station Upgrade	-	42,109.00	-	-	-	0.00%
66010 Central Service Charges	-	58,700.00	67,300	67,300	81,400	20.95%
66011 Equipment Replacement	73,200.00	78,000.00	51,100	51,100	63,800	24.85%
66012 Facility Maintenance Charges	-	169,400.00	200,000	-	-	0.00%
66014 Information Technology Services	308.49	12,500.00	38,000	38,000	15,800	-58.42%
66015 IT Equipment Replacement	7,439.18	3,000.00	1,400	1,400	1,000	-28.57%
66026 Facilities Engineering Charges	-	-	-	200,000	480,600	140.30%
66029 Water Quality Control Charges	-	16,000.00	20,000	20,000	3,700	-81.50%
66505 Physical Exams & Medicals	529.00	59.00	700	700	700	0.00%
66511 Flexible Spending Admin Fees	66.00	55.00	200	200	200	0.00%
Total Materials & Services	287,149.02	743,548.18	740,600	740,600	1,021,000	37.86%
Capital						
70005 Capital Equipment	52,233.00	17,236.63	-	-	-	0.00%
80021 Manhole Installation Program	-	24,450.00	25,000	25,000	25,000	0.00%
80049 Lift Station Electrical Replacement	-	-	130,000	130,000	40,000	-69.23%
80050 Lift Station Telemetry Replacement	-	-	30,000	30,000	30,000	0.00%
80051 Lift Station Pump Replacement	-	-	95,000	95,000	52,000	-45.26%



CITY OF
Albany



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer

50: Public Works

PROG 2405: Wastewater Collection

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Total Capital	52,233.00	41,686.63	280,000	280,000	147,000	-47.50%
TOTAL EXPENDITURES	966,810.14	1,532,396.92	1,815,100	1,815,100	1,992,800	9.79%

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER ADMINISTRATION (601-50-2407)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for the PW Internal Services fund which includes Administration charges, and charges for Operations Administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering.
- Holds the contingency for the Sewer fund.
- Pays In-Lieu-of-Franchise fees for the sewer utility.
- Transfer funds for other City programs.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	12/07	In Progress	<ul style="list-style-type: none"> • Update the wastewater system development charge methodology.
Effective Government	06/08	Complete	<ul style="list-style-type: none"> • Develop a Total Maximum Daily Load (TMDL) regulatory compliance strategy that integrates the requirements for the Wastewater Treatment Plant discharge and non-point service discharge requirements into a cohesive plan.
Effective Government	06/08	Complete	<ul style="list-style-type: none"> • Identify and implement grant and federal funding opportunities.
Effective Government	06/08	In Progress	<ul style="list-style-type: none"> • Develop a condition assessment methodology for sewer mains.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none"> • Identify and implement grant and federal funding opportunities.
Safe City	06/09		<ul style="list-style-type: none"> • Prepare an Asset Management Plan which prioritizes maintenance, repair, and renewal investments needed for the wastewater system to reach the perpetual life maintenance standard based on current condition and risk.
Safe City	06/09		<ul style="list-style-type: none"> • Develop level of service and performance measures for the Wastewater Utility.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2407: Wastewater Administration

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	-	131,101.78	-	-	-	0.00%
54005 Unemployment Claims	-	46.65	-	-	-	0.00%
56001 Employer Paid Benefits	-	61,710.71	-	-	-	0.00%
Total Personnel Services	-	192,859.14	-	-	-	0.00%
Materials & Services						
60101 Contractual Services	20,105.61	103,419.83	107,800	107,800	110,000	2.04%
60201 Space Rental	-	43,514.00	-	-	-	0.00%
60210 In Lieu of Franchise Fee	387,403.74	432,462.22	492,500	492,500	545,000	10.66%
60211 Insurance & Bonds	-	10,619.44	6,200	6,200	7,200	16.13%
61006 Advertising & Publications	-	60.00	-	-	-	0.00%
61011 Education & Training	351.98	824.60	-	-	-	0.00%
61013 Filing & Recording	-	-	2,000	2,000	2,000	0.00%
61022 Credit Card Fees	8,870.25	14,890.74	8,000	8,000	20,000	150.00%
61024 Materials & Supplies	700.45	11,776.43	-	-	2,500	0.00%
61026 Meetings & Conferences	167.68	3,482.68	-	-	5,000	0.00%
61027 Memberships & Dues	-	7,003.20	2,800	2,800	7,000	150.00%
61028 Minor Equipment	-	2,442.43	-	-	-	0.00%
61030 Personal Auto Reimbursement	84.37	1,443.18	-	-	-	0.00%
61032 Postage & Shipping	-	-	-	-	-	0.00%
61041 Vehicle Fuel Charges	-	11.32	-	-	-	0.00%
63006 Power & Light	-	-	2,000	2,000	2,000	0.00%
63009 Telephone	-	4,473.71	10,600	10,600	2,500	-76.42%
65006 Maint: Building	592.86	598.70	2,000	2,000	2,000	0.00%
66010 Central Service Charges	-	30,600.00	103,400	103,400	171,400	65.76%
66012 Facility Maintenance Charges	204,700.00	-	-	-	-	0.00%
66013 GIS System Charges	-	152,200.00	130,000	130,000	133,500	2.69%
66014 Information Technology Services	-	14,300.00	-	-	-	0.00%
66015 IT Equipment Replacement	-	3,000.00	-	-	-	0.00%
66017 Public Works Administration Charges	831,600.00	21,660.00	170,000	170,000	182,000	7.06%
66018 Public Works Design/Const Mgmt Services	296,700.00	-	-	-	-	0.00%
66019 Public Works Engineering Service Charges	164,100.00	462,700.00	520,000	520,000	434,000	-16.54%
66020 Permit Tracking Services	-	3,900.00	6,400	6,400	6,600	3.13%
66023 Operations Administration Charges	286,100.00	-	440,000	440,000	418,500	-4.89%
66024 Public Works Customer Service Charges	260,500.00	-	360,000	360,000	392,300	8.97%
66025 Public Works Data Management	67,200.00	-	-	-	-	0.00%
66026 Facilities Engineering Charges	234,700.00	-	-	-	143,700	0.00%
66029 Water Quality Control Charges	65,000.00	-	-	-	238,600	0.00%
67010 Safety Recognition Program	-	-	1,000	1,000	1,000	0.00%
Total Materials & Services	2,828,876.94	1,325,382.48	2,364,700	2,364,700	2,826,800	19.54%
Capital						
70005 Capital Equipment	-	-	90,000	90,000	-	-100.00%
73004 Pole Bldg - Public Works	-	-	-	-	-	0.00%
73005 Pole Bldg - PW Inventory Control	-	-	-	-	94,000	0.00%
Total Capital	-	-	90,000	90,000	94,000	4.44%
Transfers Out						
91100 To General Fund	-	49,800.00	-	-	-	0.00%
91249 To Capital Projects Fund	-	-	-	-	66,700	0.00%
Total Transfers Out	-	49,800.00	-	-	66,700	0.00%
Contingencies						
99005 Contingencies	-	-	354,000	354,000	354,000	0.00%



CITY OF
Albany

DEVELOPMENT



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2407: Wastewater Administration

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Total Contingencies	-	-	354,000	354,000	354,000	0.00%
TOTAL EXPENDITURES	2,828,876.94	1,568,041.62	2,808,700	2,808,700	3,341,500	18.97%

PROGRAM NARRATIVE

SEWER FUND: SEWER SYSTEM CAPITAL PROJECTS (601-50-2500)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides limited funding to repair, replace, or upgrade facilities, equipment or appurtenances to maintain the design capacity of the existing Wastewater Treatment Plant (WWTP), pumping stations, and collection system.
 - Funding provided through this budget is used to repair or replace sewer system facilities, equipment and structures that are not accumulating a depreciation reserve from a specific replacement schedule.
 - Eliminate basement flooding by managing the replacement of inadequate piping in the collection system and residential roof drain separation programs as well as sewer lateral replacements.
 - Continue perpetual life replacement program of failing (cracked, blocked) sewer pipes.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	In Progress	<ul style="list-style-type: none">• Oak Creek Lift Station rehabilitation and force main replacement.
Safe City	10/09	In Progress	<ul style="list-style-type: none">• North Albany Lift Station and force main improvements.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none">• Continue Water Reclamation Facility wetland design and permitting.
Safe City	11/09		<ul style="list-style-type: none">• Complete the construction of the 34th Avenue lift station.
Safe City	11/09		<ul style="list-style-type: none">• Complete the Calapooia Interceptor project.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2500: Sewer System Capital Projects

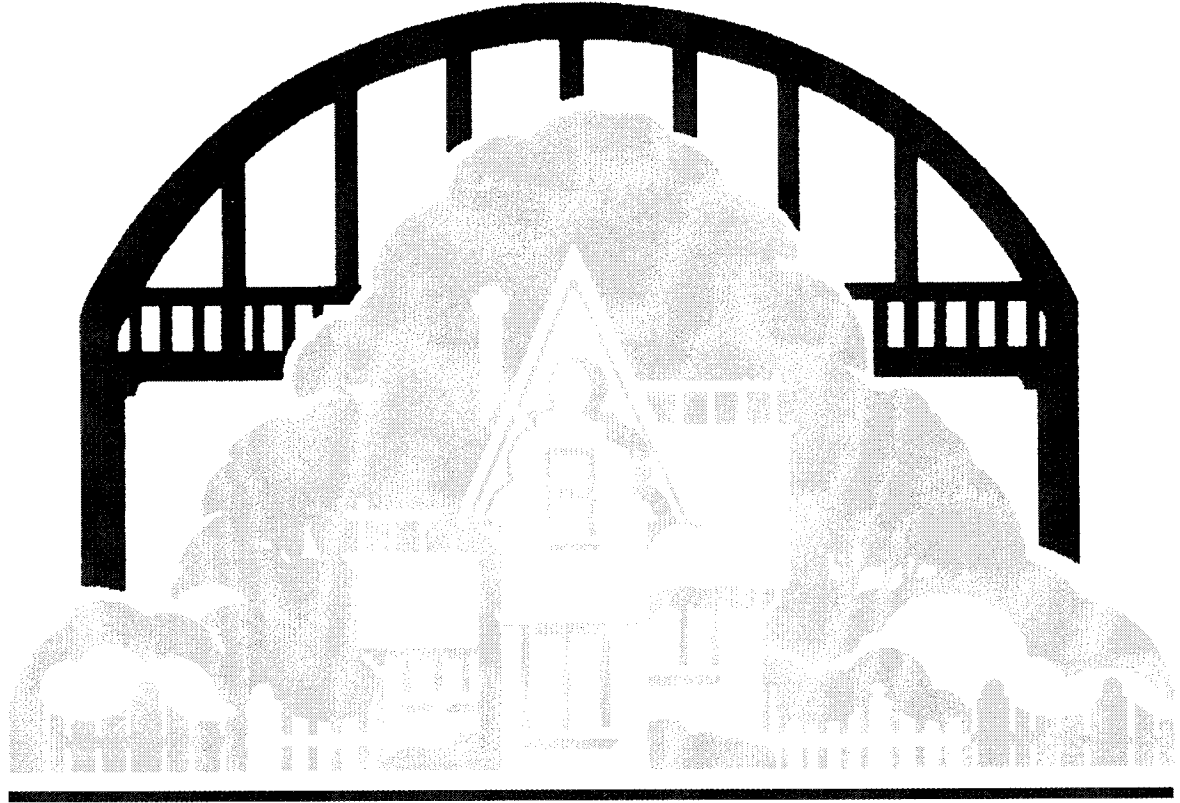
Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41131 Connection Fees: Principal	15,884.96	22,286.54	500	500	400	-20.00%
41132 Connection Fees: Interest	1,814.82	4,452.08	500	500	500	0.00%
41232 General Sewer Connection Fees	218,505.18	66,144.77	30,000	30,000	25,000	-16.67%
41233 Storm Drain Connection Fees	37,539.40	23,944.00	10,000	10,000	7,000	-30.00%
42807 City of Millersburg	-	126,891.00	-	31,700	-	-100.00%
42821 Wah Chang	-	84,405.00	-	123,200	500,000	305.84%
42826 Millersburg Wetland Pymt	-	-	-	-	460,000	0.00%
43200 Albany Sewer Service Charges	(177,400.00)	350,000.00	2,699,000	2,699,000	214,400	-92.06%
43202 Millersburg Service Charges	-	-	30,000	30,000	30,000	0.00%
47012 Miscellaneous Revenue	42,486.00	-	-	-	-	0.00%
48010 Interest	99,921.82	80,457.96	35,000	35,000	130,000	271.43%
Total General Revenues	238,752.18	758,581.35	2,805,000	2,959,900	1,367,300	-53.81%
Transfers In						
49021 From SDC Improvement Fee Projects	-	-	3,137,600	3,137,600	-	-100.00%
Total Transfers In	-	-	3,137,600	3,137,600	-	-100.00%
Beginning Balance						
49905 Beginning Balance	2,628,705.00	1,583,143.00	1,116,400	1,116,400	3,417,000	206.07%
Total Beginning Balance	2,628,705.00	1,583,143.00	1,116,400	1,116,400	3,417,000	206.07%
TOTAL REVENUES	2,867,457.18	2,341,724.35	7,059,000	7,213,900	4,784,300	-33.68%

Materials & Services

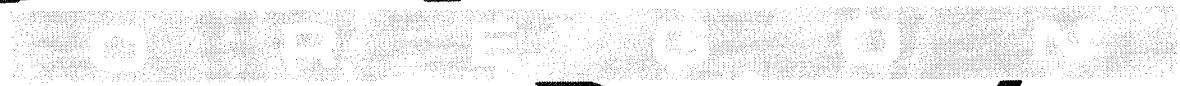
60101 Contractual Services	7,902.02	22,339.52	40,000	40,000	40,000	0.00%
60122 Contractual: Millersburg	-	-	30,000	30,000	30,000	0.00%
60222 Operations Building Master Plan	-	6,522.74	10,000	10,000	-	-100.00%
60402 Wetland Treatment Evaluation	87,416.65	294,679.64	100,000	-	-	0.00%
60406 Phase II: Asset Mgmt Implementation	-	-	50,000	50,000	50,000	0.00%
65503 Connection Fee Lateral Install	-	9,367.00	15,000	15,000	15,000	0.00%
65508 Storm Drain Separation	28,357.76	115,648.09	150,000	150,000	150,000	0.00%
66500 Basement Flooding Grants	-	-	25,000	25,000	25,000	0.00%
66507 Service Lateral Replacement Projects	260,907.12	218,147.36	220,000	220,000	220,000	0.00%
67022 Capital Recovery Agreement-Pymt	10,943.00	-	20,000	20,000	20,000	0.00%
Total Materials & Services	395,526.55	666,704.35	660,000	560,000	550,000	-1.79%

Capital

70017 Right-of-Way Acquisition	402,050.82	130,693.00	-	-	-	0.00%
72004 Regional Multimodal Transportation Cntr	-	(21,352.14)	-	-	-	0.00%
80006 Hill St, 9th to Queen	3,275.45	-	-	-	-	0.00%
80048 Oak Creek Pump Strn/Force Main	-	287,862.29	4,898,000	4,898,000	5,000	-99.90%
84002 SS-05-01 Main St: 19th-Queen	253,671.34	-	-	-	-	0.00%
84004 SS-05-03 Calapooia/Ferry-Water/4th Ave	73,151.61	-	-	-	-	0.00%
84007 SS-06-01 Queen & Pacific Sewer	115,773.32	-	-	-	-	0.00%
84008 SS-06-02 Queen Vicinity Sewer Replacemen	7,089.42	338,696.68	-	-	-	0.00%
84009 SS-06-03 19th & 22nd/Oak & Hill Sewer	17,986.37	4,389.52	-	-	-	0.00%
84010 SS-06-05 34th Ave Pump Station	3,321.04	(133,971.35)	105,000	105,000	203,000	93.33%
84012 SS-06-04 Grand Prairie Sewer Extension	3,907.81	55,954.98	250,000	250,000	-	-100.00%
84013 SS-07-01 Calapooia Interceptor	-	13,602.87	350,000	350,000	739,000	111.14%
84017 SS-08-03 Marion St Sewer Project	-	-	-	42,500	-	-100.00%
85004 ST-03-05 North Albany Road Extension LID	8,560.00	-	-	-	-	0.00%
88003 WWTP-08-02 Wetlands Treatment Project	-	-	-	254,900	695,000	172.66%
90003 Reserve: Connection Fees	-	-	522,000	522,000	562,000	7.66%
90011 Reserve: Storm Drain Collection Fees	-	-	144,000	144,000	161,000	11.81%



CITY OF
Albany



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2500: Sewer System Capital Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Capital						
90012 Reserve: Capital Projects	-	-	130,000	87,500	1,869,300	2036.34%
Total Capital	888,787.18	675,875.85	6,399,000	6,653,900	4,234,300	-36.36%
Transfers Out						
91237 To Albany Station REA Building	-	50,000.00	-	-	-	0.00%
Total Transfers Out	-	50,000.00	-	-	-	0.00%
TOTAL EXPENDITURES	1,284,313.73	1,392,580.20	7,059,000	7,213,900	4,784,300	-33.68%

PROGRAM NARRATIVE

SEWER FUND: SEWER EQUIPMENT REPLACEMENT (601-50-2501)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity funds replacement of sewer system equipment in accordance with an established depreciation and replacement schedule.
 - Receive revenues from other sewer fund budgets to fund future equipment replacement.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	06/08	Complete	<ul style="list-style-type: none">• Receive revenues from other sewer fund budgets to fund future equipment replacement.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none">• Establish equipment replacement funds for the lift stations and Albany-Millersburg Water Reclamation Facility instrumentation and control system components for future replacements.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2501: Sewer Equipment Replacement

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43802 Equipment Replacement Charges	88,000.00	85,800.00	76,900	76,900	110,500	43.69%
47012 Miscellaneous Revenue	3,872.60	1,092.75	-	-	1,000	0.00%
48010 Interest	31,475.26	41,788.71	30,000	30,000	32,300	7.67%
Total General Revenues	123,347.86	128,681.46	106,900	106,900	143,800	34.52%
Beginning Balance						
49905 Beginning Balance	772,404.00	793,387.00	800,000	800,000	862,100	7.76%
Total Beginning Balance	772,404.00	793,387.00	800,000	800,000	862,100	7.76%
TOTAL REVENUES	895,751.86	922,068.46	906,900	906,900	1,005,900	10.92%
Materials & Services						
61028 Minor Equipment	711.00	-	-	-	-	0.00%
Total Materials & Services	711.00	-	-	-	-	0.00%
Capital						
70005 Capital Equipment	101,653.75	99,288.57	-	-	-	0.00%
90007 Reserve: Equipment Replacement	-	-	906,900	906,900	1,005,900	10.92%
Total Capital	101,653.75	99,288.57	906,900	906,900	1,005,900	10.92%
TOTAL EXPENDITURES	102,364.75	99,288.57	906,900	906,900	1,005,900	10.92%

PROGRAM NARRATIVE

SEWER FUND: SEWER SDC IMPROVEMENT FEE PROJECTS (601-50-2502)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity is dedicated to funding eligible, capacity increasing projects that are a direct result of new growth and development. Revenues are received from System Development Charges (SDC).
 - In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all System Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.
 - Maintain a reserve for future participation in funding of appropriate over-sizing of capital projects. Maximum reserve of \$50,000.
 - Provide funding for pipe over-sizing as needed.
 - In January 2000, the City Council accepted the Mayor's Wastewater Task Force recommended sewer SDC fees designed to recognize wastewater strength and to fund growth-related improvements identified in the Wastewater Facility Plan through the SDC improvement fee. The current wastewater SDC fee for a single-family residence is \$2,376 (effective June 2007). This activity receives \$2,271 of the residential fee and the improvement fee from commercial or industrial charges. The 2008-09 budget assumes revenue from 100 Equivalent Dwelling Units (EDUs) based on current development projections.
 - This budget receives in-lieu-of assessment receipts from the former North Albany Sewer Health Project area to repay this budget for a Fiscal Year 1995-1996 transfer used to retire the North Albany construction bonds.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	Complete	<ul style="list-style-type: none">• Provide funding for pipe over-sizing as needed.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none">• Build reserves for debt service payments due for the Water Reclamation Facility State Revolving Fund loan in 2010.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2502: Sewer SDC Improvement Fee Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41121 Sewer SDC: Principal	55,149.78	7,844.40	5,000	5,000	5,000	0.00%
41122 Sewer SDC: Interest	5,672.49	2,516.43	1,500	1,500	1,500	0.00%
41131 Connection Fees: Principal	-	-	-	-	5,000	0.00%
41132 Connection Fees: Interest	221.06	-	-	-	500	0.00%
41231 North Albany Sewer Connection Fees	-	16,176.00	-	-	-	0.00%
41239 Connection Fees	29,731.52	123,199.38	-	-	-	0.00%
41242 Sewer Systems Development Charges	1,240,563.66	1,411,608.60	664,000	664,000	227,100	-65.80%
48010 Interest	198,495.62	255,896.81	60,000	60,000	60,000	0.00%
Total General Revenues	1,529,834.13	1,817,241.62	730,500	730,500	299,100	-59.06%
Beginning Balance						
49905 Beginning Balance	5,182,312.00	4,524,585.00	4,875,900	4,875,900	5,607,600	15.01%
Total Beginning Balance	5,182,312.00	4,524,585.00	4,875,900	4,875,900	5,607,600	15.01%
TOTAL REVENUES	6,712,146.13	6,341,826.62	5,606,400	5,606,400	5,906,700	5.36%
Capital						
80048 Oak Creak Pump Stn/Force Main	-	-	544,000	544,000	2,000	-99.63%
83000 SI-03-02 Clover Ridge Station, Phase I	38,448.00	26,594.04	-	-	-	0.00%
84010 SS-06-05 34th Ave Pump Station	6,113.37	10,664.95	163,500	163,500	197,000	20.49%
84013 SS-07-01 Calapooia Interceptor	-	22,741.74	647,000	647,000	561,000	-13.29%
90001 Reserve: Pipe Over-sizing	-	-	15,000	15,000	15,000	0.00%
90012 Reserve: Capital Projects	-	-	599,300	599,300	3,000,200	400.62%
Total Capital	44,561.37	60,000.73	1,968,800	1,968,800	3,775,200	91.75%
Transfers Out						
91218 To Wastewater Fac. Improvements	2,143,000.00	1,068,000.00	500,000	500,000	2,100,000	320.00%
91250 To Sewer System Capital	-	-	3,137,600	3,137,600	-	-100.00%
91254 To NA Sewer Debt Svc	-	-	-	-	31,500	0.00%
Total Transfers Out	2,143,000.00	1,068,000.00	3,637,600	3,637,600	2,131,500	-41.40%
TOTAL EXPENDITURES	2,187,561.37	1,128,000.73	5,606,400	5,606,400	5,906,700	5.36%

PROGRAM NARRATIVE

SEWER FUND: SDC REIMBURSEMENT FEE PROJECTS (601-50-2503)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for non-routine, non-standard maintenance, repair, or replacement projects to maintain the capacity of existing plant facilities or collection system lines. Revenues are received from System Development Charges (SDC).
 - In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all System Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.
 - In January 2000, the City Council accepted the Mayor's Wastewater Task Force recommended sewer SDC fees designed to recover the value of available system capacity through the SDC reimbursement fee. The current wastewater SDC fee for a single-family residence is \$2,376 (effective June 2007). This activity receives \$105 of the residential fee and the reimbursement fee from commercial or industrial charges. The 2008-09 Budget assumes revenue from 100 Equivalent Dwelling Units (EDUs) based on current development projections.
 - Reserve fees for future projects.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	06/08	Complete	<ul style="list-style-type: none">• Reserve fees for future projects.
Budget Year 2008-2009			
Safe City	11/09		<ul style="list-style-type: none">• Complete construction of the 34th Avenue lift station.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2503: Sewer SDC Reimbursement Fee Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41121 Sewer SDC: Principal	73,787.59	32,553.20	10,000	10,000	10,000	0.00%
41122 Sewer SDC: Interest	4,650.18	3,602.33	1,500	1,500	400	-73.33%
41242 Sewer Systems Development Charges	32,715.66	68,888.71	31,000	31,000	10,300	-66.77%
48010 Interest	57,777.79	79,828.95	38,000	38,000	38,000	0.00%
Total General Revenues	168,931.22	184,873.19	80,500	80,500	58,700	-27.08%
Beginning Balance						
49905 Beginning Balance	1,326,347.00	1,455,769.00	1,514,500	1,514,500	1,140,800	-24.67%
Total Beginning Balance	1,326,347.00	1,455,769.00	1,514,500	1,514,500	1,140,800	-24.67%
TOTAL REVENUES	1,495,278.22	1,640,642.19	1,595,000	1,595,000	1,199,500	-24.80%
Materials & Services						
60402 Wetland Treatment Evaluation	-	-	-	185,120	-	-100.00%
Total Materials & Services	-	-	-	185,120	-	-100.00%
Capital						
84010 SS-06-05 34th Ave Pump Station	39,508.89	197,782.01	898,800	898,800	1,009,300	12.29%
84013 SS-07-01 Calapooia Interceptor	-	17,855.96	508,000	508,000	-	-100.00%
88003 WWTP-08-02 Wetlands Treatment Project	-	-	-	-	185,200	0.00%
90012 Reserve: Capital Projects	-	-	188,200	3,080	5,000	62.34%
Total Capital	39,508.89	215,637.97	1,595,000	1,409,880	1,199,500	-14.92%
TOTAL EXPENDITURES	39,508.89	215,637.97	1,595,000	1,595,000	1,199,500	-24.80%

PROGRAM NARRATIVE

SEWER FUND: SEWER DEBT SERVICE (601-50-2504)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides for the principal and interest payments on City of Albany sewer revenue bonds.
 - Insured bonds do not require a reserve.
-

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008-2009	\$ 495,000	\$ 19,941	\$ 514,941
2009-2010	505,000	6,691	511,691
Totals	\$ 1,000,000	\$ 26,632	\$ 1,026,632

DEBT SUMMARY

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
2004	\$ 2,835,000	\$ 1,000,000	None Required

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2504: Sewer Debt Service

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42825 PepsiCo	-	-	-	-	-	0.00%
43200 Albany Sewer Service Charges	507,372.50	510,248.75	508,400	508,400	514,900	1.28%
48010 Interest	-	-	-	-	20,000	0.00%
Total General Revenues	507,372.50	510,248.75	508,400	508,400	534,900	5.21%
Beginning Balance						
49925 Reserved Beginning Balance	-	-	-	-	800,000	0.00%
Total Beginning Balance	-	-	-	-	800,000	0.00%
TOTAL REVENUES	507,372.50	510,248.75	508,400	508,400	1,334,900	162.57%
Materials & Services						
60017 Bond Registration Costs	-	-	600	600	600	0.00%
Total Materials & Services	-	-	600	600	600	0.00%
Debt Service						
92011 Bond Principal: 2004 Sewer	450,000.00	465,000.00	475,000	475,000	495,000	4.21%
93005 Bond Interest: 2004 Sewer	57,372.50	45,248.75	32,800	32,800	20,000	-39.02%
95005 Reserve: Revenue Bonds	-	-	-	-	819,300	0.00%
Total Debt Service	507,372.50	510,248.75	507,800	507,800	1,334,300	162.76%
TOTAL EXPENDITURES	507,372.50	510,248.75	508,400	508,400	1,334,900	162.57%

PROGRAM NARRATIVE

SEWER FUND: SEWER DEBT SERVICE: NORTH ALBANY (601-50-2505)

Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides for the payment of principal and interest payments on the State Revolving Fund (SRF) loan associated with the 1991 North Albany sewer project.
 - A Reserve is required in the amount of \$168,700.
-

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008-2009	\$ 161,081	\$ 19,330	\$ 180,411
2009-2010	161,081	14,497	175,578
2010-2011	161,081	9,665	170,746
2011-2012	161,081	4,832	165,913
Totals	\$ 644,324	\$ 48,324	\$ 692,648

DEBT SUMMARY

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
SRF Loan	\$ 5,202,000	\$ 644,324	\$ 168,700

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2505: Sewer Debt Service: North Albany

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
45005 Financed Asmnts: Principal	95,804.47	63,920.61	62,000	62,000	40,000	-35.48%
45006 Financed Asmnts: Interest	16,210.83	13,619.32	14,000	14,000	5,000	-64.29%
48010 Interest	24,259.25	26,652.72	22,100	22,100	18,000	-18.55%
Total General Revenues	136,274.55	104,192.65	98,100	98,100	63,000	-35.78%
Transfers In						
49021 From SDC Improvement Fee Projects	-	-	-	-	31,500	0.00%
Total Transfers In	-	-	-	-	31,500	0.00%
Beginning Balance						
49905 Beginning Balance	603,455.00	-	-	-	-	0.00%
49925 Reserved Beginning Balance	-	544,822.00	472,000	472,000	364,000	-22.88%
Total Beginning Balance	603,455.00	544,822.00	472,000	472,000	364,000	-22.88%
TOTAL REVENUES	739,729.55	649,014.65	570,100	570,100	458,500	-19.58%
Materials & Services						
60017 Bond Registration Costs	-	-	1,000	1,000	-	-100.00%
Total Materials & Services	-	-	1,000	1,000	-	-100.00%
Debt Service						
94003 SRF Principal (NA)	161,080.28	161,080.28	161,100	161,100	161,100	0.00%
94503 SRF Interest (NA)	33,826.86	28,994.46	24,200	24,200	19,400	-19.83%
95000 Reserve: Debt Service	-	-	383,800	383,800	278,000	-27.57%
Total Debt Service	194,907.14	190,074.74	569,100	569,100	458,500	-19.43%
TOTAL EXPENDITURES	194,907.14	190,074.74	570,100	570,100	458,500	-19.58%

PROGRAM NARRATIVE

SEWER FUND: SEWER ECONOMIC DEVELOPMENT (601-50-2506)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity annually receives \$100,000 from service charges to help fund economic development related capital projects as approved by the Albany City Council.
 - Fund balance for this activity will be capped at \$500,000.
 - Council authorization to annually fund this program began again in Fiscal Year 2003-04.
 - \$25,000 is transferred annually to support economic development activities of the City.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	Complete	<ul style="list-style-type: none">• No new projects planned – build reserves.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none">• No new projects planned – build reserves.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2506: Sewer Economic Development

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43200 Albany Sewer Service Charges	100,000.00	100,000.00	100,000	100,000	100,000	0.00%
48010 Interest	1,683.63	6,528.51	9,000	9,000	8,000	-11.11%
Total General Revenues	101,683.63	106,528.51	109,000	109,000	108,000	-0.92%
Beginning Balance						
49905 Beginning Balance	(182.00)	80,902.00	162,600	162,600	215,100	32.29%
Total Beginning Balance	(182.00)	80,902.00	162,600	162,600	215,100	32.29%
TOTAL REVENUES	101,501.63	187,430.51	271,600	271,600	323,100	18.96%
Materials & Services						
60101 Contractual Services	-	-	-	-	-	0.00%
Total Materials & Services	-	-	-	-	-	0.00%
Capital						
72004 Regional Multimodal Transportation Cntr	-	(4,201.28)	-	-	-	0.00%
90012 Reserve: Capital Projects	-	-	246,600	246,600	235,800	-4.38%
Total Capital	-	(4,201.28)	246,600	246,600	235,800	-4.38%
Transfers Out						
91100 To General Fund	-	-	-	-	49,800	0.00%
91232 To Economic Development	20,600.00	25,000.00	25,000	25,000	25,000	0.00%
91251 To Building Insp-ADA Code Enforcement	-	-	-	-	12,500	0.00%
Total Transfers Out	20,600.00	25,000.00	25,000	25,000	87,300	249.20%
TOTAL EXPENDITURES	20,600.00	20,798.72	271,600	271,600	323,100	18.96%

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER FACILITIES IMPROVEMENT (601-50-2507)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity receives revenues from a variety of sources including a State Revolving Fund Loan from the Oregon Department of Environmental Quality (DEQ).
- The funds are used to fund the Wastewater Treatment Plant (WWTP) Expansion and the reconstruction of a portion of the Riverfront Interceptor.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	07/09	In Progress	<ul style="list-style-type: none">• Continue construction of expanded and upgraded treatment plant.
Safe City	09/08	In Progress	<ul style="list-style-type: none">• Begin design of North Albany pump station and force main upgrades.
Budget Year 2008-2009			
Safe City	07/09		<ul style="list-style-type: none">• Continue construction to expand and upgrade the treatment plant.
Safe City	07/09		<ul style="list-style-type: none">• Construct of North Albany pump station and force main upgrades.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

601: Sewer
50: Public Works

PROG 2507: WW Facilities Improvement

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42807 City of Millersburg	-	-	-	-	-	0.00%
43200 Albany Sewer Service Charges	1,880,000.00	1,770,000.00	-	-	2,960,000	0.00%
47002 SRF Loan Proceeds	-	29,258,343.00	25,380,000	25,380,000	5,448,400	-78.53%
48010 Interest	22,736.18	(19,560.33)	-	-	20,100	0.00%
Total General Revenues	1,902,736.18	31,008,782.67	25,380,000	25,380,000	8,428,500	-66.79%
Transfers In						
49021 From SDC Improvement Fee Projects	2,143,000.00	1,068,000.00	500,000	500,000	2,100,000	320.00%
Total Transfers In	2,143,000.00	1,068,000.00	500,000	500,000	2,100,000	320.00%
Beginning Balance						
49905 Beginning Balance	408,102.00	(132,792.00)	770,000	770,000	1,663,500	116.04%
Total Beginning Balance	408,102.00	(132,792.00)	770,000	770,000	1,663,500	116.04%
TOTAL REVENUES	4,453,838.18	31,943,990.67	26,650,000	26,650,000	12,192,000	-54.25%
Materials & Services						
61024 Materials & Supplies	570.86	798.17	2,000	2,000	2,000	0.00%
Total Materials & Services	570.86	798.17	2,000	2,000	2,000	0.00%
Capital						
87003 SS-07-04 NA PumpStn/Force Main	-	5,985.57	370,000	370,000	3,500,000	845.95%
88000 WWTP-03-01 WW Treatment Plant Expansion	4,586,059.91	31,431,700.16	26,278,000	26,278,000	8,690,000	-66.93%
Total Capital	4,586,059.91	31,437,685.73	26,648,000	26,648,000	12,190,000	-54.26%
TOTAL EXPENDITURES	4,586,630.77	31,438,483.90	26,650,000	26,650,000	12,192,000	-54.25%

WATER FUND
RESOURCE BUDGET DETAIL

Resources		2007-08.....		2008-09	% Change	% of
	2005-06	2006-07	Adopted	Revised	Adopted	from	Fund
	Actual	Actual	Budget	Budget	Budget	2007-08	Budget
Property Taxes - Current	\$ 732,984	\$ 732,465	\$ 790,000	\$ 790,000	\$ 790,000	-	2.64%
Property Taxes - Delinquent	36,959	26,329	27,000	27,000	22,000	(18.52%)	0.07%
Encroachment Permits	15,171	1,440	5,000	5,000	-	(100.00%)	-
Water SDC: Principal	29,442	33,755	8,000	8,000	9,000	12.50%	0.03%
Water SDC: Interest	4,562	2,102	2,500	2,500	1,500	(40.00%)	0.01%
Connection Fees: Principal	8,300	3,622	1,000	1,000	-	(100.00%)	-
Connection Fees: Interest	580	1,214	500	500	-	(100.00%)	-
Water Connection Fees	91,300	84,398	50,000	50,000	15,000	(70.00%)	0.05%
Water Systems Development Charges	680,636	754,775	594,100	594,100	202,300	(65.95%)	0.68%
Public Facility Construction Permit	40,418	87,215	90,000	90,000	35,000	(61.11%)	0.12%
Administrative Fees: Water	3,420	3,952	2,500	2,500	2,500	-	0.01%
Water Service Installation Charge	154,622	217,995	240,000	240,000	100,000	(58.33%)	0.33%
FEMA Grant	-	-	914,800	914,800	747,000	(18.34%)	2.50%
VA-HUD Joint Water Project Grant	-	278,227	-	-	-	-	-
Department of Energy	-	130,018	-	-	-	-	-
Energy Trust of Oregon	12,073	-	475,000	475,000	475,000	-	1.59%
EAIP WComp Wage Subsidy Rei	-	4,208	-	-	-	-	-
City of Lebanon	58,644	95,171	77,000	77,000	77,000	-	0.26%
Millersburg Service Charges	-	156,664	200,000	200,000	200,000	-	0.67%
Dumbeck Water District	-	-	-	-	33,000	-	0.11%
Albany Water Service Charges	10,468,450	10,805,657	11,057,600	11,057,600	11,506,300	4.06%	38.51%
Water Charges-Millersburg	70,260	-	-	-	-	-	-
Service Restoration Fee	9,800	-	-	-	-	-	-
User Fee: Debt Service	35,257	54,587	38,000	38,000	43,000	13.16%	0.14%
Capital Charges	41,250	69,300	69,300	69,300	69,300	-	0.23%
Equipment Replacement Charges	77,592	70,600	77,600	77,600	123,100	58.63%	0.41%
Miscellaneous Revenue	163,500	23,703	10,000	10,000	11,000	10.00%	0.04%
Over & short	-	(33)	-	-	-	-	-
Interest	883,657	993,021	587,000	587,000	521,200	(11.21%)	1.74%
Total Current Resources	13,618,877	14,630,385	15,316,900	15,316,900	14,983,200	(2.18%)	50.14%
From Water Capital: Canal	-	2,000,000	-	-	-	-	-
From Water SDC-I	-	-	-	-	327,000	-	1.09%
Total Transfers In	-	2,000,000	-	-	327,000	-	1.09%
Beginning Balance	25,362,551	21,113,132	15,145,100	15,145,100	14,394,800	(4.95%)	48.18%
Reserved Beginning Balance	-	159,899	145,100	145,100	176,800	21.85%	0.59%
Totals	\$38,981,428	\$37,903,416	\$30,607,100	\$30,607,100	\$29,881,800	(2.37%)	100.00%

WATER FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Water Administration	\$ 3,546,286	\$ 1,509,751	\$ 3,845,300	\$ 3,845,300	\$ 4,243,700	\$ 4,243,700	\$ 4,243,700
Water Canal Maintenance	162,870	339,522	578,700	578,700	642,100	642,100	642,100
Vine Street Water Treatment Plant	625,071	785,913	997,100	997,100	983,900	983,900	983,900
Water Distribution	1,467,827	2,204,721	2,109,100	2,109,100	1,915,300	1,915,300	1,915,300
Albany-Millersburg WTP	726,401	864,710	1,217,800	1,217,800	1,379,000	1,379,000	1,379,000
Water Operations Administration	-	374,106	-	-	-	-	-
Water Customer Services	-	576,981	-	-	-	-	-
SDC Improvement Fee Projects	361,426	56,759	1,273,900	1,273,900	2,071,500	2,071,500	2,071,500
SDC Reimbursement Fee Projects	420,942	128,912	945,800	945,800	912,100	912,100	912,100
2003 Water Bond Projects	3,619,813	1,479,107	4,072,100	4,072,100	4,242,100	4,242,100	4,242,100
JWP Construction	1,598,657	557,567	-	-	-	-	-
Water Debt Service	3,054,250	3,049,450	3,040,500	3,040,500	3,011,800	3,011,800	3,011,800
Water GO Debt Service	833,678	846,321	980,100	980,100	1,017,800	1,017,800	1,017,800
Water Capital: Canal	45,401	2,917,698	450,900	450,900	337,100	337,100	337,100
Water System Capital Projects	1,211,316	3,559,050	9,954,900	9,954,900	7,613,200	7,613,200	7,613,200
Water Economic Development	20,600	14,828	500,000	500,000	587,300	587,300	587,300
N. Albany Water Capital Projects	-	-	247,000	247,000	329,100	329,100	329,100
Water Equipment Replacement	13,855	52,507	393,900	393,900	595,800	595,800	595,800
Total Requirements	\$17,708,393	\$19,317,903	\$30,607,100	\$30,607,100	\$29,881,800	\$29,881,800	\$29,881,800

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$ 1,953,600	\$ 1,953,600	\$ 1,953,600
Materials & Services	6,374,300	6,374,300	6,374,300
Capital	16,242,900	16,242,900	16,242,900
Transfers Out	481,000	481,000	481,000
Debt Service	4,015,600	4,015,600	4,015,600
Contingency	814,400	814,400	814,400
Totals	\$29,881,800	\$29,881,800	\$29,881,800

Adopted Requirements by Type	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency	Adopted Budget	% of Fund Budget
Water Administration	\$ 119,400	\$ 3,149,200	\$ 94,000	\$ 66,700	\$ -	\$ 814,400	\$ 4,243,700	14.20%
Water Canal Maintenance	221,000	421,100	-	-	-	-	642,100	2.15%
Vine Street Water Treatment Plant	212,000	671,900	100,000	-	-	-	983,900	3.29%
Water Distribution	877,600	1,037,700	-	-	-	-	1,915,300	6.41%
Albany-Millersburg WTP	523,600	855,400	-	-	-	-	1,379,000	4.61%
SDC Improvement Fee Projects	-	-	1,744,500	327,000	-	-	2,071,500	6.93%
SDC Reimbursement Fee Projects	-	-	912,100	-	-	-	912,100	3.05%
2003 Water Bond Projects	-	-	4,242,100	-	-	-	4,242,100	14.20%
Water Debt Service	-	12,000	-	-	2,999,800	-	3,011,800	10.08%
Water GO Debt Service	-	2,000	-	-	1,015,800	-	1,017,800	3.41%
Water Capital: Canal	-	-	337,100	-	-	-	337,100	1.13%
Water System Capital Projects	-	225,000	7,388,200	-	-	-	7,613,200	25.48%
Water Economic Development	-	-	500,000	87,300	-	-	587,300	1.97%
N. Albany Water Capital Projects	-	-	329,100	-	-	-	329,100	1.10%
Water Equipment Replacement	-	-	595,800	-	-	-	595,800	1.99%
Total Requirements	\$ 1,953,600	\$ 6,374,300	\$16,242,900	\$ 481,000	\$ 4,015,600	\$ 814,400	\$29,881,800	100.00%
Percent of Fund Budget	6.53%	21.33%	54.36%	1.61%	13.44%	2.73%	100.00%	

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Water Administration	-	1.600	1.000	1.000	1.000	1.000	1.000
Water Canal Maintenance	1.000	1.000	3.000	3.000	3.000	3.000	3.000
Vine Street Water Treatment Plant	2.310	2.310	2.310	2.310	2.710	2.710	2.710
Water Distribution	12.000	12.000	11.000	11.000	11.000	11.000	11.000
Albany-Millersburg WTP	5.190	5.190	5.190	5.190	5.790	5.790	5.790
Water Operations Administration	-	2.800	-	-	-	-	-
Water Customer Services	-	4.690	-	-	-	-	-
Total FTEs	20.500	29.590	22.500	22.500	23.500	23.500	23.500

WATER FUND
OPERATION AND MAINTENANCE COMBINED BUDGET

Detailed below are the resources dedicated to funding the operation and maintenance of the water system. Programs funded by these resources are: Water Administration, Water Canal Maintenance, Vine St Water Treatment Plant, Water Distribution, and Albany-Millersburg WTP. The revenue items listed below are included in the Sewer Fund - Revenue Budget Detail presented earlier.

Resources	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Encroachment Permits	\$ 15,171	\$ 1,440	\$ 5,000	\$ 5,000	\$ -	(100.00%)	-
Public Facility Construction Permit	40,418	87,215	90,000	90,000	35,000	(61.11%)	0.38%
Administrative Fees: Water	3,420	3,952	2,500	2,500	2,500	-	0.03%
Water Service Installation Charge	154,622	217,995	240,000	240,000	100,000	(58.33%)	1.09%
EAIP WComp Wage Subsidy Reimb	-	4,208	-	-	-	-	-
City of Lebanon	50,644	87,171	69,000	69,000	69,000	-	0.75%
Millersburg Service Charges	-	156,664	200,000	200,000	200,000	-	2.18%
Dumbeck Water District	-	-	-	-	30,000	-	0.33%
Albany Water Service Charges	7,325,985	7,194,207	7,819,100	7,819,100	7,989,200	2.18%	87.18%
Service Restoration Fee	9,800	-	-	-	-	-	-
User Fee: Debt Service	26,115	28,385	20,000	20,000	20,000	-	0.22%
Miscellaneous Revenue	163,500	16,871	10,000	10,000	10,000	-	0.11%
Over & short	-	(33)	-	-	-	-	-
Interest	23,933	32,483	16,000	16,000	15,000	(6.25%)	0.16%
Total Current Resources	7,813,608	7,830,558	8,471,600	8,471,600	8,470,700	(0.01%)	92.43%
Beginning Balance	364,278	300,000	276,400	276,400	693,300	150.83%	7.57%
Totals	\$8,177,886	\$8,130,558	\$8,748,000	\$8,748,000	\$9,164,000	4.76%	100.00%

Requirements	Materials		Capital	Transfers Out	Contin-gency	Adopted Budget	% of Fund Budget
Activity Name	Personnel	& Services					
Water Administration	\$ 119,400	\$3,149,200	\$ 94,000	\$ 66,700	\$ 814,400	\$4,243,700	46.30%
Water Canal Maintenance	221,000	421,100	-	-	-	642,100	7.01%
Vine Street Water Treatment Plan	212,000	671,900	100,000	-	-	983,900	10.74%
Water Distribution	877,600	1,037,700	-	-	-	1,915,300	20.90%
Albany-Millersburg WTP	523,600	855,400	-	-	-	1,379,000	15.05%
Total Requirements	\$1,953,600	\$6,135,300	\$ 194,000	\$ 66,700	\$ 814,400	\$9,164,000	100.00%
Percent of Budget	21.31%	66.95%	2.12%	0.73%	8.89%	100.00%	

WATER FUND
CAPITAL AND DEBT SERVICE COMBINED BUDGET

Detailed below are the revenues dedicated to funding water system debt services and capital projects. Programs funded by these resources are: Water SDC Improvement Fee Projects, Water SDC Reimbursement Fee Projects, 2003 Water Bond Projects, Water Debt Service, Water GO Debt Service, Water Capital: Canal, Water System Capital Projects, Water Economic Development, North Albany Water Capital Projects, and Water Equipment Replacement. The revenue items listed below are included in the Sewer Fund - Revenue Budget Detail presented earlier.

Resources	2005-06	2006-072007-08.....		2008-09	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2007-08	Fund Budget
Property Taxes - Current	\$ 732,984	\$ 732,465	\$ 790,000	\$ 790,000	\$ 790,000	-	3.83%
Property Taxes - Delinquent	36,959	26,329	27,000	27,000	22,000	(18.52%)	0.11%
Water SDC: Principal	29,442	33,755	8,000	8,000	9,000	12.50%	0.04%
Water SDC: Interest	4,562	2,102	2,500	2,500	1,500	(40.00%)	0.01%
Connection Fees: Principal	8,300	3,622	1,000	1,000	-	(100.00%)	-
Connection Fees: Interest	580	1,214	500	500	-	(100.00%)	-
Water Connection Fees	91,300	84,398	50,000	50,000	15,000	(70.00%)	0.07%
Water Systems Development Charges	680,636	754,775	594,100	594,100	202,300	(65.95%)	0.98%
FEMA Grant	-	-	914,800	914,800	747,000	(18.34%)	3.61%
VA-HUD Joint Water Project Grant	-	278,227	-	-	-	-	-
Department of Energy	-	130,018	-	-	-	-	-
Energy Trust of Oregon	12,073	-	475,000	475,000	475,000	-	2.29%
City of Lebanon	8,000	8,000	8,000	8,000	8,000	-	0.04%
Dumbeck Water District	-	-	-	-	3,000	-	0.01%
Albany Water Service Charges	3,142,466	3,611,451	3,238,500	3,238,500	3,517,100	8.60%	16.98%
Water Charges-Millersburg	70,260	-	-	-	-	-	-
User Fee: Debt Service	9,142	26,202	18,000	18,000	23,000	27.78%	0.11%
Capital Charges	41,250	69,300	69,300	69,300	69,300	-	0.33%
Equipment Replacement Charges	77,592	70,600	77,600	77,600	123,100	58.63%	0.59%
Miscellaneous Revenue	-	6,832	-	-	1,000	-	-
Interest	859,728	960,538	571,000	571,000	506,200	(11.35%)	2.44%
Total Current Resources	5,805,274	6,799,828	6,845,300	6,845,300	6,512,500	(4.86%)	31.44%
From Water Capital: Canal	-	2,000,000	-	-	-	-	-
From Water SDC-I	-	-	-	-	327,000	-	1.58%
Total Transfers In	-	2,000,000	-	-	327,000	-	1.58%
Beginning Balance	24,998,273	20,813,132	14,868,700	14,868,700	13,701,500	(7.85%)	66.13%
Reserved Beginning Balance	-	159,899	145,100	145,100	176,800	21.85%	0.85%
Totals	\$30,803,547	\$29,772,859	\$21,859,100	\$21,859,100	\$20,717,800	(5.22%)	100.00%

Requirements Activity Name	Materials & Services	Capital	Transfers Out	Debt Service	Adopted Budget	% of Fund Budget
Water SDC Improvement Fee Projects	\$ -	\$ 1,744,500	\$ 327,000	\$ -	\$ 2,071,500	9.99%
Water SDC Reimbursement Fee Projects	-	912,100	-	-	912,100	4.40%
2003 Water Bond Projects	-	4,242,100	-	-	4,242,100	20.48%
Water Debt Service	12,000	-	-	2,999,800	3,011,800	14.54%
Water GO Debt Service	2,000	-	-	1,015,800	1,017,800	4.91%
Water Capital: Canal	-	337,100	-	-	337,100	1.63%
Water System Capital Projects	225,000	7,388,200	-	-	7,613,200	36.75%
Water Economic Development	-	500,000	87,300	-	587,300	2.83%
North Albany Water Capital Projects	-	329,100	-	-	329,100	1.59%
Water Equipment Replacement	-	595,800	-	-	595,800	2.88%
Total Requirements	\$ 239,000	\$16,048,900	\$ 414,300	\$ 4,015,600	\$20,717,800	100.00%
Percent of Budget	1.15%	77.47%	2.00%	19.38%	100.00%	

WATER FUND
SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2008-2009

Project Description	Totals	Vine Street Water Treatment Plant	Water Distribution	SDC Improve- ment Fee Projects	SDC Reimburse- ment Fee Projects
W-07-02 Ellingson Road Property Acq.	\$ 450,000	\$ -	\$ -	\$ 450,000	\$ -
Pole Bldg - PW Inventory Control	94,000	94,000	-	-	-
Bank Protection at Backwash Lagoon	300,000	-	-	-	-
Fish Screens & Diversion Dam	10,000	-	-	-	-
Hydroelectric Improvements	205,000	-	-	-	-
Restroom Remodel Project	100,000	-	100,000	-	-
SI-03-02 Clover Ridge Station, Phase I	5,000	-	-	5,000	-
WC-06-01 Canal Bank Improvements	122,000	-	-	-	-
WL-08-01 Madison and 12th WL	500,000	-	-	-	45,000
WC-08-01 Canal Improvement Projects	1,500,000	-	-	-	-
WL-08-04 Maier Lane WL	289,000	-	-	-	90,000
WL-09-01 8th Ave Elm to Broadway	288,000	-	-	-	-
WL-09-02 4th Ave WL	473,000	-	-	-	-
WL-09-03 9th Ave & 24th Ave WL	118,000	-	-	-	-
WL-09-04 5th & 6th Ave WL	395,000	-	-	-	-
WTP Security Upgrade	50,000	-	-	-	-
W-07-01, Reservoir Improvements	50,000	-	-	-	-
W-07-03 Vine St WTP Seismic Upgrades	1,104,000	-	-	-	-
W-08-01 Valley View Res Improvements	612,000	-	-	-	-
W-08-02 Soda Ash Building Improvements	340,000	-	-	-	-
Project Totals	7,005,000	94,000	100,000	455,000	135,000
Reserve: Pipe Over-sizing	10,000	-	-	10,000	-
Reserve: Canal Capital	215,100	-	-	-	-
Reserve: Connection Fees	458,000	-	-	-	-
Reserve: Equipment Replacement	595,800	-	-	-	-
Reserve: Capital Projects	7,959,000	-	-	1,279,500	777,100
Total Reserves	9,237,900	-	-	1,289,500	777,100
Grand Totals	\$16,242,900	\$ 94,000	\$ 100,000	\$ 1,744,500	\$ 912,100

2003 Water Bond Projects	Water Capital: Canal	Water System Capital Projects	Water Economic Development	North Albany Water Capital Projects	Water Equipment Replacement
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-
-	-	300,000	-	-	-
10,000	-	-	-	-	-
205,000	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	122,000	-	-	-	-
-	-	455,000	-	-	-
-	-	1,500,000	-	-	-
-	-	199,000	-	-	-
-	-	288,000	-	-	-
-	-	473,000	-	-	-
-	-	118,000	-	-	-
-	-	395,000	-	-	-
-	-	50,000	-	-	-
-	-	50,000	-	-	-
-	-	1,104,000	-	-	-
-	-	612,000	-	-	-
-	-	340,000	-	-	-
215,000	122,000	5,884,000	-	-	-
-	-	-	-	-	-
-	215,100	-	-	-	-
-	-	458,000	-	-	-
-	-	-	-	-	595,800
4,027,100	-	1,046,200	500,000	329,100	-
4,027,100	215,100	1,504,200	500,000	329,100	595,800
\$ 4,242,100	\$ 337,100	\$ 7,388,200	\$ 500,000	\$ 329,100	\$ 595,800

PROGRAM NARRATIVE

WATER FUND: WATER ADMINISTRATION (615-50-2202)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for the PW Internal Services fund which includes charges for PW Administration, Operations Administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering.
- Pays In-Lieu-of-Franchise fees for the water utility.
- Transfer funds to other City programs.
- Holds the contingency for the Water Fund.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	06/08	Complete	<ul style="list-style-type: none"> • Identify and implement grant and federal funding opportunities.
Effective Government	07/07	Complete	<ul style="list-style-type: none"> • Implement the water agreement with Dumbeck Water District.
Effective Government	06/08	In Progress	<ul style="list-style-type: none"> • Review and propose updates to the Water Agreement with Millersburg to reflect current cost of services.
Effective Government	06/08	In Progress	<ul style="list-style-type: none"> • Develop a condition assessment methodology for water mains.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none"> • Identify and implement grant and federal funding opportunities.
Effective Government	06/09		<ul style="list-style-type: none"> • Participate in Benton County Project to develop a water resource plan.
Effective Government	06/09		<ul style="list-style-type: none"> • Participate with the City of Adair Village on joint water planning.
Safe City	06/09		<ul style="list-style-type: none"> • Re-evaluate water bill subsidy program to include fixed income seniors and other low income households.
Safe City	06/09		<ul style="list-style-type: none"> • Prepare an Asset Management Plan which prioritizes maintenance, repair, and renewal investments needed for the canal, water distribution system, pump stations and storage, and treatment plants to reach the perpetual life maintenance standard based on current condition and risk.
Safe City	06/09		<ul style="list-style-type: none"> • Develop level of service and performance measures for the Water Utility.

STAFFING SUMMARY

	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
FTE's	1.6	1	1

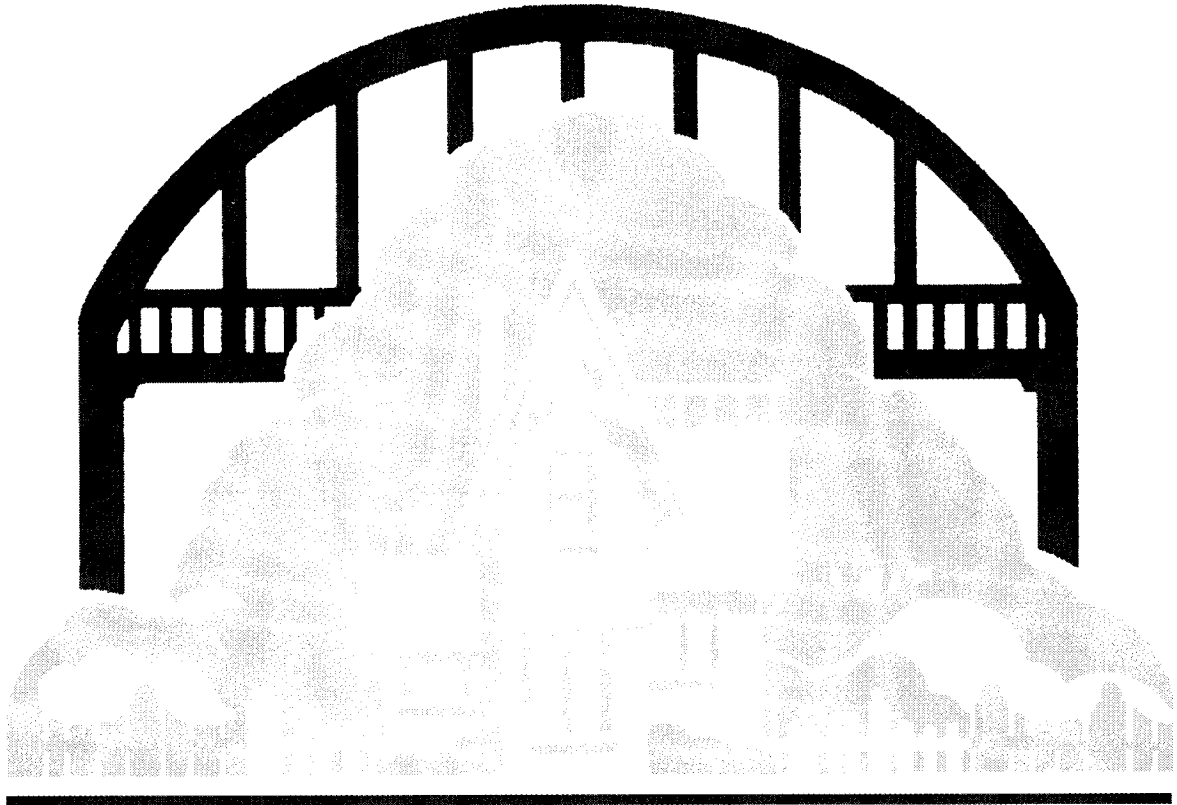
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2202: Water Administration
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	137.50	131,101.73	77,200	127,200	77,600	-38.99%
52001 Temporary Employees	850.00	-	-	-	-	0.00%
54005 Unemployment Claims	-	46.65	-	-	-	0.00%
56001 Employer Paid Benefits	105.81	61,966.77	41,700	41,700	41,800	0.24%
59001 City Paid 401A Deferred Comp	298.24	-	-	-	-	0.00%
Total Personnel Services	1,391.55	193,115.15	118,900	168,900	119,400	-29.31%
Materials & Services						
60101 Contractual Services	34,231.57	6,531.46	90,000	90,000	90,000	0.00%
60201 Space Rental	-	42,930.00	-	-	-	0.00%
60210 In Lieu of Franchise Fee	348,785.96	363,496.90	410,400	410,400	432,900	5.48%
60211 Insurance & Bonds	-	10,619.44	8,700	8,700	10,100	16.09%
61006 Advertising & Publications	-	273.32	-	-	-	0.00%
61011 Education & Training	178.38	950.80	-	-	-	0.00%
61013 Filing & Recording	-	-	2,000	2,000	2,000	0.00%
61022 Credit Card Fees	7,577.87	16,809.78	12,000	12,000	20,000	66.67%
61024 Materials & Supplies	635.62	9,060.30	-	-	2,500	0.00%
61026 Meetings & Conferences	130.00	5,725.19	1,300	1,300	1,200	-7.69%
61027 Memberships & Dues	-	1,651.60	4,000	4,000	9,500	137.50%
61028 Minor Equipment	-	2,442.44	14,000	14,000	14,000	0.00%
61030 Personal Auto Reimbursement	-	1,443.18	-	-	-	0.00%
61032 Postage & Shipping	5.75	-	-	-	-	0.00%
61033 Printing & Binding	12,780.00	32.88	-	-	-	0.00%
61038 Software	-	-	-	-	-	0.00%
61041 Vehicle Fuel Charges	-	11.32	-	-	-	0.00%
63009 Telephone	-	4,537.16	10,600	10,600	2,500	-76.42%
63011 Water Service	-	-	-	-	1,000	0.00%
63012 Sewer Service Charges	-	-	-	-	1,000	0.00%
65006 Maint: Building	697.70	598.70	25,000	25,000	5,000	-80.00%
65008 Maint: Communications Equipment	-	-	-	-	1,000	0.00%
65017 Maint: Property	1,278.09	-	10,000	10,000	1,000	-90.00%
66009 Building Replacement	-	-	50,000	50,000	50,000	0.00%
66010 Central Service Charges	-	36,900.00	195,800	195,800	170,000	-13.18%
66011 Equipment Replacement	3,800.00	-	-	-	2,000	0.00%
66013 GIS System Charges	-	152,200.00	130,000	130,000	133,500	2.69%
66014 Information Technology Services	-	14,300.00	-	-	6,300	0.00%
66015 IT Equipment Replacement	-	3,000.00	-	-	-	0.00%
66017 Public Works Administration Charges	860,000.00	23,940.00	170,000	170,000	229,000	34.71%
66018 Public Works Design/Const Mgmt Services	336,000.00	-	-	-	-	0.00%
66019 Public Works Engineering Service Charges	73,700.00	488,200.00	555,500	555,500	381,400	-31.34%
66020 Permit Tracking Services	-	3,900.00	6,400	6,400	6,600	3.13%
66023 Operations Administration Charges	277,000.00	-	440,000	440,000	526,500	19.66%
66024 Public Works Customer Service Charges	781,300.00	-	701,500	701,500	768,400	9.54%
66025 Public Works Data Management	65,000.00	-	-	-	-	0.00%
66026 Facilities Engineering Charges	234,700.00	-	-	-	55,700	0.00%
66027 Utility Facilities Maintenance Charges	307,000.00	-	-	-	-	0.00%
66028 Urban Forestry/Building Maintenance Char	109,100.00	-	-	-	-	0.00%
66029 Water Quality Control Charges	65,000.00	-	-	-	196,300	0.00%
66511 Flexible Spending Admin Fees	-	88.00	-	-	-	0.00%
67010 Safety Recognition Program	-	-	1,000	1,000	1,000	0.00%
67013 Debt Service: Benton County	25,992.41	30,794.13	28,800	28,800	28,800	0.00%
Total Materials & Services	3,544,893.35	1,220,436.60	2,867,000	2,867,000	3,149,200	9.84%
Capital						
70005 Capital Equipment	-	-	45,000	45,000	-	-100.00%



CITY OF
Albany

1814 - 1892 - 1912 - 1968 - 2012



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2202: Water Administration

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Capital						
73004 Pole Bldg - Public Works	-	-	-	-	-	0.00%
73005 Pole Bldg - PW Inventory Control	-	-	-	-	94,000	0.00%
Total Capital	-	-	45,000	45,000	94,000	108.89%
Transfers Out						
91100 To General Fund	-	49,800.00	-	-	-	0.00%
91210 To Urban Forestry Management - Parks	-	46,400.00	-	-	-	0.00%
91249 To Capital Projects Fund	-	-	-	-	66,700	0.00%
Total Transfers Out	-	96,200.00	-	-	66,700	0.00%
Contingencies						
99005 Contingencies	-	-	814,400	764,400	814,400	6.54%
Total Contingencies	-	-	814,400	764,400	814,400	6.54%
TOTAL EXPENDITURES	3,546,284.90	1,509,751.75	3,845,300	3,845,300	4,243,700	10.36%

PROGRAM NARRATIVE

WATER FUND: CANAL MAINTENANCE (615-50-2204)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed By: Jim Young, Water Superintendent

FUNCTIONS AND RESPONSIBILITIES

- Performs routine operation and maintenance of the Albany-Santiam Canal. Water is diverted from the South Santiam River into the Canal southeast of Lebanon. The Canal runs approximately 18 miles from the diversion dam to the Vine Street Water Treatment Plant, and into the Calapooia River.
- Removes debris, and performs vegetation and pest management.
- Monitors and collects data from Canal gaging stations. Controls and monitors flow and water levels to ensure adequate raw water supplies for Albany and Lebanon and to control against flooding.
- Performs quarterly raw water sampling to monitor for potential contaminants in the Canal.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	On going	<ul style="list-style-type: none"> • Complete the installation of the flow monitoring stations on the Canal.
Safe City	06/08	On going	<ul style="list-style-type: none"> • Develop a dredging, nutria management, debris removal, and bank stabilization maintenance plan.
Safe City	06/08	On going	<ul style="list-style-type: none"> • Develop a right-of-way and access management plan.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none"> • Develop a dredging, nutria management, debris removal, and bank stabilization maintenance plan.
Safe City	06/09		<ul style="list-style-type: none"> • Develop a right-of-way and access management plan.
Safe City	06/09		<ul style="list-style-type: none"> • Develop a flow management plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

Percentage of the time the standard is met to control water levels and adjust flows to ensure a maximum supply of water to the Vine Street Water Treatment Plant (Standard=100%).	<u>2005-06</u> 100%	<u>2006-07</u> 100%	<u>2007-08</u> 100%	<u>2008-09</u> 100%
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STAFFING SUMMARY

FTE's	1	1	3	3
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2204: Water Canal Maintenance

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	43,048.11	44,556.00	155,800	155,800	126,200	-19.00%
53001 Overtime	-	85.68	1,800	1,800	1,800	0.00%
56001 Employer Paid Benefits	32,213.07	31,704.05	97,900	97,900	93,000	-5.01%
Total Personnel Services	75,261.18	76,345.73	255,500	255,500	221,000	-13.50%
Materials & Services						
60101 Contractual Services	53,126.48	126,042.16	62,200	62,200	126,000	102.57%
60211 Insurance & Bonds	-	338.92	600	600	700	16.67%
61011 Education & Training	-	-	1,200	1,200	800	-33.33%
61012 Equipment Rental: Private	363.32	1,630.13	800	800	47,000	5775.00%
61021 Testing	17,045.80	10,077.00	19,000	19,000	19,000	0.00%
61024 Materials & Supplies	1,168.41	5,864.22	600	600	18,600	3000.00%
61026 Meetings & Conferences	-	-	500	500	500	0.00%
61027 Memberships & Dues	122.00	60.00	300	300	200	-33.33%
61028 Minor Equipment	689.51	-	10,400	10,400	500	-95.19%
61033 Printing & Binding	24.50	17.34	-	-	100	0.00%
61040 Uniforms	299.95	119.99	1,900	1,900	1,600	-15.79%
61041 Vehicle Fuel Charges	2,085.30	6,744.38	6,000	6,000	6,000	0.00%
61048 Tools	6.00	3,123.26	-	-	6,500	0.00%
63009 Telephone	8,928.33	14,333.36	8,400	8,400	9,600	14.29%
65011 Maint: Grounds	8.00	40.00	-	-	-	0.00%
65020 Maint: Work Equipment	-	439.73	-	-	-	0.00%
65078 Facilities Maintenance	-	-	-	-	10,000	0.00%
65079 Parts for Repairs	-	793.50	500	500	1,000	100.00%
65082 Safety Improvements	-	-	2,000	2,000	2,000	0.00%
65090 Fac Eng System Automation	-	560.00	20,000	20,000	20,500	2.50%
65501 Hazardous Tree Removal	-	-	-	-	60,000	0.00%
65513 Vehicle Maintenance	2,046.00	5,993.49	3,900	3,900	26,100	569.23%
66010 Central Service Charges	-	10,400.00	9,100	9,100	28,200	209.89%
66011 Equipment Replacement	1,000.00	800.00	-	-	2,700	0.00%
66014 Information Technology Services	-	1,800.00	5,800	5,800	6,300	8.62%
66015 IT Equipment Replacement	696.00	700.00	-	-	-	0.00%
66026 Facilities Engineering Charges	-	-	50,000	50,000	27,200	-45.60%
66029 Water Quality Control Charges	-	73,300.00	120,000	120,000	-	-100.00%
66511 Flexible Spending Admin Fees	-	-	-	-	-	0.00%
Total Materials & Services	87,609.60	263,177.48	323,200	323,200	421,100	30.29%
TOTAL EXPENDITURES	162,870.78	339,523.21	578,700	578,700	642,100	10.96%

PROGRAM NARRATIVE

WATER FUND: VINE STREET WATER TREATMENT PLANT (615-50-2205)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed by: Keith Wolf, Water Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the operation and maintenance of the Vine Street Water Treatment Plant.
- The Vine Street Water Treatment Plant provides water to residential, commercial, and industrial customers in Albany and as a peaking water treatment plant facility in conjunction with the Joint Water Project Water Treatment Plant as the base water treatment plant facility.
- Plant operations personnel are responsible for acquiring and interpreting operational and water quality data and using that information to develop operating strategies that will meet water quality objectives set forth by the by the Oregon Department of Human Services, Drinking Water Program.
- The plant has a current operating capacity of 16.5 million gallons per day, and is operated to meet peak demand requirements and to maintain filter readiness.
- Control water usage and adjust plant production to meet system requirements for pressure, flow, and storage.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Safe City	06/08	On going	<ul style="list-style-type: none"> • Refine techniques and strategies to maximize efficient operation of the Vine Street Plant in coordination with the Albany-Millersburg Water Treatment Plant.
Safe City	06/08	On going	<ul style="list-style-type: none"> • Implement condition assessment of Water Treatment Plant.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none"> • Refine techniques and strategies to maximize efficient operation of the Vine Street Plant in coordination with the Albany-Millersburg Water Treatment Plant.
Safe City	06/09		<ul style="list-style-type: none"> • Implement identified maintenance and repair based on condition assessment of Water Treatment Plant.

PERFORMANCE MEASURES

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Water treated annually (millions of gallons).	2,644	1,645	475	500
Peak daily demand in million gallons per day.	26.60	4.25	6.46	4.25
Percent of time plant met regulatory requirements for safe drinking water.	100%	100%	100%	100%
Percent of time plant met peak daily flow.	100%	100%	100%	100%

STAFFING SUMMARY

FTE's	2.31	2.31	2.31	2.71
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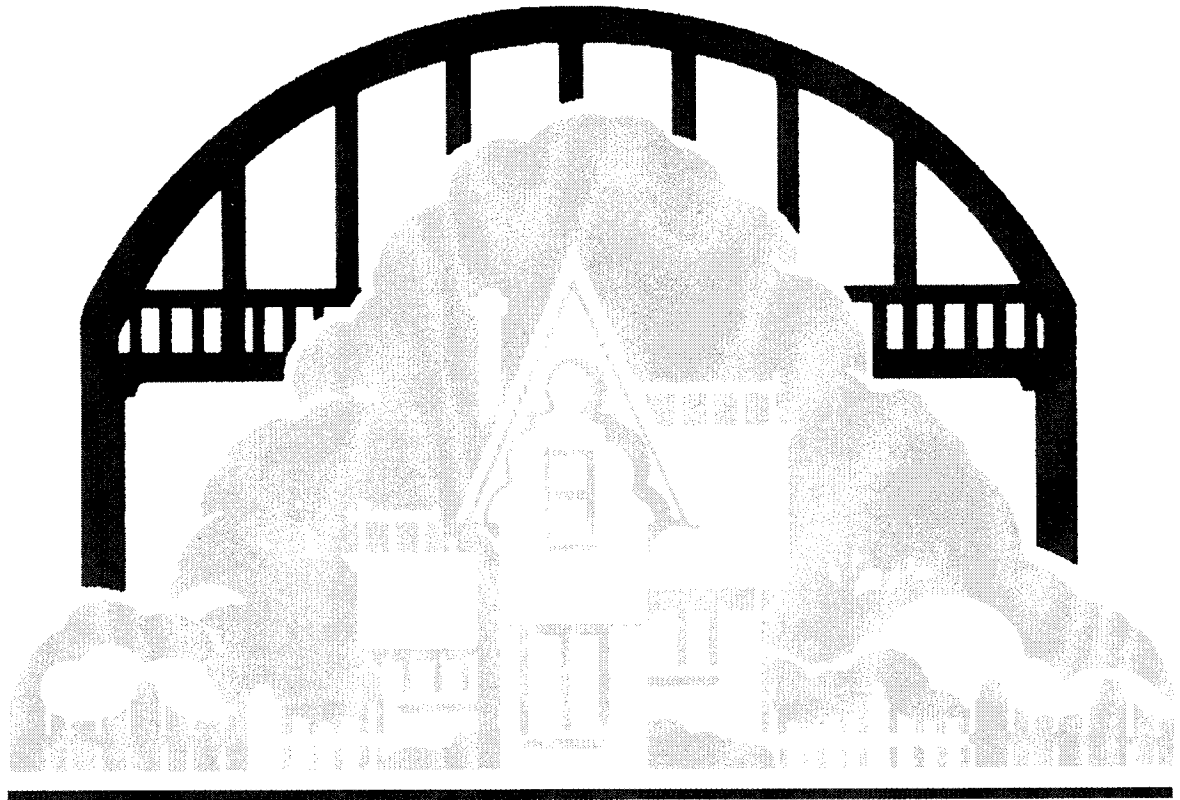
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2205: Vine Street Water Treatment Plant

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	107,144.02	98,496.36	112,000	112,000	122,300	9.20%
53001 Overtime	8,426.85	6,950.24	-	-	-	0.00%
56001 Employer Paid Benefits	69,249.66	61,978.62	76,200	76,200	89,700	17.72%
Total Personnel Services	184,820.53	167,425.22	188,200	188,200	212,000	12.65%
Materials & Services						
60101 Contractual Services	46,492.04	11,250.23	16,400	16,400	8,700	-46.95%
60211 Insurance & Bonds	-	23,385.34	17,500	17,500	20,400	16.57%
61006 Advertising & Publications	-	164.28	200	200	200	0.00%
61010 Duplication & Fax	-	-	200	200	200	0.00%
61011 Education & Training	284.17	1,225.90	-	-	500	0.00%
61012 Equipment Rental: Private	538.67	1,619.37	4,400	4,400	3,000	-31.82%
61017 Laboratory Supplies	2,590.00	1,449.39	1,800	1,800	2,400	33.33%
61018 Laundry Service	812.14	396.91	-	-	-	0.00%
61021 Testing	2,477.40	7,870.32	7,500	7,500	8,000	6.67%
61024 Materials & Supplies	15,418.19	1,484.52	2,000	2,000	2,000	0.00%
61026 Meetings & Conferences	10.47	-	-	-	600	0.00%
61027 Memberships & Dues	453.00	-	-	-	700	0.00%
61028 Minor Equipment	6,207.47	2,652.65	2,800	2,800	8,500	203.57%
61032 Postage & Shipping	321.97	62.83	-	-	-	0.00%
61033 Printing & Binding	610.01	110.84	500	500	100	-80.00%
61040 Uniforms	1,043.45	483.55	1,100	1,100	1,200	9.09%
61041 Vehicle Fuel Charges	4,718.31	356.32	200	200	500	150.00%
61046 Permits	1,073.70	1,115.00	1,600	1,600	1,500	-6.25%
61050 Chemicals	51,333.05	18,887.87	21,800	21,800	31,800	45.87%
63006 Power & Light	182,307.18	118,961.69	136,000	136,000	144,200	6.03%
63009 Telephone	4,234.72	6,929.21	13,400	13,400	5,700	-57.46%
63011 Water Service	427.90	543.02	400	400	400	0.00%
63012 Sewer Service Charges	282.95	311.22	400	400	400	0.00%
65006 Maint: Building	-	9,751.48	-	-	5,000	0.00%
65011 Maint: Grounds	3,727.59	4,482.85	13,700	13,700	8,500	-37.96%
65020 Maint: Work Equipment	-	483.19	400	400	500	25.00%
65076 Contract Maintenance	82,351.30	51,333.25	32,000	32,000	37,800	18.13%
65078 Facilities Maintenance	4,069.29	36,596.38	51,900	51,900	113,000	117.73%
65079 Parts for Repairs	11,260.84	2,119.23	2,500	2,500	2,500	0.00%
65082 Safety Improvements	5,533.38	4,489.70	1,000	1,000	22,100	2110.00%
65090 Fac Eng System Automation	-	37,691.36	28,300	28,300	39,800	40.64%
65513 Vehicle Maintenance	1,460.89	87.77	400	400	700	75.00%
65517 Maint: Treatment Plant	-	815.40	-	-	-	0.00%
66010 Central Service Charges	-	33,800.00	29,700	29,700	35,500	19.53%
66011 Equipment Replacement	10,019.39	1,700.00	1,600	1,600	33,400	1987.50%
66012 Facility Maintenance Charges	-	153,917.50	200,000	-	-	0.00%
66014 Information Technology Services	-	10,700.00	10,700	10,700	12,600	17.76%
66015 IT Equipment Replacement	-	-	1,100	1,100	1,100	0.00%
66026 Facilities Engineering Charges	-	-	-	200,000	118,400	-40.80%
66029 Water Quality Control Charges	-	71,200.00	90,900	90,900	-	-100.00%
66511 Flexible Spending Admin Fees	192.50	60.50	-	-	-	0.00%
Total Materials & Services	440,251.97	618,489.07	692,400	692,400	671,900	-2.96%
Capital						
80047 Restroom Remodel Project	-	-	100,000	100,000	100,000	0.00%
87000 WTP High Pressure Pump	-	-	16,500	16,500	-	-100.00%
Total Capital	-	-	116,500	116,500	100,000	-14.16%



CITY OF
Albany

OFFICE OF THE
CITY CLERK

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2205: Vine Street Water Treatment Plant

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
TOTAL EXPENDITURES	625,072.50	785,914.29	997,100	997,100	983,900	-1.32%

PROGRAM NARRATIVE

WATER FUND: WATER DISTRIBUTION (615-50-2206)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed By: Jim Young, Water Superintendent

FUNCTIONS AND RESPONSIBILITIES

- To ensure compliance with all Federal Safe Drinking Water Act and Oregon Drinking Water Rules and Regulations.
- Prepare and distribute the Consumer Confidence Report – an annual report on water quality mandated by state and federal regulations.
- Operate and maintain the water distribution system for the City of Millersburg and the Dumbeck Water Association.
- Operate and maintain a network of 270 miles of water mains, 6450 valves, 1670 fire hydrants, and approximately 17,000 meters.
- Maintain water system flushing, fire hydrant maintenance, valve survey and exercising, and Cross Connection programs.
- Survey and exercise all water distribution valves.
- Perform perpetual meter maintenance of all small meters; changing out all meters more than 20 years old.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Safe City	06/08	On going	<ul style="list-style-type: none"> • Begin perpetual meter maintenance of all small meters; changing out all meters more than 20 years old.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none"> • Complete a corrosion study of the system for lead/copper control.
Safe City	06/09		<ul style="list-style-type: none"> • Complete a taste and odor study.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of miles of pipe maintained	245	255	265	270
Number of leaks reported	363	325	350	350
Percent of leaks repaired	100%	100%	100%	100%
Percent of fire hydrants maintained	100%	100%	100%	100%
Percentage of large meters tested annually	100%	100%	100%	100%

STAFFING SUMMARY

FTE's	12	12	11	11
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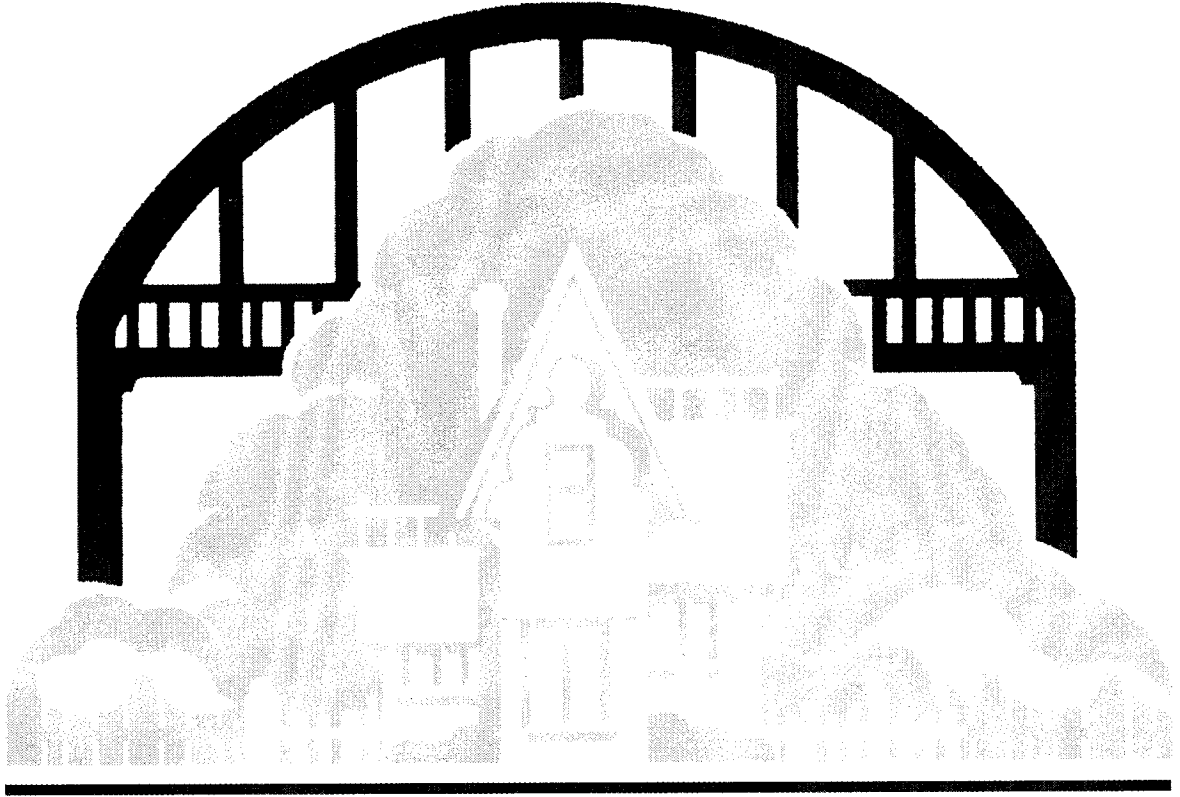
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2206: Water Distribution

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	%
						Change
Personnel Services						
51001 Wages & Salaries	517,348.32	533,159.04	487,000	487,000	514,000	5.54%
53001 Overtime	16,669.49	20,601.40	16,000	16,000	16,000	0.00%
54005 Unemployment Claims	2,763.07	139.96	2,700	2,700	1,200	-55.56%
56001 Employer Paid Benefits	337,880.30	325,533.51	326,200	326,200	346,400	6.19%
Total Personnel Services	874,661.18	879,433.91	831,900	831,900	877,600	5.49%
Materials & Services						
60101 Contractual Services	4,719.47	1,296.60	1,000	1,000	75,000	7400.00%
60211 Insurance & Bonds	-	23,159.40	24,900	24,900	29,000	16.47%
61006 Advertising & Publications	189.00	317.54	400	400	400	0.00%
61010 Duplication & Fax	-	38.65	200	200	200	0.00%
61011 Education & Training	4,132.72	1,790.00	2,600	2,600	3,400	30.77%
61012 Equipment Rental: Private	1,236.31	1,348.20	1,000	1,000	1,000	0.00%
61018 Laundry Service	-	-	1,100	1,100	1,100	0.00%
61021 Testing	25,124.00	35,175.00	39,000	39,000	39,000	0.00%
61024 Materials & Supplies	190,209.45	235,984.86	225,000	225,000	225,000	0.00%
61026 Meetings & Conferences	1,024.91	2,284.86	2,000	2,000	2,500	25.00%
61027 Memberships & Dues	2,583.47	2,343.46	2,000	2,000	1,200	-40.00%
61028 Minor Equipment	-	6,814.18	58,000	58,000	59,000	1.72%
61030 Personal Auto Reimbursement	-	-	-	-	-	0.00%
61032 Postage & Shipping	92.78	4,176.50	-	-	-	0.00%
61033 Printing & Binding	6,758.94	5,238.82	7,000	7,000	7,000	0.00%
61038 Software	-	3,875.00	4,900	4,900	500	-89.80%
61040 Uniforms	9,144.85	10,323.18	9,000	9,000	9,000	0.00%
61041 Vehicle Fuel Charges	28,537.37	33,431.69	29,000	29,000	31,000	6.90%
61046 Permits	-	725.00	-	-	-	0.00%
61048 Tools	4,028.13	6,123.27	6,000	6,000	7,100	18.33%
62701 Water Meters	71,213.48	135,965.92	115,000	115,000	100,000	-13.04%
63009 Telephone	1,221.94	8,349.56	19,100	19,100	5,900	-69.11%
65006 Maint: Building	113.50	17,160.00	5,000	5,000	-	-100.00%
65008 Maint: Communications Equipment	867.90	662.35	1,000	1,000	-	-100.00%
65015 Maint: Office Equipment	-	117.99	-	-	-	0.00%
65020 Maint: Work Equipment	2,415.77	2,476.45	3,000	3,000	-	-100.00%
65076 Contract Maintenance	109,354.48	129,651.40	150,000	150,000	150,000	0.00%
65078 Facilities Maintenance	-	-	-	-	12,800	0.00%
65082 Safety Improvements	2,575.42	-	2,000	2,000	2,000	0.00%
65090 Fac Eng System Automation	-	-	29,200	29,200	28,500	-2.40%
65513 Vehicle Maintenance	25,951.07	25,114.44	16,200	16,200	19,200	18.52%
65534 Pump Station Repair	-	37,423.81	10,000	10,000	10,000	0.00%
66010 Central Service Charges	-	103,500.00	90,300	90,300	102,800	13.84%
66011 Equipment Replacement	69,100.00	64,400.00	73,000	73,000	53,300	-26.99%
66012 Facility Maintenance Charges	-	414,500.00	330,000	-	-	0.00%
66014 Information Technology Services	-	5,400.00	17,500	17,500	18,900	8.00%
66015 IT Equipment Replacement	300.00	200.00	2,400	2,400	2,200	-8.33%
66026 Facilities Engineering Charges	-	-	-	330,000	40,200	-87.82%
66505 Physical Exams & Medicals	420.28	236.00	300	300	300	0.00%
66511 Flexible Spending Admin Fees	66.00	55.00	100	100	200	100.00%
Total Materials & Services	561,381.24	1,319,659.13	1,277,200	1,277,200	1,037,700	-18.75%
Capital						
70005 Capital Equipment	28,043.14	5,628.00	-	-	-	0.00%
80010 Large Meter Improvement Program	3,745.11	-	-	-	-	0.00%
Total Capital	31,788.25	5,628.00	-	-	-	0.00%



CITY OF
Albany



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2206: Water Distribution

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
TOTAL EXPENDITURES	1,467,830.67	2,204,721.04	2,109,100	2,109,100	1,915,300	-9.19%

PROGRAM NARRATIVE

WATER FUND: ALBANY-MILLERSBURG WTP (615-50-2207)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed by: Keith Wolf, Water Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the operation and maintenance of the Albany-Millersburg Water Treatment Plant.
- The Albany-Millersburg Water Treatment Plant provides the base water supply to residential, commercial, and industrial customers in Albany and Millersburg. The plant has a current operating capacity of 12 million gallons per day and is operated 24 hours per day, 365 days per year.
- Control lead/copper levels through pH adjustments.
- Plant operations personnel are responsible for acquiring and interpreting operational and water quality data and using that information to develop operating strategies that will meet water quality objectives set forth by the by the Oregon Department of Human Services, Drinking Water Program.
- Control water usage and adjust plant production to meet system requirements for pressure, flow, and storage.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Safe City	06/08	On going	<ul style="list-style-type: none"> • Develop operational strategy for handling of water treatment solids.
Safe City	06/08	On going	<ul style="list-style-type: none"> • Control disinfection by-product formation through Aluminum Chlorohydrate (ACH) feed.
Safe City	06/08	On going	<ul style="list-style-type: none"> • Control lead/copper levels through pH adjustments.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none"> • Water treatment solids handling and disposal evaluation.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Water treated annually (millions of gallons).	1,663.08	2,745.85	2,756	2,760
Peak demand in million gallons per day.	11.58	11.27	12	12
Percent of time the plant met regulatory requirements for safe drinking water.	100%	100%	100%	100%
Percent of time the plant met peak daily flow.	100%	100%	100%	100%

STAFFING SUMMARY

FTE's	5.19	5.19	5.19	5.79
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2207: Albany-Millersburg WTP

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	218,110.29	220,377.90	250,000	250,000	290,700	16.28%
53001 Overtime	15,819.76	13,849.11	28,000	28,000	28,000	0.00%
56001 Employer Paid Benefits	137,226.65	137,820.23	135,000	135,000	204,900	51.78%
Total Personnel Services	371,156.70	372,047.24	413,000	413,000	523,600	26.78%
Materials & Services						
60101 Contractual Services	22,594.00	17,789.29	21,700	21,700	72,800	235.48%
60211 Insurance & Bonds	-	18,979.39	15,300	15,300	17,800	16.34%
61006 Advertising & Publications	-	-	600	600	600	0.00%
61011 Education & Training	360.00	1,982.84	3,600	3,600	2,400	-33.33%
61012 Equipment Rental: Private	-	3,988.26	2,900	2,900	7,400	155.17%
61017 Laboratory Supplies	1,788.85	2,248.45	2,400	2,400	2,600	8.33%
61018 Laundry Service	-	-	700	700	-	-100.00%
61021 Testing	4,719.91	12,345.60	12,600	12,600	13,600	7.94%
61024 Materials & Supplies	18,511.05	3,859.48	2,800	2,800	2,800	0.00%
61026 Meetings & Conferences	-	1,190.87	2,700	2,700	3,300	22.22%
61027 Memberships & Dues	260.00	2,216.86	1,000	1,000	900	-10.00%
61028 Minor Equipment	427.56	6,363.17	3,300	3,300	2,000	-39.39%
61030 Personal Auto Reimbursement	-	-	-	-	700	0.00%
61033 Printing & Binding	-	33.78	-	-	-	0.00%
61040 Uniforms	679.00	661.64	2,500	2,500	1,800	-28.00%
61041 Vehicle Fuel Charges	84.83	-	2,400	2,400	2,600	8.33%
61046 Permits	373.65	1,266.00	1,600	1,600	1,500	-6.25%
61050 Chemicals	105,107.37	76,054.63	162,000	162,000	159,800	-1.36%
63006 Power & Light	135,372.23	201,062.14	204,000	204,000	216,300	6.03%
63007 Heating & Fuel	32,540.01	15,581.15	-	-	-	0.00%
63009 Telephone	1,207.75	3,121.84	4,400	4,400	9,100	106.82%
63012 Sewer Service Charges	-	-	400	400	400	0.00%
65011 Maint: Grounds	-	2,951.00	4,000	4,000	25,000	525.00%
65076 Contract Maintenance	3,407.31	23,541.99	41,800	41,800	57,000	36.36%
65078 Facilities Maintenance	-	15,396.08	22,500	22,500	21,700	-3.56%
65079 Parts for Repairs	1,044.09	3,090.37	4,500	4,500	18,800	317.78%
65082 Safety Improvements	3,418.26	759.00	2,500	2,500	9,700	288.00%
65090 Fac Eng System Automation	-	5,878.00	25,300	25,300	41,400	63.64%
65513 Vehicle Maintenance	777.13	462.56	800	800	800	0.00%
66010 Central Service Charges	-	43,000.00	42,100	42,100	50,800	20.67%
66011 Equipment Replacement	3,700.00	3,700.00	3,000	3,000	33,700	1023.33%
66012 Facility Maintenance Charges	-	25,000.00	50,000	-	-	0.00%
66014 Information Technology Services	-	-	8,800	8,800	3,200	-63.64%
66015 IT Equipment Replacement	-	-	2,400	2,400	2,400	0.00%
66026 Facilities Engineering Charges	-	-	-	50,000	72,300	44.60%
66505 Physical Exams & Medicals	-	84.00	-	-	-	0.00%
66511 Flexible Spending Admin Fees	49.50	55.00	200	200	200	0.00%
Total Materials & Services	336,422.50	492,663.39	654,800	654,800	855,400	30.64%
Capital						
70005 Capital Equipment	18,821.00	-	150,000	150,000	-	-100.00%
Total Capital	18,821.00	-	150,000	150,000	-	-100.00%
TOTAL EXPENDITURES	726,400.20	864,710.63	1,217,800	1,217,800	1,379,000	13.24%

PROGRAM NARRATIVE

WATER FUND: WATER SDC IMPROVEMENT FEE PROJECTS (615-50-2300)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity is dedicated to funding eligible, capacity increasing projects that are a direct result of new growth and development. Revenues are received from System Development Charges (SDC).
 - In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all System Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.
 - Provide over-sizing component funding for projects constructed by development projects.
 - The current System Development Charge for the water system is \$2,023 for a single-family residence with a 3/4-inch meter (effective July 2007). This activity receives \$1,733 of the fee and 85 percent of any similar commercial or industrial charges. The 2008-09 Budget assumes revenue from 100 Equivalent Dwelling Units (EDUs) based on current development projections.
 - Maintain a \$100,000 minimum reserve for future participation in funding of appropriate capital projects and associated debt service.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	04/08	In Progress	<ul style="list-style-type: none">• Provide over-sizing funding for the water lines constructed in Ellingson Road associated with the SVC project.
Budget Year 2008-2009			
Safe City	11/09		<ul style="list-style-type: none">• Provide funding for the purchase of a water reservoir site on the south end of the City.
Safe City	06/09		<ul style="list-style-type: none">• Provide funding for SDC component of debt service.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2300: Water SDC Improvement Fee Projects
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	%
						Change
General Revenues						
41123 Water SDC: Principal	18,449.29	33,754.89	6,500	6,500	7,000	7.69%
41124 Water SDC: Interest	2,927.92	2,065.86	2,000	2,000	500	-75.00%
41236 Water Systems Development Charges	234,620.98	312,063.14	182,100	509,100	173,300	-65.96%
48010 Interest	42,508.40	67,332.02	37,000	37,000	58,000	56.76%
Total General Revenues	298,506.59	415,215.91	227,600	554,600	238,800	-56.94%
Beginning Balance						
49905 Beginning Balance	1,172,578.00	1,109,659.00	1,046,300	1,046,300	1,832,700	75.16%
Total Beginning Balance	1,172,578.00	1,109,659.00	1,046,300	1,046,300	1,832,700	75.16%
TOTAL REVENUES	1,471,084.59	1,524,874.91	1,273,900	1,600,900	2,071,500	29.40%
Capital						
73002 W-07-02 Ellingson Road Property Acq.	-	-	450,000	450,000	450,000	0.00%
83000 SI-03-02 Clover Ridge Station, Phase I	68,661.00	56,759.24	6,000	6,000	5,000	-16.67%
84012 SS-06-04 Grand Prairie Sewer Extension	1,063.04	-	-	-	-	0.00%
86004 WL-05-01 East End TM Line, Phase II	139,798.83	-	-	-	-	0.00%
86005 WL-05-02 East End TM Line, Phase III	151,902.60	-	-	-	-	0.00%
90001 Reserve: Pipe Over-sizing	-	-	10,000	10,000	10,000	0.00%
90012 Reserve: Capital Projects	-	-	807,900	807,900	1,279,500	58.37%
Total Capital	361,425.47	56,759.24	1,273,900	1,273,900	1,744,500	36.94%
Transfers Out						
91248 To Debt Service Fund	-	-	-	327,000	327,000	0.00%
Total Transfers Out	-	-	-	327,000	327,000	0.00%
TOTAL EXPENDITURES	361,425.47	56,759.24	1,273,900	1,600,900	2,071,500	29.40%

PROGRAM NARRATIVE

WATER FUND: WATER SDC REIMBURSEMENT FEE PROJECTS (615-50-2301)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for non-routine, non-standard maintenance, repair or replacement projects to maintain the capacity of existing plant facilities or water lines. Revenues are received from System Development Charges (SDC).
 - In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDC effective July 1, 1991. This budget was created in order to comply with that legislation.
 - Maintain a \$100,000 minimum reserve for future participation in funding of appropriate capital projects and associated debt service.
 - The current System Development Charge for the water system is \$2,023 for a single-family residence with a 3/4-inch meter (effective July 2007). This activity receives \$290 of the fee and 15 percent of any similar commercial or industrial charges. The 2008-09 budget assumes revenue from 100 Equivalent Dwelling Units (EDUs) based on current development projections.
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STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Safe City	09/08	In Progress	<ul style="list-style-type: none">• Replace water lines in the Madison Street and 12th Avenue area.
Safe City	09/08	In Progress	<ul style="list-style-type: none">• Replace water lines in the Maier Lane, Skyline Terrace area.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none">• Build reserves for future projects.
Safe City	09/09		<ul style="list-style-type: none">• Replace water lines in the Madison Street and 12th Avenue area.
Safe City	09/09		<ul style="list-style-type: none">• Replace water lines in the Maier Lane, Skyline Terrace area.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2301: Water SDC Reimbursement Fee Projects
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	%	Change
General Revenues							
41123 Water SDC: Principal	10,993.18	-	1,500	1,500	2,000	33.33%	
41124 Water SDC: Interest	1,633.60	35.90	500	500	1,000	100.00%	
41236 Water Systems Development Charges	130,014.75	119,712.38	85,000	85,000	29,000	-65.88%	
48010 Interest	36,541.94	35,136.90	38,000	38,000	32,000	-15.79%	
Total General Revenues	179,183.47	154,885.18	125,000	125,000	64,000		-48.80%
Beginning Balance							
49905 Beginning Balance	981,805.00	740,047.00	820,800	820,800	848,100	3.33%	
Total Beginning Balance	981,805.00	740,047.00	820,800	820,800	848,100	3.33%	
TOTAL REVENUES	1,160,988.47	894,932.18	945,800	945,800	912,100		-3.56%
Capital							
86006 WL-05-03 Tudor Way/Main, 18th-31st WL	157,025.67	-	-	-	-	0.00%	
86016 WL-06-01 13th Ave WL	263,916.18	128,911.91	-	-	-	0.00%	
86033 WL-08-01 Madison and 12th WL	-	-	89,000	89,000	45,000	-49.44%	
86036 WL-08-04 Maier Lane WL	-	-	91,000	91,000	90,000	-1.10%	
90012 Reserve: Capital Projects	-	-	765,800	765,800	777,100	1.48%	
Total Capital	420,941.85	128,911.91	945,800	945,800	912,100		-3.56%
TOTAL EXPENDITURES	420,941.85	128,911.91	945,800	945,800	912,100		-3.56%

PROGRAM NARRATIVE

WATER FUND: 2003 WATER BOND PROJECTS (615-50-2302)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity receives funding for projects related to improving fish survival at the diversion dam and entrance to the Albany-Santiam Canal, and the reconstruction of the hydroelectric system at the Vine Street Water Treatment Plant powerhouse.
 - Funding comes primarily from proceeds of a 2003 Water Revenue Bond, though staff continues to apply for applicable federal and state grants.
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STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	07/08	In Progress	<ul style="list-style-type: none">• Construct hydroelectric power improvements at the Vine Street WTP.
Budget Year 2008-2009			
Safe City	10/08		<ul style="list-style-type: none">• Complete hydroelectric power improvements.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2302: 2003 Water Bond Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42400 Energy Trust of Oregon	-	-	475,000	475,000	475,000	0.00%
48010 Interest	229,624.71	203,024.68	150,000	150,000	140,000	-6.67%
Total General Revenues	229,624.71	203,024.68	625,000	625,000	615,000	-1.60%
Beginning Balance						
49905 Beginning Balance	8,199,595.00	4,809,407.00	3,447,100	3,447,100	3,627,100	5.22%
Total Beginning Balance	8,199,595.00	4,809,407.00	3,447,100	3,447,100	3,627,100	5.22%
TOTAL REVENUES	8,429,219.71	5,012,431.68	4,072,100	4,072,100	4,242,100	4.17%
Materials & Services						
60101 Contractual Services	-	-	-	-	-	0.00%
Total Materials & Services	-	-	-	-	-	0.00%
Capital						
80005 Fish Screens & Diversion Dam	3,571,909.35	848,674.33	-	-	10,000	0.00%
80008 Hydroelectric Improvements	47,903.63	630,432.52	649,800	649,800	205,000	-68.45%
90012 Reserve: Capital Projects	-	-	3,422,300	3,422,300	4,027,100	17.67%
Total Capital	3,619,812.98	1,479,106.85	4,072,100	4,072,100	4,242,100	4.17%
TOTAL EXPENDITURES	3,619,812.98	1,479,106.85	4,072,100	4,072,100	4,242,100	4.17%

PROGRAM NARRATIVE

WATER FUND: WATER DEBT SERVICE (615-50-2305)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides for the principal and interest payments on City of Albany Water Revenue Bonds and Water Certificates of Participation (COPs).
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MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008-2009	\$ 1,310,000	\$ 1,610,787	\$ 2,920,787
2009-2010	1,345,000	1,557,864	2,902,864
2010-2011	1,055,000	1,521,203	2,576,203
2011-2012	960,000	1,487,919	2,447,919
2012-2013	830,000	1,455,557	2,285,557
2013-2014	865,000	1,422,694	2,287,694
2014-2015	900,000	1,387,394	2,287,394
2015-2016	940,000	1,350,594	2,290,594
2016-2017	980,000	1,311,581	2,291,581
2017-2018	1,025,000	1,269,587	2,294,587
2018-2019	1,070,000	1,221,056	2,291,056
2019-2020	1,120,000	1,166,306	2,286,306
2020-2021	1,170,000	1,109,056	2,279,056
2021-2022	1,230,000	1,049,056	2,279,056
2022-2023	1,290,000	986,056	2,276,056
2023-2024	1,355,000	921,625	2,276,625
2024-2025	1,420,000	855,719	2,275,719
2025-2026	1,495,000	786,488	2,281,488
2026-2027	1,575,000	710,622	2,285,622
2027-2028	1,655,000	630,956	2,285,956
2028-2029	1,740,000	550,325	2,290,325
2029-2030	1,835,000	463,125	2,298,125
2030-2031	1,930,000	369,000	2,299,000
2031-2032	2,030,000	270,000	2,300,000
2032-2033	2,135,000	165,875	2,300,875
2033-2034	2,250,000	56,250	2,306,250
Totals	\$ 35,510,000	\$ 25,686,695	\$ 61,196,695

DEBT SUMMARY

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
2003	\$ 40,485,000	\$ 35,510,000	None Required
2002 COPs	600,000	279,584	None Required
Totals	\$ 41,085,000	\$ 35,789,584	None Required

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2305: Water Debt Service

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41236 Water Systems Development Charges	316,000.00	323,000.00	327,000	-	-	0.00%
43250 Albany Water Service Charges	2,737,164.95	2,726,449.64	2,713,500	2,713,500	2,684,800	-1.06%
48010 Interest	1,084.69	-	-	-	-	0.00%
Total General Revenues	3,054,249.64	3,049,449.64	3,040,500	2,713,500	2,684,800	-1.06%
Transfers In						
49046 From Water SDC-I	-	-	-	327,000	327,000	0.00%
Total Transfers In	-	-	-	327,000	327,000	0.00%
TOTAL REVENUES	3,054,249.64	3,049,449.64	3,040,500	3,040,500	3,011,800	-0.94%
Materials & Services						
60017 Bond Registration Costs	583.00	583.00	6,000	6,000	12,000	100.00%
Total Materials & Services	583.00	583.00	6,000	6,000	12,000	100.00%
Debt Service						
92010 Bond Principal: 2003 Water(r)	1,230,000.00	1,250,000.00	1,280,000	1,280,000	1,310,000	2.34%
93006 Bond Interest: 2003 Water (r)	1,744,837.52	1,720,037.52	1,675,600	1,675,600	1,610,800	-3.87%
94002 Water COP Principal	54,656.65	57,704.09	60,900	60,900	64,400	5.75%
94502 Water COP Interest	24,172.47	21,125.03	18,000	18,000	14,600	-18.89%
Total Debt Service	3,053,666.64	3,048,866.64	3,034,500	3,034,500	2,999,800	-1.14%
TOTAL EXPENDITURES	3,054,249.64	3,049,449.64	3,040,500	3,040,500	3,011,800	-0.94%

PROGRAM NARRATIVE

WATER FUND: WATER GO DEBT SERVICE (615-50-2306)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for the principal and interest payments on City of Albany 1998 Water General Obligation Bonds.
 - The City of Albany 1998 General Obligation Bonds do not require a reserve.
-

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008-2009	\$ 795,000	\$ 55,065	\$ 850,065
2009-2010	835,000	18,788	853,788
Totals	\$ 1,630,000	\$ 73,853	\$ 1,703,853

DEBT SUMMARY

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
1998	\$ 7,865,000	\$ 1,630,000	None Required

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2306: Water GO Debt Service

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
40050 Property Taxes - Current	732,983.67	732,464.53	790,000	790,000	790,000	0.00%
40051 Property Taxes - Delinquent	36,959.11	26,328.90	27,000	27,000	22,000	-18.52%
43203 Dumbeck Water District	-	-	-	-	3,000	0.00%
43250 Albany Water Service Charges	-	85,000.00	-	-	-	0.00%
43251 Water Charges-Millersburg	70,259.83	-	-	-	-	0.00%
43253 User Fee: Debt Service	9,142.41	26,201.84	18,000	18,000	23,000	27.78%
48010 Interest	4,565.13	2,341.42	-	-	3,000	0.00%
Total General Revenues	853,910.15	872,336.69	835,000	835,000	841,000	0.72%
Beginning Balance						
49905 Beginning Balance	139,666.00	0.35	-	-	-	0.00%
49925 Reserved Beginning Balance	-	159,898.65	145,100	145,100	176,800	21.85%
Total Beginning Balance	139,666.00	159,899.00	145,100	145,100	176,800	21.85%
TOTAL REVENUES	993,576.15	1,032,235.69	980,100	980,100	1,017,800	3.85%
Materials & Services						
60017 Bond Registration Costs	1,800.00	300.00	2,000	2,000	2,000	0.00%
60101 Contractual Services	1,000.00	-	-	-	-	0.00%
Total Materials & Services	2,800.00	300.00	2,000	2,000	2,000	0.00%
Debt Service						
92009 Bond Principal: 1998 Water(T)	680,000.00	725,000.00	760,000	760,000	795,000	4.61%
93004 Bond Interest: 1998 Water(T)	150,877.50	121,021.25	89,100	89,100	55,100	-38.16%
95000 Reserve: Debt Service	-	-	129,000	129,000	165,700	28.45%
Total Debt Service	830,877.50	846,021.25	978,100	978,100	1,015,800	3.85%
TOTAL EXPENDITURES	833,677.50	846,321.25	980,100	980,100	1,017,800	3.85%

PROGRAM NARRATIVE

WATER FUND: WATER CAPITAL – CANAL (615-50-2307)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Lebanon contributes \$8,000 per year towards capital projects on the canal and these funds are for reserves for work in the Lebanon area.
 - This activity provides funding for capital expenditures related to the Santiam-Albany Canal. The canal provides raw water for treatment at plants in Lebanon and Albany.
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STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	In Progress	<ul style="list-style-type: none">• Initiate bank repair project in Lebanon.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none">• Continue bank repairs in Lebanon.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2307: Water Capital: Canal
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Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
42806 City of Lebanon	8,000.00	8,000.00	8,000	8,000	8,000	0.00%
48010 Interest	129,576.25	143,816.00	12,000	12,000	9,000	-25.00%
Total General Revenues	137,576.25	151,816.00	20,000	20,000	17,000	-15.00%
Beginning Balance						
49905 Beginning Balance	3,115,768.00	3,207,942.00	430,900	430,900	320,100	-25.71%
Total Beginning Balance	3,115,768.00	3,207,942.00	430,900	430,900	320,100	-25.71%
TOTAL REVENUES	3,253,344.25	3,359,758.00	450,900	450,900	337,100	-25.24%
Materials & Services						
60230 WC-06-02 Canal Improvement Study	5.32	771,229.04	-	-	-	0.00%
Total Materials & Services	5.32	771,229.04	-	-	-	0.00%
Capital						
86020 WL-06-02 South Albany Transmission Main	19,507.25	-	-	-	-	0.00%
86021 WC-06-01 Canal Bank Improvements	25,889.39	146,469.18	250,900	250,900	122,000	-51.38%
90002 Reserve: Canal Capital	-	-	200,000	200,000	215,100	7.55%
Total Capital	45,396.64	146,469.18	450,900	450,900	337,100	-25.24%
Transfers Out						
91239 To Water System Capital Projects	-	2,000,000.00	-	-	-	0.00%
Total Transfers Out	-	2,000,000.00	-	-	-	0.00%
TOTAL EXPENDITURES	45,401.96	2,917,698.22	450,900	450,900	337,100	-25.24%

PROGRAM NARRATIVE

WATER FUND: WATER SYSTEM CAPITAL PROJECTS (615-50-2308)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides only limited funding to repair, replace, or upgrade facilities, equipment, and accessories to maintain the design capacity of the existing Water Treatment Plant (WTP), reservoirs, and distribution system.
- This activity does not receive sufficient funding to allow for the investment necessary to perpetually maintain the capacity of the existing water system.
- Funding provided through this budget is used to repair or replace water system facilities, equipment, and structures that are not accumulating a depreciation reserve from a specific replacement schedule.
- Maintain adequate reserve for funding emergency repairs or replacement of equipment or systems.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	In Progress	<ul style="list-style-type: none"> • Replace water lines in the : <ul style="list-style-type: none"> ❖ Madison Street and 12th Avenue area ❖ 9th Avenue, 10th Avenue, 15th Avenue, and Park Terrace area ❖ 4th Avenue, 5th Avenue, and Chicago Street area in Maier Lane.
Safe City	10/09	In Progress	<ul style="list-style-type: none"> • Initiate canal capacity improvements.
Safe City	06/09	In Progress	<ul style="list-style-type: none"> • Complete seismic upgrades to the Vine St. WTP soda ash building.
Safe City	06/07	In Progress	<ul style="list-style-type: none"> • Initiate water system seismic upgrades.
Safe City	06/08	In Progress	<ul style="list-style-type: none"> • Complete improvements to the Valley View Reservoirs.
Budget Year 2008-2009			
Safe City	09/09		<ul style="list-style-type: none"> • Replace water lines in the: <ul style="list-style-type: none"> ❖ 8th Avenue and Elm Street area ❖ 4th Avenue area ❖ 9th Avenue and 24th Avenue area ❖ 5th and 6th Avenue area
Safe City	06/09		<ul style="list-style-type: none"> • Initiate bank protection at the backwash lagoons for the Vine Street Water Treatment Plant.
Safe City	06/09		<ul style="list-style-type: none"> • Initiate canal bank improvements.
Safe City	06/09		<ul style="list-style-type: none"> • Complete reservoir improvements.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2308: Water System Capital Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
41131 Connection Fees: Principal	8,300.30	3,621.62	1,000	1,000	-	-100.00%
41132 Connection Fees: Interest	579.78	1,214.32	500	500	-	-100.00%
41235 Water Connection Fees	91,299.59	84,398.12	50,000	50,000	15,000	-70.00%
42013 FEMA Grant	-	-	914,800	914,800	747,000	-18.34%
42025 Department of Energy	-	130,018.00	-	-	-	0.00%
43250 Albany Water Service Charges	305,300.00	700,000.00	425,000	425,000	770,000	81.18%
48010 Interest	296,015.67	374,910.81	290,000	290,000	220,000	-24.14%
Total General Revenues	701,495.34	1,294,162.87	1,681,300	1,681,300	1,752,000	4.21%
Transfers In						
49040 From Water Capital: Canal	-	2,000,000.00	-	-	-	0.00%
Total Transfers In	-	2,000,000.00	-	-	-	0.00%
Beginning Balance						
49905 Beginning Balance	7,520,961.00	8,360,567.00	8,273,600	8,273,600	5,861,200	-29.16%
Total Beginning Balance	7,520,961.00	8,360,567.00	8,273,600	8,273,600	5,861,200	-29.16%
TOTAL REVENUES	8,222,456.34	11,654,729.87	9,954,900	9,954,900	7,613,200	-23.52%

Materials & Services

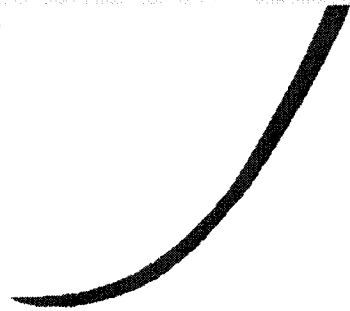
60101 Contractual Services	-	198,932.22	-	-	35,000	0.00%
60209 Hydroelectric Feasibility Study	2,076.10	-	-	-	-	0.00%
60220 Water Facility Plan	1,000.00	-	-	-	-	0.00%
60224 Phase I: Asset Management Implementation	-	114,648.91	-	-	-	0.00%
60234 Adair Water Feasibility Study	-	10,125.70	-	-	50,000	0.00%
60235 SS-08-01 Stormwater Mgmt Plan Scope	-	-	-	-	-	0.00%
60406 Phase II: Asset Mgmt Implementation	-	-	100,000	100,000	50,000	-50.00%
65500 34th Ave Reservoir Coating	-	2,937.83	-	-	50,000	0.00%
65502 Maple St Reservoir Coating	63,362.37	2,070.00	-	-	-	0.00%
67022 Capital Recovery Agreement-Pymt	35,694.06	-	40,000	40,000	40,000	0.00%
Total Materials & Services	102,132.53	328,714.66	140,000	140,000	225,000	60.71%

Capital

72004 Regional Multimodal Transportation Cntr	-	14,007.63	-	-	-	0.00%
80004 Bank Protection at Backwash Lagoon	-	-	408,000	408,000	300,000	-26.47%
80014 Perfect Lane WL Extension	1,000.00	10,575.00	-	-	-	0.00%
80015 Seismic Protection Program	20,414.75	-	-	-	-	0.00%
80043 Perfect Lane Water Improvements (F)	790.06	110,624.79	-	-	-	0.00%
84012 SS-06-04 Grand Prairie Water/Sewer Ext	5,873.12	98,111.58	-	-	-	0.00%
85004 ST-03-05 North Albany Road Extension LID	38,794.04	-	-	-	-	0.00%
86004 WL-05-01 East End TM Line, Phase II	129,742.74	-	-	-	-	0.00%
86005 WL-05-02 East End TM Line, Phase III	117,074.64	-	-	-	-	0.00%
86006 WL-05-03 Tudor Way/Main, 18th-31st WL	385,150.34	-	-	-	-	0.00%
86007 WL-05-04 Main,Sherman,Harrison,1st WL	23,481.05	-	-	-	-	0.00%
86008 WL-05-05 Liberty & 13th Avenue WL	201.93	-	-	-	-	0.00%
86009 WL-05-06 2200 Block of Oak, N. of 27th	91,357.43	-	-	-	-	0.00%
86010 WL-05-07 Bradley St at 4th Ave WL	75.00	-	-	-	-	0.00%
86012 WL-05-10 Shady Lane WL Replacement	2,771.12	-	-	-	-	0.00%
86015 WL-06-02 South Albany Transmission Main	14,313.29	-	-	-	-	0.00%
86016 WL-06-01 13th Ave WL	77,600.50	44,527.13	-	-	-	0.00%
86017 WL-06-03 Valley View WL	16,852.67	308,065.70	-	-	-	0.00%
86018 WL-06-04 Pineview Drive WL	10,874.23	115,221.50	-	-	-	0.00%
86019 WL-06-05 Zone 4 Separation/Pump Station	79,299.45	803,499.45	-	-	-	0.00%
86020 WL-06-02 South Albany Transmission Main	71,023.50	75,957.57	735,000	735,000	-	-100.00%



CITY OF
Albany



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2308: Water System Capital Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Capital						
86021 WC-06-01 Canal Bank Improvements	-	-	175,000	175,000	-	-100.00%
86023 WL-07-01 8th Ave. Elm to Broadway WL	-	957.09	-	-	-	0.00%
86024 WL-07-02 Maple/Walnut/11th/12th WL	-	45,820.78	652,000	652,000	-	-100.00%
86025 WL-07-03 14th/Hill/Tudor/Oak Area WL	-	531,232.70	45,000	45,000	-	-100.00%
86026 WL-07-04 Sunny Lane/Erin Crest WL	-	190,757.30	-	-	-	0.00%
86027 WL-07-05 Crocker Lane WL	-	339,326.88	-	-	-	0.00%
86028 WL-07-06 17th & Burkhart WL	-	106,396.08	202,000	202,000	-	-100.00%
86029 WL-07-07 Crittenden Loop WL Rep.	-	281,648.70	-	-	-	0.00%
86031 WL-07-09 Dumbeck Meter Installation	-	12,197.05	-	-	-	0.00%
86032 WL-08-02 9th/10th/15th/Park Terrace WL	-	-	507,000	507,000	-	-100.00%
86033 WL-08-01 Madison and 12th WL	-	-	917,000	917,000	455,000	-50.38%
86034 WC-08-01 Canal Improvement Projects	-	-	1,500,000	1,500,000	1,500,000	0.00%
86035 WL-08-03 4th/5th Chicago Area WL	-	-	273,000	273,000	-	-100.00%
86036 WL-08-04 Maier Lane WL	-	-	201,000	201,000	199,000	-1.00%
86040 WL-09-01 8th Ave Elm to Broadway	-	-	-	-	288,000	0.00%
86041 WL-09-02 4th Ave WL	-	-	-	-	473,000	0.00%
86042 WL-09-03 9th Ave & 24th Ave WL	-	-	-	-	118,000	0.00%
86043 WL-09-04 5th & 6th Ave WL	-	-	-	-	395,000	0.00%
87001 WTP Security Upgrade	16,704.38	10,069.15	100,000	100,000	50,000	-50.00%
87002 WTP-07-02, Chlorine Safety Improvements	-	129,869.34	170,000	170,000	-	-100.00%
88002 WL-06-02 Water System Security Upgrade	5,790.00	-	-	-	-	0.00%
89001 W-07-01, Reservoir Improvements	-	860.87	100,000	100,000	50,000	-50.00%
89002 W-07-03 Vine St WTP Seismic Upgrades	-	606.80	1,219,800	1,219,800	1,104,000	-9.49%
89003 W-08-01 Valley View Res Improvements	-	-	712,000	712,000	612,000	-14.04%
89004 W-08-02 Soda Ash Building Improvements	-	-	350,000	350,000	340,000	-2.86%
90003 Reserve: Connection Fees	-	-	360,000	360,000	458,000	27.22%
90012 Reserve: Capital Projects	-	-	1,188,100	1,188,100	1,046,200	-11.94%
Total Capital	1,109,184.24	3,230,333.09	9,814,900	9,814,900	7,388,200	-24.72%
TOTAL EXPENDITURES	1,211,316.77	3,559,047.75	9,954,900	9,954,900	7,613,200	-23.52%

PROGRAM NARRATIVE

WATER FUND: WATER ECONOMIC DEVELOPMENT (615-50-2309)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity annually receives \$100,000 from service charges to help fund economic development related capital projects as approved by the City Council.
 - Fund balance for this activity will be capped at \$500,000.
 - Council authorization to annually fund this program began again in Fiscal Year 2003-04.
 - \$25,000 is transferred annually to support the economic development activities of the City.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Healthy Economy	06/08	Complete	<ul style="list-style-type: none">• No new projects planned – reserve for future projects.
Budget Year 2008-2009			
Healthy Economy	06/09		<ul style="list-style-type: none">• No new projects planned – reserve for future projects. The current fund balance exceeds \$500,000, therefore no new funds will be transferred into this fund this year.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2309: Water Economic Development

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43250 Albany Water Service Charges	100,000.00	100,000.00	100,000	100,000	62,300	-37.70%
48010 Interest	15,038.74	23,394.57	25,000	25,000	20,000	-20.00%
Total General Revenues	115,038.74	123,394.57	125,000	125,000	82,300	-34.16%
Beginning Balance						
49905 Beginning Balance	320,950.00	415,389.00	375,000	375,000	505,000	34.67%
Total Beginning Balance	320,950.00	415,389.00	375,000	375,000	505,000	34.67%
TOTAL REVENUES	435,988.74	538,783.57	500,000	500,000	587,300	17.46%
Capital						
72004 Regional Multimodal Transportation Cntr	-	(10,172.34)	-	-	-	0.00%
86039 Viper NW Fire Hydrant	-	-	-	6,000	-	-100.00%
90012 Reserve: Capital Projects	-	-	475,000	469,000	500,000	6.61%
Total Capital	-	(10,172.34)	475,000	475,000	500,000	5.26%
Transfers Out						
91100 To General Fund	-	-	-	-	49,800	0.00%
91232 To Economic Development	20,600.00	25,000.00	25,000	25,000	25,000	0.00%
91251 To Building Insp-ADA Code Enforcement	-	-	-	-	12,500	0.00%
Total Transfers Out	20,600.00	25,000.00	25,000	25,000	87,300	249.20%
TOTAL EXPENDITURES	20,600.00	14,827.66	500,000	500,000	587,300	17.46%

PROGRAM NARRATIVE

WATER FUND: NORTH ALBANY WATER CAPITAL PROJECTS (615-50-2310)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity receives revenue (\$15 per month per customer) from water customers outside the city limits. Currently there are approximately 375 meters outside the Albany city limits.
 - Revenues received in this activity are dedicated to funding capital projects and fixed assets that benefit the North Albany water system outside the city limits.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	Complete	<ul style="list-style-type: none">• Reserve fees for future projects.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none">• Reserve fees for future projects.

City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2310: N. Albany Water Capital Projects

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43254 Capital Charges	41,250.00	69,300.00	69,300	69,300	69,300	0.00%
48010 Interest	2,864.53	7,169.28	8,000	8,000	8,000	0.00%
Total General Revenues	44,114.53	76,469.28	77,300	77,300	77,300	0.00%
Beginning Balance						
49905 Beginning Balance	51,580.00	95,695.00	169,700	169,700	251,800	48.38%
Total Beginning Balance	51,580.00	95,695.00	169,700	169,700	251,800	48.38%
TOTAL REVENUES	95,694.53	172,164.28	247,000	247,000	329,100	33.24%
Capital						
90012 Reserve: Capital Projects	-	-	247,000	247,000	329,100	33.24%
Total Capital	-	-	247,000	247,000	329,100	33.24%
TOTAL EXPENDITURES	-	-	247,000	247,000	329,100	33.24%

PROGRAM NARRATIVE

WATER FUND: WATER EQUIPMENT REPLACEMENT (615-50-2311)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity funds replacement of water system vehicles and major equipment in accordance with an established depreciation and replacement schedule.
 - Receive revenues from other water fund budgets to fund future equipment replacement.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	06/08	Complete	<ul style="list-style-type: none">• Receive revenues from other water fund budgets to fund future equipment replacement.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none">• Initiate equipment replacement funds for the pump station and treatment plant instrumentation and control system components.

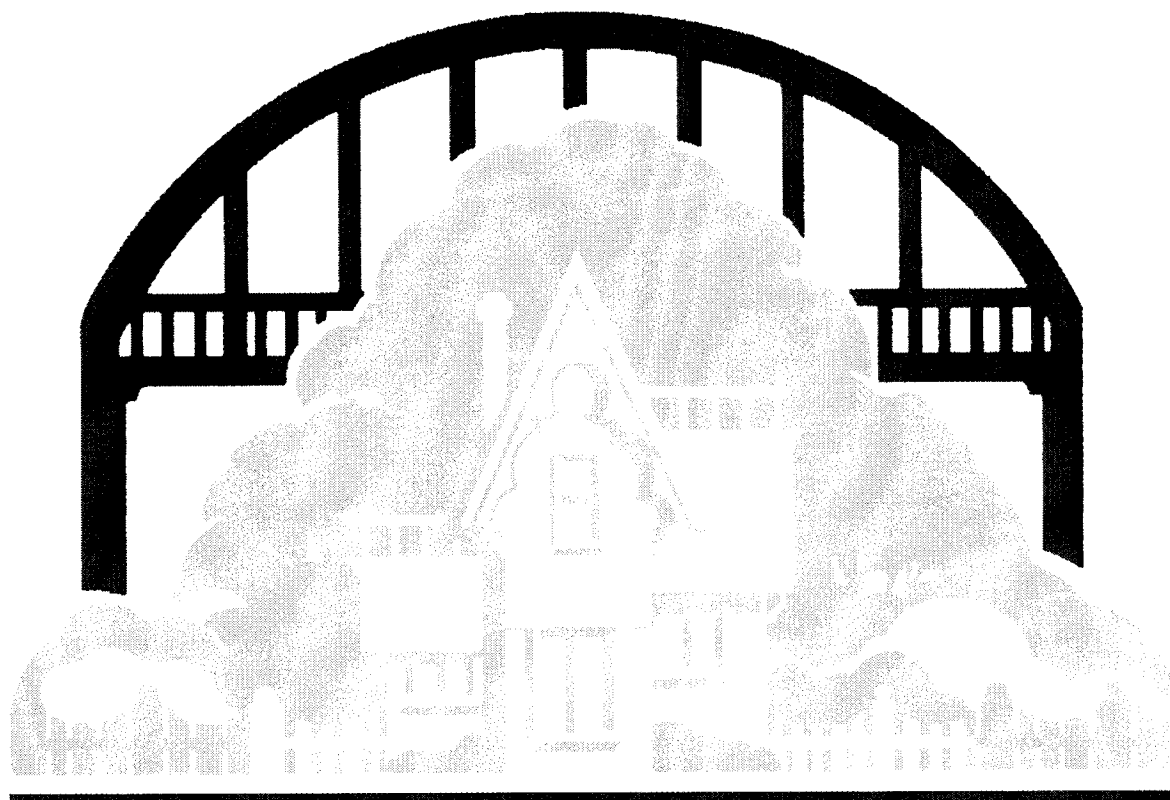
City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

615: Water
50: Public Works

PROG 2311: Water Equipment Replacement

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43802 Equipment Replacement Charges	77,592.00	70,600.00	77,600	77,600	123,100	58.63%
47012 Miscellaneous Revenue	-	6,831.85	-	-	1,000	0.00%
48010 Interest	10,976.38	15,915.66	11,000	11,000	16,200	47.27%
Total General Revenues	88,568.38	93,347.51	88,600	88,600	140,300	58.35%
Beginning Balance						
49905 Beginning Balance	226,868.00	301,581.00	305,300	305,300	455,500	49.20%
Total Beginning Balance	226,868.00	301,581.00	305,300	305,300	455,500	49.20%
TOTAL REVENUES	315,436.38	394,928.51	393,900	393,900	595,800	51.26%
Materials & Services						
61028 Minor Equipment	-	364.78	-	-	-	0.00%
Total Materials & Services	-	364.78	-	-	-	0.00%
Capital						
70005 Capital Equipment	13,855.00	52,142.26	-	-	-	0.00%
90007 Reserve: Equipment Replacement	-	-	393,900	393,900	595,800	51.26%
Total Capital	13,855.00	52,142.26	393,900	393,900	595,800	51.26%
TOTAL EXPENDITURES	13,855.00	52,507.04	393,900	393,900	595,800	51.26%



CITY OF
Albany

FOR FURTHER INFORMATION

INTERNAL
SERVICE
FUNDS

INTERNAL SERVICE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Internal Service funds are used to account for the financing of goods and/or services provided to various City departments on a cost-reimbursement basis. The City has two Internal Service funds.

CENTRAL SERVICES FUND

The Central Service fund provides services to all City departments. Beginning in Fiscal Year 2006-07, four programs have been moved to this fund. Information Technology Services, Facilities Maintenance, GIS Services, and Permit Tracking Services were added to the existing Council & Nondepartmental, Administrative Services, and Human Resources programs.

On a Citywide basis, each operating program is charged fees for the services provided by the Central Services Fund. The fees are based on a range of factors including total operating expenditures, number of personnel, number of accounting transactions, pieces of information technology equipment, and usage of the GIS and Permit Tracking systems. Charges for service are expected to increase three to ten percent annually.

Public Works Services Fund

The Public Works Services Fund is divided into six programs: Administration, Engineering Services, Operations Administration, Water Quality Control Services, Public Works Customer Services, and Facilities and Maintenance Engineering, which primarily provide services to the Water, Sewer, and Street Funds. Responsibilities include management of public improvements, traffic engineering and design, fee and rate development guidance, laboratory testing of water and wastewater samples, water and sanitary sewer flow monitoring, oversight of the bridge maintenance program, and oversight and development of the automated process control and monitoring system for water and sewer treatment.

RESOURCES

Charges for Services	\$ 13,346,800
Other Revenues	61,000
Investment Earnings	18,500
Beginning Balance	315,500
Total Resources	\$ 13,741,800

REQUIREMENTS

Personnel	\$ 9,258,700
Materials & Services	4,366,400
Capital	16,700
Contingency	100,000
Total Requirements	\$ 13,741,800

CENTRAL SERVICES FUND
RESOURCE BUDGET DETAIL

Resources	2005-06 Actual	2006-07 Actual2007-08.....		2008-09 Adopted Budget	% Change from 2007-08	% of Fund Budget
			Adopted Budget	Revised Budget			
Bicycle/Commuter Map Revenues	\$ 244	\$ -	\$ 300	\$ 300	\$ 300	-	-
GIS Information Sales Revenue	-	936	500	500	500	-	0.01%
Departmental Charges	2,838,100	702,200	612,700	612,700	629,200	2.69%	9.84%
Building Maintenance Charges	-	385,000	564,000	564,000	656,100	16.33%	10.26%
Administrative Services Charges	-	3,046,600	3,140,600	3,140,600	3,494,600	11.27%	54.66%
Information Technology Charges	-	888,882	1,078,600	1,078,600	1,231,500	14.18%	19.26%
Gifts & Donations	-	2,300	-	-	-	-	-
Miscellaneous Revenue	97,342	73,799	90,000	90,000	60,000	(33.33%)	0.94%
Interest	12,589	19,505	16,000	16,000	16,000	-	0.25%
Total Current Resources	2,948,275	5,119,222	5,502,700	5,502,700	6,088,200	10.64%	95.22%
From IT Services Fund	148,687	-	-	-	-	-	-
From GIS Fund	93,696	-	-	-	-	-	-
Total Transfers In	242,383	-	-	-	-	-	-
Beginning Balance	177,115	430,598	255,700	255,700	304,900	19.24%	4.78%
Totals	\$3,367,773	\$5,549,820	\$5,758,400	\$5,758,400	\$6,393,100	11.02%	100.00%

CENTRAL SERVICES FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Finance	\$ -	\$ -	\$1,438,400	\$1,438,400	\$1,471,300	\$1,471,300	\$1,471,300
Council & Nondepartmental	223,913	240,058	281,200	281,200	286,100	286,100	286,100
City Manager's Office	2,121,084	2,252,123	975,100	975,100	1,268,200	1,268,200	1,268,200
Information Technology							
Services	-	968,682	1,128,000	1,128,000	1,231,500	1,231,500	1,231,500
Human Resources	592,178	604,752	702,800	702,800	780,200	780,200	780,200
Facilities Maintenance	-	487,122	563,000	563,000	665,100	665,100	665,100
GIS Services	-	-	-	579,200	599,500	599,500	599,500
Permit Tracking	-	-	-	90,700	91,200	91,200	91,200
GIS Services	-	642,332	579,200	-	-	-	-
Permit Tracking	-	72,291	90,700	-	-	-	-
Total Requirements	\$2,937,175	\$5,267,360	\$5,758,400	\$5,758,400	\$6,393,100	\$6,393,100	\$6,393,100

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$4,013,100	\$4,013,100	\$4,013,100
Materials & Services	2,380,000	2,380,000	2,380,000
Totals	\$6,393,100	\$6,393,100	\$6,393,100

Adopted Requirements by Type	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Finance	\$1,099,600	\$ 371,700	\$ -	\$ -	\$ -	\$1,471,300	23.01%
Council & Nondepartmental	14,800	271,300	-	-	-	286,100	4.48%
City Manager's Office	790,500	477,700	-	-	-	1,268,200	19.84%
Information Technology							
Services	848,000	383,500	-	-	-	1,231,500	19.26%
Human Resources	551,700	228,500	-	-	-	780,200	12.20%
Facilities Maintenance	286,200	378,900	-	-	-	665,100	10.40%
GIS Services	373,700	225,800	-	-	-	599,500	9.38%
Permit Tracking	48,600	42,600	-	-	-	91,200	1.43%
Total Requirements	\$4,013,100	\$2,380,000	\$ -	\$ -	\$ -	\$6,393,100	100.00%
Percent of Fund Budget	62.77%	37.23%	-	-	-	100.00%	

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Council & Nondepartmental	7.000	7.000	7.000	7.000	7.000	7.000	7.000
City Manager's Office	15.000	16.600	5.600	5.600	6.600	6.600	6.600
Information Technology							
Services	-	8.000	8.000	8.000	9.000	9.000	9.000
Human Resources	5.000	5.000	5.000	5.000	5.000	5.000	5.000
Facilities Maintenance	-	2.500	3.500	3.500	3.500	3.500	3.500
Finance	-	-	11.000	11.000	11.000	11.000	11.000
GIS Services	-	4.500	3.500	3.500	3.500	3.500	3.500
Permit Tracking	-	0.500	0.500	0.500	0.500	0.500	0.500
Total FTEs	27.000	44.100	44.100	44.100	46.100	46.100	46.100

PROGRAM NARRATIVE

CENTRAL SERVICES: FINANCE DEPARTMENT (701-10-1035)

Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- Provide administration and management of the City’s financial services including general ledger, budget preparation, payroll, purchasing, assessments, accounts payable and receivable, and treasury.
- Maintain official records and legal documents of the City and provide for the recording of necessary records with Linn County, Benton County and the state of Oregon.
- Prepare a Comprehensive Annual Financial Report (CAFR) and annual budget document. Submit both to the Government Finance Officers Association (GFOA) to be considered for their annual awards of excellence.
- Administer risk management and franchise functions for the City.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	12/07	In Progress	<ul style="list-style-type: none"> • Finish and stabilize Eden implementation. • Review existing contracts for compliance with ORS and City policy. • Review Citywide archiving policies. • Participate in the City Council charter review.
	06/08		
	06/08		
	06/08		
Budget Year 2008-2009			
Effective Government	10/08		<ul style="list-style-type: none"> • Implement GASB 45 reporting requirements. • Complete a successful election process. • Develop written internal accounting procedures. • Publish a Popular Annual Financial Report. • Create a financial model to support long-term goals.
	11/08		
	12/08		
	01/09		
	03/09		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of consecutive years – GFOA Distinguished Budget Presentation Award	15	16	17	18
Number of consecutive years - GFOA Excellence in Financial Reporting Award	22	23	24	25
Accounts Payable: Percentage of time that check runs are completed as scheduled.	100%	100%	100%	100%
Payroll: Percentage of employee checks/direct deposits Delivered as scheduled.	n/a	n/a	100%	100%
Payroll: Percentage of payroll checks/direct deposits that are accurate, complete, and provide timely information.	n/a	n/a	100%	100%

STAFFING SUMMARY

FTE’s	0	0	11	11
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

701: Central Services
10: Finance

PROG 1035: Finance Department

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	-	-	629,700	629,700	688,800	9.39%
52001 Temporary Employees	-	-	-	-	8,000	0.00%
53001 Overtime	-	-	20,000	20,000	27,000	35.00%
54005 Unemployment Claims	-	-	-	-	900	0.00%
56001 Employer Paid Benefits	-	-	342,000	342,000	374,900	9.62%
59001 City Paid 401A Deferred Comp	-	-	3,000	3,000	-	-100.00%
Total Personnel Services	-	-	994,700	994,700	1,099,600	10.55%
Materials & Services						
60016 Audit Service	-	-	39,000	39,000	37,000	-5.13%
60101 Contractual Services	-	-	33,500	33,500	23,500	-29.85%
60201 Space Rental	-	-	-	-	-	0.00%
60202 Storage Building Lease	-	-	19,800	19,800	19,800	0.00%
60211 Insurance & Bonds	-	-	6,000	6,000	7,000	16.67%
61006 Advertising & Publications	-	-	6,000	6,000	5,000	-16.67%
61010 Duplication & Fax	-	-	4,000	4,000	2,000	-50.00%
61011 Education & Training	-	-	3,000	3,000	3,500	16.67%
61013 Filing & Recording	-	-	100	100	100	0.00%
61024 Materials & Supplies	-	-	15,000	15,000	16,000	6.67%
61026 Meetings & Conferences	-	-	5,000	5,000	6,500	30.00%
61027 Memberships & Dues	-	-	4,000	4,000	8,000	100.00%
61028 Minor Equipment	-	-	3,000	3,000	1,500	-50.00%
61030 Personal Auto Reimbursement	-	-	5,000	5,000	2,500	-50.00%
61032 Postage & Shipping	-	-	97,500	82,500	65,000	-21.21%
61033 Printing & Binding	-	-	15,000	15,000	13,000	-13.33%
61034 Professional Publications	-	-	3,000	3,000	2,000	-33.33%
61038 Software	-	-	8,000	8,000	2,000	-75.00%
63009 Telephone	-	-	9,000	9,000	2,100	-76.67%
66013 GIS System Charges	-	-	6,500	6,500	6,700	3.08%
66014 Information Technology Services	-	-	56,200	56,200	50,500	-10.14%
66015 IT Equipment Replacement	-	-	95,600	95,600	88,700	-7.22%
66020 Permit Tracking Services	-	-	8,500	8,500	8,800	3.53%
66511 Flexible Spending Admin Fees	-	-	1,000	1,000	500	-50.00%
Total Materials & Services	-	-	443,700	428,700	371,700	-13.30%
TOTAL EXPENDITURES	-	-	1,438,400	1,423,400	1,471,300	3.37%

PROGRAM NARRATIVE

CENTRAL SERVICES: COUNCIL & NONDEPARTMENTAL (701-11-1027)

Responsible Manager/Title: Wes Hare, City Manager

FUNCTIONS AND RESPONSIBILITIES

- Seven-member City Council responsible for establishing general policies that govern the functions and operations of the City. This is accomplished primarily through the adoption of ordinances and resolutions.
- Council meets in regular meetings on 24 occasions during the year. In addition, many special meetings and weekly Council work sessions are held to study upcoming issues and develop an understanding of their impact upon the community.
- Council members represent the City in many areas of community activity, e.g., AMEDC, Linn-Benton Transit Committee, Cascades West Council of Governments, and the Albany Convention and Visitors Association.
- Publish and distribute *City Bridges* quarterly.
- Implementation of multiyear strategic plan.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	06/08	Project in Progress	<ul style="list-style-type: none"> • Support completion of the renovation of the library building. • Develop balanced budget for 2008-2009 that reflects changing costs, revenues, and constitutional limitations.
	06/08	Completed	
Health Economy	06/08	Project in Progress	<ul style="list-style-type: none"> • Continue progress towards redevelopment of Albany's waterfront to enhance local economic conditions and add to overall quality of life. • Complete infrastructure necessary to create 500 jobs at the new PepsiCo plant.
	06/08	Project in Progress	
Budget Year 2008-2009			
Effective Government	12/08		<ul style="list-style-type: none"> • Finish the library. • Develop balanced budget for 2009-2010 that reflects changing costs, revenues, and constitutional limitations.
	06/09		
Healthy Economy	06/09		<ul style="list-style-type: none"> • Continue construction of PepsiCo/Gatorade infrastructure. • Continue to work with CARA to promote waterfront and downtown redevelopment.
	06/09		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Percent of Albany residents who are satisfied with overall City services.	no survey	95%	survey in progress	no survey
Conduct community survey every other year.	no survey	no survey	Yes	no survey
Update the City's Strategic Plan annually.	Yes	Yes	Yes	Yes

STAFFING SUMMARY

FTE's	7	7	7	7
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

701: Central Services
11: City Manager/ City Council

PROG 1027: Council & Nondepartmental

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	9,900.00	10,250.00	9,900	9,900	13,500	36.36%
52001 Temporary Employees	801.89	-	-	-	-	0.00%
56001 Employer Paid Benefits	1,058.91	818.29	1,100	1,100	1,300	18.18%
Total Personnel Services	11,760.80	11,068.29	11,000	11,000	14,800	34.55%
Materials & Services						
60101 Contractual Services	1,675.00	-	4,000	4,000	4,000	0.00%
60201 Space Rental	117,800.00	117,800.00	139,400	139,400	124,500	-10.69%
60211 Insurance & Bonds	979.59	451.90	600	600	700	16.67%
61006 Advertising & Publications	-	1,562.40	1,800	1,800	1,900	5.56%
61010 Duplication & Fax	1,531.87	1,769.68	2,700	2,700	2,700	0.00%
61024 Materials & Supplies	1,700.42	2,015.92	1,600	1,600	3,000	87.50%
61026 Meetings & Conferences	10,122.21	11,963.43	15,000	15,000	15,000	0.00%
61027 Memberships & Dues	62,378.54	67,383.89	69,700	69,700	76,500	9.76%
61028 Minor Equipment	-	-	7,000	7,000	15,000	114.29%
61030 Personal Auto Reimbursement	1,076.53	1,121.24	1,500	1,500	1,500	0.00%
61032 Postage & Shipping	538.65	4.00	200	200	200	0.00%
61033 Printing & Binding	75.00	519.73	1,000	1,000	1,000	0.00%
61034 Professional Publications	175.00	-	400	400	400	0.00%
61035 Public Information/Activities	11,543.96	23,919.68	21,000	21,000	21,000	0.00%
61202 Mayor's Expense	83.95	87.50	500	500	500	0.00%
63009 Telephone	670.40	389.75	900	900	200	-77.78%
66014 Information Technology Services	1,800.00	-	2,900	2,900	3,200	10.34%
Total Materials & Services	212,151.12	228,989.12	270,200	270,200	271,300	0.41%
TOTAL EXPENDITURES	223,911.92	240,057.41	281,200	281,200	286,100	1.74%

PROGRAM NARRATIVE

CENTRAL SERVICES: CITY MANAGER'S OFFICE (701-11-1028)

Responsible Manager/Title: Wes Hare, City Manager

FUNCTIONS AND RESPONSIBILITIES

- Provide leadership, coordination, and management for the affairs of the City.
- Provide oversight for the City Attorney contract, budget development, official records, legislative activities, public information, municipal elections, and graphic services.
- Conduct annual goal-setting retreat.
- Monitor legislative sessions.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	06/08	In Progress	<ul style="list-style-type: none"> • Coordinate efforts to renovate the new library. • Promote implementation of ICMA Performance Measurements. • Ensure progress toward completion of the PepsiCo project. • Support redevelopment of Albany waterfront.
	06/08	In Progress	
Health Economy	06/08	In Progress	
	06/08	In Progress	
Budget Year 2008-2009			
Effective Government	12/08		<ul style="list-style-type: none"> • Complete the new library. • Implement the Building Exceptional Service Together (BEST) Initiative. • Completion of "Buzz Saw" property redevelopment. • Completion of first phase of RCM Homes development.
	06/09		
Healthy Economy	06/09		
	06/09		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2005-06	2006-07	2007-08	2008-09
Percent of departments that rate legal services as satisfactory or better.	100%	100%	100%	100%
Percent of departments that rate graphic services as satisfactory or better.	100%	100%	100%	100%
Percent of time City Website is updated on schedule.	99%	100%	100%	98%

STAFFING SUMMARY

FTE's	15.0	16.6	5.6	6.6
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

701: Central Services
11: City Manager/ City Council

PROG 1028: City Manager's Office

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	839,762.44	940,772.13	376,000	376,000	518,400	37.87%
52001 Temporary Employees	17,423.76	179.38	-	-	-	0.00%
53001 Overtime	66,879.23	50,743.23	2,500	2,500	4,500	80.00%
56001 Employer Paid Benefits	491,172.83	526,141.99	201,500	201,500	267,600	32.80%
59001 City Paid 401A Deferred Comp	3,514.21	-	-	-	-	0.00%
Total Personnel Services	1,418,752.47	1,517,836.73	580,000	580,000	790,500	36.29%
Materials & Services						
60016 Audit Service	29,729.00	33,150.00	-	-	-	0.00%
60101 Contractual Services	43,505.19	69,870.12	30,000	30,000	40,000	33.33%
60202 Storage Building Lease	19,605.01	-	-	-	-	0.00%
60211 Insurance & Bonds	16,241.38	13,217.81	6,000	6,000	7,000	16.67%
60233 Bank Building Rental	-	-	5,000	5,000	5,300	6.00%
61006 Advertising & Publications	4,687.26	5,007.43	2,000	2,000	2,000	0.00%
61008 Attorney Legal Fees	74,182.72	61,486.68	65,000	65,000	129,300	98.92%
61009 Car & Unreimbursed Expenses	484.98	3,300.00	3,600	3,600	3,600	0.00%
61010 Duplication & Fax	1,416.09	1,619.34	2,700	2,700	2,700	0.00%
61011 Education & Training	3,187.16	3,255.53	2,500	2,500	2,500	0.00%
61013 Filing & Recording	46.00	-	-	-	-	0.00%
61024 Materials & Supplies	32,990.01	17,904.82	15,000	15,000	15,000	0.00%
61026 Meetings & Conferences	20,420.23	19,518.61	11,000	11,000	16,500	50.00%
61027 Memberships & Dues	8,199.84	8,507.92	3,000	3,000	4,200	40.00%
61028 Minor Equipment	5,492.20	34,296.48	5,000	5,000	12,300	146.00%
61030 Personal Auto Reimbursement	5,514.40	2,229.73	2,500	2,500	2,500	0.00%
61032 Postage & Shipping	1,781.32	54,864.01	1,900	1,900	1,900	0.00%
61033 Printing & Binding	13,965.49	23,314.90	6,000	6,000	6,500	8.33%
61034 Professional Publications	3,017.84	1,278.61	3,500	3,500	3,500	0.00%
61038 Software	214.79	702.87	1,500	1,500	1,500	0.00%
63009 Telephone	10,945.32	5,698.32	4,100	4,100	900	-78.05%
65015 Maint: Office Equipment	5.00	939.50	300	300	300	0.00%
66013 GIS System Charges	-	15,400.00	6,500	6,500	6,700	3.08%
66014 Information Technology Services	61,296.00	71,300.00	17,500	17,500	18,900	8.00%
66015 IT Equipment Replacement	178,500.00	113,600.00	1,300	1,300	2,700	107.69%
66020 Permit Tracking Services	6,385.00	7,700.00	-	-	-	0.00%
66501 City Attorney Retainer	159,877.50	165,600.00	198,700	198,700	191,300	-3.72%
66511 Flexible Spending Admin Fees	643.50	522.50	500	500	600	20.00%
Total Materials & Services	702,333.23	734,285.18	395,100	395,100	477,700	20.91%
TOTAL EXPENDITURES	2,121,085.70	2,252,121.91	975,100	975,100	1,268,200	30.06%

PROGRAM NARRATIVE

CENTRAL SERVICES: INFORMATION TECHNOLOGY (701-13-1030)

Responsible Manager/Title: Jorge Salinas, IT Director

FUNCTIONS AND RESPONSIBILITIES

- Responsible for maintenance and support of network infrastructure, business applications, telephone system, server room operations, database systems, information system security, desktops, laptops, and mobile data terminals.
- Provide system analyst and IT project management services, including gathering requirements, mapping business processes, and developing and
- Manages software licensing program, assists departments in improving service through the effective use of technology, and provides limited software training to City employees.
- Provide IT Help Desk services to all City departments, including installation and configuration of software and hardware related equipment.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	08/07	Complete	<ul style="list-style-type: none"> • Convert Sewer condition video into digital. • Installation of Council Video recording system. • Timber Linn Park wireless network. • Upgrade video security system (cameras and related hardware). • Citywide Office 2007 upgrade. • Implement Citywide VoIP phone system. • Implement CarteGraph Asset Management System.
	10/06	Complete	
	06/07	Complete	
	10/07	Complete	
	03/08	Complete	
	06/08	In Progress	
	06/08	In Progress	
Budget Year 2008-2009			
Effective Government	08/08		<ul style="list-style-type: none"> • Exchange 2007 upgrade. • Deploy secondary wireless network as backup mechanism for current fiber network. • Implement e-mail archive solution. • Upgrade City of Albany firewall. • Citywide upgrade to Vista operating system. • Work with PW on the upgrade of the utility billing (UB) system.
	11/08		
	12/08		
	04/09		
	06/09		
	06/09		

managing RFQ/RFPs.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of IT services request per year. (*Estimated)	4003	4327	5150*	5592
Monthly average closed calls.	334	361	435	466
IT Help Desk calls closed within 8 hours.	n/a	65%	65%	70%
System availability.	n/a	n/a	99%	99%
Number of PCs, Laptops & MDTs supported.	n/a	n/a	471	491

STAFFING SUMMARY

FTE's	6	8	8	9
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

701: Central Services
13: Information Technology

PROG 1030: Information Technology Services

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	-	350,632.17	413,000	413,000	532,400	28.91%
53001 Overtime	-	35,649.36	28,000	28,000	32,000	14.29%
56001 Employer Paid Benefits	-	196,277.34	232,700	232,700	283,600	21.87%
59001 City Paid 401A Deferred Comp	-	-	2,900	2,900	-	-100.00%
Total Personnel Services	-	582,558.87	676,600	676,600	848,000	25.33%
Materials & Services						
60101 Contractual Services	-	33,783.75	170,900	170,900	98,200	-42.54%
60201 Space Rental	-	15,000.00	20,000	20,000	20,000	0.00%
60211 Insurance & Bonds	-	1,355.68	2,300	2,300	2,700	17.39%
61010 Duplication & Fax	-	961.25	600	600	300	-50.00%
61011 Education & Training	-	8,991.93	24,000	24,000	14,000	-41.67%
61024 Materials & Supplies	-	13,227.71	12,000	12,000	10,000	-16.67%
61026 Meetings & Conferences	-	2,623.76	6,000	6,000	3,000	-50.00%
61027 Memberships & Dues	-	40.00	300	300	200	-33.33%
61028 Minor Equipment	-	39,208.23	24,000	24,000	22,000	-8.33%
61030 Personal Auto Reimbursement	-	3,056.41	2,300	2,300	2,300	0.00%
61032 Postage & Shipping	-	370.48	800	800	500	-37.50%
61033 Printing & Binding	-	222.89	300	300	300	0.00%
61034 Professional Publications	-	-	100	100	100	0.00%
61038 Software	-	141,731.49	40,000	40,000	40,000	0.00%
63006 Power & Light	-	2,573.74	2,400	2,400	3,000	25.00%
63007 Heating & Fuel	-	468.72	1,200	1,200	1,200	0.00%
63009 Telephone	-	8,624.48	9,000	9,000	9,000	0.00%
65076 Contract Maintenance	-	6,379.32	19,300	19,300	15,600	-19.17%
66010 Central Service Charges	-	46,700.00	54,900	54,900	57,900	5.46%
66013 GIS System Charges	-	7,700.00	7,700	7,700	7,700	0.00%
66015 IT Equipment Replacement	-	53,000.00	53,000	53,000	75,200	41.89%
66511 Flexible Spending Admin Fees	-	104.50	300	300	300	0.00%
Total Materials & Services	-	386,124.34	451,400	451,400	383,500	-15.04%
TOTAL EXPENDITURES	-	968,683.21	1,128,000	1,128,000	1,231,500	9.18%

PROGRAM NARRATIVE

CENTRAL SERVICES: GEOGRAPHIC INFORMATION SERVICES (701-13-2010)

Responsible Manager/Title: Peter J. Brandstetter, Data Systems Manager

FUNCTIONS AND RESPONSIBILITIES

- Coordinate the planning, implementation, and maintenance of a computerized Geographic Information System (GIS) accessible to all departments. Evaluate and implement significant software upgrades.
- Provide timely maintenance and enhancements for data sets including parcels, zoning, addressing, transportation, environmental, political, etc.
- Provide data and record keeping services.
- Coordinate with other governmental agencies conducting mutually beneficial GIS projects including Linn and Benton Counties, and the cities of Corvallis and Lebanon.
- Provide mapping services, analysis, application development, GIS software, and GIS training to participating City departments.

OBJECTIVES AND STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	07/07	Pending	<ul style="list-style-type: none">• Deploy Web-Based GIS Client for internal and external customers.• Upgrade GIS Software to SDE Enterprise Version.• Develop prototype Mobile GIS Application using ArcPad for field access to GIS Data.• Cooperate in discussions to integrate Centralized GIS Address Database with Utility Billing Software Upgrade.
	12/07	Completed	
	06/08	Pending	
	06/08	Pending	
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none">• Assist with development of emergency management software.• Redesign GIS Web-server environment and deploy new Web-based application for external customers.
	06/09		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Respond within three working days to mapping requests.	90%	90%	90%	90%

STAFFING SUMMARY

FTE's	3.5	4.5	3.5	3.5
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

701: Central Services
13: Information Technology

PROG 2010: GIS Services

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43401 GIS Information Sales Revenue	-	-	-	500	500	0.00%
43801 Departmental Charges	-	-	-	527,700	538,000	1.95%
48010 Interest	-	-	-	1,000	1,000	0.00%
Total General Revenues	-	-	-	529,200	539,500	1.95%
Beginning Balance						
49905 Beginning Balance	-	-	-	50,000	60,000	20.00%
Total Beginning Balance	-	-	-	50,000	60,000	20.00%
TOTAL REVENUES	-	-	-	579,200	599,500	3.50%
Personnel Services						
51001 Wages & Salaries	-	-	-	226,500	241,500	6.62%
53001 Overtime	-	-	-	2,500	2,500	0.00%
56001 Employer Paid Benefits	-	-	-	129,600	129,700	0.08%
Total Personnel Services	-	-	-	358,600	373,700	4.21%
Materials & Services						
60101 Contractual Services	-	-	-	35,500	38,500	8.45%
60201 Space Rental	-	-	-	6,300	5,000	-20.63%
60211 Insurance & Bonds	-	-	-	1,400	1,600	14.29%
61006 Advertising & Publications	-	-	-	100	100	0.00%
61010 Duplication & Fax	-	-	-	800	900	12.50%
61011 Education & Training	-	-	-	6,400	6,400	0.00%
61024 Materials & Supplies	-	-	-	8,000	10,000	25.00%
61026 Meetings & Conferences	-	-	-	10,000	2,500	-75.00%
61027 Memberships & Dues	-	-	-	300	300	0.00%
61030 Personal Auto Reimbursement	-	-	-	1,000	1,000	0.00%
61032 Postage & Shipping	-	-	-	100	100	0.00%
61033 Printing & Binding	-	-	-	100	100	0.00%
61038 Software	-	-	-	32,000	10,000	-68.75%
63009 Telephone	-	-	-	1,700	400	-76.47%
65015 Maint: Office Equipment	-	-	-	2,000	3,000	50.00%
66010 Central Service Charges	-	-	-	29,900	27,900	-6.69%
66014 Information Technology Services	-	-	-	17,500	18,900	8.00%
66015 IT Equipment Replacement	-	-	-	7,500	9,100	21.33%
69005 Reserve: GIS Aerial Mapping	-	-	-	60,000	90,000	50.00%
Total Materials & Services	-	-	-	220,600	225,800	2.36%
TOTAL EXPENDITURES	-	-	-	579,200	599,500	3.50%

PROGRAM NARRATIVE

CENTRAL SERVICES: PERMIT TRACKING (701-13-2011)
Responsible Manager/Title: Peter J. Brandstetter, Data Systems Manager

FUNCTIONS AND RESPONSIBILITIES

- Responsible for day-to-day operation and administration of the City's permit tracking system.
 - Develop, maintain, and implement source code and documents required for generating permits and collecting fees. Evaluate and implement software enhancements.
 - Provide daily user support and guidance to using departments; develop documentation for system procedures.
 - Develop and provide training courses and materials for system users.
-

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	12/07 06/08	Pending In Progress	<ul style="list-style-type: none">• Implement wireless capability for field inspectors.• Redesign fire inspection program.
Budget Year 2008-2009			
Effective Government	06/09 06/09		<ul style="list-style-type: none">• Assist with review and redesign of building permitting process.• Begin design and development of Web presence for building permitting.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Response within two working days to Permit Tracking system user support needs.	95%	95%	95%	95%

STAFFING SUMMARY

FTE's	0.5	0.5	0.5	0.5
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

701: Central Services
13: Information Technology

PROG 2011: Permit Tracking

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
General Revenues						
43801 Departmental Charges	-	-	-	85,000	91,200	7.29%
48010 Interest	-	-	-	-	-	0.00%
Total General Revenues	-	-	-	85,000	91,200	7.29%
Beginning Balance						
49905 Beginning Balance	-	-	-	5,700	-	-100.00%
Total Beginning Balance	-	-	-	5,700	-	-100.00%
TOTAL REVENUES	-	-	-	90,700	91,200	0.55%
Personnel Services						
51001 Wages & Salaries	-	-	-	28,500	31,900	11.93%
56001 Employer Paid Benefits	-	-	-	16,900	16,700	-1.18%
Total Personnel Services	-	-	-	45,400	48,600	7.05%
Materials & Services						
60101 Contractual Services	-	-	-	21,100	23,200	9.95%
60201 Space Rental	-	-	-	2,000	1,300	-35.00%
60211 Insurance & Bonds	-	-	-	200	200	0.00%
61010 Duplication & Fax	-	-	-	400	400	0.00%
61011 Education & Training	-	-	-	1,500	1,500	0.00%
61024 Materials & Supplies	-	-	-	500	500	0.00%
61026 Meetings & Conferences	-	-	-	2,700	500	-81.48%
61030 Personal Auto Reimbursement	-	-	-	200	200	0.00%
61033 Printing & Binding	-	-	-	100	100	0.00%
61038 Software	-	-	-	900	-	-100.00%
63009 Telephone	-	-	-	900	200	-77.78%
66010 Central Service Charges	-	-	-	3,900	4,500	15.38%
66014 Information Technology Services	-	-	-	5,800	9,500	63.79%
66015 IT Equipment Replacement	-	-	-	700	500	-28.57%
69010 Reserve: System Upgrades	-	-	-	4,400	-	-100.00%
Total Materials & Services	-	-	-	45,300	42,600	-5.96%
TOTAL EXPENDITURES	-	-	-	90,700	91,200	0.55%

PROGRAM NARRATIVE

CENTRAL SERVICES: HUMAN RESOURCES (701-14-1032)
Responsible Manager/Title: David Shaw, Human Resources Director

FUNCTIONS AND RESPONSIBILITIES

- Provide leadership and expertise in attracting, retaining, and sustaining an effective and high-quality workforce committed to providing quality public services for a better Albany.
- Increase diversity of City’s applicant pools and workforce for underrepresented populations.
- Continue and enhance wellness program and benefits committee.
- Provide recruitment, training and development, safety compliance, employee relations, benefit and compensation administration, and collective bargaining services to the City of Albany.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	10/07	Completed	• Implement on-line application and applicant tracking program and train hiring supervisors in functionality.
	12/07	Delayed	• Create Human Resources Department mission, vision, and values.
	04/08	In Progress	• Evaluate City’s employee benefits packages for cost-savings and value to employees.
	07/08	In Negotiations	• Complete negotiations with the Albany Police Association.
Budget Year 2008-2009			
Effective Government	12/08		• Create Human Resources Department mission, vision, and values.
	12/08		• Revise the City’s Affirmative Action Plan.
	12/08		• Revise the City Safety Manual.
	02/09		• Create an on-line report site for department’s use.
	04/09		• Provide supervisory training on writing job descriptions.
	06/09		• Implement on-line recruitment requisitions.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Percent of supervisors trained in writing job descriptions.	n/a	n/a	n/a	100%
All supervisors knowledgeable on Affirmative Action Plan.	n/a	n/a	n/a	Yes
Percent of new employee benefits enrollments occurring within thirty days of employment.	n/a	n/a	n/a	100%
Percent of COBRA and retiree letters mailed within within required time frames.	n/a	n/a	n/a	100%

STAFFING SUMMARY

FTE’s	5	5	5	5
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

701: Central Services
14: Human Resources

PROG 1032: Human Resources

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	257,772.13	288,814.98	301,000	301,000	340,100	12.99%
52001 Temporary Employees	-	2,048.23	7,000	7,000	25,000	257.14%
56001 Employer Paid Benefits	152,379.99	172,706.74	179,800	179,800	186,600	3.78%
59001 City Paid 401A Deferred Comp	1,508.88	-	-	-	-	0.00%
Total Personnel Services	411,661.00	463,569.95	487,800	487,800	551,700	13.10%
Materials & Services						
60101 Contractual Services	73,951.28	3,253.45	25,000	25,000	28,000	12.00%
60206 Employee Assistance Program	10,200.00	10,200.00	12,000	12,000	14,000	16.67%
60211 Insurance & Bonds	-	7,117.26	1,600	1,600	1,900	18.75%
60212 Labor Negotiations	3,031.00	54.40	10,000	10,000	10,000	0.00%
61006 Advertising & Publications	15,811.66	40,529.52	30,000	30,000	30,000	0.00%
61010 Duplication & Fax	2,261.75	1,913.89	2,000	2,000	2,000	0.00%
61011 Education & Training	2,013.50	603.60	5,000	5,000	7,000	40.00%
61024 Materials & Supplies	2,508.37	2,268.82	5,000	5,000	5,000	0.00%
61026 Meetings & Conferences	5,949.55	6,761.90	10,000	10,000	11,000	10.00%
61027 Memberships & Dues	1,585.00	2,560.00	3,700	3,700	3,700	0.00%
61028 Minor Equipment	3,102.35	189.38	5,000	5,000	5,000	0.00%
61030 Personal Auto Reimbursement	849.28	861.12	1,800	1,800	1,900	5.56%
61032 Postage & Shipping	1,237.60	73.04	200	200	200	0.00%
61033 Printing & Binding	150.00	1,020.36	4,000	4,000	4,000	0.00%
61034 Professional Publications	1,923.20	1,569.44	4,200	4,200	4,200	0.00%
61200 Employee Events	3,738.57	3,420.45	7,000	7,000	8,000	14.29%
61201 In-house Training	4,533.47	6,503.08	20,000	20,000	20,000	0.00%
63009 Telephone	1,036.21	1,897.52	4,600	4,600	1,100	-76.09%
65015 Maint: Office Equipment	-	-	700	700	700	0.00%
66014 Information Technology Services	12,600.00	16,100.00	17,500	17,500	18,900	8.00%
66015 IT Equipment Replacement	7,727.81	4,000.00	3,100	3,100	1,600	-48.39%
66505 Physical Exams & Medicals	25,230.20	28,253.30	40,000	40,000	40,000	0.00%
66511 Flexible Spending Admin Fees	253.00	275.00	300	300	300	0.00%
67006 Employee Recognition	822.67	1,758.00	2,300	2,300	5,000	117.39%
67034 Recruitment Activities	-	-	-	-	5,000	0.00%
Total Materials & Services	180,516.47	141,183.53	215,000	215,000	228,500	6.28%
TOTAL EXPENDITURES	592,177.47	604,753.48	702,800	702,800	780,200	11.01%

PROGRAM NARRATIVE

CENTRAL SERVICES: FACILITIES MAINTENANCE (701-35-1033) **Responsible Manager/Title: Craig Carnagey, Parks and Facilities Manager**

FUNCTIONS AND RESPONSIBILITIES

- Provide direct services and contract facilitation for building maintenance, repair, and renovation at sixteen City facilities including City Hall, Libraries, Fire Stations, Police Station, Park Facilities, Airport, and Transit.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	06/08	In Progress	<ul style="list-style-type: none">• Complete and adopt a building maintenance management plan for City facilities.
Effective Government	06/08	Completed	<ul style="list-style-type: none">• Implement third year of the 2005 building assessment recommendations.
Effective Government	06/08	In Progress	<ul style="list-style-type: none">• Implement energy conservation strategies for City facilities.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none">• Update facilities condition assessments.
Effective Government	06/09		<ul style="list-style-type: none">• Implement facility maintenance management plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of work requests completed.	n/a	n/a	1800	2400
FTE per 50,000 square feet of facilities.	n/a	n/a	3.5	3.5
Average cost per unit of service, contracted.	n/a	n/a	\$65/hr	\$68/hr
Average cost per unit of service, in-house.	n/a	n/a	\$1.49/sq. ft.	\$2.01/sq. ft.

STAFFING SUMMARY

FTE's	0	2.5	3.5	3.5
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

701: Central Services
35: Parks

PROG 1033: Facilities Maintenance

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	-	119,826.64	157,900	157,900	173,100	9.63%
53001 Overtime	-	5,270.51	6,000	6,000	6,000	0.00%
56001 Employer Paid Benefits	-	79,378.51	97,500	97,500	107,100	9.85%
Total Personnel Services	-	204,475.66	261,400	261,400	286,200	9.49%
Materials & Services						
60101 Contractual Services	-	47,385.41	43,500	43,500	45,500	4.60%
60201 Space Rental	-	-	-	-	9,000	0.00%
60211 Insurance & Bonds	-	2,485.39	3,100	3,100	3,600	16.13%
61011 Education & Training	-	2,645.00	4,000	4,000	4,000	0.00%
61024 Materials & Supplies	-	6,243.86	4,900	4,900	4,900	0.00%
61026 Meetings & Conferences	-	87.30	1,200	1,200	1,200	0.00%
61028 Minor Equipment	-	1,122.20	3,000	3,000	3,000	0.00%
61030 Personal Auto Reimbursement	-	425.59	300	300	400	33.33%
61032 Postage & Shipping	-	19.79	100	100	100	0.00%
61033 Printing & Binding	-	72.75	100	100	100	0.00%
61040 Uniforms	-	1,187.27	3,000	3,000	3,000	0.00%
61041 Vehicle Fuel Charges	-	5,455.00	3,000	3,000	5,500	83.33%
63006 Power & Light	-	46,467.75	43,000	43,000	47,000	9.30%
63007 Heating & Fuel	-	14,100.05	12,500	12,500	15,000	20.00%
63009 Telephone	-	5,945.31	3,300	3,300	4,500	36.36%
63010 Alarm Line Fees	-	453.76	3,000	3,000	1,900	-36.67%
63011 Water Service	-	11,024.49	7,500	7,500	8,500	13.33%
63012 Sewer Service Charges	-	519.11	1,300	1,300	1,300	0.00%
65008 Maint: Communications Equipment	-	-	300	300	300	0.00%
65010 Maint: Downtown Library	-	3,015.16	9,000	9,000	-	-100.00%
65016 Maint: Police Building	-	29,517.94	16,000	16,000	-	-100.00%
65019 Maint: Waverly Library	-	(130.27)	15,000	15,000	-	-100.00%
65022 Maint: Multimodal Transportation Station	-	13,700.49	17,000	17,000	-	-100.00%
65023 Maint: Two Rivers Parking Lot	-	867.80	-	-	-	0.00%
65024 Maint: Maple Lawn	-	504.89	1,000	1,000	-	-100.00%
65078 Facilities Maintenance	-	-	-	-	57,000	0.00%
65513 Vehicle Maintenance	-	1,777.24	1,900	1,900	1,900	0.00%
65515 Maint: City Hall	-	83,652.63	69,000	84,000	73,000	-13.10%
66010 Central Service Charges	-	-	8,100	8,100	27,300	237.04%
66011 Equipment Replacement	-	2,900.00	-	-	21,800	0.00%
66014 Information Technology Services	-	-	7,300	7,300	14,800	102.74%
66015 IT Equipment Replacement	-	1,200.00	-	-	3,200	0.00%
66032 Administrative Support Charges	-	-	19,900	19,900	20,800	4.52%
66505 Physical Exams & Medicals	-	-	300	300	300	0.00%
Total Materials & Services	-	282,645.91	301,600	316,600	378,900	19.68%
TOTAL EXPENDITURES	-	487,121.57	563,000	578,000	665,100	15.07%

PUBLIC WORKS SERVICES FUND

RESOURCE BUDGET DETAIL

Resources	2005-06 Actual	2006-07 Actual2007-08.....		2008-09 Adopted Budget	% Change from 2007-08	% of Fund Budget
			Adopted Budget	Revised Budget			
Linn County	\$ 7,500	\$ -	\$ -	\$ -	\$ -	-	-
Departmental Charges	7,472,539	3,542,583	6,935,300	6,935,300	7,334,600	5.76%	99.81%
Miscellaneous Revenue	28,541	1,111	-	-	1,000	-	0.01%
Interest	2,874	1,063	-	-	2,500	-	0.03%
Total Current Resources	7,511,454	3,544,757	6,935,300	6,935,300	7,338,100	5.81%	99.86%
From General Fund	39,996	-	-	-	-	-	-
Total Transfers In	39,996	-	-	-	-	-	-
Beginning Balance	87,820	273,972	87,000	87,000	10,600	(87.82%)	0.14%
Totals	\$ 7,639,270	\$3,818,729	\$7,022,300	\$7,022,300	\$7,348,700	4.65%	100.00%

**PUBLIC WORKS SERVICES FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
PW Administration	\$2,592,456	\$ -	\$ 636,600	\$ 636,600	\$ 744,200	\$ 744,200	\$ 744,200
Engineering Services	1,147,507	2,396,505	2,663,000	2,663,000	2,552,600	2,552,600	2,552,600
PW Systems Engineering Services	500,742	-	-	-	-	-	-
Operations Administration	660,765	-	1,100,000	1,100,000	1,170,200	1,170,200	1,170,200
Water Quality Control Services	104,189	285,647	430,900	430,900	472,400	472,400	472,400
PW Customer Services	855,156	-	1,061,500	1,061,500	1,127,000	1,127,000	1,127,000
Urban Forestry Management/ Building Maintenance Facilities & Maintenance	421,759	-	-	-	-	-	-
Engineering	432,054	1,134,381	1,130,300	1,130,300	1,282,300	1,282,300	1,282,300
Utility Facilities Maintenance	491,198	-	-	-	-	-	-
PW Data Management Systems	159,475	-	-	-	-	-	-
Total Requirements	\$7,365,301	\$3,816,533	\$7,022,300	\$7,022,300	\$7,348,700	\$7,348,700	\$7,348,700

Expenditure Type	Proposed	Approved	Adopted
Personnel	\$5,245,600	\$5,245,600	\$5,245,600
Materials & Services	1,986,400	1,986,400	1,986,400
Capital	16,700	16,700	16,700
Contingency	100,000	100,000	100,000
Totals	\$7,348,700	\$7,348,700	\$7,348,700

Adopted Requirements by Type	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
PW Administration	\$ 411,800	\$ 232,400	\$ -	\$ -	\$ 100,000	\$ 744,200	10.12%
Engineering Services	2,154,300	398,300	-	-	-	2,552,600	34.74%
Operations Administration	719,900	450,300	-	-	-	1,170,200	15.92%
Water Quality Control Services	339,900	115,800	16,700	-	-	472,400	6.43%
PW Customer Services	586,600	540,400	-	-	-	1,127,000	15.34%
Facilities & Maintenance Engineering	1,033,100	249,200	-	-	-	1,282,300	17.45%
Total Requirements	\$5,245,600	\$1,986,400	\$ 16,700	\$ -	\$ 100,000	\$7,348,700	100.00%
Percent of Fund Budget	71.38%	27.03%	0.23%	-	1.36%	100.00%	

Staffing Summary (FTEs)	2005-06	2006-072007-08.....	2008-09.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
PW Administration	4.000	-	3.000	3.000	3.000	3.000	3.000
Engineering Services	11.600	21.000	22.000	21.000	20.000	20.000	20.000
Operations Administration	6.000	-	8.000	8.000	8.000	8.000	8.000
Water Quality Control Services	1.000	3.000	4.000	4.000	4.000	4.000	4.000
PW Customer Services	10.000	-	8.000	8.000	9.000	9.000	9.000
Facilities & Maintenance Engineering	4.000	9.000	10.000	10.000	11.000	11.000	11.000
Total FTEs	36.600	33.000	55.000	54.000	55.000	55.000	55.000

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: PW ADMINISTRATION (705-50-2802)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for the Public Works Administration Charges which is an overhead to the Department's programs in the Water, Sewer, and Street funds.
- Provides strategic planning and the annual Business Plan for the Department.
- Provides implementation of the Eden Financial system.
- Provides performance measurements and monitoring for the Department programs.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	06/08	In Progress	<ul style="list-style-type: none"> • Implementation of the Eden Bids and Quotes and Project Accounting for the department.
Effective Government	06/08	In Progress	<ul style="list-style-type: none"> • Development of the ICMA performance measurements.
Effective Government	06/08	In Progress	<ul style="list-style-type: none"> • Development of the department performance improvement programs utilizing Six Sigma tools.
Budget Year 2008-2009			
Effective Government	06/09		<ul style="list-style-type: none"> • Train staff in use of Six Sigma tools for process improvement.
Effective Government	06/09		<ul style="list-style-type: none"> • Continue development of the American Public Works Association Self Assessment and Accreditation Best Management Practices.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of Street staff reports submitted annually.			36	40
Number of Sewer staff reports submitted annually.			43	48
Number of Water staff reports submitted annually.			28	31
Number of Misc. staff reports submitted annually.			36	40

STAFFING SUMMARY

FTE's	4	0	4	3
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

705: Public Works Services
50: Public Works

PROG 2802: PW Administration

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	%
						Change
Personnel Services						
51001 Wages & Salaries	274,162.00	-	258,300	258,300	270,600	4.76%
56001 Employer Paid Benefits	145,116.53	-	134,600	134,600	141,200	4.90%
59001 City Paid 401A Deferred Comp	1,719.61	-	-	-	-	0.00%
Total Personnel Services	420,998.14	-	392,900	392,900	411,800	4.81%
Materials & Services						
60101 Contractual Services	15,260.69	-	25,000	7,500	25,000	233.33%
60201 Space Rental	104,700.00	-	128,100	128,100	115,500	-9.84%
60211 Insurance & Bonds	186,796.71	-	1,400	1,400	1,600	14.29%
61006 Advertising & Publications	1,437.34	-	-	-	-	0.00%
61010 Duplication & Fax	4,362.35	-	-	-	-	0.00%
61011 Education & Training	2,498.00	-	2,200	18,200	10,000	-45.05%
61024 Materials & Supplies	16,003.72	-	7,000	7,000	7,800	11.43%
61026 Meetings & Conferences	6,587.16	-	7,000	7,000	11,000	57.14%
61027 Memberships & Dues	6,389.00	-	4,000	4,000	4,000	0.00%
61028 Minor Equipment	17,111.97	-	2,500	2,500	2,500	0.00%
61030 Personal Auto Reimbursement	3,735.04	-	4,300	4,300	4,300	0.00%
61032 Postage & Shipping	1,164.00	-	-	-	-	0.00%
61033 Printing & Binding	635.47	-	-	-	-	0.00%
61038 Software	-	-	-	4,300	-	-100.00%
61041 Vehicle Fuel Charges	450.09	-	-	-	-	0.00%
63009 Telephone	5,382.78	-	-	-	-	0.00%
65513 Vehicle Maintenance	1,531.62	-	-	-	-	0.00%
66010 Central Service Charges	1,108,600.00	-	32,600	32,600	29,400	-9.82%
66013 GIS System Charges	330,396.00	-	-	-	-	0.00%
66014 Information Technology Services	244,799.00	-	23,400	23,400	18,900	-19.23%
66015 IT Equipment Replacement	9,396.00	-	6,100	6,100	2,300	-62.30%
66020 Permit Tracking Services	12,220.00	-	-	-	-	0.00%
66511 Flexible Spending Admin Fees	-	-	100	100	100	0.00%
Total Materials & Services	2,079,456.94	-	243,700	246,500	232,400	-5.72%
Transfers Out						
91100 To General Fund	92,000.00	-	-	-	-	0.00%
91202 To Parks & Recreation Fund	-	-	-	17,500	-	-100.00%
Total Transfers Out	92,000.00	-	-	17,500	-	-100.00%
Contingencies						
99005 Contingencies	-	-	-	-	100,000	0.00%
Total Contingencies	-	-	-	-	100,000	0.00%
TOTAL EXPENDITURES	2,592,455.08	-	636,600	656,900	744,200	13.29%

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: PUBLIC WORKS ENGINEERING SERVICES (705-50-2803)
Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Coordination with developers through the Site Improvement (SI) Project process to evaluate the adequacy of existing infrastructure and to issue permits for privately constructed public improvements.
- Management of public improvements constructed through the Local Improvement District (LID) process to form the district, prepare the Engineer's Report, project design and construction, and final assessments.
- Transportation Management responsibilities include traffic engineering and design, transportation planning, and development review.
- Provides financial planning, System Development Charges (SDC) fee and rate setting guidance, new program development and policy development services for the water, wastewater, storm water, and transportation utilities.
- Provide long-range facility planning services for the City's water, wastewater, storm water, and transportation facilities.
- Monitors regulatory activities that affect utility operations and participates in the development of state and federal rule and regulation development.
- Manage the design and construction of capital improvement projects.
- Manage administration of sewer lateral, basement protection program, and roof drain separation program.
- Provides administrative support to the Public Works Engineering and Administrative workgroups.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Great Neighborhoods	06/08	In Progress	<ul style="list-style-type: none"> • Continue to develop an erosion control program to protect water quality during construction.
Effective Government	06/08	In Progress	<ul style="list-style-type: none"> • Review and update development fees such as SDC and Connection Charges.
Safe City	10/08	In Progress	<ul style="list-style-type: none"> • Work with Oregon DEQ to develop new waste discharge permit (NPDES) for the Wastewater Treatment Plant.
Safe City	10/08	In Progress	<ul style="list-style-type: none"> • Work with Oregon DEQ on Total Maximum Daily Load (TMDL) issues.
Budget Year 2008-2009			
Great Neighborhoods	10/09		<ul style="list-style-type: none"> • Complete the Transportation System Plan update.
Great Neighborhoods	06/09		<ul style="list-style-type: none"> • Initiate storm water master planning effort.
Great Neighborhoods	06/09		<ul style="list-style-type: none"> • Continue to develop an erosion control program to protect water quality during construction.

PROGRAM NARRATIVE (continued)

PUBLIC WORKS SERVICES FUND: PUBLIC WORKS ENGINEERING SERVICES (705-50-2803)

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of new site improvement (SI) projects.	24	20	21	20
Percent of SI project plan reviews completed within three weeks.	100%	100%	100%	100%
Number of capital projects in design or construction phase.	15	20	28	29
Percentage of capital projects completed on schedule.	100%	100%	100%	100%
Percentage of capital projects completed on budget.	100%	100%	100%	100%
Number of local improvement district (LID) projects.	1	1	3	6
Percent of LID projects finalized within 90 days of project completion.	100%	100%	100%	100%
Number of sewer lateral and roof drain separation projects completed.	54	40	45	65
Number of development reviews performed annually.	127	100	170	110
Number of permits issued annually.	2,455	2,000	1,500	1,000
Update master plan every 10 years. Age of the current plan:				
Water master plan	1 yr	2 yr	3 yr	4 yr
Water financial plan	1 yr	2 yr	3 yr	4 yr
Wastewater master plan	7 yr	8 yr	9 yr	10 yr
Wastewater financial plan	5 yr	6 yr	7 yr	8 yr
Transportation master plan	8 yr	9 yr	10 yr-WIP	1 yr
Transportation financial plan	n/a	n/a	n/a	n/a
Storm drain master plan	17 yr	18 yr	19yr	20 yr
Storm drain financial plan	n/a	n/a	n/a	n/a

STAFFING SUMMARY

FTE's	12	21	21	20
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CITY OF
Albany

OFFICE OF THE CITY CLERK



City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

705: Public Works Services
50: Public Works

PROG 2803: Engineering Services

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	692,319.98	1,258,925.12	1,452,700	1,452,700	1,339,000	-7.83%
53001 Overtime	5,145.43	20,592.97	31,000	31,000	31,000	0.00%
56001 Employer Paid Benefits	388,770.29	706,596.20	811,300	811,300	784,300	-3.33%
Total Personnel Services	1,086,235.70	1,986,114.29	2,295,000	2,295,000	2,154,300	-6.13%
Materials & Services						
60101 Contractual Services	11,673.65	35,455.02	20,300	20,300	23,000	13.30%
60211 Insurance & Bonds	-	3,276.22	5,500	5,500	6,400	16.36%
61006 Advertising & Publications	-	-	700	700	700	0.00%
61010 Duplication & Fax	-	4,111.26	-	-	-	0.00%
61011 Education & Training	4,502.96	5,172.91	13,000	13,000	13,000	0.00%
61022 Credit Card Fees	-	908.01	1,000	1,000	1,000	0.00%
61024 Materials & Supplies	10,954.27	6,369.43	23,700	23,700	24,000	1.27%
61026 Meetings & Conferences	4,126.24	11,387.97	19,000	19,000	19,000	0.00%
61027 Memberships & Dues	1,030.00	2,391.00	2,900	2,900	2,900	0.00%
61028 Minor Equipment	6,975.46	9,405.28	4,400	4,400	5,700	29.55%
61030 Personal Auto Reimbursement	70.70	157.74	1,000	1,000	500	-50.00%
61032 Postage & Shipping	108.09	297.80	100	100	400	300.00%
61033 Printing & Binding	461.69	942.80	300	300	300	0.00%
61040 Uniforms	-	-	-	-	-	0.00%
61041 Vehicle Fuel Charges	2,542.17	3,954.63	3,000	3,000	3,700	23.33%
61045 Materials for Field	1,542.61	744.26	700	700	1,800	157.14%
63009 Telephone	7,146.98	11,720.91	19,200	19,200	8,200	-57.29%
65020 Maint: Work Equipment	-	220.00	500	500	300	-40.00%
65513 Vehicle Maintenance	4,460.80	7,160.95	6,000	6,000	7,500	25.00%
66010 Central Service Charges	-	259,900.00	171,000	171,000	156,400	-8.54%
66011 Equipment Replacement	2,200.00	2,200.00	5,600	5,600	30,000	435.71%
66014 Information Technology Services	-	35,600.00	64,300	64,300	85,200	32.50%
66015 IT Equipment Replacement	3,079.94	8,300.00	5,300	5,300	7,800	47.17%
66511 Flexible Spending Admin Fees	396.00	715.00	500	500	500	0.00%
Total Materials & Services	61,271.56	410,391.19	368,000	368,000	398,300	8.23%
TOTAL EXPENDITURES	1,147,507.26	2,396,505.48	2,663,000	2,663,000	2,552,600	-4.15%

PROGRAM NARRATIVE

PUBLIC WORKS SERVICE FUND: OPERATIONS ADMINISTRATION SERVICES (705-50-2805)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

FUNCTIONS AND RESPONSIBILITIES

- Provides management and administrative support to the operations work groups including Water Distribution, Wastewater Collection, Water and Wastewater Treatment Plants, Street Maintenance, Facilities Engineering, and Utility Facilities Maintenance.
- Provides emergency on-call service for Public Works.
- Provides for maintenance of building and grounds for operations complex and fleet.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Effective Government	06/08	On-going	• Implement maintenance management system.
Effective Government	06/08	In Progress	• Coordinate and implement operations pole building construction.
Effective Government	06/08	On-going	• Complete Operations Master Plan.
Effective Government	06/08	In Progress	• Begin implementation of American Public Works Association Self Assessment program for excellence in Public Works.
Budget Year 2008-2009			
Effective Government	06/09		• Continuation of implementation of Cartegraph maintenance management system.
Effective Government	06/09		• Continuation of American Public Works Association Self Assessment program for excellence in Public Works.
Effective Government	12/09		• Conduct audit for the American Public Works Association Self Assessment program for excellence in Public Works.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Percent complete of asset management development.	n/a	n/a	50%	75%
Percentage of Shop Master Plan completed.	n/a	n/a	100%	100%
Customer satisfaction survey – percent of satisfied customers.	n/a	n/a	75%	82%

STAFFING SUMMARY

FTE's	6	0	8	8
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

705: Public Works Services
50: Public Works

PROG 2805: Operations Admin

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	261,273.05	-	429,000	429,000	451,400	5.22%
53001 Overtime	580.53	-	3,000	3,000	3,000	0.00%
54005 Unemployment Claims	-	-	3,300	3,300	1,900	-42.42%
56001 Employer Paid Benefits	160,675.83	-	251,000	251,000	263,600	5.02%
Total Personnel Services	422,529.41	-	686,300	686,300	719,900	4.90%
Materials & Services						
60101 Contractual Services	68,771.36	-	71,600	71,600	93,900	31.15%
60211 Insurance & Bonds	-	-	1,700	1,700	2,000	17.65%
61010 Duplication & Fax	-	-	500	500	500	0.00%
61011 Education & Training	3,192.41	-	15,000	15,000	20,000	33.33%
61018 Laundry Service	1,171.50	-	-	-	-	0.00%
61024 Materials & Supplies	16,663.89	-	17,000	37,000	24,000	-35.14%
61026 Meetings & Conferences	3,757.20	-	10,000	10,000	15,600	56.00%
61027 Memberships & Dues	654.00	-	400	5,800	400	-93.10%
61028 Minor Equipment	7,553.92	-	20,000	20,000	20,000	0.00%
61030 Personal Auto Reimbursement	1,258.06	-	1,100	1,100	1,100	0.00%
61032 Postage & Shipping	1,687.67	-	2,000	2,000	2,000	0.00%
61033 Printing & Binding	267.65	-	500	500	500	0.00%
61041 Vehicle Fuel Charges	260.20	-	1,700	1,700	1,800	5.88%
61046 Permits	2,138.91	-	3,000	3,000	3,000	0.00%
63006 Power & Light	17,128.20	-	13,400	23,400	18,000	-23.08%
63007 Heating & Fuel	8,504.41	-	12,500	19,500	18,000	-7.69%
63009 Telephone	49,250.82	-	23,400	23,400	19,600	-16.24%
63011 Water Service	1,128.64	-	5,000	7,000	5,000	-28.57%
63012 Sewer Service Charges	4,330.33	-	6,500	6,500	6,500	0.00%
65006 Maint: Building	25,450.62	-	85,000	85,000	85,000	0.00%
65011 Maint: Grounds	1,578.00	-	5,000	5,000	5,000	0.00%
65015 Maint: Office Equipment	94.68	-	2,500	2,500	2,500	0.00%
65513 Vehicle Maintenance	196.18	-	600	600	600	0.00%
66010 Central Service Charges	-	-	65,200	65,200	61,000	-6.44%
66011 Equipment Replacement	-	-	3,000	3,000	3,000	0.00%
66014 Information Technology Services	-	-	46,800	46,800	41,000	-12.39%
66015 IT Equipment Replacement	23,196.00	-	-	-	-	0.00%
66511 Flexible Spending Admin Fees	-	-	300	300	300	0.00%
Total Materials & Services	238,234.65	-	413,700	458,100	450,300	-1.70%
Capital						
70005 Capital Equipment	-	-	-	-	-	0.00%
Total Capital	-	-	-	-	-	0.00%
TOTAL EXPENDITURES	660,764.06	-	1,100,000	1,144,400	1,170,200	2.25%

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: WATER QUALITY CONTROL SERVICES (705-50-2806)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed By: Chris Bailey, Water Quality Control Supervisor

FUNCTIONS AND RESPONSIBILITIES

- Performs laboratory tests on wastewater samples, stormwater samples, biosolids, and other tests as required. Coordinates contract lab sample collection and testing.
- Audits the water system for leak percentage and coordinates with water distribution for the leak detection program. Provides water audits for Albany residents identifying water conservation opportunities.
- Provides outreach for citizens of Albany on water conservation, stormwater runoff, and other issues of concern to the City.
- Assists in developing City response to regulatory requirements relating to water quality including federal and state storm water, TMDL, and pretreatment requirements.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2007-2008			
Safe City	06/08	Complete	<ul style="list-style-type: none"> • Expand department-related education outreach area schools.
Safe City	06/08	Continuing	<ul style="list-style-type: none"> • Target water conservation measures to reduce peak water demand.
A Safe City Great Neighborhoods	04/08	In Progress	<ul style="list-style-type: none"> • Develop strategies to comply with new and more stringent environmental regulations for water conservation and Total Maximum Daily Loads (TMDLs) for the Willamette River.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none"> • Enhance school partnerships for presentations and community projects.
Safe City Great Neighborhoods	04/09		<ul style="list-style-type: none"> • Year 1 implementation of TMDL management strategies.
Safe City	06/09		<ul style="list-style-type: none"> • Complete initial assessment of water system loss.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Number of residential water conservation audits performed.	19	73	75	75
Tons of trash removed from local streams annually.	1.75	7	7	7
Number of laboratory tests performed in-house annually.	1,750	2,000	2,100	2,100
Number of presentations in area schools.	n/a	36	40	40

STAFFING SUMMARY

FTE's	1	3	4	4
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

705: Public Works Services
50: Public Works

PROG 2806: Water Quality Control Service

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	56,854.00	136,061.24	189,100	189,100	204,400	8.09%
53001 Overtime	-	1,354.37	-	-	-	0.00%
54005 Unemployment Claims	-	6.22	-	-	-	0.00%
56001 Employer Paid Benefits	25,201.55	82,050.51	127,000	127,000	135,500	6.69%
Total Personnel Services	82,055.55	219,472.34	316,100	316,100	339,900	7.53%
Materials & Services						
60101 Contractual Services	12,508.00	17,889.77	17,600	17,600	31,200	77.27%
60211 Insurance & Bonds	-	225.93	700	700	800	14.29%
61006 Advertising & Publications	1,771.33	1,094.66	2,000	2,000	2,000	0.00%
61011 Education & Training	1,971.25	1,149.77	2,400	2,400	3,400	41.67%
61017 Laboratory Supplies	-	14,966.67	14,500	14,500	15,300	5.52%
61021 Testing	-	-	5,600	5,600	-	-100.00%
61024 Materials & Supplies	4,028.06	4,841.48	5,500	5,500	10,500	90.91%
61026 Meetings & Conferences	1,090.08	1,237.38	2,000	2,000	2,200	10.00%
61027 Memberships & Dues	150.00	383.00	600	600	600	0.00%
61028 Minor Equipment	-	4,860.69	11,500	11,500	4,000	-65.22%
61030 Personal Auto Reimbursement	308.78	28.21	800	800	-	-100.00%
61033 Printing & Binding	240.13	1,359.25	3,800	3,800	2,000	-47.37%
61040 Uniforms	-	-	500	500	500	0.00%
61041 Vehicle Fuel Charges	-	-	-	-	1,300	0.00%
63009 Telephone	-	82.71	200	200	200	0.00%
65079 Parts for Repairs	-	-	500	500	500	0.00%
66010 Central Service Charges	-	16,200.00	24,400	24,400	26,700	9.43%
66014 Information Technology Services	-	1,800.00	17,500	17,500	12,600	-28.00%
66015 IT Equipment Replacement	-	-	3,700	3,700	1,900	-48.65%
66511 Flexible Spending Admin Fees	66.00	55.00	1,000	1,000	100	-90.00%
Total Materials & Services	22,133.63	66,174.52	114,800	114,800	115,800	0.87%
Capital						
70005 Capital Equipment	-	-	-	-	16,700	0.00%
Total Capital	-	-	-	-	16,700	0.00%
TOTAL EXPENDITURES	104,189.18	285,646.86	430,900	430,900	472,400	9.63%

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: PW CUSTOMER SERVICES (705-50-2807)
Responsible Manager/Title: Mark A. Yeager, P.E., Utility Services Manager

FUNCTIONS AND RESPONSIBILITIES

- Provides all services related to the billing and collection of revenues for the water and wastewater utilities.
- Provide all office and field customer service activities for water and sewer accounts within the North Albany County Service District and the City of Albany.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	09/07	Complete	<ul style="list-style-type: none"> • Investigate options and develop plan for updating the customer information and billing system.
Effective Government	06/08	On schedule	<ul style="list-style-type: none"> • Begin process to update the utility billing software.
Effective Government	03/08	Complete	<ul style="list-style-type: none"> • Develop and implement more extensive in-house collection procedures for recovery of delinquent account revenues.
Effective Government	06/08	Complete	<ul style="list-style-type: none"> • Conduct internal audit of accounts to ensure accurate billing and account status.
Effective Government	12/07	Complete	<ul style="list-style-type: none"> • Re-evaluate water bill subsidy program to include fixed-income seniors and other low-income households.
Budget Year 2008-2009			
Effective Government	03/09		<ul style="list-style-type: none"> • Implement update to the utility billing software.
Effective Government	06/09		<ul style="list-style-type: none"> • Implement Internet access for customers to review and pay utility accounts online.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Maintain the dollar amount of utility billing write-offs of uncollectible accounts at less than 0.5% of monthly billings.	n/a	n/a	0%	0.5%
Number of water and sewer accounts.	n/a	n/a	n/a	16,594

STAFFING SUMMARY

FTE's	10	0	8	9
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

705: Public Works Services
50: Public Works

PROG 2807: PW Customer Services

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	330,981.84	-	304,500	304,500	334,500	9.85%
53001 Overtime	2,755.31	-	4,000	4,000	5,000	25.00%
54005 Unemployment Claims	142.92	-	-	-	300	0.00%
56001 Employer Paid Benefits	230,724.56	-	204,000	204,000	246,800	20.98%
Total Personnel Services	564,604.63	-	512,500	512,500	586,600	14.46%
Materials & Services						
60101 Contractual Services	115,581.45	-	120,600	120,600	151,100	25.29%
60211 Insurance & Bonds	3,047.95	-	3,300	3,300	4,400	33.33%
61006 Advertising & Publications	358.77	-	2,000	2,000	1,000	-50.00%
61010 Duplication & Fax	432.93	-	1,500	1,500	2,000	33.33%
61011 Education & Training	2,678.71	-	6,200	6,200	6,700	8.06%
61024 Materials & Supplies	7,809.55	-	3,000	3,000	4,000	33.33%
61026 Meetings & Conferences	-	-	1,500	1,500	1,500	0.00%
61027 Memberships & Dues	50.00	-	200	200	200	0.00%
61028 Minor Equipment	10,566.23	-	1,800	1,800	2,200	22.22%
61032 Postage & Shipping	103,926.06	-	80,000	80,000	77,500	-3.13%
61033 Printing & Binding	1,915.92	-	1,000	1,000	2,500	150.00%
61038 Software	19,140.07	-	25,000	25,000	30,000	20.00%
61040 Uniforms	1,151.82	-	1,400	1,400	1,400	0.00%
61041 Vehicle Fuel Charges	3,746.99	-	3,000	3,000	3,300	10.00%
63009 Telephone	5,033.38	-	15,000	15,000	11,600	-22.67%
65015 Maint: Office Equipment	1,432.18	-	1,000	1,000	1,000	0.00%
65513 Vehicle Maintenance	2,768.72	-	1,200	1,200	1,700	41.67%
66010 Central Service Charges	-	-	57,000	57,000	59,800	4.91%
66011 Equipment Replacement	-	-	5,400	5,400	5,600	3.70%
66014 Information Technology Services	-	-	35,100	35,100	60,000	70.94%
66015 IT Equipment Replacement	10,800.00	-	183,600	183,600	112,900	-38.51%
66511 Flexible Spending Admin Fees	110.00	-	200	200	-	-100.00%
Total Materials & Services	290,550.73	-	549,000	549,000	540,400	-1.57%
TOTAL EXPENDITURES	855,155.36	-	1,061,500	1,061,500	1,127,000	6.17%

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: FACILITIES & MAINTENANCE ENGINEERING (705-50-2809)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed by: Ted Mikowski, P.E., Facilities Engineering Manager

FUNCTIONS AND RESPONSIBILITIES

- Sanitary sewer flow monitoring consisting of collecting data, retrieval, and analysis of selected flow monitoring sites. Observe three permitted sanitary sewer overflow sites and submit findings to the wastewater treatment monthly DEQ report.
- Oversight and development of the Bridge Maintenance Program. Providing interaction with the state highway department and subcontractor for National Bridge Inventory (NBI) bridge inspections.
- Assist in the review of existing infrastructure condition reports, and assist in developing plans for future rehabilitation/replacement work.
- Performs weekly inspections of 8 reservoirs, 4 water pump stations, and 18 sewer lift stations.
- Management of preventive, predictive, and corrective maintenance tasks including repairs and replacement of various process mechanical equipment at both the water and wastewater treatment facilities.
- Oversight and development of Supervisory Control and Data Acquisition (SCADA) automated process control and monitoring systems for both the water and wastewater treatment facilities and associated systems outside the plants.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Safe City	06/08	Ongoing	<ul style="list-style-type: none"> • Complete control change over at sewage lift stations to match systems at Water Treatment Plants (WTPs) and new Wastewater Treatment Plant (WWTP) planned control system.
Safe City	06/08	Complete	<ul style="list-style-type: none"> • Conduct a condition assessment on the instrumentation, electrical, and mechanical systems at the Vine Street WTP.
Budget Year 2008-2009			
Safe City	06/09		<ul style="list-style-type: none"> • Complete a building assessment for all public works buildings.
Safe City	06/09		<ul style="list-style-type: none"> • Complete non National Bridge Inventory (NBI) bridge and culvert inspections and establish schedule for follow up inspections.
Safe City	06/10		<ul style="list-style-type: none"> • Complete migration of all water and Supervisory Control and Data Acquisition (SCADA) systems to one application for control, monitoring, data storage, and alarming.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
Flow Monitoring:				
Number of monitor sites/Percent of data captured.	20 / 99%	20 / 100%	15 / 100%	15 / 100%
Bridge/Culvert Program:				
Number of bridges/Percent of bridges inspected annually.	23 / 78%	23 / 25%	23 / 70%	23 / 30%
Number of culverts/Percentage of culverts inspected annually (Standard-20%).	15% / 0%	15 / 0%	15 / 40%	15 / 60%
SCADA:				
Number of major facilities/Percent of monitor data captured.	3 / 97%	3 / 100%	3 / 99%	3 / 100%
Number of secondary facilities/Percent of monitor data captured.	28 / 95%	28 / 95%	28 / 95%	28 / 95%

STAFFING SUMMARY

FTE's	4	9	10	11
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City of Albany, Oregon - Adopted Budget

Budget Fiscal Year: 2008-2009

705: Public Works Services
50: Public Works

PROG 2809: Facilities Engineering

Acct# Description	2005-2006 Actual	2006-2007 Actual	2007-2008 Adopted	2007-2008 Revised	2008-2009 Adopted	% Change
Personnel Services						
51001 Wages & Salaries	221,356.78	498,697.54	528,800	528,800	634,300	19.95%
53001 Overtime	18,191.44	36,111.80	31,000	31,000	31,000	0.00%
56001 Employer Paid Benefits	129,208.13	299,910.95	335,100	335,100	367,800	9.76%
Total Personnel Services	368,756.35	834,720.29	894,900	894,900	1,033,100	15.44%
Materials & Services						
60101 Contractual Services	1,487.54	28,912.17	8,300	8,300	10,400	25.30%
60211 Insurance & Bonds	-	1,920.53	2,900	2,900	3,400	17.24%
61011 Education & Training	4,488.21	10,455.76	11,800	11,800	16,700	41.53%
61012 Equipment Rental: Private	-	-	7,000	7,000	3,700	-47.14%
61018 Laundry Service	-	-	400	400	400	0.00%
61024 Materials & Supplies	10,901.45	10,009.11	15,000	15,000	20,900	39.33%
61026 Meetings & Conferences	1,435.30	1,593.03	7,000	7,000	12,700	81.43%
61027 Memberships & Dues	514.00	950.97	1,600	1,600	2,100	31.25%
61028 Minor Equipment	25,942.93	7,568.92	8,000	8,000	7,900	-1.25%
61030 Personal Auto Reimbursement	-	59.10	400	400	400	0.00%
61032 Postage & Shipping	240.66	36.20	400	400	400	0.00%
61033 Printing & Binding	177.16	84.00	300	300	300	0.00%
61040 Uniforms	711.87	3,913.43	6,300	6,300	6,200	-1.59%
61041 Vehicle Fuel Charges	1,281.86	6,307.01	4,500	4,500	5,400	20.00%
61048 Tools	172.75	7,487.86	9,500	9,500	4,400	-53.68%
63009 Telephone	594.85	5,663.93	8,700	8,700	6,600	-24.14%
65008 Maint: Communications Equipment	899.57	1,726.00	500	500	500	0.00%
65076 Contract Maintenance	-	287.49	4,500	4,500	3,000	-33.33%
65079 Parts for Repairs	-	2,301.20	13,500	13,500	6,000	-55.56%
65082 Safety Improvements	194.88	390.62	1,200	1,200	1,200	0.00%
65513 Vehicle Maintenance	817.23	7,439.28	8,200	8,200	8,200	0.00%
65524 Bridge Maintenance Program	414.68	-	-	-	-	0.00%
66010 Central Service Charges	-	130,600.00	73,300	73,300	68,500	-6.55%
66011 Equipment Replacement	-	24,200.00	29,300	29,300	29,300	0.00%
66014 Information Technology Services	-	1,800.00	11,700	11,700	28,400	142.74%
66015 IT Equipment Replacement	96.00	400.00	400	400	1,500	275.00%
66505 Physical Exams & Medicals	-	65.01	300	300	300	0.00%
66511 Flexible Spending Admin Fees	-	66.00	400	400	400	0.00%
Total Materials & Services	50,370.94	254,237.62	235,400	235,400	249,200	5.86%
Capital						
70005 Capital Equipment	12,925.70	45,422.50	-	-	-	0.00%
Total Capital	12,925.70	45,422.50	-	-	-	0.00%
TOTAL EXPENDITURES	432,052.99	1,134,380.41	1,130,300	1,130,300	1,282,300	13.45%



CITY OF
Albany

CONFERENCE

CAPITAL
OUTLAYS

SCHEDULE OF CAPITAL EQUIPMENT
Fiscal Year 2008 - 2009

Department: Program	Capital Description	Budget	Total
Fire Department:			
Fire Suppression (100-25-1201)	Medic Unit for Station 11	\$200,000	
	Holmatro Personal Power Unit	7,000	
	Staff Vehicle	30,000	
	12-Lead Monitor for Medic 11	19,000	
	Thermal Imaging Camera	15,000	
	Bariatric Stretcher for Medic 11	7,100	\$278,100
Equipment Replacement (217-10-1010)	Two Staff Vehicles	45,000	45,000
Total Fire Department			\$323,100
Parks & Recreation Department:			
Equipment Replacement (217-10-1010)	4x2 Pick Up – Urban Forestry	22,000	
	4x2 Pick Up – Facilities Maintenance	19,200	41,200
Total Parks & Recreation Department			\$41,200
Public Works Department:			
Equipment Replacement (217-10-1010)	Replacement Concrete Saw	\$5,000	\$ 5,000
	Street Maintenance (250-50-2602)	Sidewalk Infill Program	10,000
Public Works Admin – Streets (250-50-2604)	Inventory Pole Building	94,000	94,000
Wastewater Collection (601-50-2405)	Manhole Installation Program	25,000	
	Lift Station Electrical Replacement	40,000	
	Lift Station Telemetry Replacement	30,000	
	Lift Station Pump Replacement	52,000	147,000
Wastewater Administration (601-50-2407)	Inventory Pole Building	94,000	94,000
Water Administration (615-50-2202)	Inventory Pole Building	94,000	94,000
Vine Street Water Treatment Plant (615-50-2205)	Restroom Remodel Project	100,000	100,000
Water Quality Control Services (705-50-2806)	New Vehicle	16,700	16,700
Total Public Works Department			\$560,700
TOTAL CAPITAL EQUIPMENT			<u>\$925,000</u>

SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2008-2009

The City evaluates its service delivery systems according to established efficiency and effectiveness criteria to determine whether a service should be provided with staff or by contract. It is the policy of the City to make every effort to construct public improvements at the least cost to the citizens of Albany. The following summary lists projects included in the 2008-2009 budget. The projects may also be included in the City's five-year Capital Improvements Program (CIP) for 2008-2013.

Project Description	Total	General Fund	Parks & Recreation	Grants	Economic Development
Capital Equipment	\$ 1,064,800	\$298,100	\$ -	\$ 210,000	\$ -
Building Improvements	126,500	-	-	126,500	-
Unitrin Bldg Purchase/Remodel	3,400,000	-	-	-	-
APD Workstation Remodel Project	15,000	15,000	-	-	-
Project Engineering	400,000	-	-	-	-
Project Construction	2,725,900	-	-	-	-
Security Fence Improvements	130,000	-	-	130,000	-
Drainage Improvements	248,000	-	-	248,000	-
Airport Landscaping Project	55,000	-	-	-	55,000
Henderson Park Playground	70,000	-	-	70,000	-
Timber Linn Improvements Ph 1a	800,000	-	800,000	-	-
Timberhill Park Development	200,000	-	200,000	-	-
Teloh Calapooia Park Playground	45,000	-	-	45,000	-
Eades Park	42,000	-	42,000	-	-
Periwinkle Path & Bridge	160,000	-	-	160,000	-
Pineway Park Play Replace	100,000	-	-	100,000	-
Community Park Dev Ph 1	1,350,000	-	-	1,350,000	-
Takena Picnic Shelters	49,000	-	49,000	-	-
Gibson Hill Picnic Shelters	52,000	-	52,000	-	-
Lexington Park Picnic Shelters	49,000	-	49,000	-	-
Draper Park Playground	100,000	-	100,000	-	-
W-07-02 Ellingson Road Property Acq.	450,000	-	-	-	-
Pole Bldg - PW Inventory Control	282,000	-	-	-	-
Fencing - PW Operations	25,100	-	-	-	-
HVAC System - PW Operations	140,000	-	-	-	-
Roof - PW Operations	35,000	-	-	-	-
City Hall-M.Court Renovation	85,000	-	-	-	-
Bank Protection at Backwash Lagoon	300,000	-	-	-	-
Fish Screens & Diversion Dam	10,000	-	-	-	-
Hydroelectric Improvements	205,000	-	-	-	-
Manhole Installation Program	25,000	-	-	-	-
Restroom Remodel Project	100,000	-	-	-	-
Oak Creak Pump Stn/Force Main	7,000	-	-	-	-
Lift Station Electrical Replacement	40,000	-	-	-	-
Lift Station Telemetry Replacement	30,000	-	-	-	-
Lift Station Pump Replacement	52,000	-	-	-	-
BR-09-01 3rd Ave Bridge Repair	156,000	-	-	-	-
SI-03-02 Clover Ridge Station, Phase I	5,000	-	-	-	-
SS-06-05 34th Ave Pump Station	1,409,300	-	-	-	-
SS-07-01 Calapooia Interceptor	1,300,000	-	-	-	-
SS-07-02 Ellingson Rd Sewer Ext	50,000	-	-	-	-
ST-07-01 Waverly Rehab Phase I	1,570,000	-	-	-	-
ST-07-05 Ped/Bike Improvements	72,000	-	-	72,000	-
ST-07-03 53rd Ave Bridge/Roadway	7,785,000	-	-	-	-
SVC Access Road	1,500,000	-	-	-	-
ST-09-01 Waverly Rehab Phase II	169,000	-	-	-	-
ST-08-04 Knox Butte-Somerset (SWSt)	2,500,000	-	-	-	-
WC-06-01 Canal Bank Improvements	122,000	-	-	-	-
WL-08-01 Madison and 12th WL	500,000	-	-	-	-
WC-08-01 Canal Improvement Projects	1,500,000	-	-	-	-

SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2008-2009

The City evaluates its service delivery systems according to established efficiency and effectiveness criteria to determine whether a service should be provided with staff or by contract. It is the policy of the City to make every effort to construct public improvements at the least cost to the citizens of Albany. The following summary lists projects included in the 2008-2009 budget. The projects may also be included in the City's five-year Capital Improvements Program (CIP) for 2008-2013.

Project Description	Total	General Fund	Parks & Recreation	Grants	Economic Development
WL-08-04 Maier Lane WL	289,000	-	-	-	-
WL-07-08 Ellingson Rd Water Ext	1,358,000	-	-	-	-
SVC Water Line	1,000,000	-	-	-	-
WL-09-01 8th Ave Elm to Broadway	288,000	-	-	-	-
WL-09-02 4th Ave WL	473,000	-	-	-	-
WL-09-03 9th Ave & 24th Ave WL	118,000	-	-	-	-
WL-09-04 5th & 6th Ave WL	395,000	-	-	-	-
WTP Security Upgrade	50,000	-	-	-	-
SS-07-04 NA PumpStn/Force Main	3,500,000	-	-	-	-
WWTP-03-01 WW Treatment Plant Expansion	8,690,000	-	-	-	-
WWTP-08-02 Wetlands Treatment Project	880,200	-	-	-	-
W-07-01, Reservoir Improvements	50,000	-	-	-	-
W-07-03 Vine St WTP Seismic Upgrades	1,104,000	-	-	-	-
W-08-01 Valley View Res Improvements	612,000	-	-	-	-
W-08-02 Soda Ash Building Improvements	340,000	-	-	-	-
Project Totals	50,753,800	313,100	1,292,000	2,511,500	55,000
Reserve: Pipe Over-sizing	25,000	-	-	-	-
Reserve: Canal Capital	215,100	-	-	-	-
Reserve: Connection Fees	1,020,000	-	-	-	-
Reserve: Replacement	5,083,000	-	-	-	-
Reserve: Equipment Replacement	1,601,700	-	-	-	-
Reserve: Building Replacement	2,284,000	-	-	-	-
Reserve: Street Connection Fees	233,400	-	-	-	-
Reserve: Building Maintenance	419,500	-	-	-	-
Reserve: Storm Drain Collection Fees	161,000	-	-	-	-
Reserve: Capital Projects	19,939,600	-	95,600	-	246,000
Reserve: Grant Matching Funds	40,000	-	-	-	-
Total Reserves	31,022,300	-	95,600	-	246,000
Grand Totals	\$ 81,776,100	\$ 313,100	\$ 1,387,600	\$ 2,511,500	\$ 301,000

Capital Replacement	Street	Capital Projects	Sewer	Water	Public Works Services
-	-	-	-	289,000	-
-	-	1,358,000	-	-	-
-	-	1,000,000	-	-	-
-	-	-	-	288,000	-
-	-	-	-	473,000	-
-	-	-	-	118,000	-
-	-	-	-	395,000	-
-	-	-	-	50,000	-
-	-	-	3,500,000	-	-
-	-	-	8,690,000	-	-
-	-	-	880,200	-	-
-	-	-	-	50,000	-
-	-	-	-	1,104,000	-
-	-	-	-	612,000	-
-	-	-	-	340,000	-
625,000	1,989,000	20,919,000	16,027,500	7,005,000	16,700
-	-	-	15,000	10,000	-
-	-	-	-	215,100	-
-	-	-	562,000	458,000	-
5,083,000	-	-	-	-	-
-	-	-	1,005,900	595,800	-
2,284,000	-	-	-	-	-
-	233,400	-	-	-	-
419,500	-	-	-	-	-
-	-	-	161,000	-	-
-	6,119,700	409,000	5,110,300	7,959,000	-
-	40,000	-	-	-	-
7,786,500	6,393,100	409,000	6,854,200	9,237,900	-
\$8,411,500	\$ 8,382,100	\$21,328,000	\$22,881,700	\$16,242,900	\$ 16,700

CAPITAL IMPROVEMENT PROGRAM PROJECTS - OVERVIEW 2008-2009 Budget

Each year the City of Albany updates its Capital Improvement Program (CIP) document. The document, as adopted by the City Council, is a five-year program. As a planning tool, it identifies needs, establishes priorities, and forecasts the expenditures for all projects in the plan. It is not considered a “capital budget”. Adoption of the City of Albany’s CIP is merely approving the projects included, not the dollar estimates given.

CIP Process

June	City departments begin compiling projects to assist in the fulfillment of established goals.
July - December	City departments submit project lists to the Engineering Department. Engineering staff compiles projects and develops a preliminary CIP plan. Discussion is held with the City Council in order to integrate City Council recommendations. Factors considered are staffing, current workload, and funding sources.
January	Preliminary CIP is submitted to the City Council, Budget committee, and Planning Commission in a joint session by the Engineering Department.
February - April	Recommendations are incorporated and funding sources are finalized and the Council adopts the five-year CIP.

What is a CIP project?

For purposes of the Capital Improvement Program, a capital project is defined as a one-time project that results in a permanent addition to the City’s fixed assets. These projects involve nonrecurring expenditures, or capital outlays, which are funded from a wide variety of funding sources. Periodic or one-time only maintenance that is contracted out is a capital improvement; however, annual contracted maintenance is not a capital improvement. In addition, public facility master plans are considered capital projects; however, computer equipment and vehicles are not.

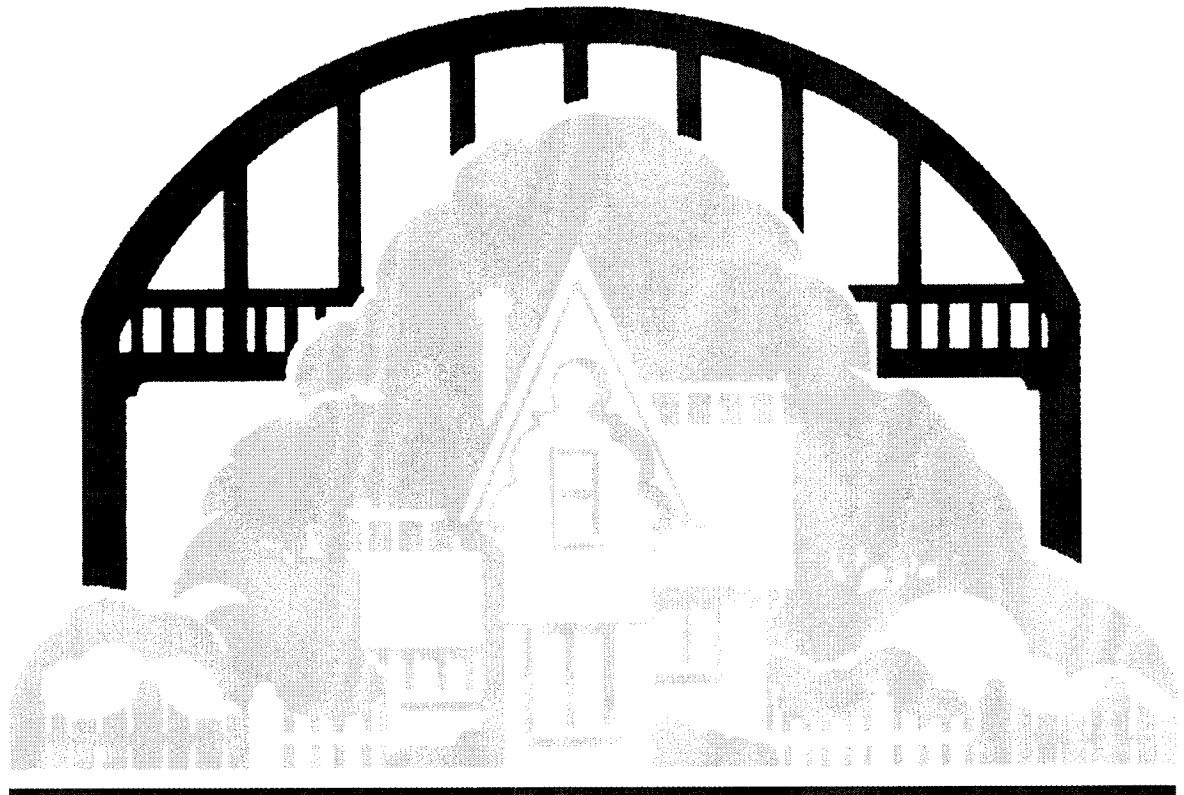
2008-2009 Budget

Following this overview is the portion of the five-year Capital Improvement Program that impacts the City of Albany’s 2008-2009 Budget. The projects in the operating budget will differ from the first year in the CIP because minor fixed assets will not appear in the CIP and once a project is listed in the first year of the CIP, it will not appear in it again. The project costs in the CIP may vary from the budgeted project costs due to the time span between the budget process and the CIP. The actual project cost will be determined based on the bids received during the bid process.

Capital Improvement Program 2008-09

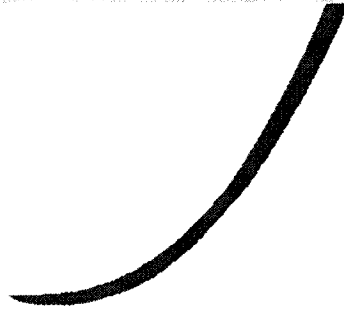
<u>Funded Summary By Funding Source - Projected Cost Totals</u>	
FUNDING SOURCE	2008-2009
Building Maintenance Fund	\$ 85,000
Capital Reserves	40,000
Economic Development	93,000
Federal Grants	645,000
Future Donations	614,000
Grant - Unspecified	835,000
POPRD Recreational Trail Grant	160,000
Parks & Recreation	410,000
Property Tax - General Fund	25,000
SDC – Improvement – Parks	900,000
SDC – Improvement – Sewer	3,600,000
Sewer Rates/Operating Revenues	4,770,000
State Highway Fund (gas tax)	156,000
State of Oregon	159,000
Water Rates/Operating Revenues	2,911,000
 Grand Total:	 \$15,403,000

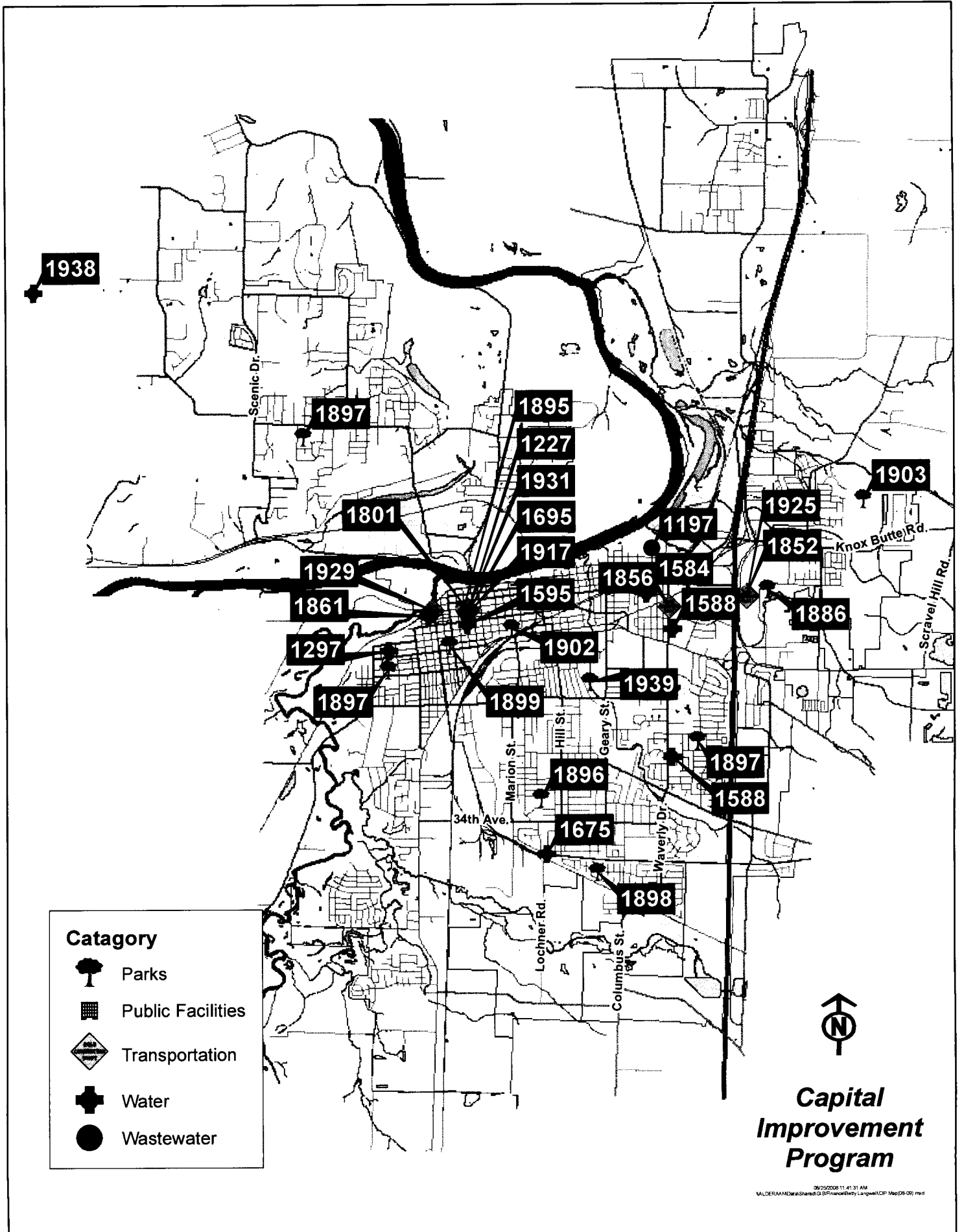
<u>Funded Projects Summary</u>	
CATEGORY	2008-2009
Parks	\$ 2,919,000
Public Facilities	85,000
Transportation	823,000
Wastewater	8,370,000
Water	3,206,000
 Grand Total:	 \$15,403,000



CITY OF
Albany

PLANNING DEPARTMENT





1938

Scenic Dr.

1897

1895

1227

1931

1695

1917

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1856

1902

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1675

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Knox Butte Rd.

Scravel Hill Rd.

Marion St.

Hill St.

Geary St.

34th Ave.

Lochner Rd.

Columbus St.

Waverly Dr.



Capital Improvement Program

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VALDERA\AND\Draw\Shared\GIS\Finance\Betsy Langwell\CIP Map(08-09).mxd

Plan FY: 2008-2009 RELOCATION OF WASTE STAGING AREA AT CITY HALL

CIP Project #: 1917

Master Plan:		Plan Element:
Category:	Public Facilities	Classification: General Facilities
Department:	Parks & Recreation Department	

Total Cost: \$85,000

Currently, all City Hall's waste and recycling is contained indoors in a room behind the municipal court offices. The current facility is not properly ventilated and odors escape to active work areas. This project will provide for relocation of waste and recycling containers to an outside facility that will consist of a concrete pad, fencing, and appropriate loading and unloading facilities. The waste storage area will be renovated for municipal court office use. Additionally, the municipal court front counter will be expanded and the employee secure access door will be relocated from the east side of the building to the south side of the building.

Operating Budget Impact: This project will eliminate maintenance costs associated with customer complaints about indoor air quality and restore the employee bicycle parking that was originally designed for City Hall to promote sustainability.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
	217-10-2002 BUILDING MAINTENANCE PROJECTS	\$85,000
	Total:	<u>\$85,000</u>

Plan FY: 2008-2009 **TIMBER LINN PARK IMPROVEMENTS - PHASE 1B**

CIP Project #: 1886

Master Plan: Parks Master Plan

Plan Element:

Category: Parks

Classification: Park Development

Department: Parks & Recreation Department

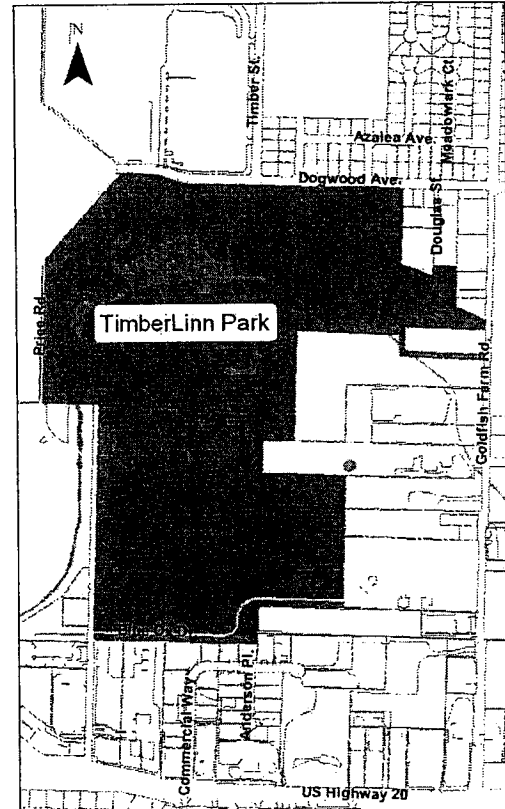
Total Cost: \$400,000

This project provides for the construction of parking, playground, picnic, and other facilities called for in the 2006 Timber Linn Park Plan, Phase 1.

Operating Budget Impact: This project will increase annual operation and maintenance costs by approximately \$5,000 in order maintain the new playground facilities.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
	FUTURE DONATIONS	\$200,000
202-35-1408	PARKS AND RECREATION	\$200,000
	Total:	\$400,000



Capital Improvement Program 2009-2013

Plan FY: 2008-2009 COMMUNITY PARK DEVELOPMENT - PHASE 1

CIP Project #: 1895

Master Plan: Parks Master Plan **Plan Element:** CP-1
Category: Parks **Classification:** Park Development
Department: Parks & Recreation Department

SDC

Total Cost: \$1,500,000

This project provides for the initial development of a new community park in south Albany. Improvements include soccer fields, parking, utilities, and related facilities.

Operating Budget Impact: This project will increase operation and maintenance expenses by approximately \$50,000 per year in order to conduct grounds maintenance for 20 acres of new community park, net of revenue offsets.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
	FUTURE DONATIONS	\$250,000
	GRANT - Unspecified	\$750,000
202-35-1500	SDC - IMPROVEMENT - PARKS	\$500,000
	Total:	<hr/> \$1,500,000

Parks - Project Information

Plan FY: 2008-2009 DRAPER PARK PLAYGROUND REPLACEMENT

CIP Project #: 1896

Master Plan: Parks Master Plan Plan Element:
 Category: Parks Classification: Replacement Projects
 Department: Parks & Recreation Department

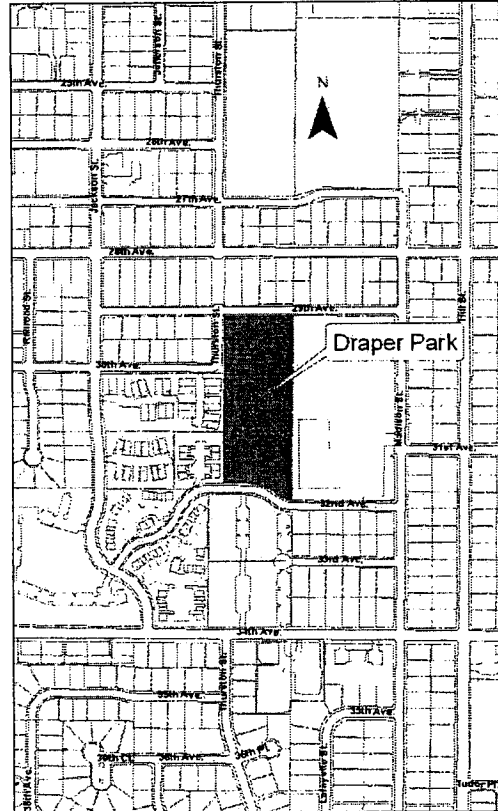
Total Cost: \$150,000

This project provides for replacement of existing outdated playground equipment at Draper Park.

Operating Budget Impact: This project will not impact the operating budget because this project replaces existing playground and other deteriorating equipment.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
	FUTURE DONATIONS	\$75,000
	202-35-1408 PARKS AND RECREATION	\$75,000
	Total:	\$150,000



Capital Improvement Program 2009-2013

Plan FY: 2008-2009 PICNIC SHELTERS AT GIBSON HILL, LEXINGTON, AND TAKENA PARKS

CIP Project #: 1897

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks **Classification:** Park Development
Department: Parks & Recreation Department

SDC

Total Cost: \$150,000

This project will replace the recently demolished shelter at Tadena Park and will complete original park improvements for Lexington and Gibson Hill Parks.

Operating Budget Impact: This project will increase operation and maintenance expenses approximately \$3,000 per year in order to conduct weekly cleaning activities during the rental season. Revenue from picnic shelter rentals will be used to help offset operation and maintenance costs.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
	FUTURE DONATIONS	\$50,000
202-35-1500	SDC - IMPROVEMENT - PARKS	\$100,000
	Total:	\$150,000

Parks - Project Information

Plan FY: 2008-2009 PINEWAY PARK PLAYGROUND REPLACEMENT

CIP Project #: 1898

Master Plan: Parks Master Plan Plan Element:
 Category: Parks Classification: Replacement Projects
 Department: Parks & Recreation Department

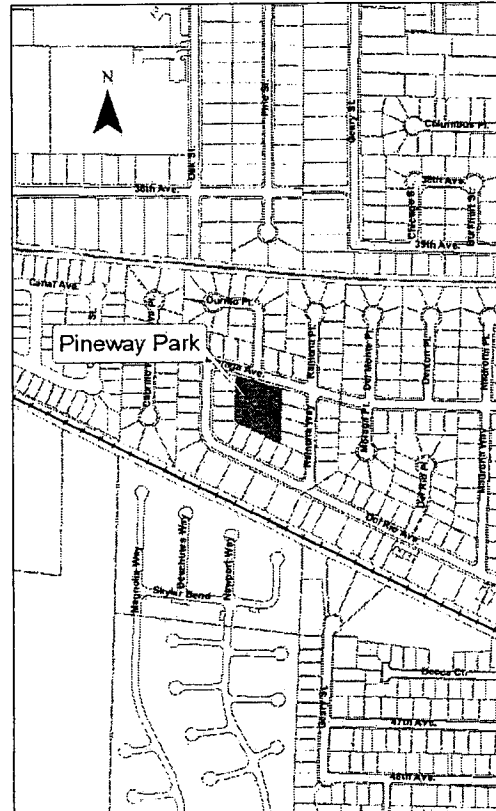
Total Cost: \$100,000

This project provides for the replacement of existing outdated playground equipment at Pineway Park.

Operating Budget Impact: This project will not impact the operating budget because this project replaces existing playground and other deteriorating equipment.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
	FUTURE DONATIONS	\$15,000
	GRANT - Unspecified	\$50,000
202-35-1408 PARKS AND RECREATION		\$35,000
	Total:	\$100,000



Plan FY: 2008-2009 HENDERSON PARK PLAYGROUND REPLACEMENT

CIP Project #: 1899

Master Plan: Parks Master Plan
Category: Parks
Department: Parks & Recreation Department

Plan Element:
Classification: Replacement Projects

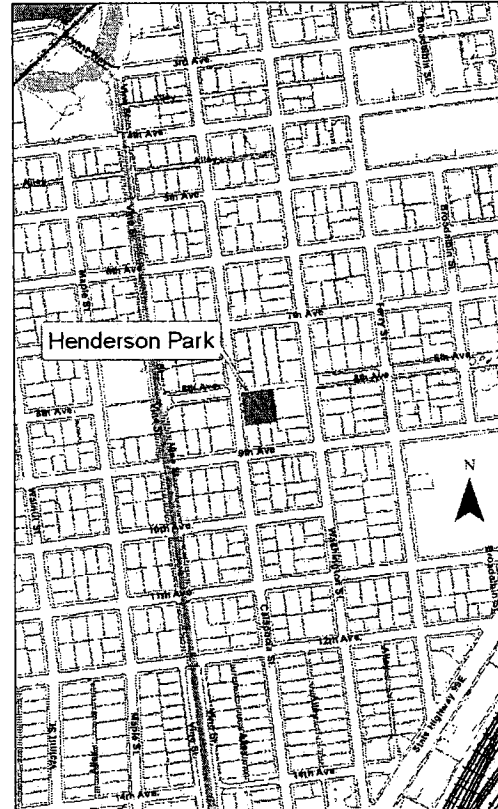
Total Cost: \$94,000

This project provides for the replacement of the existing outdated playground equipment at Henderson Park. This project was originally scheduled for FY 2006-07, but has been rescheduled to take advantage of potential state grant funding in FY 2007-08.

Operating Budget Impact: This project will not impact the operating budget because this project replaces existing playground and other deteriorating equipment.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
	GRANT - Unspecified	\$35,000
	FUTURE DONATIONS	\$24,000
	202-35-1408 PARKS AND RECREATION	\$35,000
	Total:	\$94,000



Plan FY: 2008-2009 SWANSON PARK/ALBANY TRAIN STATION CONNECTOR PATH
 CIP Project #: 1902

Master Plan: Parks Master Plan Plan Element: T-1
 Category: Parks Classification: Park Development
 Department: Parks & Recreation Department

Total Cost: \$25,000

This CIP project provides Parks funding for a portion of this project (CIP Project #1796 Phase 3 - In Process). The balance of funding for this project will come from a federal grant from the State Highway Fund (gas tax).

Operating Budget Impact: This project will increase annual operation and maintenance expenses by \$1,500 in order to conduct litter control activities by contract.

Funding Sources For This Project:

<u>Activity</u> <u>Funding Source</u>	<u>Projected Amount</u>
202-35-1408 PARKS AND RECREATION	\$25,000
Total:	\$25,000



Plan FY: 2008-2009 NEIGHBORHOOD PARK DEVELOPMENT - TIMBERHILL SITE

CIP Project #: 1903

Master Plan: Parks Master Plan

Plan Element: NP-2

Category: Parks

Classification: Park Development

Department: Parks & Recreation Department

SDC

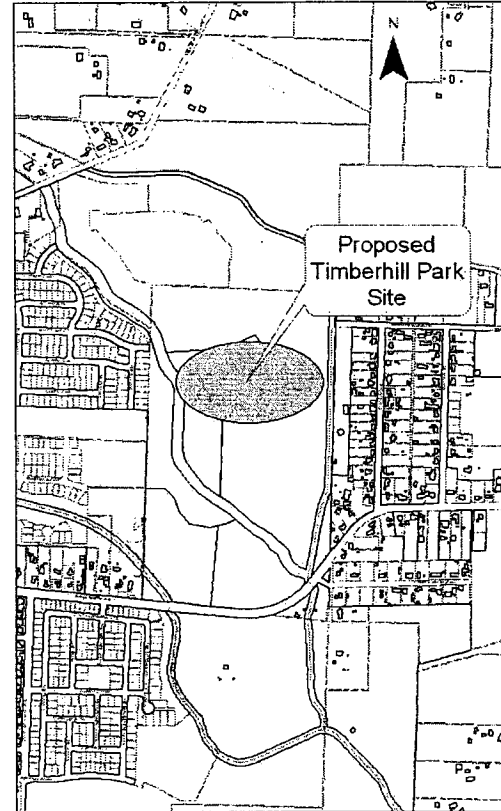
Total Cost: \$300,000

Provides for first-phase improvements of a new neighborhood park. Project elements include utilities, roads, and parking. Greater Albany Public Schools (GAPS) is a possible development partner for this project.

Operating Budget Impact: This project will increase operation and maintenance costs approximately \$15,000 per year in order to complete grounds maintenance activities on the 3 acres associated with this phase of development.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
202-35-1500	SDC - IMPROVEMENT - PARKS	\$300,000
Total:		\$300,000



Plan FY: 2008-2009 ALBANY MUNICIPAL AIRPORT LANDSCAPING

CIP Project #: 1852

Master Plan: Airport Master Plan
Category: Transportation
Department: Economic Development

Plan Element: Development Program
Classification: Airport

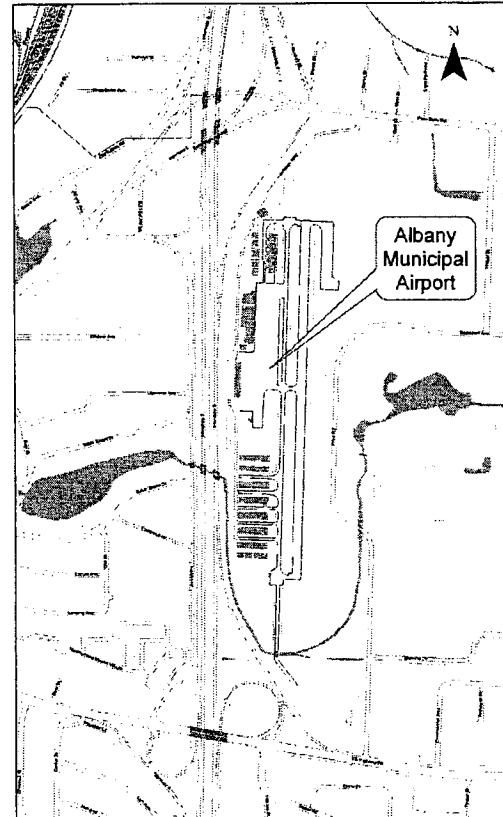
Total Cost: \$55,000

This project is required to improve the appearance of the entryway to the airport.

Operating Budget Impact: This project will increase landscape maintenance costs by an estimated \$2,000.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
211-16-1103	ECONOMIC DEVELOPMENT	\$55,000
	Total:	\$55,000



Plan FY: 2008-2009 WAVERLY DRIVE REHABILITATION, PHASE 2

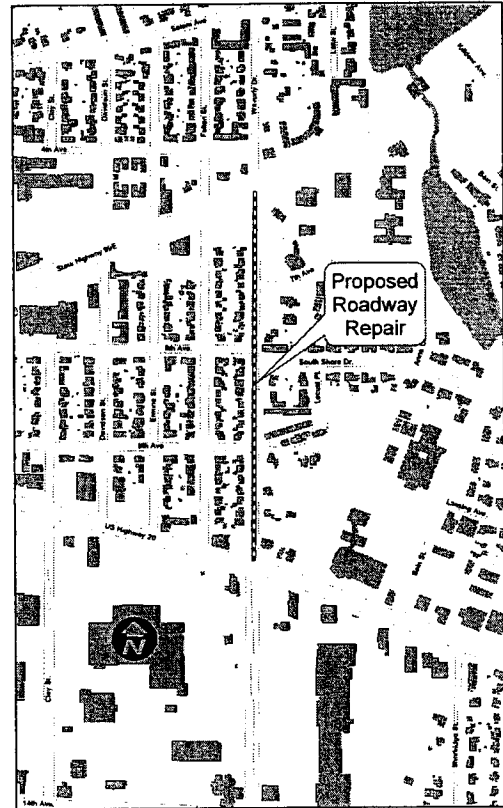
CIP Project #: 1856 Phase: 2

Master Plan: Transportation Master Plan Plan Element:
 Category: Transportation Classification: Street Reconstruction/Improvements
 Department: Public Works Department

Total Cost: \$169,000

This project includes base repairs and an asphalt overlay of the entire street on Waverly Drive between Pacific Boulevard and Santiam Highway. The existing pavement surface has become worn due to heavy traffic volumes. Also included in this project is replacement of the 9th Avenue waterline within the area of the street improvements. This work will allow for future replacement of the 9th Avenue waterline, as shown in CIP#1588, without cutting the new street repair.

Operating Budget Impact: This project will reduce street maintenance costs in the long term with fewer pothole and patching repairs and fewer responses to citizen complaints about the poor condition of the road.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
250-50-2700	STATE OF OREGON	\$159,000
615-50-2308	WATER RATES/OPERATING REVENUES	\$10,000
Total:		\$169,000

Capital Improvement Program 2009-2013

Plan FY: 2008-2009 ALBANY AIRPORT FAA IMPROVEMENTS

CIP Project #: 1925

Master Plan: Transportation Master Plan **Plan Element:**
Category: Transportation **Classification:** Airport
Department: Economic Development

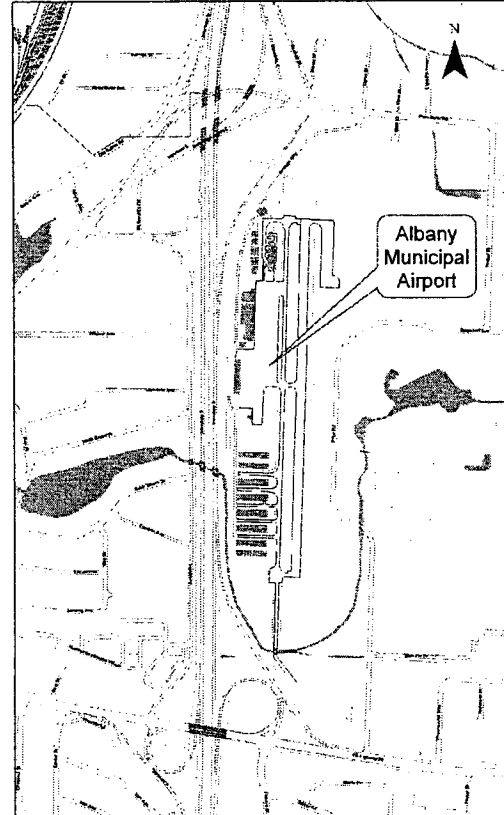
Total Cost: \$378,000

Planned improvements include storm drainage and fencing for improved security.

Operating Budget Impact: This project will slightly increase operation and maintenance activities.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
211-16-1103	ECONOMIC DEVELOPMENT	\$38,000
	FEDERAL GRANTS	\$340,000
	Total:	\$378,000



Plan FY: 2008-2009 3RD AVENUE BRIDGE REPAIR

CIP Project #: 1929

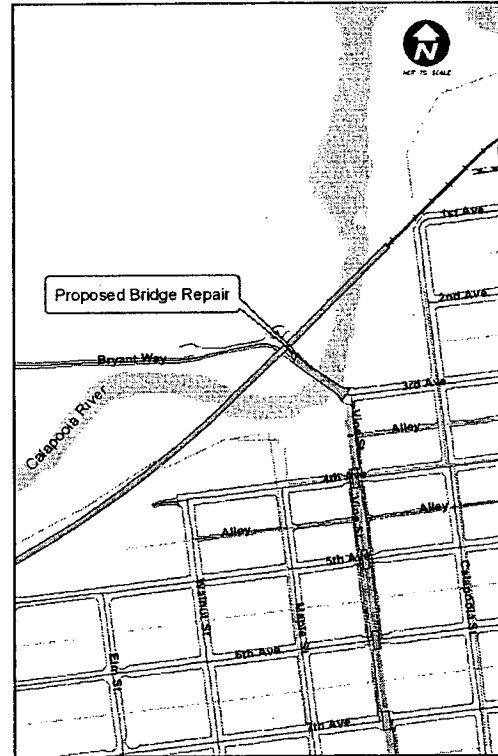
Master Plan: Plan Element:
 Category: Transportation Classification: Bridges
 Department: Public Works Department

Total Cost: \$156,000

The City of Albany's Bryant Park Bridge, linking 3rd Avenue to Bryant Drive over the Calapooia River, has areas of structural deterioration that are in need of repair. A recent structural evaluation recommended that the bridge be restored to a safe condition by remodeling the west end approach bents and the addition of an end span. Other improvements are suggested for this structure, however, they are not recommended to be completed at this time as they are not addressing immediate structural problems. The recommended work is the minimum necessary to keep the bridge in use until it can be slated for overall rehabilitation or replacement. It is expected that the work completed with this repair will extend the structural adequacy of this bridge for approximately 20 years with routine maintenance and repair efforts.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
250-50-2700	STATE HIGHWAY FUND (Gas Tax)	\$156,000
Total:		\$156,000



Plan FY: 2008-2009 TREATMENT PLANT IMPROVEMENTS - CONSTRUCTION

CIP Project #: 1197 Phase: 6

Master Plan: Sanitary Sewer Master Plan
 Category: Wastewater
 Department: Public Works Department

Plan Element:
 Classification: Treatment

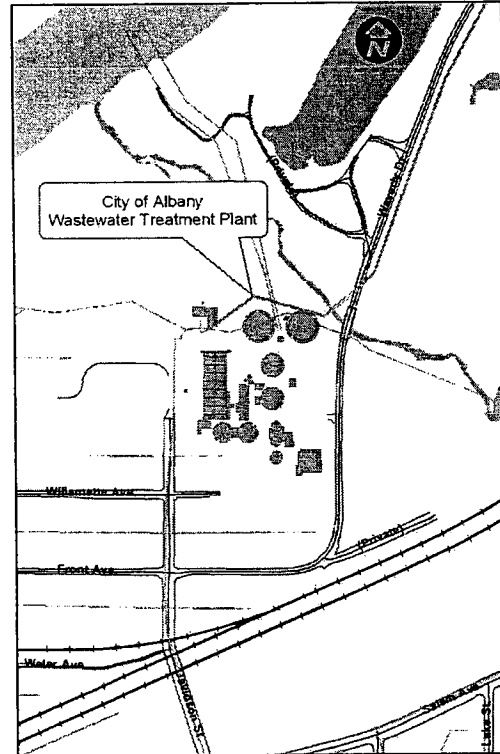
SDC

DEQ State Revolving Fund Loan

Total Cost: \$8,000,000

This project includes the design and construction of treatment plant improvements. The project began in FY 2004/05 and will continue through FY 2009/10. The improvements will increase treatment capacity to meet increased flows anticipated through 2030 and meet more stringent treatment standards required to satisfy the waste discharge permit. This project will be funded partially by loan proceeds from the State Revolving Loan Fund as authorized by Council.

Operating Budget Impact: This project will reduce maintenance costs over the long term. The treatment plant will be more cost effective in treating wastewater and biosolids. It is designed to be energy efficient, use less chemicals, and will produce significantly less biosolids.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
601-50-2502	SDC - IMPROVEMENT - SEWER	\$3,600,000
601-50-2500	SEWER RATES/OPERATING REVENUES	\$4,400,000
Total:		\$8,000,000

Related Projects:

Phase	Year	Title	Category	Projected Total
6	2009	TREATMENT PLANT IMPROVEMENTS - CONSTRUCTION	Wastewater	\$8,000,000
7	2010	TREATMENT PLANT IMPROVEMENTS - CONSTRUCTION	Wastewater	\$275,000
Grand Total - All Related Projects:				\$8,275,000

Plan FY: 2008-2009 LATERAL REPLACEMENT & BASEMENT PROTECTION

CIP Project #: 1227

Master Plan: Sanitary Sewer Master Plan **Plan Element:**
Category: Wastewater **Classification:** Miscellaneous - Wastewater
Department: Public Works Department

Total Cost: \$220,000

During FY 1999-2000, the City Council adopted three new programs to assist property owners with sanitary sewer lateral service issues.

The Basement Flooding Protection Loan Program provides a no-interest, ten-year loan to assist property owners with installation of backflow protection valves and sump pumps needed to protect buildings from flooding due to the sanitary sewer system.

The Council also adopted a Basement Flooding Protection Grant Program that provides limited City participation in the cost of basement flooding protection improvements. The grant program is targeted for properties that have experienced frequent flooding, have responded with good faith efforts to minimize the flooding risk, and in spite of these efforts, continue to experience basement flooding.

The lateral replacement program provides a one-time-only replacement of sanitary sewer service laterals on private property. The program reimburses qualifying property owners for the cost of replacing failing sanitary sewer service laterals. Replacement of these laterals reduces the amount of infiltration entering the sanitary sewer system through cracks and breaks in older, deteriorated service lines.

Operating Budget Impact: This project will reduce sewer maintenance costs over the long term by reducing the amount of extraneous flow into the sanitary sewer system that is receiving treatment.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
601-50-2500	SEWER RATES/OPERATING REVENUES	\$220,000
	Total:	\$220,000

Plan FY: 2008-2009 RAIN DRAIN SEPARATION PROJECTS

CIP Project #: 1695

Master Plan: Sanitary Sewer Master Plan **Plan Element:**
Category: Wastewater **Classification:** Miscellaneous - Wastewater
Department: Public Works Department

Total Cost: \$150,000

This ongoing series of projects provides funding for reducing infiltration and inflow into the sanitary sewer system by disconnecting gutter systems that drain into the sewer. While current codes prohibit such connections, many older residences may still be connected.

Operating Budget Impact: This project will reduce maintenance costs over the long term because the removal of extraneous flow reduces the overall flow thru the collection system and treatment plant. It also preserves capacity in the long run.

Funding Sources For This Project:

<u>Activity</u> <u>Funding Source</u>	<u>Projected Amount</u>
601-50-2500 SEWER RATES/OPERATING REVENUES	\$150,000
Total:	\$150,000

Capital Improvement Program 2009-2013

Plan FY: 2008-2009 8TH AVENUE: ELM TO BROADWAY

CIP Project #: 1297

Master Plan: Water Supply Master Plan **Plan Element:** Program - 1
Category: Water **Classification:** Water Mains
Department: Public Works Department

Total Cost: \$288,000

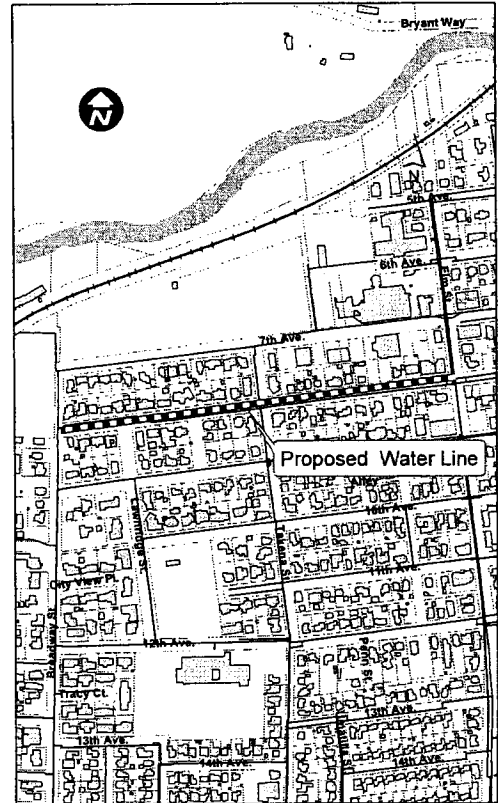
This project will replace approximately 1,800 lineal feet of 2-inch and 4-inch wrought iron lines in 8th Avenue between Elm Street and Broadway Street.

The existing deteriorated, leaky 2-inch and 4-inch iron lines have been a continuous source of maintenance problems. The new lines will improve system reliability and fire flows for the area. Replacement line cost is estimated for a 12-inch ductile iron line. Actual size will be determined during design.

Operating Budget Impact: This project will reduce maintenance costs over the long term. Replacement of these water mains will reduce the amount of water loss from the system and the number of emergency responses required to fix leaks.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$288,000
	Total:	\$288,000



Plan FY: 2008-2009 4TH AVENUE, ERMINE, DAVIDSON, AND CLAY IN THE COLUMBUS TO WAVERLY AREA

CIP Project #: 1584

Master Plan: Water Supply Master Plan
Category: Water
Department: Public Works Department

Plan Element: Program - 1
Classification: Water Mains

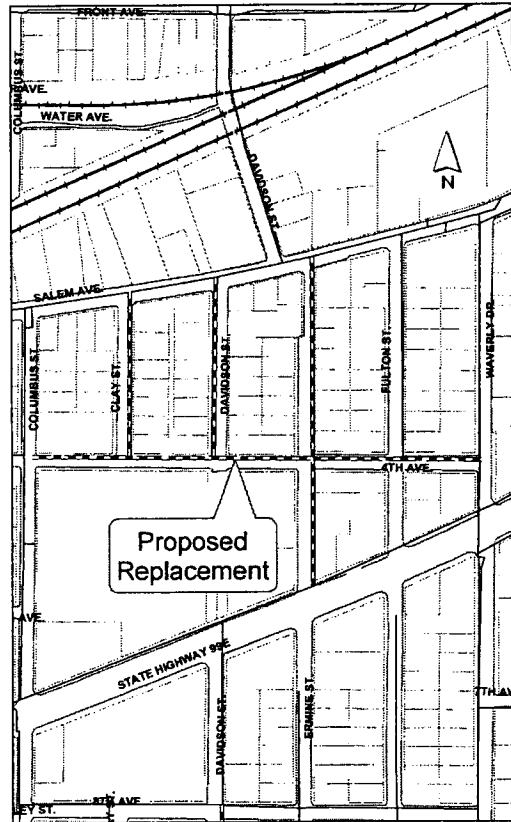
Total Cost: \$473,000

This project will replace approximately 2,950 feet of deteriorated and undersized 2-inch and 4-inch steel pipe with 8-inch ductile iron pipe. This project will strengthen the grid and improve pressure, fire flow, and reliability in this area. The project encompasses 1,090 feet on 4th Avenue from Columbus Street to Fulton Street; 880 feet on Ermine Street from Old Salem Road to Pacific Boulevard; 510 feet on Davidson Street from Old Salem Road to 4th Avenue; and 470 feet on Clay Street from Old Salem Road to 4th Avenue.

Operating Budget Impact: This project will reduce maintenance costs over the long term. Replacement of these water mains will reduce the amount of water loss from the system and the number of emergency responses required to fix leaks.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$473,000
Total:		\$473,000



Capital Improvement Program 2009-2013

Plan FY: 2008-2009 9TH AVENUE AND 24TH AVENUE; EAST OF WAVERLY DRIVE

CIP Project #: 1588

Master Plan: Water Supply Master Plan
Category: Water
Department: Public Works Department

Plan Element: Program - 1
Classification: Water Mains

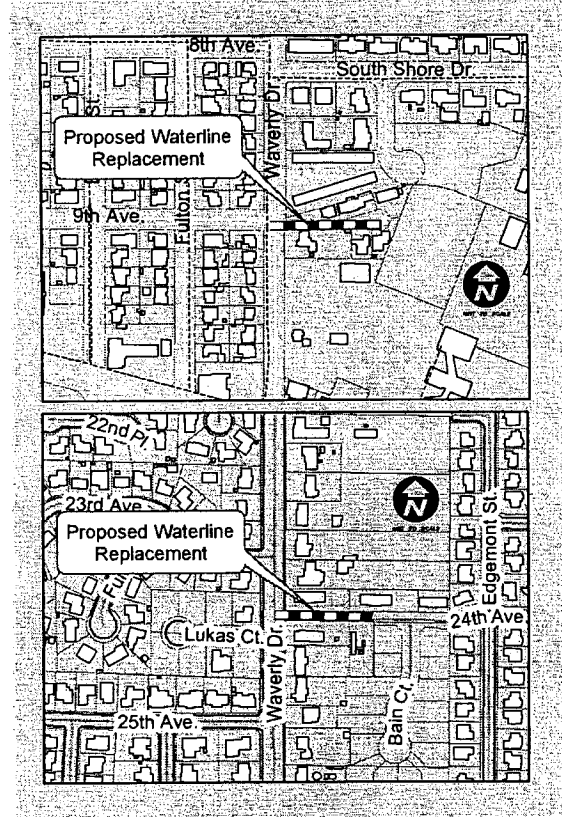
Total Cost: \$118,000

This project will replace approximately 280 feet of deteriorated 2-inch galvanized water line with 4-inch ductile iron pipe along 9th Avenue east of Waverly Drive. In addition, this project will replace approximately 350 feet of undersized galvanized water line east of Waverly Drive on 24th Avenue and eliminate a dead end by completing a connection to a new line in 24th Avenue. The completion of this project will improve water quality, increase water pressure, and increase fire flows.

Operating Budget Impact: This project will reduce maintenance costs over the long term. Replacement of these water mains will reduce the amount of water loss from the system and the number of emergency responses required to fix leaks.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$118,000
Total:		\$118,000



Plan FY: 2008-2009 5TH AVENUE AND 6TH AVENUE; FERRY TO LYON

CIP Project #: 1595

Master Plan: Water Supply Master Plan
Category: Water
Department: Public Works Department

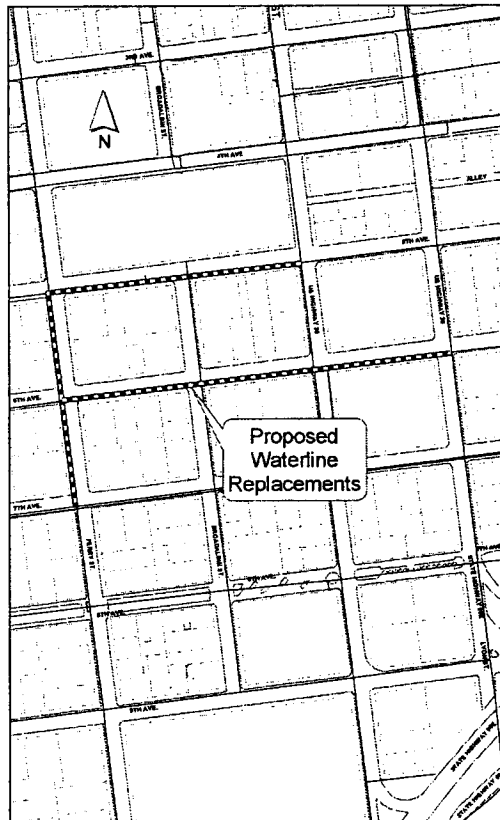
Plan Element: Perpetual Life Replacement
Classification: Water Mains

Total Cost: \$395,000

This project will replace approximately 2,240 feet of deteriorated and undersized water line with 8-inch ductile iron pipe. This project will reduce maintenance and improve flow and overall fire protection to the area around the Linn County Courthouse.

The replacements are: 5th Avenue, Ferry Street to Ellsworth Street; 6th Avenue, Ferry Street to Lyon Street; and Ferry Street, 5th Avenue to 7th Avenue. Waterline replacement in 6th Avenue between Lyon Street and Washington Street will likely be detrimental to the existing asphalt surface which is currently in poor condition. An overlay of 6th Avenue in this location will be performed following construction. The street operation and maintenance fund will fund a portion of the overlay.

Operating Budget Impact: This project will reduce maintenance costs over the long term. Replacement of these water mains will reduce the amount of water loss from the system and the number of emergency responses required to fix leaks.



Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$395,000
Total:		\$395,000

Capital Improvement Program 2009-2013

Plan FY: 2008-2009 SANTIAM-ALBANY CANAL IMPROVEMENTS

CIP Project #: 1675 Phase: 6

Master Plan: Water Supply Master Plan **Plan Element:** C2
Category: Water **Classification:** Water Supply & Storage
Department: Public Works Department

Total Cost: \$1,250,000

The first priority of this phase of Canal work will be to complete projects initiated in Phase 5 for restoring the Canal's capacity to at least 190 cfs. This phase may also provide for the construction of Canal improvements that may include, among other things: construction of new flow control structures, improvements to existing structures, sediment removal, bank stabilization, right-of-way acquisition, and replacement of bridges or culverts that represent flow constrictions at higher flow rates.

Operating Budget Impact: This project will reduce maintenance costs in the long run because flow capacity is restored by fixing failing banks and reducing the accumulated sediment in the Canal.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2307	WATER RATES/OPERATING REVENUES	\$1,250,000
	Total:	\$1,250,000

Related Projects:

<u>Phase</u>	<u>Year</u>	<u>Title</u>	<u>Category</u>	<u>Projected Total</u>
6	2009	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	\$1,250,000
7	2010	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	\$1,000,000
8	2011	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	\$1,000,000
9	2012	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	\$1,000,000
10	2013	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	\$500,000
Grand Total - All Related Projects:				\$4,750,000

Plan FY: 2008-2009 WATER SYSTEM SEISMIC PROTECTION UPGRADES

CIP Project #: 1861 Phase: 3

Master Plan: Water Supply Master Plan **Plan Element:**
Category: Water **Classification:** Miscellaneous - Water
Department: Public Works Department

Total Cost: \$407,000

This is the third year of a 3-year project to increase the water system's level of protection against a seismic event. 75 percent of the funding for this project is through a federal grant from FEMA. The other 25 percent is required as a local match.

The main purpose of this project is to protect the Vine Street Water Treatment Plant, a critical facility which provides essential water service for the entire Albany community. The primary objectives of this mitigation project are to provide life safety for staff in the water treatment plant and to minimize the economic impacts of loss of water service to the Albany community in future earthquakes. The project includes structural seismic upgrades for six buildings and several smaller seismic upgrades throughout the plant.

Operations Budget Impact: This project reduces maintenance costs in the long term because it adds protection from property loss due to seismic events.

Funding Sources For This Project:

<u>Activity</u> <u>Funding Source</u>	<u>Projected Amount</u>
FEDERAL GRANTS	\$305,000
615-50-2308 WATER RATES/OPERATING REVENUES	\$102,000
Total:	\$407,000

Plan FY: 2008-2009 ADAIR WATER SYSTEM EMERGENCY CONNECTION

CIP Project #: 1938

Master Plan:

Plan Element:

Category: Water

Classification: Water Mains

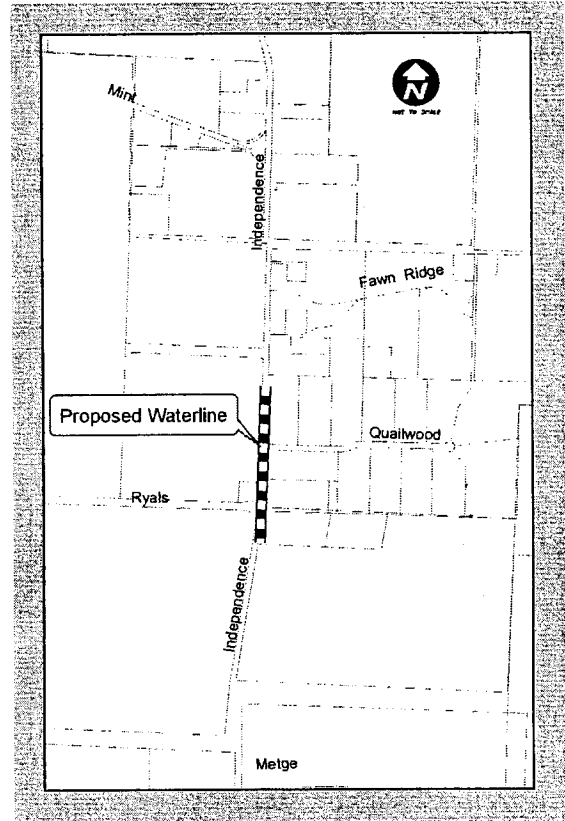
Department: Public Works Department

Total Cost: \$275,000

This project involves the construction of approximately 1,500 feet of 12-inch water line along Independence Highway. The connection will provide an emergency interconnection between the City of Albany and the City of Adair Village. Improvements to the Dumbeck pump station near Ryals Avenue will also be required to allow water to be pumped into the Albany system. The scope of these improvements is not yet defined. Hydraulic water modeling will be required in order to evaluate pump requirements. This project only dedicates funds for the anticipated pipe requirements. Once the scope of the pump improvements is known, a separate project will be identified in a future CIP.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$275,000
	Total:	\$275,000





CITY OF
Albany

W E L C O M E

APPENDIX

RESOLUTION NO. 5623

BE IT RESOLVED that the Albany City Council hereby adopts the approved 2008-2009 budget in the total sum of \$179,293,000 now on file at the Albany City Hall.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2008, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Nondepartmental	
Materials & services	\$ 398,200
Transfers out	1,130,100
Contingency	2,202,100
Municipal Court	698,700
Code Enforcement	22,100
Fire Suppression	8,015,700
Public Safety Levy: Fire	1,032,900
Fire & Life Safety	691,900
Police	11,271,400
Public Safety Levy: Police	1,040,600
Planning	1,164,500
Housing	303,300
Library	2,452,000
Total GENERAL FUND	\$ 30,423,500

SPECIAL REVENUE FUNDS

PARKS & RECREATION

Sports Services	\$ 210,600
Children/Youth/Family Rec Services	258,900
Resource Development/Marketing Services	261,300
Adult Rec & Fitness Services	187,100
Park Maintenance Services	1,372,700
Parks & Recreation Administration	1,397,800
Senior Services	460,900
Aquatic Services	678,400
NW Art & Air Festival	172,600
Performance Series	190,700
Urban Forestry	326,800
Park SDC Projects	1,667,300
Senior Center Foundation	16,300
Parks Capital Improvement Program	1,292,000
Total PARKS & RECREATION	\$ 8,493,400

SPECIAL REVENUE FUNDS, continued

GRANTS

Personnel	\$ 16,000
Materials & services	340,100
Capital	2,511,500
Total GRANTS	\$ 2,867,600

BUILDING INSPECTION

Building Inspection	\$ 1,518,800
Electrical Permit Program	182,100
ADA Code Enforcement	67,900
Development Code Enforcement	34,800
Total BUILDING INSPECTION	\$ 1,803,600

RISK MANAGEMENT

Materials & services	\$ 1,990,000
Total RISK MANAGEMENT	\$ 1,990,000

ECONOMIC DEVELOPMENT

Target Utilities	\$ 54,100
Economic Development Activities	887,600
Albany Municipal Airport	690,000
Total ECONOMIC DEVELOPMENT	\$ 1,631,700

AMBULANCE

Personnel	\$ 1,933,900
Materials & services	438,300
Contingency	-
Total AMBULANCE	\$ 2,372,200

PUBLIC TRANSIT

Albany Transit System	\$ 504,900
Linn-Benton Loop	520,700
Paratransit System	241,200
Total PUBLIC TRANSIT	\$ 1,266,800

PUBLIC SAFETY LEVY

Transfers out	\$ 2,863,100
Total PUBLIC SAFETY LEVY	\$ 2,863,100

CAPITAL REPLACEMENT

Equipment Replacement	\$ 4,357,200
City Facilities Replacement	2,284,000
GF Facilities Maintenance Projects	619,500
IT Equipment Replacement	1,465,800
Total CAPITAL REPLACEMENT	\$ 8,726,500

SPECIAL REVENUE FUNDS, continued

STREET

Personnel	\$ 736,200
Materials & services	3,297,500
Capital	8,382,100
Transfers out	271,700
Contingency	-
Total STREET	\$ 12,687,500

DEBT SERVICE FUND

DEBT SERVICE

Bancroft Debt Service	\$ 399,100
1995 Fairgrounds Revenue Bonds	468,900
1999 GO Street Improvement Bonds	480,600
2002 LTD Tax Pension Bonds	752,000
2004 Revenue Obligations	423,500
2007 GO Refunding Bonds	743,800
Total DEBT SERVICE	\$ 3,267,900

CAPITAL PROJECTS FUND

CAPITAL PROJECTS

Albany Data Integration Project	\$ 282,000
LID Construction Projects	2,909,000
City Facility Projects	200,100
Albany Station REA Building	1,589,000
Albany Station Pathway	648,900
North Albany Park & Ride	942,200
Library Renovation	3,620,000
Periwinkle Creek Bridge	-
ST-07-03 53rd Ave Bridge/Roadway	7,785,000
SS-07-02 Ellingson Rd Sewer Ext	50,000
WL-07-08 Ellingson Rd Water Ext	1,358,000
SVC Access Road	1,500,000
SVC Water Line	1,000,000
Total CAPITAL PROJECTS	\$ 21,884,200

PERMANENT FUNDS

SENIOR CENTER ENDOWMENT

Materials & services	\$ 2,400
Unappropriated	49,900
Total SENIOR CENTER ENDOWMENT	\$ 52,300

PERMANENT FUNDS, continued

LIBRARY TRUST

V. O. Torney Trust	\$ 12,200
Manela Trust	78,100
Total LIBRARY TRUST	\$ 90,300

ENTERPRISE FUNDS

SEWER

Personnel	\$ 1,932,200
Materials & services	6,002,600
Capital	22,881,700
Transfers out	2,285,500
Debt Service	1,792,800
Contingency	354,000
Total SEWER	\$ 35,248,800

WATER

Personnel	\$ 1,953,600
Materials & services	6,374,300
Capital	16,242,900
Transfers out	481,000
Debt Service	4,015,600
Contingency	814,400
Total WATER	\$ 29,881,800

INTERNAL SERVICE FUNDS

CENTRAL SERVICES

Finance	\$ 1,471,300
Council & Nondepartmental	286,100
City Manager's Office	1,268,200
Information Technology Services	1,231,500
GIS Services	599,500
Permit Tracking	91,200
Human Resources	780,200
Facilities Maintenance	665,100
Total CENTRAL SERVICES	\$ 6,393,100

PUBLIC WORKS SERVICES

PW Administration	\$ 744,200
Engineering Services	2,552,600
Operations Administration	1,170,200
Water Quality Control Services	472,400
PW Customer Services	1,127,000
Facilities & Maintenance Engineering	1,282,300
Total PUBLIC WORKS SERVICES	\$ 7,348,700

BE IT FURTHER RESOLVED that the Albany City Council hereby imposes the taxes provided for in the adopted budget at a permanent rate of \$6.3984 per one thousand of assessed value, a local option rate of \$0.95 per one thousand of assessed value, and bonded debt service in the amount of \$1,898,191, plus an adjustment for annexations, and that these taxes are hereby levied upon all taxable property within said districts as of 1 a.m., July 1, 2008. The following allocations and categorizations, subject to the limits of SECTION IIIB, Article XI, of the Oregon Constitution, make the aggregate levy.

	Subject to the General Government Limitation	Excluded from the Limitation
Gross tax levy	\$6.3984 per \$1,000 of Assessed Value	
Public Safety Levy	\$0.95 per \$1,000 of Assessed Value	
Debt Service		\$ 1,898,191

Passed by the Council: June 25, 2008

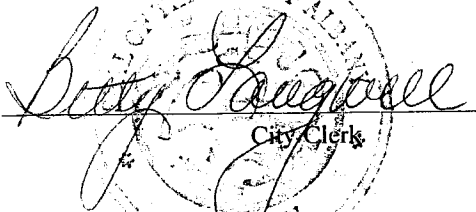
Approved by the Mayor: June 25, 2008

Effective Date: July 1, 2008

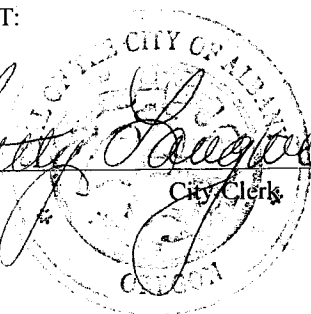


Mayor

ATTEST:



City Clerk



RECEIVED

JUN 20 2008

AFFIDAVIT OF PUBLICATION

CITY OF ALBANY
FINANCE DEPARTMENT

State of Oregon

SEE ATTACHED

ss)

County of Linn

I, Pam M. Burright, being first duly sworn deposes and says, that I am the Legal Clerk of the Democrat-Herald, a newspaper of general circulation, as defined by section 193.010 O.R.S., published at Albany, OR, in the aforesaid county and state: that the advertisement number 2735645, for the account number 60000049 described as SEE ATTACHED, a copy is hereto Annexed, was published in the entire issue of sold newspaper.

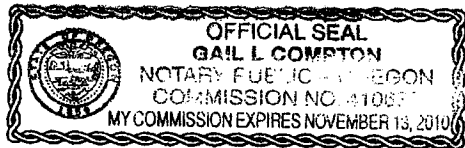
Start Date: 06-18-08
Stop Date: 06-18-08
Insertions: 1

Pam Burright

Subscribed and sworn to before me on **Wednesday, Jun 18, 2008.**

Gail L. Compton

Subscribed and sworn to before me on **Wednesday, Jun 18, 2008.**



**CITY OF ALBANY
NOTICE OF BUDGET HEARING**

The City of Albany will hold a PUBLIC HEARING on Wednesday, June 25, 2008, at 7:15 p.m. in the City Hall Council Chambers, 333 Broadalbin Street SW, Albany, for the purpose of discussing the budget for the fiscal year beginning July 1, 2008, as approved by the City of Albany Budget Committee. The public is invited to present any written or oral testimony at this time. Written testimony may be addressed to the Finance Directors Office, 333 Broadalbin SW, Albany, OR 97321. A copy of the budget document may be inspected between the hours of 8:00 a.m. and 5:00 p.m. in the City Clerk's Office, 333 Broadalbin SW or at either City Library.

A summary of the budget is presented below. The budget includes \$320,000 from State Revenue Sharing. The budget was prepared on a basis of accounting consistent with the basis of accounting used the preceding year. Major changes, if any, and their affect on the budget are explained below.

FUND SUMMARY

	<u>Adopted 2007-2008</u>	<u>Approved 2008-2009</u>	<u>Percent Change</u>
General Fund	\$28,955,400	30,423,500	5.07 %
Special Revenue Funds	44,856,700	44,702,400	<0.34>%
Debt Service Funds	3,591,600	3,267,900	<9.01>%
Capital Projects Funds	23,700,900	21,884,200	<7.67>%
Permanent Funds	141,300	142,600	0.92 %
Enterprise Funds	81,144,800	65,130,600	<19.74>%
Internal Service Funds	12,780,700	13,741,800	7.52 %
TOTAL	\$195,171,400	\$179,293,000	<8.14>%

FUND CATEGORIES

	<u>Adopted 2007-2008</u>	<u>Approved 2008-2009</u>
<u>Expenditures</u>		
Personnel Services	\$37,605,700	\$40,483,600
Materials and Services	32,696,800	35,247,700
Capital Projects	100,077,300	81,776,100
Interfund Transfers	10,454,500	8,979,200
Debt Service	8,737,000	9,128,000
Contingencies	5,469,800	3,549,000
Unappropriated	130,000	129,400
TOTAL Expenditures	\$195,171,400	\$179,293,000
<u>Revenues</u>		
NonAd Valorem Tax Revenues	\$173,659,800	156,866,600
Ad Valorem Tax Revenues including estimated Delinquent Tax Receipts	21,511,600	22,426,400
TOTAL Revenues	\$195,171,400	\$179,293,000
Number of Employees (FTE)	416.76	428.575

MAJOR FUND TYPES AND CHANGES

GENERAL FUND: The General Fund is used to account for all financial resources except those required to be accounted for in another fund.

General Fund programs include: Municipal Court - processes citations issued by the Albany Police Department, the City's Code Enforcement Division, and by private citizens. Code Enforcement - provides centralized coordination of property related municipal code enforcement activities. Planning - responsible for the City's planning and zoning administration, long range planning including administration and revision of the Comprehensive Plan, regulation review, and community development activities. Library - provides printed and other materials to meet the informational, educational, and recreational needs of the community. Police - provides detective and prosecution services, community service assistance, City regulatory services, animal control, and traffic enforcement and accident investigation. Public Safety Levy, Police - provides community policing and crime prevention programs. Fire Suppression - responds to fire emergencies and assists medical crews at emergencies. Public Safety Levy, Fire - provides six additional Firefighter/EMT positions and two additional positions for public education and inspection activities. Nondepartmental - accounts for expenditures that cannot be attributed to specific activities above.

Revenues are received from property taxes, franchise fees, licenses and permit fees, Rural Fire Protection Districts, State Liquor Control Commission, State Cigarette taxes, and donations.

Significant personnel changes included adding 4.75 FTEs.

	<u>Adopted 2007-2008</u>	<u>Approved 2008-2009</u>
<u>Expenditures</u>		
Personnel Services	\$18,105,900	19,612,900
Materials and Services	6,538,000	7,130,500
Capital Projects	225,500	313,100
Contingencies	2,943,800	2,202,100
Transfers	1,142,200	1,164,000

CONTINUED FROM PREVIOUS COLUMN

	<u>Adopted 2007-2008</u>	<u>Approved 2008-2009</u>
<u>Expenditures</u>		
Personnel	\$ 50,700	\$ 54,200
Materials and Services	375,000	502,000
Capital Projects	23,275,200	21,328,000
TOTAL Expenditures	\$23,700,900	\$21,884,200

PERMANENT FUNDS: Permanent Funds are used to account for assets held by a government for individuals, private organizations, other governments, and/or other funds. The City of Albany maintains one Endowment Fund for an outside group of senior citizens and one Trust Fund. Trust Funds are used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments, and/or other funds. The principal amount of a Trust Fund is considered "nonexpendable." It is invested and the interest income is spent for a specified purpose.

Permanent Fund programs include: Senior Center Endowment - promotes collection of endowment funds for the operation of the Albany Senior Center. The Library Trust Fund includes the Manela Trust program - purchases scientific, educational, and technical books for the City Library with the interest earned on a donation made by Olive Manela, and the V. O. Torney Trust program - purchases children's picture books and other books for the City Library from the interest earned on a donation made by Veda O. Torney.

Resources for the Permanent Fund activities include gifts, donations, and interest earnings. There are no Personnel Service expenditures within this fund.

	<u>Adopted 2007-2008</u>	<u>Approved 2008-2009</u>
<u>Expenditures</u>		
Materials and Services	\$ 11,000	\$ 13,200
Unappropriated	130,300	129,400
TOTAL Expenditures	\$141,300	\$142,600

ENTERPRISE FUNDS: Enterprise Funds are established to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the City in the management of its Enterprise Funds is that the costs of providing goods or services to the general public on a continuing basis will be financed or recovered primarily through user charges.

Enterprise Fund programs include: Sewer - accounts for all activities associated with the collection of wastewater in the City of Albany. Activities include collection, treatment, system and equipment replacement, sewer separation, economic development, and the repayment of debt incurred to make improvements to the sewer system. Water - accounts for all activities associated with the providing of water to the citizens of Albany. Activities include treatment, distribution, source (canal) maintenance, plant expansion, system improvements, equipment replacement, construction of the Albany-Millersburg Water Treatment Plant, and repayments of debt incurred to purchase and improve the water facility.

Resources for the Enterprise activities include water and sewer service charges, system development charges and assessments, and general resources for the Water and Sewer Funds.

Significant personnel changes include 1 FTE.

	<u>Adopted 2007-2008</u>	<u>Approved 2008-2009</u>
<u>Expenditures</u>		
Personnel Services	\$ 3,624,400	\$ 3,885,800
Materials and Services	11,449,500	12,376,900
Capital Projects	56,125,400	39,124,600
Transfers	3,687,600	2,766,500
Debt Service	5,089,500	5,808,400
Contingencies	1,168,400	1,168,400
TOTAL Expenditures	\$81,144,800	\$65,130,600

INTERNAL SERVICE FUNDS: Internal Service Funds are used to account for the financing of goods or services provided to various City departments on a cost-reimbursement basis. Internal Service Funds include Central Services and Public Works Services.

Central Services provides administrative services to all City departments. Programs include Council and Nondepartmental, City Manager's Office, Human Resources, Facilities Maintenance, Finance, Information Technology Services, Geographic Information Systems Services, and Permit Tracking. Public Works Services provides administrative services to the Public Works Department. Programs include PW Administration, PW Engineering Services, Operations Administration Services, Water Quality Control Services, PW Customer Services, and Facilities Maintenance & Engineering Services.

Major resources for this fund are from departmental charges and interest earnings.

Significant personnel changes include 3 FTEs.

	<u>Adopted 2007-2008</u>	<u>Approved 2008-2009</u>
<u>Expenditures</u>		
Personnel Services	\$ 8,513,200	\$ 9,258,700
Materials and Services	4,267,500	4,366,400
Capital Projects	0	16,700
Contingencies	0	100,000
TOTAL Expenditures	\$12,780,700	\$13,741,800

SPECIAL REVENUE FUNDS: Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Special Revenue Fund programs include: Parks and Recreation Fund - coordinates sports and recreation programs, markets and promotes the annual summer concert series, maintains all City parks, provides social, recreational, cultural, educational, and health service needs to senior citizens, plans, and markets and promotes the annual Art & Air Festival. Grants Fund - receives monies from agencies of the state and federal governments for various projects within the City, i.e., Library Foundation Grant, Oregon Community Foundation, State Library Grant, 911 Emergency Dispatch, Title XIX Grant, 2007-2008 SHPO Historic Preservation Grant, Department of Justice Bulletproof Vest Grant, Periwinkle Path and Bridge Grant, Pineway Park Playground Equipment Grant, Teloh Calapooia Park Grant, Henderson Park Playground Grant, and FAA Annual Capital Grant. Building Inspection Fund - conducts inspections, enforces Americans Disability Act requirements, administers state building codes and the City's municipal code, and assists the public with information relating to building and development codes. Risk Management Fund - accumulates funds to mitigate risk factors and provide financial protection for deductible payments and liability exposure. Economic Development Fund - receives transient room tax monies to fund economic development related projects, including the Albany Airport, the Paratransit system which provides Call-A-Ride for elderly and disabled individuals, and nonprofit agencies. Ambulance Fund - provides all emergency and non-emergency ambulance transportation for the City of Albany and portions of Linn, Benton, and Marion Counties, provides ambulance billing, customer service, collection for charges related to ambulance transports, and administrative support of the FireMed Program. Public Transit Fund - operates the Albany Transit System and the Transit Loop System, which transports citizens between the cities of Albany and Corvallis. Public Safety Levy Fund - account for taxes received as a result of voter approval of a 5-year Public Safety Levy in November 2002. Capital Replacement Fund - accumulates monies from assessments to various governmental funds and activities to purchase or build needed major fixed assets or for building maintenance expenditures. Street Fund - responsible for street cleaning, pavement management, traffic control and public safety apparatus, storm drain maintenance, bridge maintenance, airport inspection, urban forestry, and right-of-way maintenance.

Some of the resources for the operation of Special Revenue Funds are as follows: commercial, residential, and electrical permit fees fund Building Inspection's Electrical Permit Program; FireMed and ambulance service fees fund Ambulance; State gasoline taxes and ODOT-HBRR fund Streets; State and local grants and general resources fund the Public Transit System; and property taxes, System Development Charges, service charges, donations, and concert sponsorships fund the Parks Department.

Significant personnel changes included adding 2.975 FTEs.

	Adopted 2007-2008	Approved 2008-2009
Expenditures		
Personnel Services	\$ 7,311,500	\$ 7,672,000
Materials and Services	10,053,100	10,856,300
Capital Projects	22,451,200	20,993,700
Transfers	5,624,700	5,047,800
Debt Service	58,600	54,100
Contingencies	1,357,600	78,500
TOTAL Expenditures	\$44,856,700	\$44,702,400

DEBT SERVICE FUND: The Debt Service Fund accumulates resources and accounts for the payment of general long-term debt principal and interest.

Debt Service Fund programs include: 2002 Limited Tax Pension Bonds - accounts for the repayment of the Limited Tax Pension Bond Debt; Fairgrounds Revenue Bonds Debt Service - accounts for the repayment of the Fairgrounds Revenue Bond Debt; 2004 Revenue Obligations; Street Improvements - financed by General Obligation Bonds; Bancroft Bond Redemption - accounts for the accumulation of resources and the payment of debt related to completed special assessment projects; and 2007 General Obligation Refunding Bonds.

Resources for the operation of these programs are from property taxes, transient room taxes, interest earnings, special assessments, charges to other funds, and Interfund transfers from the General Fund and the Parks & Recreation Fund.

There are no Personnel Service expenditures in these programs.

	Adopted 2007-2008	Approved 2008-2009
Expenditures		
Materials and Services	\$ 2,700	\$ 2,400
Debt Service	3,588,900	3,265,500
TOTAL Expenditures	\$3,591,600	\$3,267,900

CAPITAL PROJECT FUND: A Capital Project Fund is created to account for financial resources used for the acquisition or construction of major capital facilities.

Capital Project Fund programs include: Albany Data Integration Project (ADIP) - provides for the acquisition and implementation of the City's new financial software and related hardware. LID Construction Projects - accounts for the construction and financing of special assessment Local Improvement District (LID) projects and the collection of assessments from benefited property owners. City Facility Projects - accounts for construction and financing of citywide facility projects. Albany Station REA - will rehabilitate the existing Rail Express Agency (REA) building and surrounding area located at the Albany Station. Albany Station Pathway - will construct a pathway along the railroad tracks from the rail depot building east to Swanson Park and will improve pedestrian access to Albany Station and the aquatic center through an area that is currently fenced and access is restricted by the railroad. North Albany Park & Ride - Provides a replacement facility for the existing park and ride area. Library Renovation - will receive the remaining funds from the anonymous \$5 million donation that was pledged to expand the Main Library. 53rd Avenue Bridge Roadway - will construct 6,700 feet of new roadway and grade separated bridge crossing. Ellingson Road Sewer Extension - will construct approximately 2,500 feet of new 24-inch sewer line. Ellingson Road Water Extension - will construct approximately 10,000 feet of new 16 and 24 inch water line. SVC Access Road - will construct public improvements for the access road constructed by Stokley-Van Camp, Inc. SVC Water Line - will construct public improvements for the water line constructed by Stokley Van Camp, Inc. for the Oak Creek Urban Renewal District.

Major resources for this fund include grants and interest earnings.

The City has a General Obligation Bond rating of "A" from Moody's Investors Service and a rate of "A" from Standard & Poors. The ratings reflect the City's growing tax base, stable financial position, and modest debt burden. Assessed value per capita is a respectable \$59,014.

As of July 1, 2008, the City will have a number of debt issues outstanding:

<u>Total Debt Outstanding</u>	
General Obligation	\$10,150,000
Sewer Revenue	1,000,000
Water Revenue	35,510,000
Limited Tax Assessments	404,666
Motel Revenue Tax	630,000
Limited Tax Pension Obligation	6,618,738
Revenue Obligations	<u>2,960,000</u>
TOTAL	\$57,273,404
Other Debt:	
State Revolving Fund	
(SRF) Loan	\$644,324
Certificates of Participation	<u>279,584</u>
	\$923,908

Oregon Revised Statutes Chapter 287 provides a debt limit for General Obligation Bonds of three percent of the true cash value (TCV) of all taxable property within the City's boundaries. As of June 30, 2008, the City's net General Obligation Bonded debt will be well below the estimated limit of \$95 million.

TAX LEVY SUMMARY

The Budget Committee approved a total gross tax levy of \$6.3984/\$1,000 of the assessed valuation as of May 7, 2008.

The estimated assessed valuation for Fiscal Year 2008-2009 is \$2,801,380,189.

	2007-2008 <u>Current Year</u>	2008-2009 <u>Budget Year</u>
Gross tax levy: Subject to the General Government Limitation	\$6.3984/\$1000 of Assessed Value	
Public Safety Levy	\$.95/\$1,000 of Assessed Value	

Debt Service: Excluded from the Limitation	\$1,930,425	\$1,930,425
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Stewart Taylor
Budget Officer

#2735645

Publish: June 18, 2008

GLOSSARY

City of Albany

FY 2008-2009

Account - A separate financial reporting unit for budgeting, management, or accounting purposes. All budgetary transactions, whether revenue or expenditure, are recorded in accounts.

Accounting standards - The Generally Accepted Accounting Principles (GAAP) promulgated by the Governmental Accounting Standards Board (GASB), which guides the recording and reporting of financial information by state and local governments. The standards establish such guidelines as when transactions are recognized, the types and purpose of funds, and the content and organization of the annual financial report.

Accrual basis of accounting - A method of accounting in which revenues are recorded when measurable and earned, and expenses are recognized when obligations are incurred.

Activity - A departmental effort that contributes to the accomplishment of specific identified program objectives.

ADA - Albany Downtown Association

Ad Valorem Taxes - Commonly referred to as property taxes; a property tax as a percentage of the value of taxable property; a tax based on the assessed value of the taxable property; a tax levied on both real and personal property according to the property's valuation and the tax rate.

Adopted Budget - The final budget appropriations approved by the City Council, which becomes the budget of the City.

AFSCME - American Federation of State, County, and Municipal Employees. One of the union organizations representing bargaining employees of the City of Albany.

AMBAC - American Municipal Bonds Assurance Corporation

AMC - Albany Municipal Code

AMEDC - Albany/Millersburg Economic Development Corporation. A non-profit organization that the City contracts with to provide economic development coordination.

Annexation - The incorporation of land into an existing city with a resulting change in the boundaries of that city.

APD - Albany Police Department

Appropriation - Legal authorization granted by the governing body to make expenditures and to incur obligations for specific purposes.

Approved Budget - The budget recommended by the Budget Committee for adoption by the City Council. The Council has limited authority to modify the budget. In no case may the City Council increase the tax levy approved by the Budget Committee, nor may the appropriation of any fund be increased more than 10 percent above that approved by the Budget Committee.

ARA - Albany Redevelopment Agency

Assessed Value - The value set by the County Assessor on real and personal taxable property as a basis for levying taxes.

Assessment - An amount levied against a property for improvements specifically benefiting that property.

ATS - Albany Transit System

AVA - Albany Visitors Association

Balanced Budget - A balanced budget means our total resources, including transfers in. Beginning balance equals our total requirements.

Ballot Measure 5 - A 1.5 percent Property Tax Measure passed by Oregon voters on November 6, 1990, limiting the consolidated tax rate for non-educational local governments to \$10 per 1,000 of the assessed value. Effective date is July 1, 1991.

Ballot Measure 47 - A statewide property tax limitation measure approved by voters in November 1996. The measure rolls back taxes to individual properties by either amount paid in 1995 less 10 percent or the amount paid in 1994, whichever is less. It limits future tax increases to not more than 3 percent per year. It places limits on the kinds of purchases that can be made with general obligation bonds. It imposes a double majority (50 percent turnout, 50 percent approval)

GLOSSARY

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requirement to approve new bonds or property tax levies.

Ballot Measure 50 - A statewide property tax limitation measure proposed by the Oregon Legislature and approved by voters on May 20, 1997. The measure was prompted by confusion over the meaning and language contained in Measure 47. It keeps most of the tax reduction intent of Measure 47, but attempts to make the system simpler and avoid legal challenges of the meaning of Measure 47.

Bancroft - (also referred to as Bancroft Bonding Act) Oregon law (ORS 223.205) which allows property owners to make installment payments on specific property benefited from a City improvement. Property owners make scheduled payments to the City until assessment has been paid in full.

Basis of accounting - Means the cash basis, the modified accrual basis, or the accrual basis.

Beginning Fund Balance - The unexpended amount in a fund at fiscal year end, which is carried over into the next fiscal year.

BLM - Bureau of Land Management

Bond - A written promise to pay a specific sum of money, called the face value or principal amount, at a specific date or dates in the future, called the maturity dates(s), together with periodic interest at a specified rate. The difference between a note and a bond is that the latter runs for a longer period of time and requires greater legal formality.

Bond Refinancing - The payoff and re-issuance of bonds to obtain better interest rates and/or bond conditions.

Budget - A plan of financial operation embodying an estimate of expenditures for a given purpose and/ or period (typically a fiscal year) and the proposed means of financing the estimated expenditures and revenues. The budget is the financial plan for the City's allocation of resources to provide services and accomplish the City's objectives.

Budget Calendar - The schedule of key dates, or events, which a government follows in the

preparation and adoption of the budget.

Budget Committee - A committee required by Oregon Local Budget Law (ORS 294.305) which must recommend a budget and approve the maximum tax levy.

Budget Manual - A set of documents published in preparation for the budget year outlining the City's budget policies, procedures, forms, and calendar.

Budget Message - Written explanation of the budget and the City's financial plan and priorities presented to the Budget Committee by the City Manager which is a requirement of Local Budget Law, ORS 294.

Budget Officer - The person designated by the Governing Body to be responsible for the preparation of the budget and meeting legal deadlines. The designation is required by Oregon Local Budget Law (ORS 294.305). The Finance Director is the designated Budget Officer for the City of Albany.

Budget Phases - The following are the major phases of the budget process:

Requested The requested appropriation of an activity as submitted to the City Manager.

Proposed The City Manager's recommended budget to the Budget Committee and City Council.

Approved The budget as approved by the Budget Committee and subsequently reviewed and certified by the City Council.

Adopted The budget as passed by ordinance by the City Council.

CAFR - (Comprehensive Annual Financial Report)-Prepared at the close of each fiscal year to show the actual audited condition of the City's funds and serve as the official public record of the City's financial status and activities.

CALUTS - Central Albany Land Use Transportation Study

Capital Assets - Non-consumable assets of significant value (\$5,000 or more) and having a useful life of more than one year. Capital assets are also called **fixed assets**.

GLOSSARY

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Capital Equipment - Operating equipment with unit costs of more than \$1,000 and a useful life of more than one year.

Capital Improvements - Expenditures related to the acquisition, construction, expansion, or rehabilitation for improving an element of the government's physical plant and/or infrastructure.

Capital Improvement Program - A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the expected beginning and ending dates for each project, the amount to be expended in each year, and the method of financing those expenditures.

Capital Outlays - Expenditures for the acquisition of capital assets.

Capital Projects - Projects which purchase or construct capital assets. Typically a capital project encompasses a purchase of land and/or the construction of a building or facility.

Capital Reserve - An account used to segregate a portion of the government's equity to be used for future capital program expenditures. The amount of capital reserve is roughly equal to the government's annual equipment depreciation and an amount identified as being needed for future capital acquisition.

CARA - Central Albany Revitalization Area. An Urban renewal district in downtown Albany.

Cash basis of accounting - The system of accounting under which revenues are accounted for only when received, and expenditures are accounted for only when paid.

CDBG - Community Development Block Grant

Charter - Oregon law allows Municipal Corporations, upon a vote of the people, to establish a charter government. Commonly referred to as Home Rule it allows a local government more flexibility in organization and legal authority. The City of Albany's original Charter was adopted in 1864.

CIP - (Capital Improvement Projects) - A five-year financial plan, which ranks and prioritizes

proposed capital improvement projects. The plan includes estimated costs, the year of anticipated construction, and revenue sources.

City Council - The governing body, consisting of the Mayor and six other elected persons, which sets policies and procedures for the functioning of the municipal government of the City of Albany.

City Match - The expenditure of City resources as the necessary condition for the award of a grant.

CLG - Certified Local Government

COG - Oregon Cascades West Council of Governments

COLA - Cost of Living Adjustment

Compression (Tax Limitation) - The Oregon Constitution sets limits on the amount of property taxes that can be collected from each property tax account. These limits are often called the "Measure 5 limits." To figure these limits, taxes are divided into categories described in the constitution. The categories are: education and general government. If taxes in either category exceed the limit for that property, the taxes are reduced or "compressed" until the limit is reached. Local option taxes are compressed first. If the local option tax is compressed to zero, and the limit still hasn't been reached, the other taxes in the category are proportionally reduced.

Contingencies - A budgetary reserve set-aside for emergencies or unforeseen expenditures not otherwise budgeted for. Formal Council action is required for transfers from Contingency to an expenditure appropriation.

Contract - An agreement where the City and an individual, legal, or political entity agree to provide certain things. If the City is to provide a service(s) for reimbursement, the department providing the service must indicate the appropriation necessary and identify the source and amount of funds to be received in its budget request.

COP (Certificate of Participation) - Provides long-term financing through a lease, installment of sale agreement, or loan agreement.

COPS - Community Oriented Policing Services

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CYF – Children, Youth, and Families

DARE - Drug Abuse Resistance Education

Depreciation – The decrease in the value of an asset due to use or becoming out of date. The depreciation of general fixed assets is calculated by using the straight-line method which calculates annual expense by dividing the historical cost by the number of years of useful life.

Debt Service - Annual principal and interest payments that the local government owes on money that it has borrowed.

Debt Service Fund - One or more funds established to account for expenditures used to repay the principal and interest on debt.

Defeasement - Relieving the City of a particular liability (such as a specific bond series) by refunding the liability through an escrow account. Legally defeased liabilities do not need to be appropriated each year as the escrow account is removed from the control of the City.

Development-related Fees - Those fees and charges generated by building, development, and growth in a community. Included are building and street permit fees, development review fees, zoning, platting, and subdivision fees.

Disbursement - Payment for goods or services that have been delivered and invoiced.

Distinguished Budget Presentation Awards Program - A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective and exceptional budget documents. To receive this award is the highest form of recognition in governmental budgeting. Budgets are evaluated for effectiveness as a policy document, a financial plan, an operations guide, and a communication device.

DOJ – Department of Justice

DUII – Driving Under the Influence of Intoxicants

ELA – Engineering, Legal & Administrative Fees

EMS - Emergency Medical Services

EMT - Emergency Medical Technician

Encumbrances - Obligations in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. Obligations cease to be encumbrances when paid.

Enterprise Fund - A separate fund used to account for services supported primarily by service charges; examples are water and sewer funds.

Entitlement Program - A program in which funding is allocated according to eligibility criteria; all persons or governments that meet the criteria specified in law receive the benefit.

EPA – Environmental Protection Agency

Equipment Replacement Reserves - Reserves designated for the purchase of new vehicles or operating equipment as existing equipment becomes obsolete or unusable.

Equipment Replacement Schedule - A schedule of annual purchases to replace major equipment and vehicles that have met or exceeded their useful life to the City.

ESD – Educational Service District

Expenditure - If accounts are kept on the *accrual basis* the total charge incurred, whether paid or unpaid, including expense, provision for retirement of unreported debt, as a liability of a fund from which retained and capital outlay, or the modified accrual basis, decreases in net financial resources and may include encumbrances.

If accounts are kept on the *cash basis* - the term covers only actual disbursement, the drawing of the check or warrant for these purposes and not encumbrances, except that deferred employee compensation shall be included as a personal service expenditure where an approved deferred employee compensation plan is in effect for a municipal corporation.

FAA – Federal Aviation Administration

FEMA – Federal Emergency Management Agency

Fiduciary Funds -

Agency Funds - Account for resources where the governmental unit acts solely as an agent in collecting and dispersing monies such as federal payroll monies. No fund balance is maintained and no appropriations are necessitated. These funds are accounted for on a modified accrual basis.

Internal Service Funds - Account for goods and/or services provided to other funds or departments within the organization. Internal charges, set to cover costs of the goods or services, provide the revenue for these funds.

Trust Funds - Account for resources where the governmental unit acts as a trustee either formally or informally for restricted fund users. Trust funds may be expendable (and thus subscribe to a modified accrual basis of accounting) for a specific project or service. Non-expendable trusts focus on the ongoing retention of earnings and subscribe to an accrual basis of accounting.

Fiscal Year (FY) - ORS 294.311(17) "Fiscal year" means for municipal corporations with the power to impose ad valorem property taxes, the fiscal year commencing on July 1 and closing on June 30, and for all other municipal corporations, an accounting period of 12 months ending on the last day of any month. This fiscal year is referred to using both calendar years. For example, a fiscal year beginning July 1, 2008, and ending June 30, 2009, would be called Fiscal Year 2008-09, or FY 08-09.

Fixed Assets (also see Capital Assets) - Non-consumable assets of a tangible nature (such as buildings, furniture, and other equipment) that have a useful life greater than one year and cost more than \$1,000.

Franchise Fees - Fees charged to utilities for the use of public right-of-way.

FTA - Federal Transit Administration

FTE - Full-Time Equivalent position. A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year

Fund - A budgetary and fiscal accounting mechanism for designating a sum of money or other resources set aside for providing services and achieving objectives in accordance with state and local laws, regulation, or other limitations. Each fund constitutes an independent budgetary, fiscal,

and accounting entity.

Fund Balance - The excess of the assets of a fund over its liabilities.

Fund Transfer - A movement of resources as an expense of one fund to revenue in another fund. Transfers result in artificial inflation of the total budget, but provide a clearer picture of the true origins of revenue and expense.

Interfund transfers are appropriations that are transferred from one fund to another. Transfers must be made through formal adoption of a resolution by the City Council. Oregon Budget Law has several restrictions dealing with transfers: e.g., an appropriation may not be transferred from a Special Revenue Fund to the General Fund.

GAAP - (Generally Accepted Accounting Principles) Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

GAPS - Greater Albany Public Schools

GASB - Governmental Accounting Standards Board

General Fund - The City's major operating fund that includes all services authorized by the Council and the Charter not specifically provided for in other funds. The major source of revenue for this fund is usually property taxes. There are no restrictions as to the purposes in which the revenues in this fund can be used.

General Obligation Bond (G. O. Bond) - A government pledge of full faith and credit to the repayment of the bonds issued by the government. The term is also used to refer to bonds that are to be repaid from taxes and other general revenues.

GFOA - Government Finance Officers Association

Goal - A statement of direction, purpose, or intent based on the needs of the community, generally to be completed within a specified time period.

Governmental Funds - These funds subscribe to the modified accrual basis of accounting and

GLOSSARY

City of Albany

FY 2008-2009

include the following types of funds:

General Fund - see previous definition.

Special Revenue Funds - Resources received are limited to a specifically defined use, e.g., the Street Fund.

Debt Service Funds - Funds used for paying principal and interest of debt on non-enterprise funds.

Capital Project Funds - Resources are used for purchase or construction of long-term fixed assets.

Permanent Funds - Resources reported are legally restricted to the extent that only earnings, and not principal, may be used for the benefit of the government or its citizenry.

Special Assessment Funds - Resources are received from specific beneficiaries of a particular service or projects expended from these funds. Note: City of Albany does not have a Special Assessment Fund.

Internal Services Funds – Funds used to account for the financing of goods and/or services provided to various City Departments on a cost-reimbursement basis.

Agency Fund – Fund used to account for assets held by a government as an agent for individuals, private organizations, other governments, and/or other funds.

Grant - A donation or contribution of assets (usually cash) by an organization or governmental unit to another organization or governmental unit. Grants are generally made for specific purposes.

HBRR - Highway Bridge Replacement and Rehabilitation

HPF - Historical Preservation Fund

HUD - Housing and Urban Development

IAC - Information Access Corporation

IAF - Improvement Assurance Fee

Infrastructure - The physical assets of a government (e.g. streets, water facilities, sewer facilities, public buildings, and parks).

Interfund Transfers - The movement of monies between funds of the same government entity.

Intergovernmental Revenue - Funds received from federal, state, and local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

Internal Service Charges - Charges to user departments for services provided internally by the City, (e.g. data processing).

IOF - Immediate Opportunity Fund

ISTEA - Intermodal Surface Transportation Efficiency Act grant to encourage various types of transportation.

JWP - Joint Water Project

LCDC - Land Conservation and Development Commission

LEML - Law Enforcement Medical Liability Assessment

Levy - The amount of ad valorem tax certified to the County Assessor by a local government for the support of governmental activities. The tax amount is spread (or levied) over the assessed value of property in that district.

Liabilities - Debt or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date. Also included are items that involve probable future sacrifices of economic benefits, arising from present obligations of a municipal corporation to transfer assets or provide services to other entities in the future as a result of past transactions or events. The term does not include encumbrances.

LID - Local Improvement District - The property that is to be assessed for the cost or part of the cost of a local improvement and the property on which the local improvement is located.

Line Item - Five-digit numerical classification of revenues and expenditures.

Local Budget Law - Oregon Revised Statutes, Chapter 294, prescribes budgeting practices for municipalities within Oregon.

GLOSSARY

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Millage - Taxation stated as one tenth of a cent per dollar of valuation; as \$.001 used in calculations. A **mill** is the property tax rate that is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of assessed property valuation.

Modified Accrual Basis of Accounting - The accrual basis of accounting adapted to the governmental fund types under which revenues and other financial sources (bond proceeds) are recognized when they become susceptible to accrual, that is when they become both measurable and available to finance expenditures of the current period.

Municipal Code - A system of rules that are compiled and arranged by a municipal corporation, adopted, and used to regulate the conduct of its inhabitants and government.

Municipal Corporation - Any county, city, port, school district, union high school district, community college district, and all other public or quasi-public corporations operated by a separate board or commission.

Net Budget - The legally adopted budget less all interfund transfers and interdepartmental charges.

OAR - Oregon Administrative Rules, rules of various state agencies and program operations.

ODOT - Oregon Department of Transportation

OECD - Oregon Economic and Community Development

OEDD - Oregon Economic Development Department

OEM - Oregon Emergency Management

OHSU - Oregon Health Sciences University

OLCC - Oregon Liquor Control Commission

Operating Expenses - Costs for personnel, materials, and equipment required for a department to function.

Operating Revenue - Funds that government receives as income to pay for ongoing operations

including taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Ordinance - A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, an ordinance has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or City Charter will specify or imply legislative actions which must be made by ordinance and which may be made by resolution.

ORS - Oregon Revised Statutes, laws of the State of Oregon.

OTIA - Oregon Transportation Investment Act

OWEB - Oregon Water Enhancement Board

Part-time Position - A position that has no full-time position authority. A part-time position will fit into one of the following categories:

Part-time, Regular - A position budgeted for less than 40 hours per week. The position is eligible for pro-rated City-paid benefits of the normal amount paid to full-time City employees, if the employee works more than 20 hours per week.

Part-time, Temporary - A position budgeted for up to 1,040 hours per year. The position is not eligible for benefits.

Intermittent - A position budgeted for up to 520 hours per year. The position is not eligible for benefits.

Performance Measure - Data collected to determine how effective or efficient a program is in achieving its objectives.

Effectiveness Measure - A qualitative and/or quantitative extent to which the performance of a series of related tasks achieve a desired result or objective: the ratio of actual to planned accomplishment of a specific objective.

Efficiency Measure - The extent to which the process utilized by an organization to produce goods and/or services minimizes the use of resources. The ratio of a unit of goods and/or services produced to the amount of resources required to produce it.

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Input Measure - Measures the volume of resources, both monetary and non-monetary, that are used in delivering a program or service.

Output Measure - Measures the quantity or volume of products and services provided.

PERS - Public Employees Retirement System - A state of Oregon defined benefit pension plan to which both employees and employer contribute.

Plat - The map drawing or chart on which the subdivider's plan of subdivision or partition is presented and which he/she submits for approval and intends in final form to record.

Pooled Investments (Sweep Investments) - Liquid assets of various funds and sub funds pooled together and invested to get the maximum investment earnings potential. Earnings go to each of the funds contributing to the pool on an approved basis.

Property Tax Levy - The tax levy combining the general operating levy and the debt service levy imposed by the City.

Program Budget - A budget that allocates money to the functions or activities of a government rather than to specific items of cost or to specific departments.

Proposed Budget - A draft of the budget document to be submitted to and reviewed by the Budget Committee and City Council. This begins the formal phase of budget deliberations by the Budget Committee.

Purchase Order - A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated estimated price. Outstanding purchase orders are encumbrances.

REIL - Runway End Identifier Lights

Reserve Fund - A fund established to accumulate revenues to use for a specific purpose in the future.

Resolution - An action of the governing body which requires less legal formality and has a lower legal status than an ordinance. Ordinarily, the statutes or City Charter will specify or imply those

legislative actions that must be made by ordinance and those which may be made by resolution.

Revenues - The gross receipts and receivables that a governmental unit receives such as: tax payments, licenses, fees for specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income. Excluded from revenues are appropriations, allotments, and return of principal from investment of surplus funds.

Revenue Bonds - Bonds issued pledging future revenues, usually water, sewer, or storm drainage charges, to make debt service payments.

Risk Management - An organized attempt to protect a government's assets against accidental loss in the most economical manner by identifying loss exposure, evaluating the risk, and treating the loss through risk control and financing.

RMTC - Regional Multimodal Transportation Center

RMV - Real Market Value

RRP - Rental Rehabilitation Program

SCBA - Self-contained Breathing Apparatus

SDCs - System Development Charges - A charge levied on new construction to help pay for additional expenses created by growth or to compensate for already existing capacity in key facilities and systems which support the new development.

SHPO - State Historic Preservation Office

Sinking Fund Reserves - A collection of restricted assets that will be used to meet future debt service requirements.

SIU - Significant Industrial User

Special Assessment - A compulsory levy made by a local government against certain properties to defray part or all of the costs of a specific improvement or service which is presumed to be of general benefit to the public and of special benefit to such properties.

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Special Revenue Fund - A fund properly authorized and used to finance particular activities from the receipts of specific taxes or other revenues.

SRF - State Revolving Fund

STF - Special Transportation Fund

Supplemental Budget - A budget process used to increase appropriation authority made in the Adopted Budget.

Tax Levy - Total amount of dollars raised in property taxes imposed by the City.

Tax Rate - The amount of property tax to be paid for each \$1,000 of a property's assessed value. The tax rate is determined by dividing the assessed value of a district by the total tax levy approved for the district. The result is an amount, in dollars and cents, to be levied against each \$1,000 of taxable property value. (See Ballot Measures 5, 49, and 50).

TCV - True Cash Value

TEA - Transportation Equity Act

TGM - Transportation and Growth Management Program

TIC - True Interest Costs

Transfer - Amounts distributed from one fund to finance activities in another fund. Shown as an expenditure in the originating fund and a revenue in the receiving fund.

Transient Occupancy/Room Tax - A tax placed on lodging facilities for the occupancy of a room.

Trust Fund - A fund used to account for fiscal activities of assets held in trust by a local government.

UGM - Urban Growth Management

Unappropriated Fund Balance - An amount set aside in the budget to be used as a cash carryover to the next year's budget. It provides the local government with cash until tax money is received from the county treasurer in November. This

amount cannot be transferred by resolution or used through a supplemental budget.

User Charges - The payment of a fee for a direct receipt of a public service by the one that benefits from the service.

WTP - Water Treatment Plant

WWTP - Wastewater Treatment Plant



CITY OF
Albany

ESTABLISHED 1787



GLOSSARY
ACRONYMS

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ADA - Albany Downtown Association	EMS - Emergency Medical Services
AFSCME - American Federation of State, County, and Municipal Employees	EMT - Emergency Medical Technician
AMBAC – American Municipal Bonds Assurance Corporation	EPA – Environmental Protection Agency
AMC – Albany Municipal Code	ESD – Educational Service District
AMEDC – Albany Millersburg Economic Development Corporation	FAA – Federal Aviation Administration
APD - Albany Police Department	FEMA – Federal Emergency Management Agency
ARA – Albany Redevelopment Agency	FTA – Federal Transit Administration
ATS – Albany Transit System	FTE - Full-Time Equivalent position
AVA - Albany Visitors Association	GAAP - Generally Accepted Accounting Principles
BLM – Bureau of Land Management	GAPS – Greater Albany Public Schools
CAFR - Comprehensive Annual Financial Report	GASB - Governmental Accounting Standards Board
CALUTS – Central Albany Land Use Transportation Study	GFOA - Government Finance Officers Association
CARA – Central Albany Revitalization Area	HBRR – Highway Bridge Replacement and Rehabilitation
CDBG - Community Development Block Grant	HPF – Historical Preservation Fund
CIP - Capital Improvement Projects	HUD – Housing and Urban Development
CLG – Certified Local Government	IAC – Information Access Corporation
COG – Oregon Cascades West Council of Governments	IAF – Improvement Assurance Fee
COLA - Cost of Living Adjustment	IOF – Immediate Opportunity Fund
COP - Certificate of Participation	ISTEA - Intermodal Surface Transportation Efficiency Act
COPS – Community Oriented Policing Services	JWP – Joint Water Project
CYF – Children, Youth, and Families	LCDC – Land Conservation and Development Commission
DARE - Drug Abuse Resistance Education	LEML – Law Enforcement Medical Liability Assessment
DOJ – Department of Justice	LID - Local Improvement District
DUII – Driving Under the Influence of Intoxicants	
ELA – Engineering, Legal & Administrative Fees	

OAR - Oregon Administrative Rules

UGM – Urban Growth Management

ODOT – Oregon Department of Transportation

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