



CITY OF ALBANY, OREGON

Budget FY 2016-2017

CITYOFALBANY.NET/FINANCE



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POLICE DEPARTMENT
OWNER:
CITY OF ALBANY
ARCHITECT:
MACKENZIE
PROJECT MANAGER:
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**CITY OF ALBANY, OREGON
ADOPTED BUDGET**

2016-2017



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**City of Albany
Oregon**

For the Fiscal Year Beginning

July 1, 2015

Executive Director

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CITY OF
Albany

O R E G O N

EXECUTIVE SUMMARY



BUDGET MESSAGE

Fiscal Year 2016-2017

The book of Matthew in the New Testament tells us in Chapter 6, Verse 21, “*For where your treasure is, there your heart will be also.*” Biblical wisdom applies to the adopted Fiscal Year 2016-2017 City of Albany budget. Most of our treasure or resources are devoted to services the City Council has consistently supported as most important to residents of Albany. The Council expresses that support through the City’s strategic plan and annual budget.

The General Fund

Albany’s General Fund supports police, municipal court, fire, ambulance, planning, and library services. Our hearts are clearly with the police and fire departments which require more than 80 percent of the fund’s resources in an effort to make Albany a safe community. The largest expense in both departments is the cost of employing the qualified men and women who deliver services to our public. The trend of recent years is a declining percentage of resources dedicated to supplies and equipment and an increase in personnel costs.

The proposed budget seeks to add back positions in police and fire that both chiefs believe are essential to maintaining service levels in their departments. Increasing property tax collections from an improving economy and new development allow us to add a few positions, while still falling short of what is needed to address problems associated with growth. The ratio of public safety employees to residents remains lower than it was more than ten years ago.

I am proposing to supplement fire and police equipment reserves with \$750,000 from the sale of assets and transient lodging tax revenue. We have been unable to adequately fund equipment replacement in recent years, and we have unanticipated revenue from two sources for which we have identified no better use for the money. Using the money from these sources will allow us to purchase needed equipment now and give us time to re-establish the priority of contributing to the reserve fund from operating revenue.

Our municipal court costs are essentially covered by the fines the court imposes on those who violate city ordinances or state statutes. Albany does not depend on fine revenue to pay for anything other than the cost of administering the court. We issue tickets to promote safety, not to increase revenue.

We have relied on fewer people in the Planning Division for several years to maintain quality services even as the economy has recovered. Our planning expenditures in FY 2009 exceeded the amount proposed in the FY 2017 budget by more than \$92,000. Similarly, we have seen very little growth in the library budget over the past decade as actual expenses in 2009 were only 15 percent lower than this year’s proposed budget figure.

Last year, we were able to increase the year ending fund balance in the General Fund and hope to do so again this year. While we are well within the limits established by our financial policies, the end balance is lower than what I believe it should be for a fund this size. Unrestricted reserves in our risk management fund help maintain our financial strength, but we are using some of these resources and will need to continue increasing our end balance to offset this change.

The Parks Fund

Albany has long treasured its parks, and we continue to dedicate significant resources to them and our recreation programs. Nearly \$7 million is proposed for the coming year, a figure lower than actual expenditures in 2015. Nearly half of program costs in the department are covered by nontax revenues.

Recently, a colleague approached me at a conference and observed that Albany's Parks & Recreation Department is considered to be the gold standard in the state. His observation is backed up by multiple awards the Department receives every year for everything from volunteer participation to the quality of our events. Our hearts should be warmed by the knowledge that the community receives an excellent return for its investment in parks and recreation programs.

The Building Fund

Our building division continues to receive revenue in excess of expenditures and has progressed from being our most financially vulnerable fund to our most stable over the past few years. Our building official has assumed both management and inspector duties and relied more on contract inspectors to lower costs while revenues have increased. We were able to hire additional help this year, and service levels continue to be excellent.

The Economic Development Fund

The primary revenue sources for the economic development fund are transient lodging taxes and a transfer from the urban renewal district budget to cover administrative costs. We are proposing to increase those costs by hiring a full-time administrative position to assist the economic development director with a dramatically increased workload. Part of the workload is working with a citizen advisory group to determine the best allocation of transient lodging tax revenue. The growth of urban renewal revenue has also created more projects to track and administer.

Public Transit Fund

The public transit fund receives money from outside sources to fund various types of public transportation. Albany has historically designated all of our state-shared revenues to public transit and has relied on federal and state transportation programs to make up the difference between costs and revenue. While total rides provided has declined as the economy has improved, public transit remains a valuable service, particularly to older and disabled riders. The operating budget remains essentially unchanged, but the purchase of a new bus with federal funds dramatically increases the overall budget for the system.

The Street Fund

Gasoline taxes imposed and collected by the state provide the resources we use to maintain Albany's streets. Voters have, in the past, approved bond levies to help fund street projects; but that has not been the case over the past decade. The amount we receive from the state is inadequate to properly maintain streets, and there is a definite need to consider additional funding sources.

The Enterprise Funds

Clean water is among the highest priorities of the city, and that fact is reflected in the size of our water and sewer funds. Our enterprise funds are the largest of all city funds, representing both our biggest revenue source and greatest expenses. The FY 2017 budget proposes no significant changes in the enterprise funds; however, we are planning for the creation of a new storm water utility funded by a monthly charge to residents and businesses which will affect future budgets. The water utility was able to operate without a rate increase in the current fiscal year, but the sewer system is likely to require a modest increase.

The Capital Project Fund

The biggest expense in this fund will be the completion of the new fire and police stations this year. These projects are funded by bond revenue and contributions from the urban renewal district and Pepsico settlement funds.

Internal Service Funds

Internal service funds are used to account for administrative costs required to operate the city. The cost of maintaining the city council, a human resources department, the finance and city manager's offices are among the functions covered by internal service funds. While these funds are included in the overall budget authority, they are also a part of individual department budgets. Our overall budget, for example, proposes to authorize \$189,634,900 in expenditures, but a significant part of those expenditures include money we pay to ourselves. Internal service funds allow us to track administrative costs and get a more accurate picture of the money required to deliver services.

Conclusion

The City of Albany adopted FY 2017 budget increases total expenditures from \$188,208,500 to \$189,634,900, or three quarters of one percent. We will not actually expend this amount; but by approving and adopting the budget, the Council will have legal authority to use the money in accordance with all applicable laws. Public safety, whether in the form of emergency services like police and fire or providing safe drinking water, will appropriately require most of the money while the other priorities of the strategic plan will be served by the remainder. If our treasure is truly serving our hearts, Albany residents will continue to enjoy a safe, healthy community and a nice place to live.

Respectfully submitted,

A handwritten signature in cursive script that reads "Wes Hare".

Wes Hare, City Manager



CITY OF
Albany

O R E G O N

EXECUTIVE SUMMARY

Overview

The budget for Fiscal Year 2016-2017 reflects moderate growth. General property taxes are expected to increase by 3.8 percent and franchise fees and privilege taxes are expected to be flat. Water and sewer revenues reflect scheduled rate increases but are tempered by conservation. The ambulance, fire, and police operating levy was increased by the voters in 2012, but is expected to continue to be impacted by property tax compression. Expenditures are growing by cost-of-living adjustments and increasing benefits costs. The result is a budget that maintains minimum reserves and allocates available resources to maintain targeted levels of service.

This year's approach to developing the budget continues the practice of identifying available revenues and then giving departments a target number within which to build their operating budgets. Two very favorable dynamics continue to characterize this approach. First, operating budgets are funded within current revenues. Second, department directors have greater flexibility to evaluate needs and allocate scarce resources to priority programs and activities. The challenge in future budgets will continue to be increases in expenditures growing faster than increases in revenues.

Economic Conditions

The slow growth out of the global economic downturn is continuing in Albany. A couple of key indicators are described below.

Unemployment. In February 2016, Linn County's unemployment rate remained at 6.0 percent, matching its revised January rate. Linn County's seasonally adjusted unemployment rate declined 0.8 percentage point over the past 12 months. Benton County's unemployment rate remained at 3.8 percent in February, matching its revised rate of 3.8 percent in January. Oregon's statewide unemployment rate dropped to 4.8 percent in February from its revised rate of 5.1 percent in January.

Development. Albany's Building Inspection Division reports that permits for new residential construction and total permits increased in 2016 as indicated in the following table:

February Fiscal YTD	2012	2013	2014	2015	2016
New Residential Permits	62	74	114	92	98
New Commercial Permits	5	6	4	5	12
Total Number of all Permits	1,486	1,407	1,558	1,492	1,723

The bubble in 2014 was the addition of 13 apartment buildings. The increased activity contributes to growth in revenues for the Building Inspection Division and may suggest gradual growth in other revenues such as property taxes and franchise fees.

Population Growth

Many of the services provided by the City are more closely tied to population growth than to economic conditions. A slowdown in the economy does not reduce the need for police, fire, library, utility and many other municipal services. An increase in population, however, often means a corresponding increase in demands for services.

Budgeted FTEs per 1,000 Population. The number of budgeted full-time equivalent (FTE) City employees per thousand of population has decreased by over 10 percent during the past ten years. For the past three years, a distinction was made between authorized positions and budgeted positions. Authorized positions were those that had previously been approved by the City Council but may or may not have been funded in the budget. Budgeted positions were authorized positions that were actually funded. The expectation was that authorized positions that were not funded in the budget could be filled as revenues became available or other expenditures were reduced. Continued budget constraints have eliminated the anticipated benefit of the two designations. Therefore, the distinction between authorized and budgeted has been dropped.

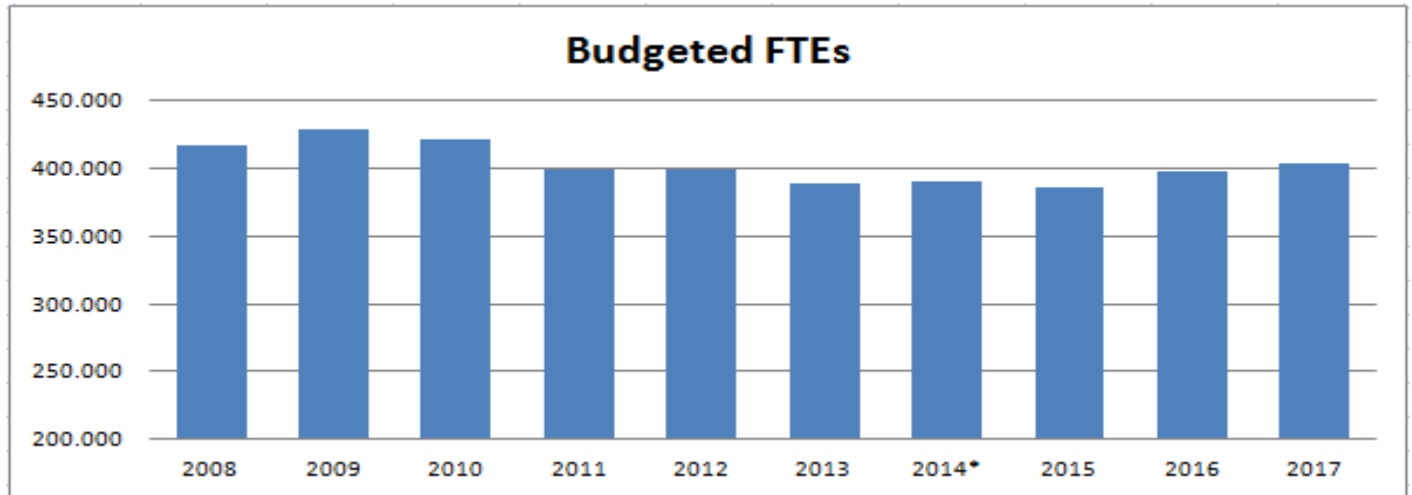
EXECUTIVE SUMMARY

The following table presents the population for the City of Albany as stated by Portland State University, the number of budgeted FTEs, and the budgeted FTEs per 1,000 of population in the corresponding budget year.

Budgeted FTEs per 1,000 Population											
FY ending June 30	2008	2009	2010	2011	2012	2013	2014*	2015	2016	2017	10-Year % Change
Population	47,470	48,770	49,165	49,530	50,325	50,520	50,710	50,720	51,270	51,670	8.85%
Budgeted FTEs	416.850	428.826	421.768	399.068	398.543	388.825	389.775	385.875	398.200	404.325	-3.00%
Budgeted FTEs per 1,000 pop	8.781	8.793	8.579	8.057	7.919	7.696	7.686	7.608	7.767	7.825	-10.89%

*Includes six firefighter positions funded through the SAFER Grant

Population has increased over the last ten years by 8.85 percent while the number of budgeted FTEs has declined by 3.00 percent. The number of FTEs per thousand declined by 10.89 percent over the same period of time. The lower number of FTEs per thousand over the past several years reflects deliberate reductions in staffing to stay within available resources.



Cost-Saving Strategies

Department budgets for 2016-2017 were compiled in the context of current economic conditions, increasing costs, and sustainability of programs and services in future years. A lot of effort and analysis has been done to keep expenditures within estimated available resources. The following outline presents several of the cost-saving strategies that have been used to contain costs.

Voluntary Separation Incentive Program. Three different Voluntary Separation Incentive Programs were offered to employees over the past several years to create vacancies and reduce staffing. The primary objective of the programs was to reduce staffing in a way that avoids the dislocation of employees and families typically associated with layoffs. Fifty employees participated in the incentive programs, resulting in several vacancies and significant budget savings.

EXECUTIVE SUMMARY

Hiring Chill. A hiring chill was imposed for all departments. No vacancies are filled without careful review of the timing and the need to fill the position by the relevant department director and the City Manager. Savings associated with the hiring chill depend on the vacancies that occur.

Cost of Living Adjustments (COLAs). Non-represented employees and all bargaining units were asked to forgo COLAs in previous budgets.

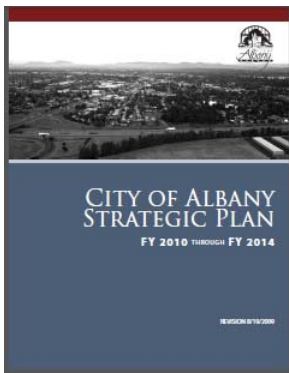
Leave Buy-back. Non-represented employees no longer have the option to buy back up to forty hours of administrative leave time.

Reserves and Replacement Funds. Reserve accounts are being drawn down and contributions to vehicle and equipment replacement funds are still below desired funding levels.

Materials and Services. Expenditures for contracted services, minor equipment, office supplies and other materials and services continue to be reviewed very closely.

Closing Statement

The budget includes strategies to modestly increase staffing levels and maintain levels of service in an improving economic environment. The budget also attempts to be sustainable in Fiscal Year 2017-2018, but does not solve the problem of revenues continuing to be outpaced by the growth of expenditures. A combination of increased growth and reductions in expenditures may be needed to maintain existing levels of service in future years.



Strategic Plan and Program Budgets

Albany's strategic plan was first implemented in the 2005-2006 Adopted Budget. In that document, the plan 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 a regular basis. The most recent revisions were adopted on April 27, 2016. The direction provided in the strategic plan is followed by the City Manager and Department Directors in developing the proposed budget that is presented to the Budget Committee. Through this process, the adopted budget effectively becomes the implementing document for the strategic plan.

Presented below are examples of objectives and actions in the strategic plan for various operating programs.

Community Development Department

Strategic Plan Theme – Great Neighborhoods

- Objective GN-1a: Maintain the value and attraction of Albany's historic assets and seek federal funds and other sources.
- Actions: Apply for State Historic Preservation Office grants. Make rehabilitation loans and track completions.

Strategic Plan Theme – Great Neighborhoods

- Objective GN-3: Ensure public buildings, sidewalks, and public transportation is accessible to all.
- Actions: Develop a plan and prioritization system for making accessibility improvements when funding is identified and available.

Library Department

Strategic Plan Theme – Great Neighborhoods

- Objective GN-10: By the end of 2019, increase library visits by 10 percent.
- Actions: Add five new programs across all service areas. Increase the percentage of operating dollars spent on collections to Oregon state median (10 percent).

Police and Fire Departments

Strategic Plan Theme – A Safe City

- Objective SC-1: Complete construction of the Albany Police Department building and Fire Station 11.
- Actions: Complete building projects by the summer of 2017.

Strategic Plan Theme – A Safe City

- Objective SC-5: Maintain police patrol response times to Priority One calls for service from dispatch to arrival time to four minutes fifteen seconds, or less, annually.

- Actions: Achieve this objective through maintaining no less than current staffing levels and incremental staffing increases related to population/demand for service increases.

Strategic Plan Theme – A Safe City

- Objective SC-9: Facilitate continued development of property surrounding Fire Station 12 as an emergency responder training center.
- Actions: Relocate City bus storage to expand current training facilities and build a training tower.

Strategic Plan Theme – A Safe City

- Objective SC-10: Collaborate with neighboring fire departments to improve emergency response reliability.
- Actions: Staff and maintain a single-role medic unit.

Public Works Department

Strategic Plan Theme – A Safe City

- Objective SC-16: Optimize the use and management of the Vine Street and Albany-Millersburg Water Treatment Plants to meet regulatory and demand needs for the City’s drinking water supply.
- Actions: Develop a written water production management plan that will maximize the efficient use of the two water treatment plants to meet supply and regulatory requirements.

Strategic Plan Theme – A Safe City

- Objective SC-18: Effectively manage biosolids waste at the Albany-Millersburg Water Reclamation Facility.
- Actions: Maximize efficiencies and cost effective management and disposal of solids at the Albany-Millersburg Water Reclamation Facility. Identify a preferred alternative for a solids improvement project along with funding options.

Parks and Recreation

Strategic Plan Theme – An Effective Government

- Objective EG-1: Reduce the percentage of total annual Parks & Recreation Fund expenditures subsidized with property tax revenues to 55 percent by 2020.
- Actions: Achieve this objective through a combination of nontax revenue increases and expenditure reductions.

Finance Department

Strategic Plan Theme – An Effective Government

- Objective EG-13: Continue recognition from the Government Finance Officers Association for excellence in budgeting and financial reporting. Maintain audit results establishing conformance to requirements and generally accepted accounting principles.
- Actions: Receive the GFOA “Excellence in Financial Reporting” and “Distinguished Budget Presentation” awards. Achieve annual audit with no reportable findings of noncompliance.



CITY OF ALBANY STRATEGIC PLAN

FY2016 THROUGH FY2020

Adopted
4/27/2016



OUR MISSION

“Providing quality public services for a better Albany community.”

OUR VISION

“A vital and diverse 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 to sustain affordable services.

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?

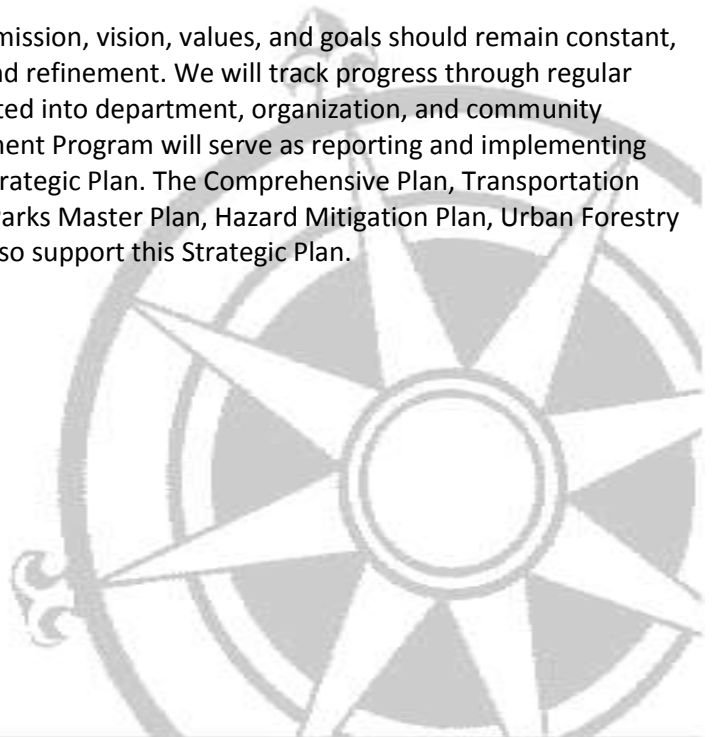
If our Mission and Vision Statements are to have any meaning, they must be accompanied by deliberate planning efforts to move the organization and the community toward a desired future. This requires clearly defined goals, proactive objectives, committed leadership, and effective management. Above all, 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, 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 with 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. Actions are the steps needed to meet the objective. 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 actions will need periodic review and refinement. We will track progress through regular reporting on the measures, 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. The Comprehensive Plan, Transportation System Plan, Water Master Plan, Sewer Master Plan, Parks Master Plan, Hazard Mitigation Plan, Urban Forestry Management Plan, and related planning documents also support this Strategic Plan.



I. GREAT NEIGHBORHOODS

Goals:

- Goal 1: Create and sustain a city of diverse neighborhoods where residents feel good about where they live.
- Goal 2: Provide an efficient transportation system with safe streets and alternative modes of transportation.
- Goal 3: Provide effective stewardship of Albany’s significant natural, cultural, and historic resources.
- Goal 4: Provide diverse recreational, educational, and cultural opportunities that enrich the lives of our citizens.

Great Neighborhoods Objectives:

Goal 1: Create and sustain a city of diverse neighborhoods where residents feel good about where they live.

Objective GN-1: Enforce City ordinances when properties are neglected or abandoned to prevent erosion of property values and quality of life. [City Manager’s Office]
Actions: Reduce unresolved cases.

Objective GN-1a: Maintain the value and attraction of Albany’s historic assets and seek federal funds and other sources. [Community Development]
Actions: Apply for State Historic Preservation Office grants. Make rehabilitation loans and track completions.

Objective GN-2: Create a Community Development/Land Use Issues list identifying code issues that are identified as not optimum. This list will be evaluated annually to identify priority issues that might be addressed with code revisions. [Community Development]
Actions: Provide reviews and updates to the ADC.

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
GN-1	Maintain a close to open ratio of 75% or higher on submitted cases per fiscal year.	≥75%	55%	75%	75%	75%	75%	75%
GN-1a	Continue to seek grant funding from State Historic Preservation Office.	1	1		1		1	
GN-2	Develop CD/Land Use Issues list.	Complete annually	Annually	Annually	Annually	Annually	Annually	Annually
GN-2	Evaluate effectiveness of current “skinny” street standards.	Complete FY 2017			June 2017			

I. GREAT NEIGHBORHOODS (CONTINUED)

Goal 2: Provide an efficient transportation system with safe streets and alternative modes of transportation.

Objective GN-3: Ensure public buildings, sidewalks, and public transportation are accessible to all.

[Community Development, Public Works]

Actions: Develop a plan and prioritization system for making accessibility improvements when funding is identified and available (ADA Transition Plan).



Curb installation for the Oak Street construction project.

Objective GN-4: Utilize available street funding to maintain collector and arterial streets (95 total lane miles) in satisfactory or better condition and address local street needs as funding allows. Additionally, seek other sources of funding for the street system. [Public Works]

Actions: Measure and monitor street condition in order to identify and prioritize street condition improvement projects. Implement repair and preventative street maintenance projects to preserve and restore City streets with the annual Street Maintenance budget. Plan for street rehabilitation and reconstruction capital projects with the annual five-year Capital Improvement Program and implement capital projects with the annual Street Capital budget.

Objective GN-5: Work as a cooperative partner of the Albany Area Metropolitan Planning Organization (AAMPO) for the funding of street and transit improvements. [Community Development, Public Works]

Actions: Work within the AAMPO structure to develop an interim funding plan for use of available Surface Transportation Program (STP) funding for the preservation and improvement of City streets. Work with the AAMPO to stabilize funding and maximize the effective use of transit funding for the City and the region.

Objective GN-6: By the end of 2017, increase the number of transit system riders by ten percent over the FY2012-2013 ridership. [Public Works]

Actions: Measure and monitor the number of rides provided. Identify opportunities to modify and maximize routes, increase operating revenue, and improve transit level of service. Identify and implement route improvements to serve more citizens, as funding allows.

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
GN-3	Accessibility Transition Plan completed.	Complete by FY 2017			Dec 2017			
GN-4	Percentage of collector and arterial streets in satisfactory or better condition:	≥80%	89%	89%	88%	87%	86%	85%
GN-5	Establish interim funding plan for STP funds with the MPO.	Complete by FY 2016		June 2016				
GN-5	Complete Regional Transportation Plan (RTP).	Complete by FY 2017			June 2017			
GN-6	Increase transit system ridership to:							
	Albany Transit System	≥96,000	86,200	86,500	87,000	87,500	88,000	88,500
	Linn-Benton Loop	≥145,000	124,800	120,500	121,000	121,500	122,000	122,500
	Paratransit	≥21,000	18,400	19,700	21,000	22,300	22,500	23,000

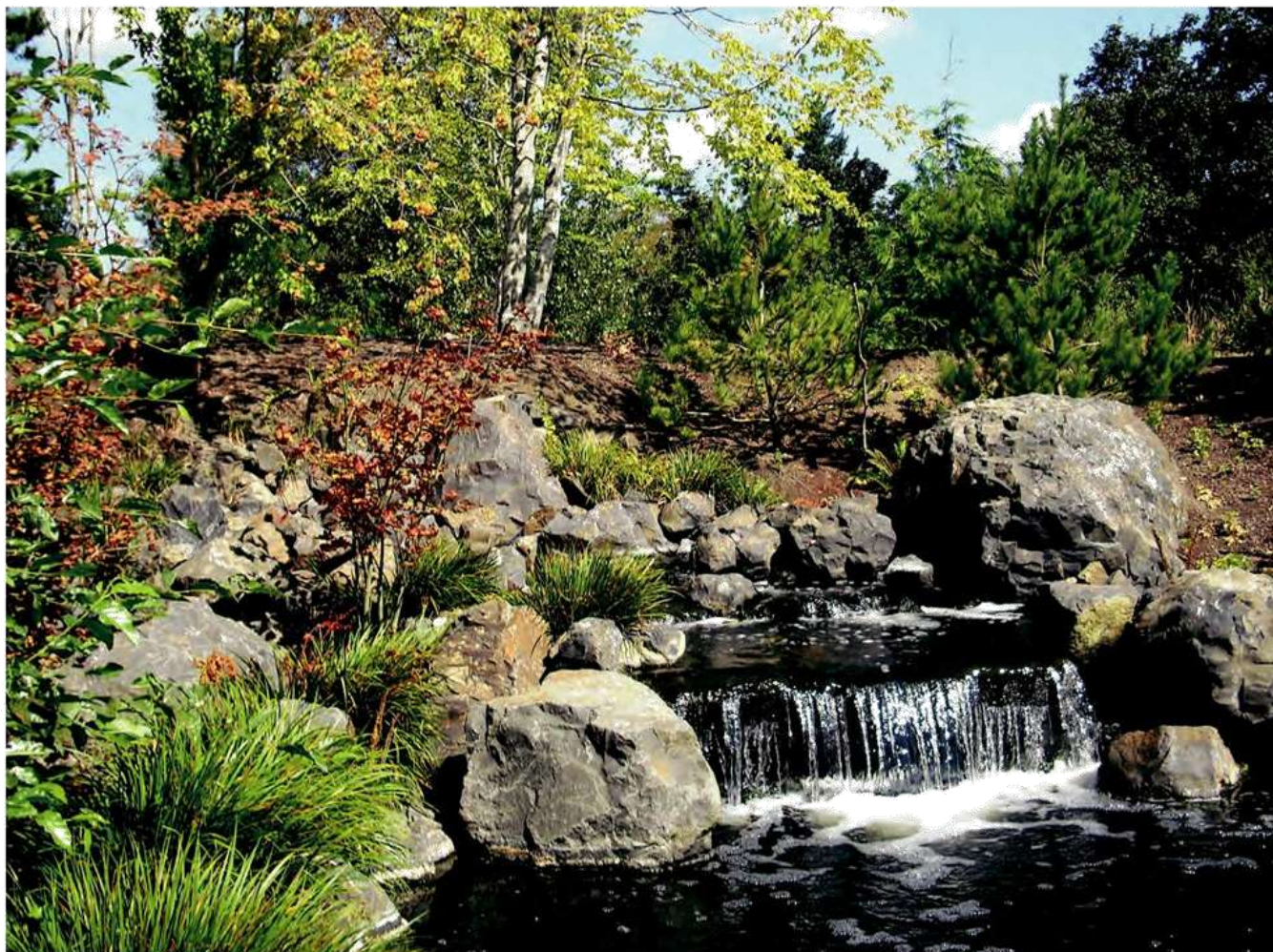
I. GREAT NEIGHBORHOODS (CONTINUED)

Goal 3: Provide effective stewardship of Albany’s significant natural, cultural, and historic resources.

Objective GN-7: Continue to coordinate with the Calapooia Watershed Council on watershed improvement programs and projects. [Community Development, Parks & Recreation, Public Works]

Actions: Implement Goal 5 protections. Work with community groups to protect and enhance resources.

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
GN-7	Coordination meetings.	Complete annually	Annually	Annually	Annually	Annually	Annually	Annually



I. GREAT NEIGHBORHOODS (CONTINUED)

Goal 4: Provide diverse recreational, educational, and cultural opportunities that enrich the lives of our citizens.

Objective GN-8: Maintain total City-managed park land inventory at an annual average of 17.0 acres or greater per 1,000 residents. [Parks & Recreation]

Actions: Acquire by purchase, lease, or other means enough park land to achieve and keep pace with Albany’s growth and to meet the City’s adopted total park acreage standards.

***Objective GN-9:** Sustain total developed parks and recreation lands at 11.0 acres or greater per 1,000 residents. [Parks & Recreation]

Actions: Maintain enough developed park land to keep pace with Albany’s growth and to meet the City’s adopted developed park acreage standards.

Objective GN-10: By the end of 2019, increase library visits by ten percent. [Library]

Actions: Add five new programs across all service areas. Increase the percentage of operating dollars spent on collections to Oregon state median (ten percent).



Reading Girl at Main Library.

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
GN-8	Average total acres of park land per 1,000 residents.	≥17.0	17.3	17.3	17.1	17.1	16.8	16.6
GN-9	Average acres of developed parks and recreation land per 1,000 residents.	≥11.0	10.9	10.9	10.8	10.8	10.6	10.4
GN-10	Annual number of library visits.	≥371,000	346,695	350,000	355,000	360,000	365,000	370,000
GN-10	Number of discrete Library programs across all service areas.	≥19	20	21	22	23	23	25
GN-10	Percentage of Library operating expenditures spent on collections.	10%	7.4%	8%	9%	10%	10%	12%

**Includes gift of 94 acres to City in Oak Creek Greenbelt.*

II. A SAFE CITY

Goals:

- Goal 1: Ensure a safe community by protecting people and property.
- Goal 2: Provide safe, sufficient, and reliable drinking water, sewage disposal, and drainage systems.

Safe City Objectives:

Goal 1: Ensure a safe community by protecting people and property.

Objective SC-1: Complete construction of Albany Police Department building and Fire Station 11. [Fire, Police]

Actions: Complete building projects by the summer of 2017.

Objective SC-2: Participate in the FEMA National Flood Insurance Program and maintain the City's Community Rating System (CRS) rating. [Community Development]

Actions: Form and maintain a cross-department team to continuously improve the City's floodplain management. Participate in FEMA's CRS Program.

Objective SC-3: Update the flood mapping in North Albany to match the actual conditions determined by recent evaluations and provide community education and outreach regarding the changes.

[Community Development, Public Works]

Actions: Complete the process with FEMA to have FEMA accept and map the floodway and floodplain changes identified in the recently completed detailed flood study of North Albany.

Objective SC-4: Use Community Development Block Grant (CDBG) funds to provide funding to community programs that assist the vulnerable children and families in our City. [Community Development]



OBJECTIVE	MEASURE	TARGET	Completed FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
SC-1	Move into new Fire Station 11.	Complete by June 2017			June 2017			
SC-1	Move into new Police Department building.	Complete by June 2017			June 2017			
SC-2	Maintain CRS rating.	≤ 6	6	6	6	6	6	6
SC-3	FEMA maps updated and public outreach.	Complete by Dec 2017			Dec 2017			
SC-4	Distribute CDBG funding to assist Albany's vulnerable populations and neighborhoods.	\$300,000/year	\$128,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000

II. A SAFE CITY (CONTINUED)



Objective SC-5: Maintain police patrol response times to Priority One calls for service from dispatch to arrival time to four minutes fifteen seconds, or less, annually. [Police]

Actions: Achieve this objective through maintaining no less than current staffing levels and incremental staffing increases related to population/demand for service increases.

Objective SC-6: Reduce the number of fatal and injury accidents by five percent. [Police]

Actions: Achieve this objective through continued traffic enforcement with an emphasis at high-collision areas.

Objective SC-7: Achieve at least a 60 percent clearance rate for violent crimes and a 20 percent clearance rate for property crimes annually. [Police]

Actions: Achieve this objective through maintaining current staffing levels in patrol and detectives with an emphasis on solving crimes.

Objective SC-8: Reduce Part One crimes by five percent annually with the ultimate goal of reducing the crime rate to the Oregon average per thousand. [Police]

Actions: Continued emphasis on crime reduction through the Computer Statistics (COMPSTAT) process.



Objective SC-9: Facilitate continued development of property surrounding Fire Station 12 as an emergency responder training center.

[Fire, Police, Public Works, Other Jurisdictions]

Actions: Relocate City bus storage to expand current training facilities and build a training tower.

Objective SC-10: Collaborate with neighboring fire departments to improve emergency response reliability. [Fire]

Actions: Staff and maintain a single-role medic unit.

Objective SC-11: Fund Fire Department equipment replacement to adequately address emergency equipment and vehicle needs. [Fire]

Actions: Commit ambulance revenue received over budgeted amount to equipment replacement; pursue grants and other funding alternatives; consider a bond to fund department equipment replacement needs; consider sale proceeds of the Armory to fund police and fire equipment replacement.

II. A SAFE CITY (CONTINUED)

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
SC-5	Patrol Unit: Maintain response time to priority one calls annually.	≤4:15 annually	3:12 annually	4:15 annually	4:15 annually	4:15 annually	4:15 annually	4:15 annually
SC-6	Reduce number of fatal and injury accidents annually.	≤ 5% annually	6.6% annually	5% annually	5% annually	5% annually	5% annually	5% annually
SC-7	Achieve clearance rate for violent crimes annually.	60% annually	69% annually	60% annually	60% annually	60% annually	60% annually	60% annually
SC-7	Achieve clearance rate for property crimes annually.	20%	28.3% annually	20% annually	20% annually	20% annually	20% annually	20% annually
SC-8	Achieve reduction in Part I crimes annually.	≥ 5% annually	7.6% annually	5% annually	5% annually	5% annually	5% annually	5% annually
SC-9	Relocate City bus storage.	Complete by FY 2017			June 2017			
SC-9	Provide improvements to training site by building training tower and training props.	Complete by FY 2018				June 2018		
SC-10	Collaborate by staffing a single-role medic unit.	≥72 hours/week		72 hours/week	72 hours/week	84 hours/week	112 hours/week	168 hours/week
SC-11	Provide funding to replace emergency vehicles and equipment.	≥\$750K		\$575K	\$750K	\$910K	\$750K	\$500K

Objective SC-12: Reduce property code violations, substandard housing conditions, and inadequate infrastructure. [City Manager’s Office, CARA, Community Development, Police]

Actions: Community Development, Police, and the City Manager’s Office will work together to set priorities for addressing property code violations and responding to citizen complaints. A partnership with CARA will focus significant code compliance and safety efforts within the CARA boundaries.

Objective SC-13: CARA will continue to fund projects that eliminate blight and increase public safety.

[Central Albany Revitalization Area, Police, Community Development]

Actions: Use CARA funding on projects that eliminate blight, increase public safety, and reduce police calls.



Objective SC-14: Maintain and continue to minimize the impact of fires. [Fire]

Actions: Continue to incorporate Fire Department requirements in the development review and approval process. Conduct Fire Code compliance inspections on existing buildings. Provide fire/life safety education. Maintain residential fire/life safety equipment programs. Promote fire sprinkler systems in CARA-funded projects and other projects of new construction and remodeling.



II. A SAFE CITY (CONTINUED)

Objective SC-15: Adequately staff to address increases in emergency responses, response times, and community growth. [Fire]

Actions: Continue to evaluate all funding options for public safety; hire personnel to address increases in responses and times; implement response time tracking system.

Objective SC-16: Formalize work group with a focus on identifying current issues with transitional housing. [Police, Community Development, City Attorney, Fire]

Actions: Identify staff who could help characterize and address transitional housing-related issues.

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
SC-12	Amount of CARA funding targeting code compliance/public safety.	\$50,000	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
SC-13	Number of blighted structures remediated within the CARA boundary.	≥3	0	3	3	3	3	3
SC-14	Structure fires per 1,000 residents compared to similar-sized communities.	≤ 1	0.86	0.85	0.85	0.80	0.80	0.75
SC-14	Percentage of population receiving fire/life safety public education presentations.	≥ 15%	13.2%	5.0%	10.0%	15.0%	15.0%	15.0%
SC-14	Number of fire compliance inspections.	≥ 1,500	912	500	1,550	1,600	1,600	1,600
SC-14	Percentage of fire code violations corrected.	70%	82.4%	80%	85%	85%	90%	90%
SC-15	Hire personnel to address emergency call volume, increased response times, and community needs.	≥ 4	0	2	4.5	4.5	0	3
SC-16	Formalize work group with members from the following departments: APD, CD, CMO, City Attorney, and Fire.	Complete by FY 2016		June 2016				
SC-16	Develop and prioritize issues list and assign owners.	Complete by Feb 2017			Feb 2017			
SC-16	Provide recommendations that address high-priority items.	Ongoing until addressed		Ongoing	Ongoing	Ongoing	Ongoing	Ongoing

Goal 2: Provide safe, sufficient, and reliable drinking water, sewage disposal, and drainage systems.

Objective SC-16: Optimize the use and management of the Vine Street and Albany-Millersburg Water Treatment Plants to meet regulatory and demand needs for the City's drinking water supply. [Public Works]

Actions: Develop a written water production management plan that will maximize the efficient use of the two water treatment plants to meet supply and regulatory requirements.

Objective SC-17: Maintain existing compliance with all water quality, pretreatment, and biosolids regulatory requirements. [Public Works]

Actions: Prepare for the requirements of a pending new wastewater discharge permit which will likely include new Total Maximum Daily Load (TMDL), toxics, and other water quality-based limitations. Remain engaged in agency groups such as ACWA and PNCWA in order to remain informed and offer input into regulatory direction. Prepare for the requirements of a stormwater discharge permit.



Storm drain installation in association with the Oak Street construction project.

II. A SAFE CITY (CONTINUED)

Objective SC-18: Effectively manage biosolids wastes at the Albany-Millersburg Water Reclamation Facility.
[Public Works]

Actions: Maximize efficiencies and cost effective management and disposal of solids at the Albany-Millersburg Water Reclamation Facility. Identify a preferred alternative for a solids improvement project along with funding options.

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
SC-16	Develop written water production management plan.	Complete by FY 2018				June 2018		
SC-17	Obtain a new discharge permit for the WRF. (DEQ DEPENDENT)	Complete by FY 2018				June 2018		
SC-17a	Obtain a stormwater discharge permit.	Complete by FY 2017			June 2017			
SC-18	Develop alternatives and funding options for new solid process at WRF.	Complete by FY 2017			June 2017			



III. A HEALTHY ECONOMY

Goals:

- Goal 1: Business — Enhance the value and diversity of Albany’s economy by attracting, retaining, diversifying, and expanding local businesses.
- Goal 2: Partnerships — Strengthen the area’s role as a leading regional economic center through local and regional coordination and collaboration on economic development planning and projects.
- Goal 3: Prosperity — Maintain and grow the income levels with a focus on living-wage jobs, training, and education opportunities of Albany residents consistent with Oregon and national trends. Work to increase the community’s assessed value while working to achieve a healthy balance of housing and jobs.
- Goal 4: Central Albany — Create a readily identifiable downtown core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses.

Healthy Economy Objectives:

Goal 1: Business: Enhance the value and diversity of Albany’s economy by attracting, retaining, diversifying, and expanding local businesses.

Objective HE-1 - Support Local Business: Provide a supportive environment for the development and expansion of desired businesses, especially those that are locally owned or provide living-wage jobs.

[Economic Development/Urban Renewal]

Actions: Conduct regular visits to local businesses and industries as a business ambassador. Address the needs and opportunities for growth and work to eliminate barriers for future development. Connect growing businesses with available resources including the Chamber of Commerce, AMEDC, SBA, COG, and the Small Business Development Center (SBDC) at LBCC.

Objective HE-2 - Land: Provide the supply of commercial and industrial land identified in the Economic Opportunities Analysis. Facilitate development consistent with community goals.

[Economic Development/Urban Renewal, Community Development, Public Works]

Actions: Complete research and documentation of available land, work to remove barriers for developable land, such as wetland permitting and mitigation.

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
HE-1	Conduct regular visits to local businesses and industries.	≥12	21	12	12	12	12	12
HE-1	Projects assisted: financial assistance or removal of development barriers.	≥5	19	8	8	8	8	8
HE-2	Complete research and documentation of significant available sites.	≥4	41	4	5	5	5	5

III. A HEALTHY ECONOMY (CONTINUED)

Goal 2: Partnerships: Strengthen the area’s role as a leading regional economic center through local and regional coordination and collaboration on economic development planning and projects.

Objective HE-3 - Partnerships: Collaborate with organizations focused on business retention, expansion, startup development, and entrepreneurship to establish new firms and strengthen existing businesses locally.

[Economic Development, All Departments]

Actions: Maintain key department contacts for immediate response to information requests. Strong intra-city collaboration among departments to further economic development priorities, eliminate barriers, and provide accurate and timely assistance within the requested time frames. Continue to foster relationships and cultivate partnerships with the Chamber of Commerce, AMEDC, SBA, COG, and SBDC. Continue work of LBCC/Industry/City partnership on \$2.9 million investment in equipment for workforce development and training.

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
HE-3	Respond to information inquiries within the requested timelines.	100%	100%	100%	100%	100%	100%	100%

Goal 3: Prosperity: Maintain and grow the income levels with a focus on living-wage jobs, training, and education opportunities of Albany residents consistent with Oregon and national trends. Work to increase the community’s assessed value while working to achieve a healthy balance of housing and jobs.

Objective HE-4 - Living-wage Jobs: Focus on the creation and retention of living-wage jobs through policy, staff support, and funding of projects that support a healthy local economy and community. Continue to refine CARA and CDBG programs to support job-creation projects. Support the area’s educational resources as vital to the social and economic well-being of the community. Encourage opportunities for increasing skill levels of local workers and microenterprise development.

[Economic Development/Urban Renewal, Community Development]

Actions: Complete draft, review, and implementation of CARA economic development programs. Track results and job creation of the program. Work to increase the community’s assessed value. Facilitate connections between residents/businesses and workforce training or education. Track unemployment rate and per capita income for the city of Albany.



A public-private partnership between CARA and Viper Northwest helped them expand yielding 43 family-wage jobs and a significant increase in assessed value.

III. A HEALTHY ECONOMY (CONTINUED)

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
HE-4	CARA/City-funded economic development projects.	≥3	0	4	4	4	4	4
HE-4	Jobs (FTE) created through CARA/City-funded economic development projects.	≥5	0	10	13	17	17	17
HE-4	Unemployment rate within the city of Albany.	≤7.5%	6.3%					
HE-4	Per capita income within the city of Albany.	≥\$24,250	\$22,128	\$24,250				
HE-4	Jobs (FTE) created through CDBG-funded programs.	≥5	8	5	5	5	5	5
HE-4	Technical assistance provided to microenterprises.	≥10	24	10	10	10	10	10

Goal 4: Central Albany: Create a readily identifiable downtown core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses.

Objective HE-5: Leverage urban renewal dollars to maximize the total investment and development effort in Central Albany. Create an increase in assessed value with the majority of public-private partnerships or spur private investment through strategic public investment. [Central Albany Revitalization Area]

Actions: Continue to focus CARA funding on public infrastructure projects that will drive or complement private investment and private projects that create a return on investment through an increase in assessed value.

Objective HE-6: Recognize and support Albany’s unique historic character as a major cultural and tourist-oriented economic resource. Increase residential opportunities in the Central Albany area. [Central Albany Revitalization Area]

Actions: Continue funding of rehabilitation and restoration of historic buildings, creation of new residential units, and various projects in the Main Street area and throughout the Central Albany Revitalization Area (CARA).



**Woodward Apartments
workforce housing project on
Second Avenue SE.**

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
HE-5	Total annual value of CARA investments in public-private partnerships.	≥\$500K	\$379,500	\$500K	\$500K	\$500K	\$500K	\$500K
HE-5	Total annual value of private investment in CARA projects.	≥\$2.5M	\$636,500	\$2.5M	\$2.5M	\$2.5M	\$2.5M	\$2.5M
HE-5	Total cumulative value of CARA investments.	≥\$13.8M	\$11.8M	\$14.8M	\$15.3M	\$15.8M		
HE-5	Ratio of overall CARA contributions versus private money.	\$1:\$7	\$1:\$8.38	\$1:\$7	\$1:\$7	\$1:\$7	\$1:\$7	\$1:\$7
HE-6	Value of CARA improvements within the Main Street area. (Annual)	\$250K	\$120K	\$250K	\$250K	\$250K	\$250K	\$250K
HE-6	Cumulative value of CARA improvements within the Main Street area.	≥\$5.25M	\$6.8M	\$7M	\$7.25M	\$7.5M	\$7.75M	\$8M
HE-6	Number of CARA-funded new residential units.	≥10	0	12	12	14	14	14
HE-6	Cumulative number of CARA-funded new residential units.	≥303	287	292	297	302	307	312

IV. AN EFFECTIVE GOVERNMENT

Goals:

- Goal 1: Effectively and efficiently deliver the services that Albany’s citizens need, want, and are willing to support.

Effective Government Objectives:

Goal 1: Effectively and efficiently deliver the services that Albany’s citizens need, want, and are willing to support.

Objective EG-1: Reduce the percentage of total annual Parks & Recreation Fund expenditures subsidized with property tax revenues to 55 percent or lower by 2020. [Parks & Recreation]

Actions: Achieve this objective through a combination of nontax revenue increases and expenditure reductions.

Objective EG-2: Sustain revenues received from gifts, grants, and endowments to equal or greater than \$10 per capita by 2014. [Parks & Recreation]

Actions: Complete and implement a Revenue Enhancement Plan in 2009, including strategies and private sector solicitations. Improve marketing and promotion efforts to communicate parks and recreation program needs to a wider audience.

Objective EG-3: Maintain Parks & Recreation Department staffing levels at or below 0.60 FTE per 1,000 residents. [Parks & Recreation]

Actions: Annually adjust staffing plans and service delivery strategies to achieve the objective.

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
EG-1	Property tax as a percent of Parks Fund revenue.	≤55%	51.2%	56%	55%	54%	54%	52%
EG-2	Parks per-capita revenue through grants, gifts, and endowments.	≥\$10.26	\$7.86	\$8.00	\$9.50	\$9.50	\$10.00	\$10.00
EG-3	Parks & Recreation full-time equivalents per 1,000 residents.	≤0.60	0.50	0.52	0.51	0.51	0.50	0.50

Objective EG-4: Provide responsive, efficient, customer-oriented service and meet mandated deadlines for project reviews. [Community Development]

Actions: Meet or exceed state requirements for timely issuance of reviews, permits, and inspections. Complete building inspections as requested.

Objective EG-5: Reduce “nonrevenue water” (water loss) to 10 percent or less by 2019. [Public Works]

Actions: Continue leak detection efforts to identify system leaks. Replace and upgrade older water meters to reduce under-reading water usage. Investigate and eliminate unmetered water use and enforce actions against water theft. Evaluate water system replacement needs to best target limited capital funds to provide best return.

IV. AN EFFECTIVE GOVERNMENT (CONTINUED)



Water line construction on Hill Street.

Objective EG-6: Provide the City Council with annual reports regarding the running five-year sewer and water revenue, expenditure, and rate funding requirements. [Public Works]

Actions: Annual updates to the current five-year rate projection at the time the City Council considers sewer and water rate adjustments.

Objective EG-7: Maintain accreditation with the American Public Works Association (APWA). [Public Works]

Actions: Maintain standards and policies to allow the department to obtain reaccreditation from APWA on a four-year cycle.

Objective EG-8: Develop a full storm drain system program and identify stable funding strategy for storm water utility functions. [Public Works]

Actions: Complete the Stormwater Master Plan. Implement code changes to bring the City in line with regulatory requirements. Identify the annual operations and maintenance and capital costs required to maintain the City's storm water system in order to meet service level expectations and regulatory requirements. Develop SDC funding mechanism and funding levels.

Objective EG-9: Complete update of the Wastewater Facility Plan and new SDC methodology. [Public Works]

Actions: Develop updated facility plan in phases. Upon completion of the collection system and treatment system updates, complete a new SDC methodology and have the City Council adopt it.

Objective EG-10: Continue participation in national performance benchmarking for comparison with other jurisdictions. Implement process improvement projects to reduce processing time and costs or increase revenues.

[City Manager's Office]

Actions: Prepare annual report to detail participation and compliance to appropriate national benchmarks. Institute tracking systems to gather management data where lacking. Perform process improvement studies.

Objective EG-11: By the end of FY2020, reduce the cost/item circulated by 15 percent. [Library]

Actions: Explore outsourcing processing.

Objective EG-12: Seek \$200,000 of outside funding for new library program support by 2020. [Library]

Actions: Create an annual fund-raising campaign by working with library support groups and the Albany Library Scharpf Endowment Fund.

IV. AN EFFECTIVE GOVERNMENT (CONTINUED)

Objective EG-13: Continue recognition from the Government Finance Officers Association (GFOA) for excellence in budgeting and financial reporting. Maintain annual audit results establishing conformance to requirements and generally accepted accounting principles. [Finance]

Actions: Receive the GFOA award for “Excellence in Financial Reporting.” Receive the GFOA “Distinguished Budget Presentation” award. Achieve annual audit with no reportable findings of noncompliance.

Objective EG-14: Ensure compliance with all federal and state regulations relating to municipal services.

[All Departments]

Actions: Monitor federal and state regulations on a routine basis. Target resources to maintain compliance.

Objective EG-15: Maintain or improve City’s investment ratings. [Finance]

Actions: Maintain sufficient reserves. Follow best practices for financial management.

Objective EG-16: Maintain appropriate levels of Information Technology (IT) systems availability and services rating.

[Information Technology]

Actions: Ensure sufficient IT resources are available to maintain City functions.

Objective EG-17: Establish personnel succession planning for executive and other key leadership positions throughout the organization. [All Departments]

Actions: Ensure the City maintains adequate succession planning for executives and other key leadership positions.

Objective EG-18: Conduct feasibility analysis on “portable” systems development charges. [Public Works]

Actions: Retain consultant to evaluate feasibility of “portable” system development charges and identify steps necessary for implementation. Identify risks/rewards, data system support needs, and any additional staffing requirements to support such a program.

Objective EG-19: Considering opportunities to secure additional funding for transportation system improvements with emphasis placed on maintaining and repairing the City’s 305 lane miles of local streets of which approximately 25 percent are not in satisfactory condition. [Public Works]

Actions: Participate in regional discussions regarding a potential gas tax.

Objective EG-20: Cooperate and partner with neighboring jurisdictions as appropriate to provide assistance, accomplish common goals/objectives, and maximize efficiencies. [All Departments]

Actions: Maintain regular communication with community partners. Discuss areas of shared interest and consider ways to accomplish common goals through partnerships.

IV. AN EFFECTIVE GOVERNMENT (CONTINUED)

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
EG-4	Residential plan reviews completed within 10 days.	100%	100%	100%	100%	100%	100%	100%
EG-4	Land use decisions issued within 120 days.	100%	100%	100%	100%	100%	100%	100%
EG-4	Complete inspections within same day of request (when called in by 7:00 a.m.)	≥95%	95%	95%	95%	95%	95%	95%
EG-5	Reduce nonrevenue water (water loss) to 10% or less by 2019.	≤10%	14%	13%	12%	11%	10%	<10%
EG-6	Annual rate reports to Council.	2	2	2	2	2	2	2
EG-7	APWA accreditation.	Accreditation mid-term report by FY2017	Reaccreditation		mid-term report		Reaccreditation	
EG-8	Complete Stormwater Master Plan.	Complete Master Plan by FY2018				June 2018		
EG-8	Implement Stormwater funding plan.	Complete by FY2017	In progress	In progress	Complete Dec 2017			
EG-9	Complete Wastewater Facility Plan update.	Complete Plan by FY2016	Collections Complete	Treatment June 2016	Complete SDC Methodology			
EG-10	Annual report of performance benchmarking progress.	Nov 2017	Nov 2014		Nov 2017	Nov 2017	Nov 2017	Nov 2017
EG-11	Cost per library item circulated.	≤\$3.73	\$4.09	\$3.50	\$3.50	\$3.35	\$3.25	\$3.15
EG-12	Non-General Fund program support for the Library.	\$40,000	\$61,365	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
EG-13	Receive "Excellence in Financial Reporting" award.	Yes	Yes	Yes	Yes	Yes	Yes	Yes
EG-13	Receive "Distinguished Budget Presentation" award.	Yes	Yes	Yes	Yes	Yes	Yes	Yes
EG-13	Reportable audit findings of noncompliance.	None	None	None	None	None	None	None
EG-14	Compliance with federal and state regulations.	Yes	Yes	Yes	Yes	Yes	Yes	Yes
EG-15	Maintain investment ratings.	Yes	Yes	Yes	Yes	Yes	Yes	Yes
EG-16	Maintain an overall quality of service rating at 4 or 5, with 5 being excellent.	90%	88%	90%	90%	90%	90%	90%
EG-16	Maintain an overall timeliness of service rating at 4 or 5, with 5 being excellent.	90%	92%	90%	90%	90%	90%	90%
EG-17	Recruit and hire new City Manager and Finance Director.	July 2017			July 2017			
EG-17	Recruit and hire new Human Resources Director.	July 2018				July 2018		
EG-17	Identify and develop personnel with the potential to fill executive and other key leadership roles.	Ongoing		Ongoing	Ongoing	Ongoing	Ongoing	Ongoing
EG-18	Complete feasibility analysis on "portable" systems development charges.	Complete by FY 2017			June 2017			
EG-19	Consider opportunities to secure additional funding for transportation system improvements.	Ongoing until addressed		Ongoing	Ongoing	Ongoing	Ongoing	Ongoing
EG-20	Regular meetings.	Annually		Annually	Annually	Annually	Annually	Annually

STRATEGIC PLAN ACCOMPLISHMENTS

Under Strategic Plan FY2015 THROUGH FY2019

City Manager's Office

- Received ICMA Award of Excellence for Performance Management.

CARA and Economic Development

CARA

- Retooled CARA programs with a new focus on increasing assessed value, eliminating blight, and resorting Albany's historic resources and a heavy emphasis on job creation.
- Began work on next round of public infrastructure investment, including a public open house to understand priorities.

Economic Development

- Economic Development Director worked with 18 existing businesses to help remove barriers to job creation and participated in creation of the Workforce Development Training Partnership, which looks to come to fruition in 2015.
- Responded to information inquiries within requested time frames 100 percent of the time.

Community Development

- Successfully completed the annual recertification process with the Community Rating System (CRS) to maintain the City's standing as a CRS Class 6 community.
- Completed an update to the flood hazard section of the Natural Hazard Mitigation Plan and developed a Flood Information and Insurance Promotion Public Outreach Plan with the assistance of the Floodplain Management Planning Committee.
- Managed Community Development Block Grant (CDBG) programs that served 340 Albany low- and moderate-income or at-risk residents in accordance with federal requirements.

Finance

- Received the Excellence in Financial Reporting Award.
- Received the Distinguished Budget Presentation Award.

STRATEGIC PLAN ACCOMPLISHMENTS

Under Strategic Plan FY2015 THROUGH FY2019

Fire

- Objective SC-1: Completed purchase on a portion of property needed for a new downtown fire station. Took numerous steps toward replacing existing Fire Station 11; project reviewed by the Public Safety Facilities Review Committee; selected a design team that has completed the initial building design; voters approved General Obligation Bond for safety facilities.
- Objective SC-9: Continued conversations regarding relocating the City bus storage. This will continue moving forward.
- Objective SC-9: Continued discussion regarding opportunities for regional training.
- Objective SC-12: Completed identification of funds needed to sustain equipment replacement for the next six years.

Information Technology

- Received Digital Cities Survey 2015 Award.
- Received the Government Technology's Top 25 Doers, Dreamers, Drivers Award.

Library

- The Library partnered with United Way and other partners to provide books to over 1,000 Albany youth under age 5.
- The Library partnered with five other Linn County libraries to provide a courier system that delivered materials amongst those libraries.
- The Library received over \$60,000 in grants and donations.

STRATEGIC PLAN ACCOMPLISHMENTS

Under Strategic Plan FY2015 THROUGH FY2019

Parks & Recreation

- Secured use of gyms for P&R programs at Timber Ridge School and at the Boys & Girls Club of Albany.
- Secured addition by donation of 94 acres to Oak Creek Greenbelt.
- While reducing the number of FTEs in the department by 17 percent since 2009:
 - » increased donations of cash for department activities from \$7 to nearly \$10 per capita.
 - » reduced maintenance costs per developed park acre from \$3,000 to \$2,700.
 - » maintained the property tax subsidy for all P&R activities at 60 percent or lower.
 - » maintained consistent levels of total park acres and developed acres per 1,000 residents, despite population growth.
 - » shifted 0.6 FTE from local property tax support to grant-funded program.
 - » renovated and/or replaced playground equipment at seven parks.

Police

- Through the use of COMPSTAT, proactive policing, and many new programs, Part 1 Crimes have been reduced by 17.4 percent in 2014 as compared to 2013.
- Worked with the Linn County Sheriff's Office on a Request for Proposal (RFP) for a new shared Computer-Aided Dispatch/Records Management System. The current shared system is 25+ years old.
- Worked with the City Council, the Public Safety Facilities Review Committee, and the Fire Department to get a recommendation and approval to replace the main fire station and the police station. Selected an architectural firm and are working toward a bond campaign in May 2015.
- Updated the dispatch center by expanding the room and replacing 20+ year-old work stations with four ergonomic work stations.
- Received a federal grant for \$29,970 for a new video/audio recording system for the interview rooms.

STRATEGIC PLAN ACCOMPLISHMENTS

Under Strategic Plan FY2015 THROUGH FY2019

Public Works

- Managed the water utility expenditures in order to forego a rate increase.
- Completed construction of North Albany Road.
- Negotiated new road transfer agreement with Benton County.
- Negotiated terms for use of right-of-way to facilitate new franchise agreement with Pacific Power and Light.
- Negotiated three-way agreement between Albany, Benton County, and local developer to preserve more than ten acres of forestland in North Albany for public use and construct street improvements on Crocker Lane.
- Implemented an Energy Management System at the Water Reclamation Facility resulting in annual savings in energy consumption and expenditures.
- Completed the Wastewater Collection System Facility Plan.
- Successfully negotiated terms for incorporation in a new Intergovernmental Agreement with the City of Lebanon regarding shared use of the Santiam-Albany Canal.

EXECUTIVE SUMMARY

PROPERTY TAXES

The total property taxes to be levied for operations and debt service are estimated to be \$29,005,907.

Assumptions:

- (1) The assessed valuation of the City is estimated to be \$3,552,360,778, an increase of 4.15 percent.
- (2) The City's permanent tax rate is \$6.3984 per \$1,000 of 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 \$1.078,528, a tax rate of \$0.30 per \$1,000 of assessed value.
- (5) The Public Safety Local Option Levy is estimated to be \$4,254,691, an effective tax rate of \$1.15 per \$1,000 of assessed value.
- (6) The Public Safety Local Option levy will have an estimated \$1,112,129 reduction in tax revenues due to compression.
- (7) The Fiscal Year 2016-2017 tax collection rate is estimated to be 93.47 percent.

CAPITAL EQUIPMENT

The City prepares a separate five-year Capital Improvement Program (CIP). On June 15, 2016, the City Council adopted the 2017-2021 CIP as a planning document, following a public hearing.

For Fiscal Year 2016-2017 the CIP identified capital projects totaling \$16,175,000.

A complete list of Capital Projects is included in the Capital Budget 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 true cash value of property assessed in the City, per capita, is a respectable \$81,961.

The City's direct debt burden is 0.42 percent of the true cash value, and the overall debt burden is 1.85 percent of the true cash value.

Debt Principal Outstanding as of July 1, 2016

General Obligation Bonds:
2015 Public Safety Facility \$17,605,000

Other Bonds:
Water Revenue \$25,570,000
Revenue Obligations 655,000
Limited Tax Pension 5,101,484
Total Other Bonds \$31,326,484

Other Debt:
Clean Water SRF Loan 1,889,035
2012 SRF ARRA Loan 1,550,000
SRF Loans, Sewer 51,882,125
Total Other Debt \$55,321,160

GO bonds were approved by voters on May 19, 2015. The series 2015 bonds were sold in August 2015.

SRF = State Revolving Funds

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, 2016, that limit was \$127.0 million on \$4.235 billion TCV. The City's legal debt margin for General Obligation Debt is \$109.4 million. It is anticipated that the margin will remain the same for Fiscal Year 2016-2017.

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:

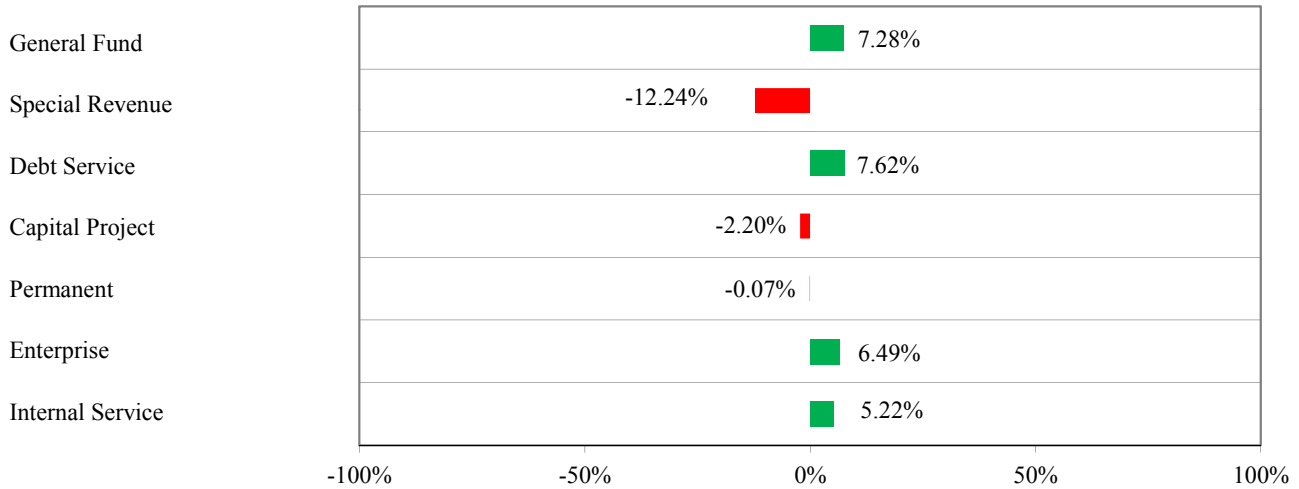
- 1) Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP), as opposed to being expended when paid (Budget).
- 2) Principal payments on long-term debt within the Enterprise Funds are applied to outstanding liability on a GAAP basis, as opposed to being expended on a Budget basis.
- 3) Capital outlay within the Enterprise and Internal Service Funds is 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 2016-17 Fiscal Year

Fund Type2015-16.....	2016-17.....			Over (under) 2015-16 Revised Budget	Percent of Total Budget
	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget	Adopted Budget		
General Fund	\$ 33,854,600	\$ 33,972,800	36,447,700	\$ -	\$ -	7.28%	19.28%
Special Revenue	48,857,700	48,860,000	42,880,700	-	-	-12.24%	22.68%
Debt Service	1,881,700	1,881,700	2,025,100	-	-	7.62%	1.07%
Capital Project	26,220,900	26,220,900	25,644,400	-	-	-2.20%	13.56%
Permanent	136,100	136,100	136,000	-	-	-0.07%	0.07%
Enterprise	62,932,000	62,932,000	67,015,100	-	-	6.49%	35.44%
Internal Service	14,205,000	14,205,000	14,945,900	-	-	5.22%	7.90%
Totals, All Fund Types	\$ 188,088,000	\$ 188,208,500	\$ 189,094,900	\$ -	\$ -	0.47%	100.00%

Percentage Change in the 2016-17 Proposed Budget from the 2015-16 Revised Budget



EXECUTIVE SUMMARY

APPROVED BUDGET
for the 2016-17 Fiscal Year

ADJUSTMENTS 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, reviewed the proposed budget along with more current information, and considered public input.

RESOURCES:

General Fund: Increase Transfers In \$180,000 to reflect the increase of the transfer from the Public Safety Levy Fund. **Public Safety Levy Fund:** Increase Property Taxes \$180,000 to reflect the passing of the Safety Levy. Levies passed after January 1, 2016 are not affected by Urban Renewal Districts. **Capital Replacement Fund:** Increase Transfers in \$180,000 to reflect additional contributions from Police and Fire.

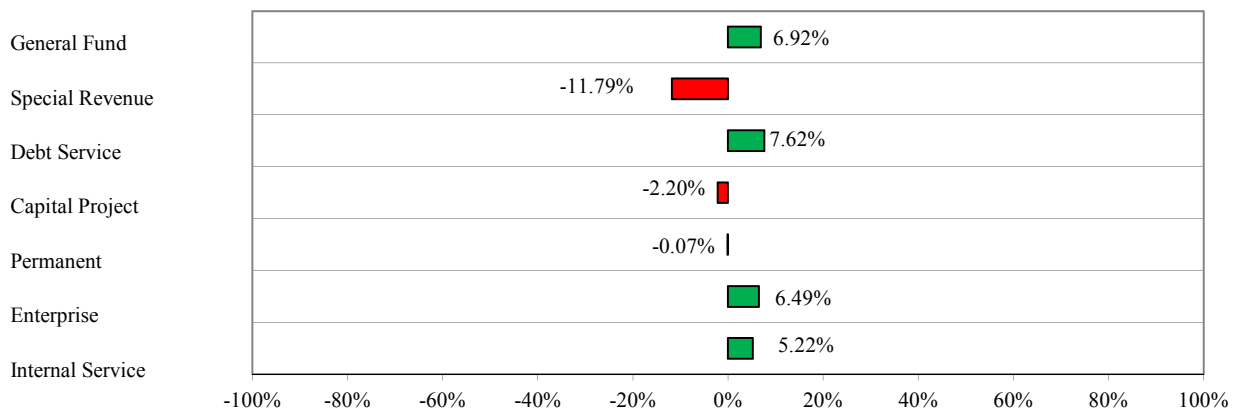
REQUIREMENTS:

General Fund: Increase Transfers Out \$180,000 to reflect the additional revenue from the Public Safety Levy Fund. Those funds are applied to Equipment Replacement. **Public Safety Levy Fund:** Increase Transfers out \$180,000 to reflect increase in Property Taxes received. **Capital Replacement Fund:** Increase Replacement Reserve \$180,000 to reflect the increase in contributions from Police and Fire.

**COMPARISON OF 2015-16 REVISED BUDGET TO 2016-17 APPROVED BUDGET
AND PERCENT OF TOTAL BUDGET BY FUND**

Fund Type2015-16.....	2016-17.....		Adopted Budget	Over (under) 2015-16 Revised Budget	Percent of Total Budget
	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget			
General Fund	\$ 33,854,600	\$ 34,255,800	\$ 36,447,700	\$ 36,627,700	\$ -	6.92%	19.32%
Special Revenue	48,857,700	49,019,000	42,880,700	43,240,700	-	-11.79%	22.80%
Debt Service	1,881,700	1,881,700	2,025,100	2,025,100	-	7.62%	1.07%
Capital Project	26,220,900	26,220,900	25,644,400	25,644,400	-	-2.20%	13.52%
Permanent	136,100	136,100	136,000	136,000	-	-0.07%	0.07%
Enterprise	62,932,000	62,932,000	67,015,100	67,015,100	-	6.49%	35.34%
Internal Service	14,205,000	14,205,000	14,945,900	14,945,900	-	5.22%	7.88%
Totals	\$ 188,088,000	\$ 188,650,500	\$ 189,094,900	\$ 189,634,900	\$ -	0.52%	100.00%

**PERCENTAGE CHANGE IN THE 2016-17 APPROVED BUDGET
FROM THE 2015-16 REVISED BUDGET**



EXECUTIVE SUMMARY

ADOPTED BUDGET
for the 2016-17 Fiscal Year

ADJUSTMENTS AS ADOPTED BY THE CITY COUNCIL

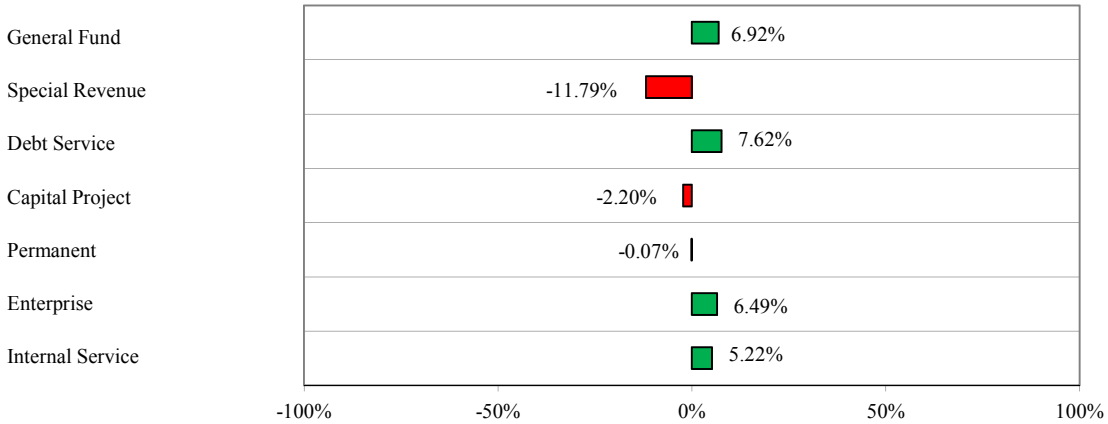
RESOURCES:
No changes from Approved.

REQUIREMENTS:
No changes from Approved.

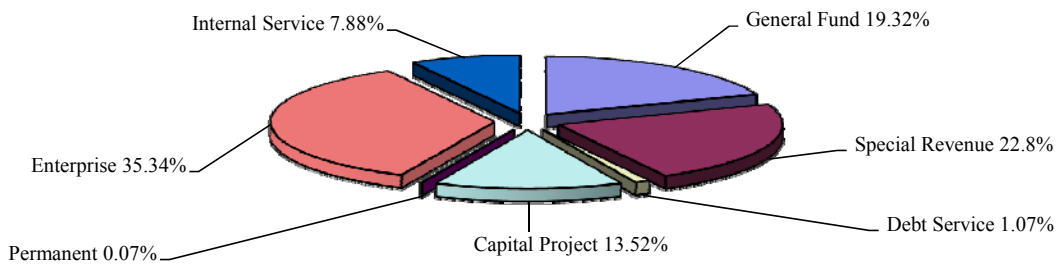
**COMPARISON OF 2015-16 REVISED BUDGET TO 2016-17 ADOPTED BUDGET
AND PERCENT OF TOTAL BUDGET BY FUND**

Fund Type2015-16.....	2016-17.....			Over (under) 2015-16 Revised Budget	Percent of Total Budget
	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget	Adopted Budget		
General Fund	\$ 33,854,600	\$ 34,255,800	\$ 36,447,700	\$ 36,627,700	\$ 36,627,700	6.92%	19.32%
Special Revenue	48,857,700	49,019,000	42,880,700	43,240,700	43,240,700	-11.79%	22.80%
Debt Service	1,881,700	1,881,700	2,025,100	2,025,100	2,025,100	7.62%	1.07%
Capital Project	26,220,900	26,220,900	25,644,400	25,644,400	25,644,400	-2.20%	13.52%
Permanent	136,100	136,100	136,000	136,000	136,000	-0.07%	0.07%
Enterprise	62,932,000	62,932,000	67,015,100	67,015,100	67,015,100	6.49%	35.34%
Internal Service	14,205,000	14,205,000	14,945,900	14,945,900	14,945,900	5.22%	7.88%
Totals, All Fund Types	\$ 188,088,000	\$ 188,650,500	\$ 189,094,900	\$ 189,634,900	\$ 189,634,900	0.52%	100.00%

Percentage Change in the 2016-17 Adopted Budget from the 2015-16 Revised Budget

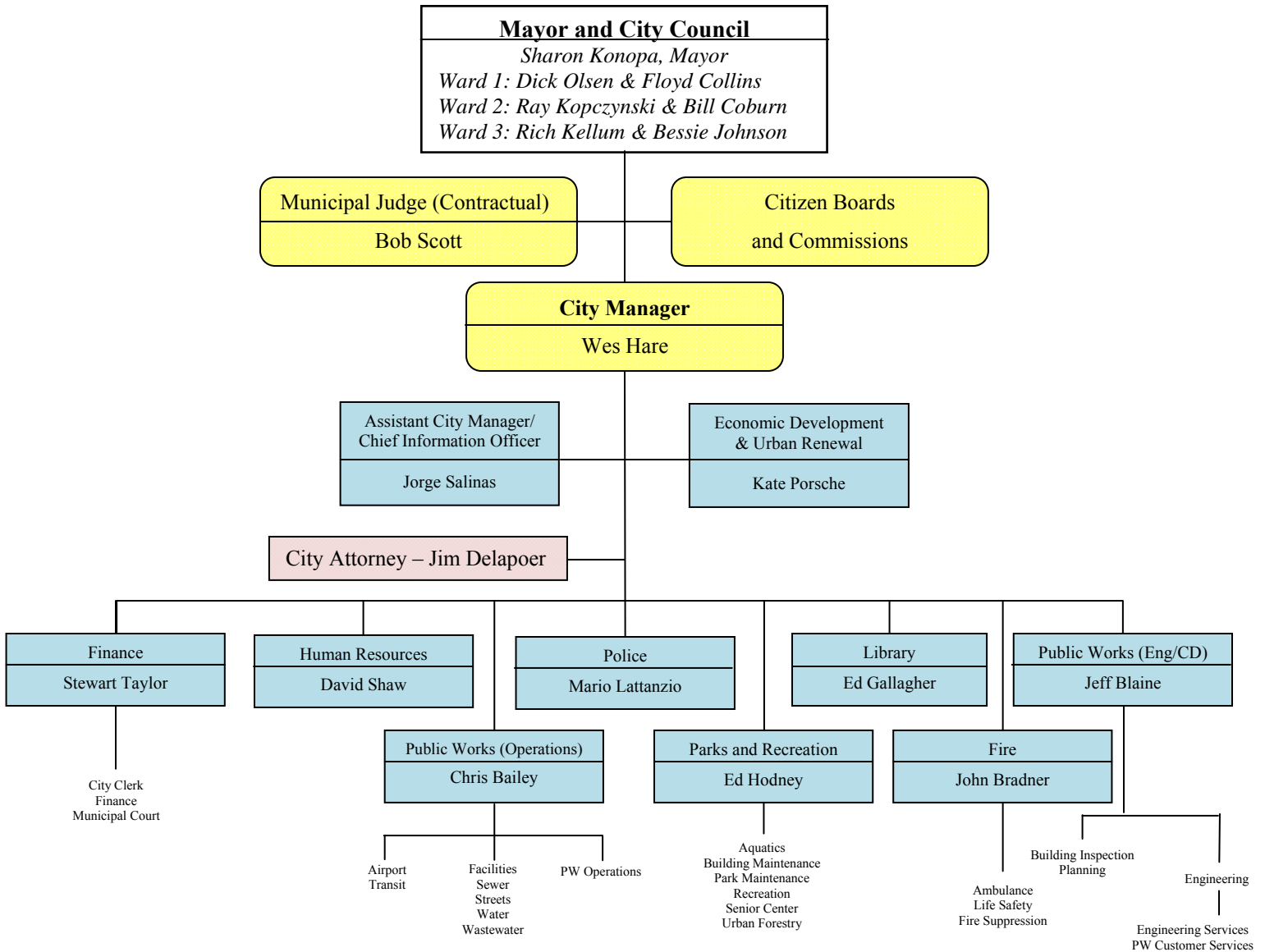


Adopted Budget by Fund Type, Percentage of Total Budget



EXECUTIVE SUMMARY

CITIZENS OF THE CITY OF ALBANY

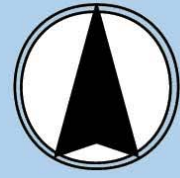


Elected

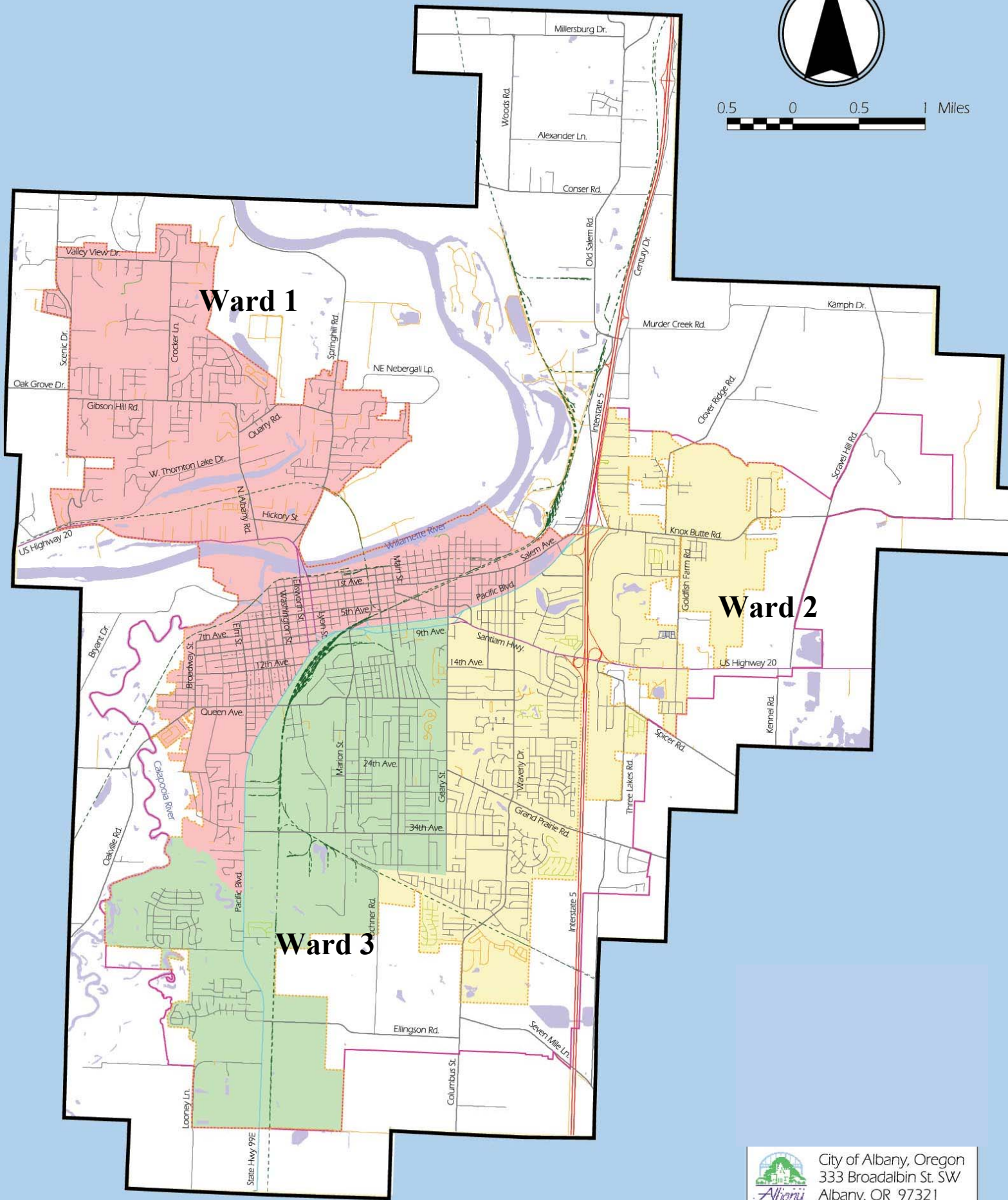
Appointed by Council

Recommended by City Manager, ratified by Council

Appointed by City Manager




0.5 0 0.5 1 Miles



Ward 1

Ward 2

Ward 3

 City of Albany, Oregon
333 Broadalbin St. SW
Albany, OR 97321
(541) 917-7500



City Council



Left to Right

- Rich Kellum – Councilor, Ward 3
- Ray Kopczynski – Councilor, Ward 2
- Floyd Collins – Councilor, Ward 1
- Sharon Konopa – Mayor
- Dick Olsen – Councilor, Ward 1
- Bill Coburn – Councilor, Ward 2
- Bessie Johnson – Councilor, Ward 3

PERSONNEL CHANGE REPORT

The adopted budget for Fiscal Year 2015-2016 authorized 390.20 full-time equivalent (FTE) positions. During the year, the following personnel position adjustments were approved:

1. Restored 100 percent funding for 1.00 FTE BUD-4a Police Officer position (40425-036) from budget savings (100-30-1301)
2. Reclassified vacant 1.00 FTE Administrative Assistant position to Clerk III in the Fire Department (100-25-1208)
3. Added 1.00 FTE Building Inspector position (204-40-1602)
4. Added 1.00 FTE Engineering Manager/Regulatory Affairs position (705-50-2803)
5. Transferred 0.20 FTE of EMS/Operations Division Chief position from Fire Department Emergency Services (100-25-1208) to Community Paramedic Program Grant (203-25-5117)
6. Transferred 0.10 FTE of Senior Administrative Supervisor position from Fire Department Emergency Services (100-25-1208) to Community Paramedic Program Grant (203-25-5117)
7. Transferred 0.10 FTE of Clerk III position from Fire Department Emergency Services (100-25-1208) to Community Paramedic Program Grant (203-25-5117)
8. Added 1.00 FTE Community Paramedic position (203-25-5117)
9. Reclassified one vacant 1.00 FTE EMT-Basic position to EMT-Paramedic (100-25-1208)
10. Reclassified one 0.50 FTE Library Aide position to 0.50 FTE Library Assistant (100-45-1701)
11. Reclassified one 0.7125 FTE Library Aide position to 0.7125 FTE Library Assistant (100-45-1701)
12. Reclassified 1.00 FTE Library Assistant position to Librarian I (100-45-1701)
13. Reclassified 1.00 FTE Librarian I position to Librarian II (100-45-1701)
14. Changed job title for Deputy Fire Marshal I/II – Public Education position to Deputy Fire Marshal – Risk Reduction/Public Information Officer (100-25-1203)
15. Changed job title for Deputy Fire Marshal I/II – Compliance position to Deputy Fire Marshal – Compliance (100-25-1203)
16. Changed job title for EMT-Paramedic position to Medic 71-Paramedic (100-25-1208)
17. Changed job title for EMT-Basic position to Medic 71-EMT (100-25-1208)

18. Changed job title for Business Intelligence and Virtual Infrastructure Manager position to Enterprise Technology Manager in the Information Technology Department (701-13-1030)
19. Changed job title for Community Education Specialist position to Crime Prevention Specialist in the Police Department (100-30-1301)
20. Restored 100 percent funding for 1.00 FTE BUD-4a Deputy Fire Marshal – Compliance position (30405-002) from budget savings (100-25-1203)
21. Restored 100 percent funding for 3.00 FTE BUD-4a Firefighter/EMT positions (30400-11, 30400-23, and 30400-28) per Council approval (100-25-1208)

With the above adjustments, the revised authorized FTE increased to 398.20 FTE positions as of April 1, 2016.

The proposed budget for Fiscal Year 2016-2017 authorizes 405.525 budgeted FTE positions, an increase of 7.325 FTE. The proposed FTE changes are:

City Manager’s Office	+1.000 FTE
Parks & Recreation Department	+1.375 FTE
Police Department	+2.375 FTE
Public Works Department	<u>+2.575 FTE</u>
Total	+7.325 FTE

CITY MANAGER’S OFFICE

Economic Development Activities

- Add 1.00 FTE Urban Renewal Officer position

COMMUNITY DEVELOPMENT DEPARTMENT

CDBG Administration Odd Year

- Transfer 0.60 FTE Planner III position to CDBG Administration

CDBG Administration

- Add 0.60 FTE Planner III position as a transfer from CDBG Administration Odd Year

FINANCE DEPARTMENT

- Reclassify 2.00 FTE Senior Accountant positions to Accounting Supervisors

FIRE DEPARTMENT

Public Safety Levy-Fire

- Reclassify 1.00 FTE Deputy Fire Marshal – Compliance position to Senior Deputy Fire Marshal – Compliance

Fire & Life Safety

- Add 1.00 FTE City Emergency Manager position

Fire Department Emergency Services

- Delete 1.00 FTE Administrative Assistant I position
- Effective January 1, 2017:
 - Add 1.00 FTE Community Paramedic position as a transfer from Community Paramedic Program Grant
 - Add 0.20 FTE EMS/Operations Division Chief position as a transfer from Community Paramedic Program Grant
 - Add 0.10 FTE Senior Administrative Supervisor position as a transfer from Community Paramedic Program Grant
 - Add 0.10 FTE Clerk III position as a transfer from Community Paramedic Program Grant

Community Paramedic Program Grant

- Effective January 1, 2017:
 - Transfer 1.00 FTE Community Paramedic position to Fire Department Emergency Services
 - Transfer 0.20 FTE EMS/Operations Division Chief position to Fire Department Emergency Services
 - Transfer 0.10 FTE Senior Administrative Supervisor position to Fire Department Emergency Services
 - Transfer 0.10 FTE Clerk III position to Fire Department Emergency Services

INFORMATION TECHNOLOGY

- Reclassify 1.00 FTE System Administrator position to IT Infrastructure Administrator
- Reclassify 1.00 FTE Graphics and Web Specialist position to Media & Applications Developer

LIBRARY

- Reclassify 1.00 FTE Librarian I position to Librarian II

PARKS & RECREATION DEPARTMENT

Children, Youth, & Family Recreation Services

- Reclassify 0.65 FTE Maple Lawn Preschool Teaching Assistant II position to Maple Lawn Preschool Instructor
- Add 0.375 FTE Maple Lawn Preschool Instructor position

Park Maintenance Services

- Reclassify 3.00 FTE Park Maintenance I positions to Park Maintenance II's
- Add 1.00 FTE Park Maintenance I position

Aquatic Services

- Reclassify 2.00 FTE Aquatic Programs Leader positions to Aquatic Programs Coordinators

POLICE DEPARTMENT

- Reinstatement of 100 percent funding for the BUD-4a authorized, unfunded 1.00 FTE Police Officer position (40425-044)
- Reinstatement of the authorized, unfunded 0.375 FTE (BUD-4a position; 40520-001) to the current authorized, funded 0.625 FTE Property & Evidence Specialist position
- Add 1.00 FTE Code Compliance Officer position

PUBLIC WORKS DEPARTMENT

Linn-Benton Loop

- Increase vacant 0.175 FTE Transit Operator position to 0.675 FTE

Paratransit System

- Increase 0.375 FTE Transportation Assistant position to 1.00 FTE
- Increase 0.55 FTE Transportation Assistant position to 1.00 FTE

Vine Street Water Treatment Plant

- Transfer 0.50 FTE Treatment Facilities Operator position to Albany-Millersburg Water Treatment Plant
- Add 1.00 FTE Treatment Facilities Operator position as a transfer from Albany-Millersburg Water Treatment Plant

Water Distribution

- Reclassify 1.00 FTE Water Maintenance II position to Water Maintenance III

PUBLIC WORKS DEPARTMENT

continued

Albany-Millersburg Water Treatment Plant

- Add 0.50 FTE Treatment Facilities Operator position as a transfer from Vine Street Water Treatment Plant
- Transfer 1.00 FTE Treatment Facilities Operator position to Vine Street Water Treatment Plant

Public Works Administration

- Reclassify 1.00 FTE Senior Accountant position to Public Works/Community Development Business Manager
- Reclassify vacant 1.00 FTE Public Works Executive Assistant position to Administrative Assistant I

Engineering Services

- Reclassify 1.00 FTE Engineering Associate I position to Civil Engineer II

Operations Administration

- Transfer 1.00 FTE Inventory Specialist position to Facilities & Maintenance Engineering

Facilities & Maintenance Engineering

- Reclassify 1.00 FTE Facilities Maintenance & Control Manager position to Public Works Technical Services Manager
- Reclassify 1.00 FTE Lead Computerized Maintenance Management Systems Analyst position to Public Works Technical Services Supervisor
- Add 1.00 FTE Inventory Specialist position as a transfer from Operations Administration
- Add 1.00 FTE System Administrator position

Authorized Positions and Monthly Salary Schedule

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

Position	2014-2015 Adjusted Positions	2015-2016 Adjusted Positions	2016-2017 Adopted Positions	2016-2017 Salary Schedule	
				Minimum	Maximum
City Manager's Office					
Council & Nondepartmental – 701-11-1027					
Mayor	1.0	1.0	1.0	\$185	N/A
Councilor	6.0	6.0	6.0	\$130	N/A
TOTAL	7.0	7.0	7.0		
City Manager's Office – 701-11-1028					
City Manager	1.0	1.0	1.0	\$11,483	N/A
Management Assistant/Public Information Officer	1.0	1.0	1.0	\$5,365	\$6,600
Graphics and Web Specialist	1.0	0.0	0.0	N/A	N/A
Administrative Assistant I (confidential)	1.0	1.0	1.0	\$3,876	\$4,765
Administrative Assistant (confidential)	0.7	0.7	0.7	\$3,445	\$4,237
TOTAL	4.7	3.7	3.7		
Economic Development Activities – 211-11-1101					
Economic Development & Urban Renewal Director	1.0	1.0	1.0	\$8,053	\$10,067
Urban Renewal Officer	0.0	0.0	1.0	\$4,494	\$5,527
Urban Renewal/Economic Development Officer	1.0	0.0	0.0	N/A	N/A
TOTAL	2.0	1.0	2.0		
Community Development Department					
Planning – 100-40-1601					
Planning Manager	1.0	1.00	1.00	\$6,408	\$7,883
Planner III	1.0	1.00	1.00	\$5,285	\$6,741
Planner II	1.0	1.00	1.00	\$4,801	\$6,112
Planner I	1.0	1.00	1.00	\$3,981	\$5,085
Infrastructure Analyst	1.0	1.00	1.00	\$4,801	\$6,112
Permit Technician	0.5	0.50	0.50	\$3,453	\$4,406
Senior Code Compliance Inspector	0.0	0.32	0.32	\$4,329	\$5,594
TOTAL	5.5	5.82	5.82		
CDBG Administration 203-40-5100					
Planner III	0.00	0.00	0.60	\$5,285	\$6,741
TOTAL	0.00	0.00	0.60		
CDBG Administration Odd Year – 203-40-5113					
Planner III	0.00	0.60	0.00	N/A	N/A
TOTAL	0.00	0.60	0.00		
CDBG Administration – 203-40-5107					
Planner III	0.60	0.00	0.00	N/A	N/A
TOTAL	0.60	0.00	0.00		
Building Inspection – 204-40-1602					
Building Official Manager	1.00	1.00	1.00	\$6,408	\$7,883
Building Inspector	2.25	3.25	3.25	\$4,259	N/A
Senior Code Compliance Inspector	1.00	0.68	0.68	\$4,329	\$5,594
Permit Technician	1.50	1.50	1.50	\$3,453	\$4,406
TOTAL	5.75	6.43	6.43		
Electrical Permit Program – 204-40-1603					
Building Inspector	0.75	0.75	0.75	\$4,259	N/A
TOTAL	0.75	0.75	0.75		
Finance Department					
Municipal Court – 100-10-1029					
Municipal Court Judge	0.250	0.250	0.250	N/A	\$6,763
Senior Court Clerk	1.000	1.000	1.000	\$3,407	\$4,331
Accounting Specialist	1.000	1.000	1.000	\$3,115	\$3,970
Court Clerk	2.125	2.125	2.125	\$2,690	\$3,423
TOTAL	4.375	4.375	4.375		
Finance Office – 701-10-1035					
Finance Director	1.00	1.00	1.00	\$8,944	\$11,180
Accounting Supervisor	0.00	0.00	2.00	\$6,408	\$7,883
Senior Accountant	2.00	2.00	0.00	N/A	N/A
City Clerk	1.00	1.00	1.00	\$4,628	\$5,691
Payroll Supervisor	1.00	1.00	1.00	\$4,628	\$5,691
Purchasing Coordinator	1.00	1.00	1.00	\$4,329	\$5,594
Accounting Specialist	4.00	4.00	4.00	\$3,115	\$3,970
TOTAL	10.00	10.00	10.00		

Authorized Positions and Monthly Salary Schedule

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

Position	2014-2015 Adjusted Positions	2015-2016 Adjusted Positions	2016-2017 Adopted Positions	2016-2017 Salary Schedule	
				Minimum	Maximum
Fire Department					
Public Safety Levy - Fire – 100-25-1202					
Firefighter/EMT	7.0	7.0	7.0	\$4,807	\$6,076
Senior Deputy Fire Marshal - Compliance	0.0	0.0	1.0	\$5,491	\$6,960
Deputy Fire Marshal - Compliance	0.0	1.0	0.0	N/A	N/A
Deputy Fire Marshal I/II - Compliance or Public Education	1.0	0.0	0.0	--	--
Deputy Fire Marshal I - Compliance or Public Education	N/A	N/A	N/A	N/A	N/A
Deputy Fire Marshal II - Compliance or Public Education	N/A	N/A	N/A	N/A	N/A
TOTAL	8.0	8.0	8.0		
Fire & Life Safety – 100-25-1203					
Safety Division Chief	0.0	0.0	1.0	\$7,003	\$8,613
Fire Marshal	1.0	1.0	0.0	N/A	N/A
City Emergency Manager	0.0	0.0	1.0	\$6,041	\$7,430
Deputy Fire Marshal - Compliance	0.0	2.0	2.0	\$5,491	\$6,960
Deputy Fire Marshal - Risk Reduction Specialist/Public Information Officer	0.0	1.0	1.0	\$5,109	\$6,419
Deputy Fire Marshal I/II - Compliance or Public Education	2.0	0.0	0.0	--	--
Deputy Fire Marshal I - Compliance or Public Education	N/A	N/A	N/A	N/A	N/A
Deputy Fire Marshal II - Compliance or Public Education	N/A	N/A	N/A	N/A	N/A
TOTAL	3.0	4.0	4.0		
Fire Department Emergency Services – 100-25-1208					
Fire Chief	1.0	1.0	1.0	\$8,944	\$11,180
Assistant Fire Chief	1.0	1.0	1.0	\$7,654	\$9,413
Special Operations Division Chief	0.0	0.0	0.8	\$7,003	\$8,613
EMS/Operations Division Chief	1.0	0.8	0.0	N/A	N/A
Training Lieutenant	1.0	1.0	1.0	\$5,716	\$7,251
Battalion Chief	3.0	3.0	3.0	\$6,600	\$8,119
Lieutenant	12.0	13.0	13.0	\$5,716	\$7,251
Apparatus Operator	12.0	12.0	12.0	\$5,156	\$6,501
Firefighter/EMT	26.0	28.0	28.0	\$4,807	\$6,076
Medic 71 - Paramedic	0.0	1.0	1.0	\$18.36/hr	N/A
Medic 71 - EMT	0.0	1.0	1.0	\$13.26/hr	N/A
Senior Administrative Supervisor	1.0	0.9	0.9	\$4,765	\$5,863
Administrative Assistant I	0.8	2.0	1.0	\$3,453	\$4,406
Administrative Assistant	1.0	0.0	0.0	N/A	N/A
Ambulance Billing Coordinator	1.0	1.0	1.0	\$3,407	\$4,331
Ambulance Billing Specialist	0.6	0.6	0.6	\$2,690	\$3,423
Clerk III	0.0	0.9	0.9	\$2,690	\$3,423
TOTAL	61.4	67.2	66.2		
Community Paramedic Program - 203-25-5117					
Special Operations Division Chief	0.0	0.0	0.2	\$7,003	\$8,613
EMS/Operations Division Chief	0.0	0.2	0.0	N/A	N/A
Community Paramedic	0.0	1.0	1.0	\$5,491	\$6,960
Senior Administrative Supervisor	0.0	0.1	0.1	\$4,765	\$5,863
Clerk III	0.0	0.1	0.1	\$2,690	\$3,423
TOTAL	0.0	1.4	1.2		
Human Resources Department					
Human Resources – 701-14-1032					
Human Resources Director	1.0	1.0	1.0	\$8,053	\$10,067
Senior Human Resources Programs Coordinator	1.0	1.0	1.0	\$5,527	\$6,798
Human Resources Programs Coordinator	1.0	1.0	1.0	\$4,628	\$5,691
HRIS Coordinator	1.0	1.0	1.0	\$4,362	\$5,365
TOTAL	4.0	4.0	4.0		

Authorized Positions and Monthly Salary Schedule

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

Position	2014-2015 Adjusted Positions	2015-2016 Adjusted Positions	2016-2017 Adopted Positions	2016-2017 Salary Schedule	
				Minimum	Maximum
Information Technology Department					
Information Technology Services – 701-13-1030					
Assistant City Manager/Chief Information Officer	1.0	1.0	1.0	\$8,944	\$11,180
Information Technology Project Manager	1.0	1.0	1.0	\$6,221	\$7,654
Security & Network Solutions Engineer	0.0	1.0	1.0	\$5,285	\$6,741
Network Engineer	1.0	0.0	0.0	N/A	N/A
Enterprise Technology Manager	0.0	1.0	1.0	\$6,221	\$7,654
Business Intelligence and Virtual Infrastructure Manager	1.0	0.0	0.0	N/A	N/A
IT Infrastructure Administrator	0.0	0.0	1.0	\$4,801	\$6,112
System Administrator	3.0	3.0	2.0	\$4,594	\$5,868
Media & Applications Developer	0.0	0.0	1.0	\$4,594	\$5,868
Graphics and Web Specialist	0.0	1.0	0.0	N/A	N/A
Senior Information Systems Technician	1.0	1.0	1.0	\$3,881	\$4,955
Information Systems Technician	1.0	1.0	1.0	\$3,607	\$4,612
Application Support Specialist	0.5	0.5	0.5	\$3,526	\$4,489
TOTAL	9.5	10.5	10.5		
Geographic Information Services – 701-13-2010					
Data Systems Manager	1.0	1.0	1.0	\$6,221	\$7,654
Geographic Information System Analyst	1.0	1.0	1.0	\$4,594	\$5,868
TOTAL	2.0	2.0	2.0		
Permit Tracking Services – 701-13-2011					
Application Support Specialist	0.5	0.5	0.5	\$3,526	\$4,489
TOTAL	0.5	0.5	0.5		
Library Department					
Library – 100-45-1701					
Library Director	1.0000	1.0000	1.0000	\$8,053	\$10,067
Supervising Librarian	1.0000	1.0000	1.0000	\$5,365	\$6,600
Library Resources Coordinator	0.7500	0.7500	0.7500	\$4,329	\$5,594
Librarian II	2.0000	3.0000	4.0000	\$3,925	\$5,000
Librarian I	4.0000	3.5000	2.5000	\$3,488	\$4,435
Senior Library Assistant	1.0000	1.0000	1.0000	\$3,376	\$4,300
Library Assistant	2.0000	2.7125	2.7125	\$3,043	\$3,883
System Administrator	1.0000	1.0000	1.0000	\$4,594	\$5,868
Administrative Assistant I	1.0000	1.0000	1.0000	\$3,453	\$4,406
Library Aide	7.1750	5.9625	5.9625	\$2,479	\$3,151
TOTAL	20.925	20.925	20.925		
Parks & Recreation Department					
Sports Services – 202-35-1402					
Recreation Coordinator	1.0	1.0	1.0	\$4,120	\$5,250
TOTAL	1.0	1.0	1.0		
Children, Youth, & Family Recreation Services – 202-35-1403					
Recreation Programs Manager	0.200	0.200	0.200	\$5,527	\$6,798
Recreation Programs Supervisor	1.000	1.000	1.000	\$4,494	\$5,527
Recreation Coordinator	0.250	0.250	0.250	\$4,120	\$5,250
Maple Lawn Preschool Instructor	0.000	0.000	1.025	\$2,690	\$3,423
Maple Lawn Preschool Teaching Assistant II	0.650	0.650	0.000	N/A	N/A
Maple Lawn Preschool Teaching Assistant I	0.875	0.875	0.875	\$1,930	\$2,454
TOTAL	2.975	2.975	3.350		
Resource Development/Marketing Services – 202-35-1404					
Recreation Programs Manager	0.20	0.20	0.20	\$5,527	\$6,798
Resource Development Coordinator	1.00	1.00	1.00	\$4,329	\$5,594
Event and Program Coordinator	1.00	1.00	1.00	\$4,329	\$5,594
Recreation Coordinator	0.25	0.50	0.50	\$4,120	\$5,250
TOTAL	2.45	2.70	2.70		
Park Maintenance Services – 202-35-1407					
Parks Operations Supervisor	1.5	1.5	1.5	\$4,494	\$5,527
Natural Resources Specialist	1.0	1.0	1.0	\$3,981	\$5,085
Park Maintenance III	1.0	2.0	2.0	\$3,786	\$4,810
Park Maintenance II	2.0	1.0	4.0	\$3,488	\$4,435
Park Maintenance I	3.0	3.0	1.0	\$3,214	\$4,084
Building Security/Custodian	1.0	0.0	0.0	N/A	N/A
TOTAL	9.5	8.5	9.5		

Authorized Positions and Monthly Salary Schedule

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

Position	2014-2015 Adjusted Positions	2015-2016 Adjusted Positions	2016-2017 Adopted Positions	2016-2017 Salary Schedule	
				Minimum	Maximum
Parks & Recreation Administration – 202-35-1408					
Parks & Recreation Director	1.000	1.00	1.00	\$8,053	\$10,067
Recreation Programs Manager	0.200	0.20	0.20	\$5,527	\$6,798
Administrative Services Coordinator	0.920	1.00	1.00	\$3,786	\$4,810
Clerk III	1.000	1.00	1.00	\$2,690	\$3,423
Clerk II	1.125	1.25	1.25	\$2,479	\$3,151
TOTAL	4.245	4.45	4.45		
Aquatic Services – 202-35-1410					
Recreation Programs Manager	1.0	1.0	1.0	\$5,527	\$6,798
Building Maintenance II	0.5	0.5	0.5	\$3,488	\$4,435
Aquatics Program Coordinator	0.0	0.0	2.0	\$3,407	\$4,331
Aquatics Program Leader	2.0	2.0	0.0	N/A	N/A
TOTAL	3.5	3.5	3.5		
Adult Recreation Services – 202-35-1413					
Recreation Programs Manager	0.40	0.40	0.40	\$5,527	\$6,798
Recreation Coordinator	0.50	0.25	0.25	\$4,120	\$5,250
Recreation Programs Specialist	0.50	2.00	2.00	\$3,622	\$4,625
Clerk III	1.00	1.00	1.00	\$2,690	\$3,423
TOTAL	2.40	3.65	3.65		
Foster Grandparent Program (grant) – 203-35-5090					
Recreation Programs Specialist	0.50	0.00	0.00	N/A	N/A
Administrative Services Coordinator	0.08	0.00	0.00	N/A	N/A
TOTAL	0.58	0.00	0.00		
Facilities Maintenance – 701-35-1033					
Parks Operations Supervisor	0.5	0.5	0.5	\$4,494	\$5,527
Building Maintenance Lead Worker	1.0	1.0	1.0	\$4,078	\$5,201
Building Maintenance II	2.0	2.0	2.0	\$3,488	\$4,435
TOTAL	3.5	3.5	3.5		
Police Department					
Police – 100-30-1301					
Police Chief	1.000	1.000	1.00	\$8,944	\$11,180
Police Captain	2.000	2.000	2.00	\$7,430	\$9,139
Police Lieutenant (changed from Sergeant to Lieutenant)	7.000	7.000	7.00	\$6,041	\$7,430
Police Sergeant (changed from Corporal to Sergeant)	6.000	6.000	6.00	\$5,197	\$6,561
Police Officer	40.000	41.000	42.00	\$4,519	\$5,691
Police Records and Systems Supervisor	1.000	1.000	1.00	\$4,765	\$5,863
Police Communications Supervisor	1.000	1.000	1.00	\$4,910	\$6,041
Police Communications Specialist	9.000	9.000	9.00	\$3,677	\$4,670
Code Compliance Officer	0.000	0.000	1.00	\$4,329	\$5,594
Crime Prevention Specialist	0.000	1.000	1.00	\$3,908	\$5,007
Community Education Specialist	1.000	0.000	0.00	N/A	N/A
Community Service Officer	1.000	1.000	1.00	\$3,794	\$4,862
Property and Evidence Specialist	1.625	1.625	2.00	\$3,363	\$4,209
Administrative Services Supervisor	0.000	1.000	1.00	\$4,494	\$5,527
Administrative Assistant I (confidential)	1.000	1.000	1.00	\$3,876	\$4,765
Administrative Assistant I	1.000	1.000	1.00	\$3,453	\$4,406
Police Clerk	6.250	6.250	6.25	\$2,903	\$3,699
TOTAL	78.875	80.875	83.25		
Public Safety Levy - Police – 100-30-1302					
Police Officer	4.0	4.0	4.0	\$4,519	\$5,691
Crime Analyst	1.0	1.0	1.0	\$4,399	\$5,615
Community Service Officer	3.0	3.0	3.0	\$3,794	\$4,862
Police Communications Specialist	1.0	1.0	1.0	\$3,677	\$4,670
TOTAL	9.0	9.0	9.0		
Public Works Department					
Albany Municipal Airport – 211-50-1103					
Utility Superintendent - Transportation	0.1	0.1	0.1	\$6,041	\$7,430
TOTAL	0.1	0.1	0.1		
Albany Transit System – 213-50-1106					
Utility Superintendent - Transportation	0.15	0.15	0.15	\$6,041	\$7,430
Transit Programs Supervisor	0.50	0.50	0.50	\$4,765	\$5,863
Operations Maintenance I	0.25	0.25	0.25	\$3,214	\$4,084
Transit Operator	2.68	2.68	2.68	\$3,115	\$3,970
Clerk III	0.33	0.33	0.33	\$2,690	\$3,423
TOTAL	3.91	3.91	3.91		

Authorized Positions and Monthly Salary Schedule

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

Position	2014-2015 Adjusted Positions	2015-2016 Adjusted Positions	2016-2017 Adopted Positions	2016-2017 Salary Schedule	
				Minimum	Maximum
Linn-Benton Transit Loop – 213-50-1107					
Utility Superintendent - Transportation	0.150	0.150	0.150	\$6,041	\$7,430
Transit Programs Supervisor	0.500	0.500	0.500	\$4,765	\$5,863
Operations Maintenance I	0.250	0.250	0.250	\$3,214	\$4,084
Transit Operator	2.745	2.745	3.245	\$3,115	\$3,970
Clerk III	0.330	0.330	0.330	\$2,690	\$3,423
TOTAL	3.975	3.975	4.475		
Paratransit System – 213-50-1108					
Utility Superintendent - Transportation	0.150	0.150	0.150	\$6,041	\$7,430
Paratransit Services Supervisor	1.000	1.000	1.000	\$4,494	\$5,527
Transportation Assistant	1.925	1.925	3.000	\$2,690	\$3,423
Clerk III	0.340	0.340	0.340	\$2,690	\$3,423
TOTAL	3.415	3.415	4.490		
Street Maintenance – 250-50-2602					
Street Maintenance Lead Worker	1.0	1.0	1.0	\$4,078	\$5,201
Street Maintenance II	6.0	6.0	6.0	\$3,488	\$4,435
TOTAL	7.0	7.0	7.0		
Street Administration - 250-50-2604					
Utility Superintendent - Transportation	0.45	0.45	0.45	\$6,041	\$7,430
TOTAL	0.45	0.45	0.45		
Wastewater Treatment Plant – 601-50-2404 (A-M Water Reclamation Facility)					
Treatment Plant Supervisor	1.0	1.0	1.0	\$5,527	\$6,798
Treatment Facilities Operator	5.0	5.0	5.0	\$3,560	\$4,538
Treatment Facilities Technician	0.0	0.0	1.0	\$3,214	\$4,084
Treatment Facilities Maintenance Technician	1.0	1.0	0.0	N/A	N/A
TOTAL	7.0	7.0	7.0		
Wastewater Collection – 601-50-2405					
Wastewater Collections Supervisor	1.0	1.0	1.0	\$5,527	\$6,798
Lead Wastewater Operator	1.0	1.0	1.0	\$4,078	\$5,201
Wastewater Maintenance II	8.0	8.0	8.0	\$3,488	\$4,435
Water Maintenance II	0.5	0.5	0.5	\$3,488	\$4,435
TOTAL	10.5	10.5	10.5		
Wastewater Administration – 601-50-2407					
Utility Superintendent - Wastewater	1.0	1.0	1.0	\$6,041	\$7,430
TOTAL	1.0	1.0	1.0		
Wetlands – 601-50-2411					
Natural Treatment Systems Specialist	1.0	1.0	1.0	\$4,120	\$5,250
TOTAL	1.0	1.0	1.0		
Industrial Pretreatment – 601-50-2413					
Environmental Programs Supervisor	1.0	1.0	1.0	\$5,527	\$6,798
Environmental Services Technician II	3.0	3.0	3.0	\$4,120	\$5,250
TOTAL	4.0	4.0	4.0		
Water Administration – 615-50-2202					
Utility Superintendent - Water	1.0	1.0	1.0	\$6,041	\$7,430
TOTAL	1.0	1.0	1.0		
Water Canal Maintenance – 615-50-2204					
Water Operations Supervisor	0.5	0.5	0.5	\$5,527	\$6,798
Lead Water Operator	1.0	1.0	1.0	\$4,078	\$5,201
Water Maintenance II	2.0	2.0	2.0	\$3,488	\$4,435
TOTAL	3.5	3.5	3.5		
Vine Street Water Treatment Plant – 615-50-2205					
Treatment Plant Supervisor	0.5	0.5	0.5	\$5,527	\$6,798
Treatment Facilities Operator	2.8	2.8	3.5	\$3,560	\$4,538
TOTAL	3.3	3.3	4.0		
Water Distribution – 615-50-2206					
Water Operations Supervisor	0.5	0.5	0.5	\$5,527	\$6,798
Lead Water Operator	1.0	1.0	1.0	\$4,078	\$5,201
Water Maintenance III	0.0	0.0	1.0	\$3,688	\$4,696
Water Maintenance II	7.5	7.5	6.5	\$3,488	\$4,435
TOTAL	9.0	9.0	9.0		

Authorized Positions and Monthly Salary Schedule

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

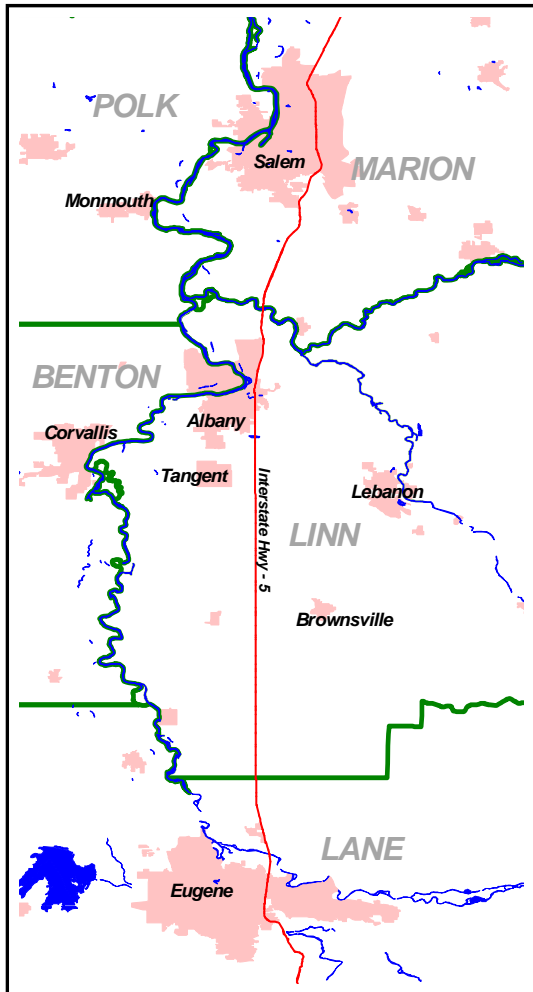
Position	2014-2015 Adjusted Positions	2015-2016 Adjusted Positions	2016-2017 Adopted Positions	2016-2017 Salary Schedule	
				Minimum	Maximum
Albany-Millersburg Water Treatment Plant – 615-50-2207					
Treatment Plant Supervisor	0.50	0.50	0.50	\$5,527	\$6,798
Treatment Facilities Operator	4.25	4.25	3.50	\$3,560	\$4,538
TOTAL	4.75	4.75	4.00		
Public Works Administration – 705-50-2802					
Public Works Engineering & Community Development Director	0.0	1.0	1.0	\$8,944	\$11,180
Assistant City Manager/Public Works & Community Development Director	1.0	0.0	0.0	N/A	N/A
Public Works/Community Development Business Manager	0.0	0.0	1.0	\$6,408	\$7,883
Senior Accountant	1.0	1.0	0.0	N/A	N/A
Public Works Executive Assistant	1.0	1.0	0.0	N/A	N/A
Senior Administrative Supervisor	1.0	1.0	1.0	\$4,765	\$5,863
Administrative Project Coordinator	1.0	1.0	1.0	\$4,494	\$5,527
Public Works Project Coordinator	1.0	1.0	1.0	\$3,881	\$4,955
Administrative Assistant I	2.0	2.0	3.0	\$3,453	\$4,406
Clerk III	2.0	2.0	2.0	\$2,690	\$3,423
TOTAL	10.0	10.0	10.0		
Engineering Services – 705-50-2803					
Assistant Public Works Director/City Engineer	1.0	0.0	0.0	N/A	N/A
City Engineer	0.0	1.0	1.0	\$7,003	\$8,613
Utilities Services Manager	1.0	1.0	1.0	\$7,003	\$8,613
Engineering Manager/Assistant City Engineer	1.0	1.0	1.0	\$6,600	\$8,119
Engineering Manager/Regulatory Affairs	0.0	1.0	1.0	\$6,600	\$8,119
Transportation Systems Analyst	1.0	1.0	1.0	\$5,285	\$6,741
Civil Engineer III	4.0	4.0	4.0	\$5,911	\$7,543
Civil Engineer II	2.0	2.0	3.0	\$5,285	\$6,741
Lead Engineering Technician	1.0	1.0	1.0	\$4,801	\$6,112
Engineering Associate I	1.0	1.0	0.0	N/A	N/A
Engineering Technician IV	1.0	2.0	2.0	\$4,594	\$5,868
Engineering Technician III	1.0	1.0	1.0	\$4,179	\$5,323
Engineering Technician II	2.0	2.0	2.0	\$3,688	\$4,696
Public Works Project Accountant	1.0	1.0	1.0	\$3,664	\$4,663
TOTAL	17.0	19.0	19.0		
Operations Administration – 705-50-2805					
Public Works Operations Director	0.0	1.0	1.0	\$8,944	\$11,180
Assistant Public Works Director/Operations Manager	1.0	0.0	0.0	N/A	N/A
Inventory Specialist	1.0	1.0	0.0	N/A	N/A
TOTAL	2.0	2.0	1.0		
Water Quality Control Services – 705-50-2806					
Environmental Services Technician II	2.0	2.0	2.0	\$4,120	\$5,250
WWTP Laboratory Technician	1.0	1.0	1.0	\$4,078	\$5,201
TOTAL	3.0	3.0	3.0		
Public Works Customer Services – 705-50-2807					
Public Works Customer Services Supervisor	1.0	1.0	1.0	\$5,365	\$6,600
Field Representative II	2.0	2.0	2.0	\$3,191	\$4,078
Billing/Collection Specialist II	4.0	4.0	4.0	\$2,821	\$3,658
Public Works Customer Service Representative	2.0	2.0	2.0	\$2,690	\$3,423
TOTAL	9.0	9.0	9.0		
Facilities & Maintenance Engineering – 705-50-2809					
Public Works Technical Services Manager	0.0	0.0	1.0	\$6,041	\$7,430
Facilities Maintenance & Control Manager	1.0	1.0	0.0	N/A	N/A
Public Works Technical Services Supervisor	0.0	0.0	1.0	\$5,527	\$6,798
Lead Computerized Maintenance Management Systems Analyst	1.0	1.0	0.0	N/A	N/A
Facilities Automation Analyst	3.0	3.0	3.0	\$4,903	\$6,255
System Administrator	0.0	0.0	1.0	\$4,594	\$5,868
Computerized Maintenance Management Systems Analyst	3.0	3.0	3.0	\$3,981	\$5,085
Facilities Maintenance Electrician	1.0	1.0	1.0	\$3,927	\$5,004
Facilities Automation Technician	1.0	1.0	1.0	\$3,607	\$4,612
Facilities Mechanic I	3.0	3.0	3.0	\$3,526	\$4,489
Inventory Specialist	0.0	0.0	1.0	\$2,991	\$3,808
TOTAL	13.0	13.0	15.0		
ALL DEPARTMENTS TOTAL	385.875	398.200	404.325		

USER'S GUIDE

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.



Population

Albany has a population of 51,670. Nearly 86 percent of the City’s population resides in Linn County, with the remainder in Benton County. The City came close to matching the record growth in population of the 1960s and 1970s (over 40 percent) in the 1990s, at around 39 percent. In the 2000s, the total increase was approximately 17 percent. The increases for the last six years are:

<u>As of</u>	<u>Population</u>	<u>% Change</u>
2011	50,325	1.6%
2012	50,520	0.4%
2013	50,710	0.4%
2014	50,720	0.0%*
2015	51,270	1.1%
2016	51,720	0.9%

Source: Center for Population Research and Census at Portland State University
*Change of 0.02%

Demographics

City Boundary Land Area

2013	17.70 sq. mi.
2014	17.70 sq. mi.
2015	17.70 sq. mi.

Urban Growth Boundary Land Area

2013	21.72 sq. mi.
2014	21.72 sq. mi.
2015	21.72 sq. mi.

Assessed Value (\$Millions)

2013-14	3,380
2014-15	3,416
2015-16	3,552

Source: Linn and Benton County Assessor’s Offices

School Enrollment

2013	9,200
2014	9,108
2015	9,600

Infrastructure (as of June 30, 2016)

Police Stations	1
Fire Stations	4
Libraries	2
Number of Parks	36/895.18 acres
Lane Miles of Asphalt Roads	372.74
Lane Miles of Concrete Roads	8.02
Lane Miles of Gravel/Oil Mat Roads	20.04
Miles of Water Lines	285
Miles of Sewer Lines	225
Miles of Storm Drains	131



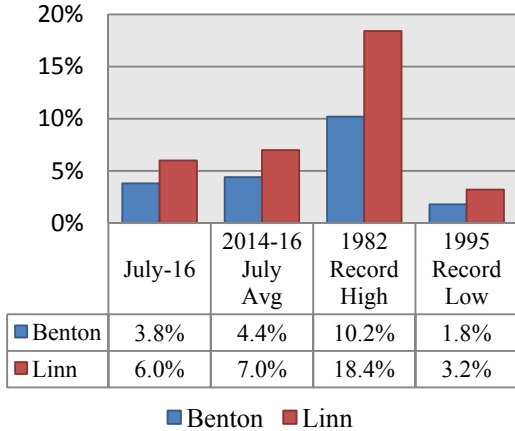
CITY OF
Albany

O R E G O N

Economics

Unemployment Rate, Linn County

2014	8.6%
2015	6.4%
2016	6.0%



Unemployment Rate, Benton County

2014	5.3%
2015	4.1%
2016	3.8%

Source: State of Oregon Employment Division – July 2016.

Top Ten Taxpayers to the City of Albany in 2015

<u>Taxpayer</u>	<u>Tax Imposed</u>
Target Corporation	\$1,213,100
Comcast Corporation	640,153
Oregon Freeze Dry Inc	563,310
Oregon Metallurgical Corp	532,798
Pacific Cast Technologies Inc	494,129
Waverly Land Management	442,475
PacifiCorp (P P & L)	352,685
Mennonite Home Of Albany, Inc.	334,236
Metropolitan Life Insurance	327,605
Wal-Mart Real Estate Business Trust	326,690

Major Employers

Education, including Oregon State University (OSU), located in Corvallis; Linn Benton Community College (LBCC), located in Albany and Corvallis; and Greater Albany Public School District 8J (GAPS), 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.

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, is also 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 and zoning; and general administrative services. It also operates water and wastewater treatment plants, and maintains water and sewer systems.

FUND STRUCTURE

The City budgets use 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 that 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
- Code enforcement

Special Revenue Funds

These funds account for revenues that 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
- Intergovernmental (federal, state)
- Charges for services

Primary Services

- Street maintenance
- Parks & recreation services
- Building inspections
- ADA code enforcement
- Economic development
- Public transit

Debt Service Funds

These funds 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
- Department charges
- Special assessments

Primary Services

- Payment of principal and interest on outstanding bonds.

Capital Projects Fund

This fund is 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, of which the City acts as trustee. The assets are legally restricted to the extent that only earnings, and not principal, may be used for the benefit of the government or its citizenry.

Major Revenues

- Endowments
- Gifts and donations

Primary Services

- To account for and spend monies in the manner for 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

- Charges for service
- Intergovernmental revenues
- Licenses and fees
- Assessments
- Development fees

Primary Services

- Water treatment and distribution
- Wastewater collection and disposal
- Wastewater 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

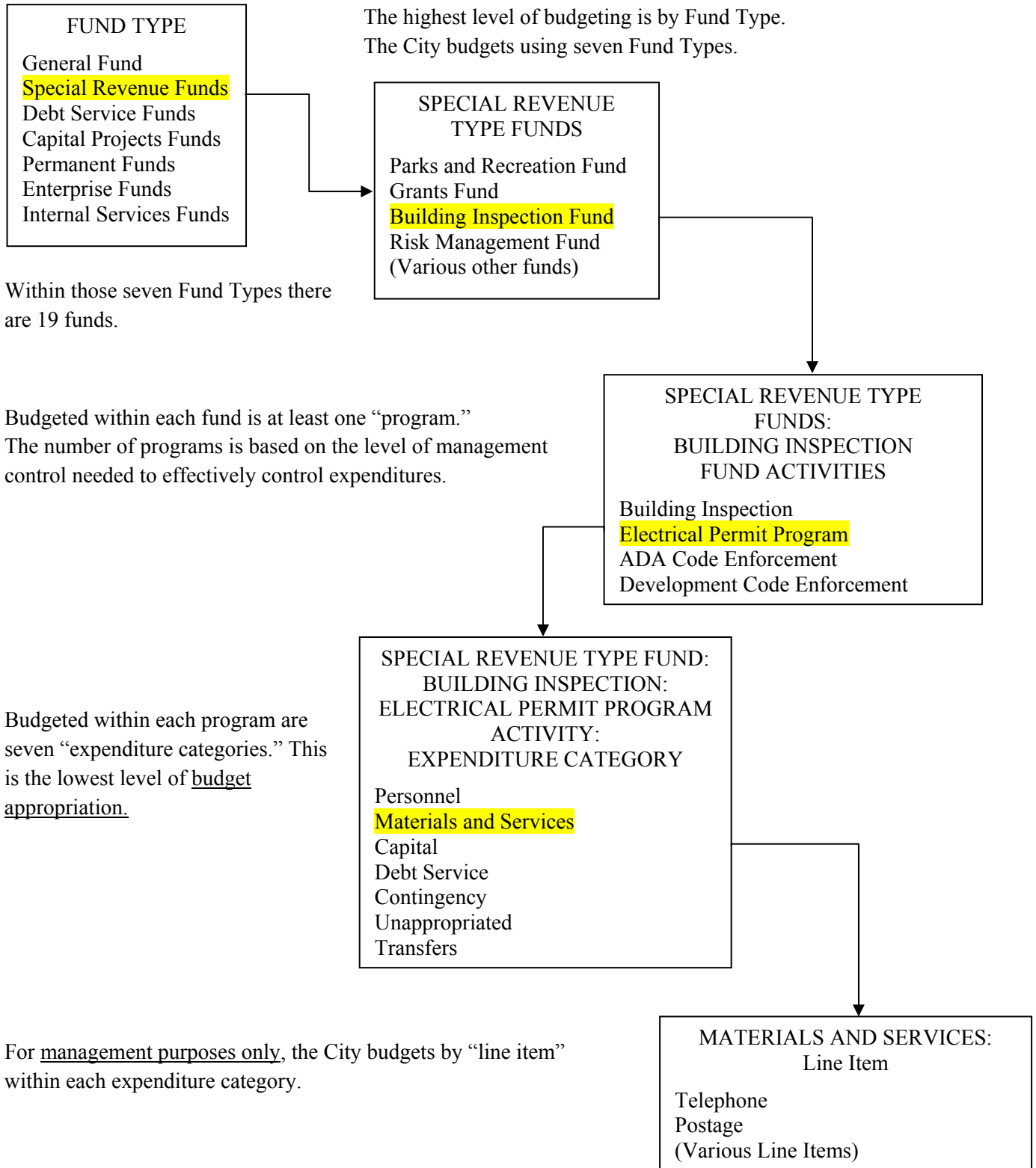
Primary Services

- 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

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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." 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.

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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 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.

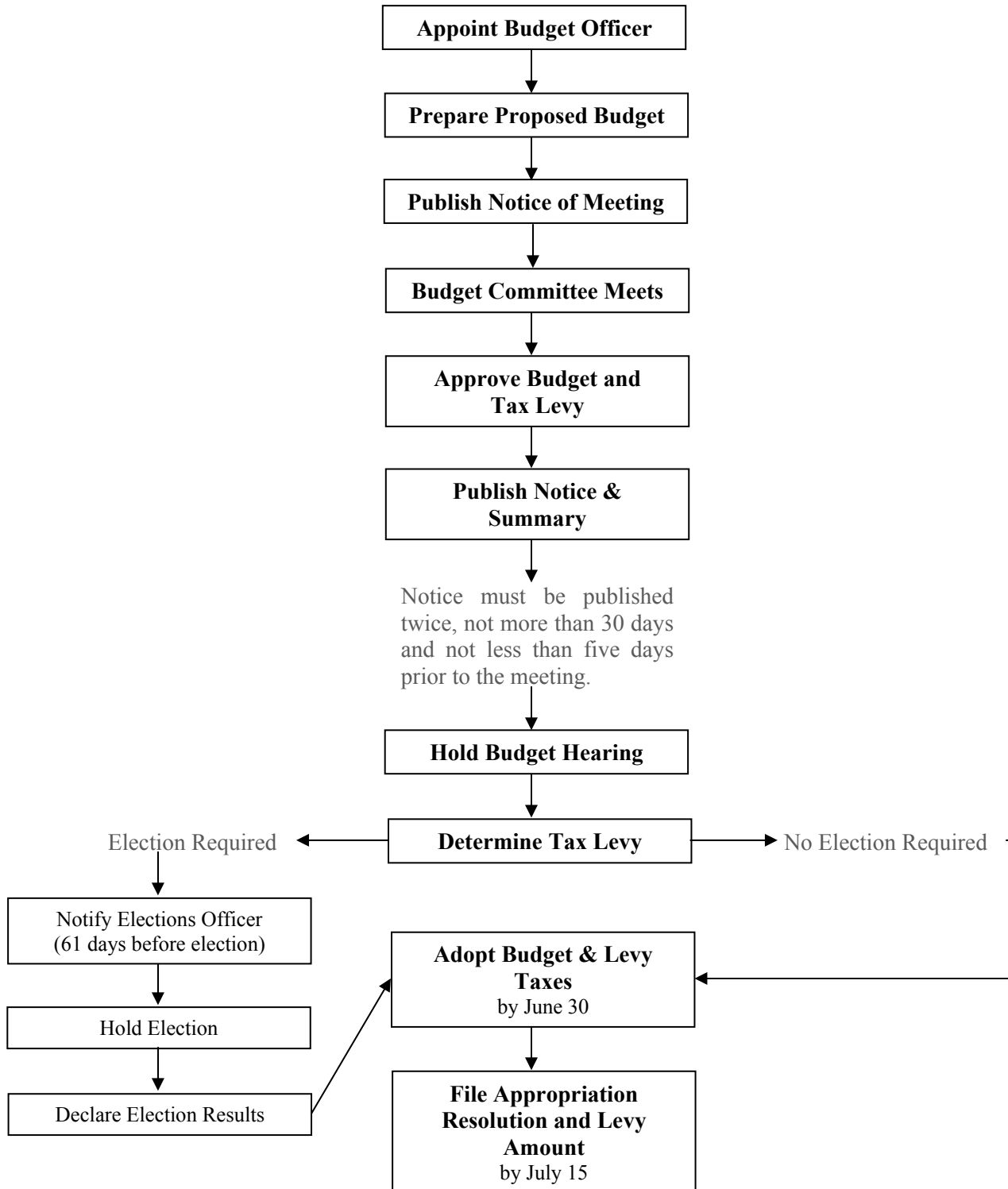
After considering any public testimony, the City Council will then adopt a resolution that appropriates expenditures, levies the ad valorem tax rate, and categorizes the levy. The resolution must be adopted by June 30 before the next fiscal year.

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.

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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 different 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.

**FISCAL YEAR 2016-2017
BUDGET CALENDAR**

Council/Budget Committee Work Session 6:30 p.m. Thursday, January 29

Non-profit grant applications open date February 8

Non-profit grant applications deadline February 29

Admin Services budget reviews with City Manager/Finance Director February 25

Departmental budget reviews with City Manager and Finance Director March 15-17

Departments submit final Requested Budget, if changes occurred after Director’s review April 01

Council, Budget Committee, Planning Commission, and staff review of the Capital Improvement Program (CIP) and budget update April 3

Budget Committee (Proposed Budget, Message, and Reviews) 6:30 p.m., May 5, 12, 19

Publish CIP Public Hearing Notice, Approved Budget and Public Hearing Notice (paper & website) May 27

CIP Public Hearing and adoption by City Council..... June 15

Public Hearing on 2016-2017 Approved Budget June 15

If necessary:

Public Hearing on 2015-2016 Supplemental Budget June 29

Adoption of FY 2015-2016 Supplemental Budget June 29

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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 1.0 percent.
- **Assessed Value Growth:** The assessed value of property within the City of Albany will increase by 4.15 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 24 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 nine percent.

REVENUE TRENDS AND ASSUMPTIONS

General Fund

- The Local Option Public Safety Levy for this budget will continue to be impacted by compression. 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 a slightly higher level than the prior year.

Capital Projects Funds

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

Enterprise Funds

- A sewer rate increase of 8.0 percent was included.
- A water rate increase of 4.0 percent was budgeted beginning in January of 2016.

POLICIES

	<p>City of Albany Finance Policy Policy #: F-07-08-006 Title: Financial Policies</p>	
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I. POLICY STATEMENT

It is the policy of the City of Albany to actively manage financial, operational, and budgetary affairs within established guidelines in order to maintain financial stability both now and in the future.

II. GENERAL GUIDELINES

1. The City Manager and department directors are charged with achieving the themes, goals, and objectives adopted by the City Council in the City’s Strategic Plan.
2. The implementing document for the Strategic Plan is the annually adopted budget. The adopted budget establishes types and levels of services through both operating and capital budgets. The relationships between the operating and capital budgets will be explicitly recognized and incorporated into the budget process. Resources will be identified to provide designated levels of service, and maintenance or enhancement of related capital and fixed assets.
3. The City will actively measure performance and pursue process improvements to enhance productivity and maximize resources.
4. Adequate reserves will be maintained for all known liabilities, including employee leave balances and explicit post employment benefits.
5. The City will actively seek partnerships with private interests and other government agencies to achieve common policy objectives, share the costs of providing local services, and support favorable legislation at the state and federal levels.
6. The City will seek out, apply for, and effectively administer federal, state, and foundation grants-in-aid that address the City’s priorities and objectives.

III. REVENUES

1. The City will actively identify and administer funding sources that create a reliable, equitable and diversified revenue stream to shelter the City from short-term fluctuations in any single revenue source and to maintain desired levels of services.
2. Revenues will be conservatively estimated in the budget process.
3. Target fund balances for operating budgets will range between 5 and 15 percent of operations.
4. The City will consider full cost recovery and comparable rates charged by other municipalities of similar size in establishing rates, fees, and charges.
5. The City will follow an aggressive policy of collecting revenues.
6. Enterprise and internal service funds are intended to be self-supporting.

IV. EXPENDITURES

1. The City will identify priority services, establish appropriate service levels, and administer the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of services.
2. The City will operate on a current funding basis. Expenditures will be monitored on an ongoing basis so as not to exceed current revenues and targeted fund balances.
3. The City Manager will take immediate corrective actions if at any time during a fiscal year revised revenue and expenditure estimates project a year-end deficit. Mitigating actions may include a hiring freeze, expenditure reductions, fee increases, or use of contingencies. Actions to be avoided include expenditure deferrals into the following fiscal year, short-term loans, and use of one-time revenues to support ongoing operations.
4. Target contingencies for operating budgets will range between 5 and 15 percent of operations.
5. Internal service charges and project accounting should be used when service recipients and parameters of a project can be easily identified. The charges should be based on methodologies that fairly allocate the full cost of services. The Finance Director shall review the methodologies on a periodic basis to verify that they are consistent with federal guidelines and Oregon Local Budget Law.
6. The City Manager will undertake ongoing staff and third-party reviews of City programs to measure efficiency and effectiveness. Privatization and contracting with other governmental agencies will be evaluated as alternatives to in-house service delivery. Programs that are determined to be inefficient and/or ineffective shall be reduced in scope or eliminated.

V. CAPITAL IMPROVEMENT PROGRAM (CIP)

1. The City will monitor and periodically assess the City's capital equipment and infrastructure, setting priorities for its renovation and replacement based on needs and available resources.
2. The City will develop a multi-year program for capital improvements that will be reviewed annually in the budget process.
3. Projects in the CIP will be flagged as either funded or unfunded depending on whether or not the forecasted operating budget can support or fund the project. All funded projects are included in the operating budget for the corresponding budget year.
4. The City will maintain its physical assets at a level adequate to protect the City's capital investment and minimize future maintenance and replacement costs. The budget process will provide for review of maintenance and orderly replacement of capital assets from current revenues where possible.

VI. CAPITAL ASSETS

1. Capital assets are non-consumable assets with a purchase price of \$5,000 or greater and a useful life of more than one year.
2. The Finance Department will oversee a physical count/inspection of all capital assets at least on a biennial basis. All additions, deletions, and depreciation of infrastructure will be reported consistent with the requirements of the Government Accounting Standards Board Statement Number 34.
3. Adequate insurance will be maintained on all capital assets.

VII. DEBT

1. The City will generally limit long-term borrowing to capital improvements.
2. The City will follow a policy of full disclosure on every financial report, official statement, and bond prospectus.
3. The City Manager will ensure that continuing disclosure policies and procedures are in place and include the following:
 - a. The City's bond counsel will advise the City in developing appropriate policies and procedures.
 - b. The Finance Director is primarily responsible for meeting all post-issuance and continuing disclosure requirements of all bonds issued by the City.
 - c. The Finance Director will participate in timely and appropriate training to be familiar with any changes in continuing disclosure requirements.
 - d. Records will be maintained to substantiate compliance for three years after securities have matured.
 - e. The City will take timely steps to correct any instances of noncompliance.
4. The City will strive to maintain its high bond ratings, currently A+ from Standard & Poor's and A2 from Moody's, and will receive credit ratings on all its bond issues.
5. General obligation debt will not be used for self-supporting enterprise activities unless the activity provides a community-wide benefit.
6. The City shall ensure that its general obligation debt margins are within the 3% true cash value limitation as set forth in ORS Section 287.004.
7. Funding strategies that are necessary to support debt obligations should be implemented prior to debt payments becoming due so that debt obligations can be met from current revenues.
8. The City will use voter-approved general obligation debt to fund general-purpose public improvements that cannot be financed from current revenues. Special purpose debt including certificates of participation, revenue bonds, and loans will be linked to specific funding sources.

VIII. Grants

1. Community organizations that desire financial support from the City must submit a Community Grant application no later than March 1 in order to be considered for funding in the next budget year. Applications will be reviewed by the department director assigned by the City Manager. Primary consideration will be given to requests that further the goals and objectives in the Strategic Plan. Applications that are approved by the department director and City Manager shall be included in the Proposed Budget to be considered by the Budget Committee and City Council.

Any recipient of a Community Grant shall submit an accounting of how the funds were expended and the benefits achieved as required by City Council Resolution No. 5089. Recipients of grants greater than \$100,000 must also submit an independent review of financial policies and procedures related to the grant proceeds no later than six months following the end of the fiscal year in which the funds were granted.

Notwithstanding the above, community organizations and events funded with transient lodging tax revenues will follow the guidelines set forth in Finance Policy F-12-11-001 as currently adopted or amended.

2. City departments are encouraged to seek grants and other financial support from private, nonprofit, and government agencies that would supplement City resources in meeting adopted goals and objectives. Grants that are available on an annual basis should be included in the proposed budget and do not require further City Council action once the budget is adopted, unless required by the granting agency. The City Manager is responsible to oversee other grant applications. All awarded grants must be accepted and appropriated by resolution of the City Council as required by Oregon Local Government Budget Law (ORS 294.326(3)).

IX. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

1. The Finance Department is responsible to see that all accounting, auditing, and financial reporting comply with prevailing federal, state, and local statutes and regulations including generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants (AICPA), and the Government Finance Officers Association (GFOA).
2. The Finance Department will conduct periodic internal audits of financial procedures such as cash handling, purchasing, and accounts payable to test internal controls and to detect instances of fraud or abuse. The Finance Director shall establish locations and limits for petty cash, purchase cards, and other cash and purchasing procedures consistent with operational needs, GFOA best practices, and Oregon Administrative Rules and Revised Statutes.
3. The City will seek out and contract for the assistance of qualified financial advisors, consultants, and auditors in the management and administration of the City's financial functions.
4. The City Council will be provided monthly financial reports of revenues and expenditures.
5. A complete independent audit will be performed annually.
6. The City will issue annual financial reports in accordance with generally accepted accounting principles (GAAP) as outlined in the Governmental Accounting, Auditing, and Financial Reporting (GAAFR) publication.
7. The City will annually seek the GFOA Certificate of Achievement for Excellence in Financial Reporting and the GFOA Distinguished Budget Presentation Award.

Supersedes: Res. No. 6277	Created/Amended by/date: 12/10/2014	Effective Date: 12-10-2014	Reviewed by Council: 12/08/2014
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I. INTRODUCTION

The City of Albany, (hereinafter referred to as "Albany" or "City") was founded in 1848. Albany is the eleventh largest city in the state of Oregon, and is the county seat of Linn County. Albany has a home rule charter and is a Council-Manager form of government where the full time appointed City Manager administers the day-to-day operations and is the chief administrative officer of the City.

The average monthly balance of funds invested in the City's general portfolio, excluding proceeds from bond issues, is approximately \$60,000,000.00. The highest balances occur when taxes are collected.

II. GOVERNING BODY

It is the policy of the City of Albany that the administration of its funds and the investment of those funds shall be handled with the highest public trust. Investments shall be made in a manner that will assure security of principal. Parameters will be set to limit maturities and increase diversification of the portfolio while meeting the daily cash flow needs of the City and conforming to all applicable state and City requirements 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 investments will be used in a manner that best serves the public trust and interests of the City.

III. SCOPE

This policy applies to activities of the City of Albany with regard to investing the financial assets of all funds. 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.

The City commingles its daily cash into one pooled investment fund for investment purposes of 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 Projects Funds
- Enterprise Funds
- Internal Service Funds
- Permanent Funds

These funds will be invested in compliance with the provisions of all applicable Oregon Revised Statutes (ORS). 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.

IV. OBJECTIVES AND STRATEGY

It is the policy of the City that all funds shall be managed and invested with three primary objectives, listed in the following order of priority:

1. 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 ensure the preservation of capital in the overall portfolio.
- Diversification of the portfolio will include diversification by maturity and market sector and will include the use of multiple broker/dealers for diversification and market coverage.

2. Liquidity

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

3. Yield-Return

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.

V. STANDARDS OF CARE

1. Delegation of Investment Authority

- a. Investment Officer. 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 investment advisers 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 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.

- b. Investment Adviser. The City may enter into contracts with external investment management firms on a non-discretionary basis.

If an investment adviser is hired, the adviser will serve as a fiduciary for the City 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.

- c. Staff Designation. 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.

2. 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."

3. 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 Ethics as set forth in ORS 244.

VI. AUTHORIZED FINANCIAL INSTITUTIONS

1. Broker/Dealer Approval Process

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 Investment Officer.

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 Financial Industry Regulatory Authority (FINRA), 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.

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.

If the City hires an investment adviser to provide investment management services, the adviser is authorized to transact with its direct dealer relationships on behalf of the City. A list of approved dealers must be submitted to the investment officer prior to transacting business. The investment officer can assign the responsibility of broker/dealer due diligence process to the Adviser, and all

licensing information on the counterparties will be maintained by the Adviser and available upon request.

2. Investment Adviser

An Investment Adviser may be selected through a competitive RFP process and must meet the following criteria:

- a. The investment adviser firm must be registered with the Securities and Exchange Commission (SEC) or licensed by the state of Oregon if assets under management are less than \$100 million.
- b. All investment adviser firm representatives conducting investment transactions on behalf of the City must be registered representatives with FINRA.
- c. All investment adviser firm representatives conducting investment transactions on behalf of the City must be licensed by the state of Oregon. Factors to be considered when hiring an investment advisory firm may include, but are not limited to:
 - i. The firm's major business
 - ii. Ownership and organization of the firm
 - iii. The background and experience of key members of the firm, including the portfolio manager expected to be responsible for the City's account
 - iv. The size of the firm's asset base, and the portion of that base which would be made up by the City's portfolio if the firm were hired
 - v. Management fees
 - vi. Cost analysis of the adviser
 - vii. Performance of the investment advisory firm, net of all fees, versus the Local Government Investment Pool over a given period of time

3. Financial Bank Institutions

All financial banks that provide bank deposits, certificates of deposits or any other deposit of the bank to the City must either be fully covered by the FDIC or the bank must be a participant of the Public Funds Collateralization Program (PFCP). ORS Chapter 295 governs the collateralization of Oregon public funds and provides the statutory requirements for the PFCP. Bank depositories are required to pledge collateral against any public fund deposits in excess of deposit insurance amounts. The PFCP provides additional protection for public funds in the event of a bank loss.

4. Competitive Transactions

The Investment Officer will obtain telephone, faxed or emailed quotes before purchasing or selling an investment. The Investment Officer will select the quote which best satisfies the investment objectives of the investment portfolio within the parameters of this policy. The Investment Officer will maintain a written record of each bidding process including the name and prices offered by each participating financial institution.

The investment adviser must provide documentation of competitive pricing execution on each transaction. The adviser will retain documentation and provide upon request.

VII. Safekeeping and Custody, Controls

1. Safekeeping and Custody Securities

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 approved broker/dealer or investment adviser shall provide the City with a confirmation ticket listing the specific instrument, issuer, coupon, maturity, CUSIP number, purchase or sale price, transaction date, and other pertinent information. The broker/dealer which executes the transaction on the City's behalf shall deliver all securities on a delivery versus payment method to the designated third party trustee at the direction of the Investment Officer.

2. Safekeeping of Funds at Bank Depositories

The City may hold bank deposits or certificates of deposits at banks qualified under ORS 295.

3. Accounting Methods

The City 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 Governmental Accounting Standards Board (GASB); the American Institute of Certified Public Accountants (AICPA); and the Financial Accounting Standards Board (FASB).

4. Pooling of Funds

Except for cash in certain restricted and special funds, the City will consolidate balances from all funds to maximize investment opportunities. Investment income will be allocated to the various funds based on their respective participation and in accordance with Generally Accepted Accounting Principles.

5. 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.

VIII. AUTHORIZED AND SUITABLE INVESTMENTS

1. Authorized Investments

All investments of the City shall be made in accordance with Oregon Revised Statutes: ORS 294.035 (Investment of surplus funds of political subdivisions; approved investments), ORS

294.040 (Restriction on investments under ORS 294.035), ORS 294.052 (Definitions; investment by municipality of proceeds of bonds), ORS 294.135 (Investment maturity dates), ORS 294.145 (Prohibited conduct for custodial officer), ORS 294.805 to 294.895 (Local Government Investment Pool). Any revisions or extensions of these sections of the ORS shall be assumed to be part of this Investment Policy immediately upon being enacted.

2. Suitable Investments

The City will diversify investments across maturities, security types and institutions to avoid incurring unreasonable risks. The City has further defined the eligible types of securities and transactions as follows:

TYPE	DEFINITION
U.S. Treasury Obligation	Direct obligations of the United States Treasury whose payment is guaranteed by the United States. [ORS Section 294.035(3)(a)]
GSE – Agency Obligations	US Government Agencies, Government Sponsored Enterprises (GSEs), Corporations or Instrumentalities of the US Government - Federal Instrumentality Securities include, but are not limited to Federal National Mortgage Association (FNMA), the Federal Home Loan Mortgage Corporation (FHLMC), Federal Home Loan Banks (FHLB), and the Federal Farm Credit Bureau (FFCB). [ORS 294.035(3)(a)]
Commercial Paper	Commercial Paper* that is rated A1/P1 and has long term bonds which have a minimum rating of AA- by Standard and Poor’s and Aa3 by Moody’s. In the case where both rating agencies provide ratings on the corporation, the lowest rating will be used.
Corporate Indebtedness	Corporate indebtedness must be rated on the settlement date Aa3 or better by Moody’s Investors Service or AA- or better by S&P [ORS Section 294.035 (3) (B)]. In the case of a split rating, the lower rating will be used.
Local Government Investment Pool	State Treasurer’s local short-term investment fund up to the statutory limit per ORS Section 294.810.
Certificates of Deposit/Bank Deposit/Savings Accounts	Time deposit open accounts, certificates of deposit and savings accounts in insured institutions as defined in ORS Section 706.008, in credit unions as defined in ORS Section 723.006, or in federal credit unions, if the institution or credit union maintains a head office or a branch in this state [ORS Section 294.035(3)(d)].
State Obligations	Lawfully issued debt obligations of the agencies and instrumentalities of the State of Oregon and its political subdivisions that have a long-term rating of AA- or an equivalent rating or better or are rated on the settlement

	<p>date by S&P, or Moody's [ORS Section 294.035(3)(b)]. In the case where both rating agencies provide ratings on the municipal bond, the lowest rating will be used.</p> <p>Lawfully issued debt obligations of the State of California, Idaho and Washington and political subdivisions of those states, if the obligations have a long-term rating of AA- or an equivalent rating or better or are rated on the settlement date by S&P or Moody's[ORS Section 294.035(3)(c)]. In the case where both rating agencies provide ratings on the municipal bond, the lowest rating will be used.</p>
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3. Collateralization

Time deposit open accounts, Certificates of Deposit and savings accounts shall be collateralized through the Public Funds Collateralization Program in accordance with ORS Section 295.018. All depositories must be on the State of Oregon's qualified list. Additional collateral requirements may be required if the Investment Officer deems increased collateral is beneficial to the protection of the monies under the City's management.

IX. INVESTMENT PARAMETERS

1. Diversification

The City will diversify the investment portfolio to avoid incurring unreasonable risks, both credit and interest rate risk, inherent in over investing in specific instruments, individual financial institutions or maturities.

DIVERSIFICATION CONSTRAINTS ON TOTAL HOLDINGS: LIQUIDITY AND CORE FUNDS*		
Issuer Type	Maximum % Holdings	Maximum Per Issuer Name
US Treasury Obligations	100%	
US Agency (GSE) Securities	100%	33%
Bankers Acceptances	10%	5%
Commercial Paper	10%	5%
Corporate Indebtedness	20%	5%
Certificates of Deposit	10%	5%
Bank Deposits and Savings	20%	10%
Municipal Bonds	10%	5%
Local Government Investment Pool	ORS 294.810 Limit	

2. Investment Maturity

The City will not directly invest in securities maturing more than five (5) years from the date of purchase.

- a. The maximum weighted maturity of the total portfolio shall not exceed 1.5 years. This maximum is established to limit the portfolio to excessive price change exposure.
- b. Liquidity funds will be held in the State Pool or in money market instruments maturing six months and shorter. The liquidity portfolio shall, at a minimum, represent three months budgeted outflows.
- c. Core funds will be the defined as the funds in excess of liquidity requirements. The investments in this portion of the portfolio will have maturities between 1 day and 5 years and will be only invested in high quality and liquid securities.

Total Portfolio Maturity Constraints:

Maturity Constraints	Minimum % of Total Portfolio
Under 30 days	10%
Under 1 year	25%
Under 5 years	100%
WAM (Weighted Average Maturity)	2 years

Reserve or Capital Improvement Project monies may be invested in securities exceeding five (5) years if the maturities of such investments are made to coincide as nearly as practicable with the expected use of the funds

3. Prohibited Investments

The City shall not lend securities nor directly participate in a securities lending or reverse repurchase program. The purchase of derivatives and use of reverse repurchase agreements are specifically prohibited by this policy. The City shall not purchase mortgage-backed securities.

X. POLICY COMPLIANCE AND PERFORMANCE EVALUATION

1. Compliance Report

A compliance report shall be maintained quarterly to document the portfolio versus the investment policy.

2. Compliance Measurement and Adherence

- a. Compliance Measurement: Guideline measurements will use [par/market] value of investments.
- b. Compliance Procedures: If the portfolio falls outside of compliance with adopted investment policy guidelines or is being managed inconsistently with this policy, the Investment Officer shall bring the portfolio back into compliance in a prudent manner and as soon as prudently feasible.
- c. Violations of portfolio guidelines as a result of transactions; actions to bring the portfolio back into compliance and; reasoning for actions taken to bring the portfolio back into compliance shall be documented and reported to the City Council.
- d. Due to fluctuations in the aggregate surplus funds balance, maximum percentages for a particular issuer or investment type may be exceeded at a point in time. Securities need not be liquidated to realign the portfolio; however, consideration should be given to this matter when future purchases are made to ensure that appropriate diversification is maintained.

- e. As determined on any date that the security is held within the portfolio. If the credit rating of a security is subsequently downgraded below the minimum rating level for a new investment of that security, the Investment Officer shall evaluate the downgrade on a case-by-case basis in order to determine if the security should be held or sold. The Investment Officer will apply the general objectives of Safety, Liquidity, Yield, and Legality to make the decision. If the City has hired the services of an Investment Adviser, the Investment Officer will act on the recommendation of the Adviser.

3. Performance Measurement

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 over interest rate cycles.

Additionally, a market benchmark will be determined that is appropriate for longer term investments based on the City's risk and return profile. The investment adviser will provide return comparisons of the portfolio to the benchmark on a monthly basis. 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.

XI. REPORTING REQUIREMENTS

The Investment Officer shall submit quarterly 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. More frequent reports may be provided when market conditions merit or if requested by the governing board.

Minimum quarterly reporting requirements for total portfolio:

- Earnings Yield
- Holdings Report (including mark to market)
- Transactions Report
- Weighted Average Maturity or Duration
- Compliance Report

XII. 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.

Supersedes: Res No. 6374	Created/Amended by/date: 10-28-2015	Effective Date: 10-28-2015	Reviewed by Council: 10-26-2015
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I. POLICY STATEMENT

It is the policy of the City of Albany to proactively identify and manage the inherent risks of providing municipal services. Potential losses will be mitigated through employee safety committees, loss prevention programs, property and liability insurances, workers' compensation, and employee health, life, and disability benefits.

II. GENERAL RESPONSIBILITIES

Each employee of the City is responsible to contribute to a safe environment for all employees and the public. Employees should help identify and correct unsafe conditions and should follow all established safety laws, policies, and practices.

The City Manager and department directors are responsible to protect the City of Albany's assets by identifying and managing risks. Primary objectives include containing costs, minimizing accidents and injuries to employees and the public, reducing the frequency and severity of property loss, and promoting a healthy employee workforce and working environment.

Department directors are responsible for managing the risks of operations in their respective departments. They ensure that effective safety and loss prevention programs are implemented and oversee the investigation of claims and losses.

Department directors coordinate their efforts with the Senior Accountant who acts as the City's Risk Manager. The Risk Manager is responsible for facilitating claims processing and working closely with third party property and liability insurers.

The City Manager may choose to retain professional advisors, consultants, insurers, brokers, and agents of record to assist the City in placing appropriate insurances and developing effective safety and loss prevention programs.

III. SPECIFIC RESPONSIBILITIES

1. **Human Resources Director.**
 - a. Coordinate and promote city-wide safety awareness and employee wellness programs.
 - b. Manage the City's worker's compensation and health insurance programs to contain costs and promote safety and wellness for employees and their families.
2. **Finance Director.**
 - a. Recommend appropriate levels of property and general liability insurance to the City Manager and City Council.
 - b. Coordinate periodic inventories of all property, buildings, equipment, vehicles, and other capital assets and verify that appropriate insurance is in place.
 - c. Maintain policies, bonds, and other legal documentation of insurance.
 - d. Provide an annual report to the City Council showing claims experience and the costs of insurance programs.

3. **Fire Chief.**
 - a. Conduct fire and life safety inspections of City facilities on a periodic basis according to the level of risk in each facility.
 - b. Verify that all facilities are in compliance with recognized fire code standards for fire and life safety.
4. **City Attorney.**
 - a. Develop templates of contracts and leases which include language to identify and mitigate liability and other potential losses.
 - b. Notify the City Manager of changes in state statutes and common law that affect municipal liability.
 - c. Assist insurers in the investigation and settlement of claims against the City.
 - d. Review insurance and bond contracts.

IV. RETAINING AND TRANSFERING RISK

1. Reserve Account.

A Risk Management Fund will be maintained with a working balance of up to \$2,000,000 for unforeseen catastrophic events and major deductibles. Each department will be responsible for claims and deductibles up to \$10,000 per incident resulting from losses in their respective operations.

2. Insurance Coverages.

The following minimum policy limits and deductibles will be maintained:

Property/Boiler & Machinery

Limit:	Determined each year by the filed value of insured property.	
Deductibles:	Buildings/Contents	\$10,000
	Boiler & Machinery	\$10,000
	Mobile Equipment	\$10,000
	Earthquake	3% of value
		\$100,000 min
	Limit	\$25,000,000
	Flood	\$100,000
	Limit	\$10,000,000

Tort Liability

Limit: \$5,000,000

Auto Liability

Limit: \$5,000,000

Auto Physical Damage

Deductibles:	Comprehensive	\$100
	Collision	\$500

Senior Center Trips

Limit: \$5,250

3. Self Insurance.

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.

V. ALLOCATION OF INSURANCE COSTS

Departments and programs that have dedicated revenue sources or are independent legal entities will be charged insurance costs specific to the risk exposures of the operations of those departments and programs.

Premiums and related costs for liability insurance, workers' compensation, and property insurance will be allocated to each department based on claims experience and risk exposure. Property insurance costs are allocated according to the specific properties used and operated by each department or program.

VI. CONFIDENTIALITY OF RECORDS

All personally identifiable and confidential information will be maintained in compliance with the Identity Theft Protection Policy, Finance Policy Number F-04-08. All employee medical records and long-term disability claims held by the City will be maintained in separate locked files and access will be controlled through the City Manager and Human Resources Departments.

All police reports will be kept confidential unless the Albany Police Department and/or the City Attorney approve release.

VII. REPORTING PROPERTY/CASUALTY ACCIDENTS AND LOSSES

1. Accidents and losses must be reported promptly and in accordance with prescribed procedures. The benefits of timely reporting include enhanced citizen confidence, better protection of the City's interests, reduced time lost for employees and equipment, and savings realized through prompt settlements.

Reports of general liability claims and automobile accidents should be immediately reported to the Risk Manager. The following information should be included in every report:

- a. Date, time, and location of accident or event
- b. Description of vehicle, equipment, or property involved
- c. Name(s) of person(s) involved
- d. Name(s) of person(s) injured
- e. Description of any medical attention received
- f. Nature of damage/loss and estimated cost
- g. Description of circumstances; diagram of events if possible
- h. Insurance Policy Numbers, Agents, and/or Agencies
- i. Name(s) and addresses of witnesses
- j. Appropriate signatures
- k. Copy of DMV report, if filed
- l. Copy of police report, if filed

In addition, procedures described in Human Resources Policy HR-SF-02-001 (Property Loss/Damage) must be followed.

2. The Risk Manager will process all accident/loss notices, except workers' compensation, and will notify the appropriate insurance company.
3. The Human Resources Department will file workers' compensation accident reports with the appropriate insurance company. Workers' compensation incidents will be processed in accordance with Human Resources Policy HR-SF-03-001 (Reporting On-the-Job Injuries).

4. Accidents of a serious nature and those occurring on weekends or holidays should be called in to the appropriate supervisor and followed up with the proper accident forms and information. The Risk Manager should be notified of the accident on the first day back to work.
5. As required by law, on-the-job injuries to employees that result in overnight hospitalization for treatment (not just observation), must be reported to OR-OSHA within twenty-four (24) hours of the injury. An on-the-job accident that results in the hospitalization of three or more employees, or in a fatality, must be reported to OR-OSHA within eight (8) hours of the accident. In either of these situations, the Human Resources Generalist or Human Resources Director should be notified immediately so they may make notification to OR-OSHA.

VIII. REPORTS TO BE FILED

1. All Property/Casualty claims reports will be filed with the Risk Manager.
2. 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.
3. Inspection reports when the building inspector or Fire Department inspects City premises will be filed with the Risk Manager or the Fire Department.
4. Long-term disability and life insurance claims and workers’ compensation claims and reports will be filed with the Human Resources Department.

IX. RISK MANAGER RECORDS

The Risk Manager shall keep the following records:

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

Supersedes: Res No. 6375	Created/Amended by/date: 10/28/2015	Effective Date: 10/28/2015	Reviewed by Council: 10/26/2015
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FINANCIAL SUMMARIES

Table 1
SUMMARY OF RESOURCES AND REQUIREMENTS BY FUND TYPE AND CATEGORY
 Adopted for Fiscal Year 2016-17

Fund/Program	General	Special Revenue	Debt Service	Capital Projects	Permanent	Enterprise	Internal Service	Totals
RESOURCES								
Property taxes	\$18,281,400	\$ 7,698,600	\$1,008,100	\$ -	\$ -	\$ -	\$ -	\$ 26,988,100
Transient room taxes	-	1,104,300	-	-	-	-	-	1,104,300
Franchise fees/privilege taxes	5,000,900	-	-	-	-	-	-	5,000,900
Licenses & fees	362,100	2,291,600	-	-	-	1,014,500	-	3,668,200
Intergovernmental resources	3,240,400	6,238,300	-	-	-	1,048,200	-	10,526,900
Charges for service	2,674,800	2,065,600	645,900	-	-	29,717,100	14,754,100	49,857,500
Fines & forfeitures	671,500	-	-	-	-	-	-	671,500
Assessment payments	-	-	-	50,800	-	5,100	-	55,900
Other resources	105,500	406,100	-	-	100	365,200	40,000	916,900
Investment earnings	25,500	132,000	2,800	32,500	600	159,400	1,000	353,800
Total Current Resources	30,362,100	19,936,500	1,656,800	83,300	700	32,309,500	14,795,100	99,144,000
Transfers in	3,395,500	3,133,900	183,300	790,800	-	2,746,100	-	10,249,600
Beginning balance	2,870,100	20,051,600	-	24,770,300	55,800	30,352,100	150,800	78,250,700
Reserved beginning balance	-	118,700	185,000	-	-	1,607,400	-	1,911,100
Beginning balance held in trust	-	-	-	-	79,500	-	-	79,500
TOTAL RESOURCES	\$36,627,700	\$ 43,240,700	\$2,025,100	\$25,644,400	\$136,000	\$67,015,100	\$14,945,900	\$189,634,900

REQUIREMENTS								
Personnel	\$27,438,300	\$ 6,398,300	\$ -	\$ -	\$ -	\$ 5,134,700	\$11,171,500	\$ 50,142,800
Materials & Services	6,872,400	13,847,800	2,300	-	4,700	14,072,600	3,774,400	38,574,200
Capital	18,500	17,276,300	-	25,611,100	-	29,467,400	-	72,373,300
Transfers Out	783,600	5,369,600	-	33,300	-	3,803,200	-	9,989,700
Debt Service	-	-	2,022,800	-	-	12,546,900	-	14,569,700
Contingency	1,514,900	348,700	-	-	-	1,990,300	-	3,853,900
Unappropriated	-	-	-	-	131,300	-	-	131,300
TOTAL REQUIREMENTS	\$36,627,700	\$ 43,240,700	\$2,025,100	\$25,644,400	\$136,000	\$67,015,100	\$14,945,900	\$189,634,900

SELECTED FINANCIAL RATIOS

Fund/Ratio Description	General	Special Revenue	Debt Service	Capital Projects	Permanent	Enterprise	Internal Service	Totals
Property taxes as a percentage of the total fund type budget.	49.91%	17.80%	49.78%	-	-	-	-	14.23%
Current resources as a percentage of Personnel and Materials & Services.	88.49%	98.47%	-	-	14.89%	168.21%	98.99%	111.75%
Personnel as a percentage of the total fund type budget.	74.91%	14.80%	-	-	-	7.66%	74.75%	26.44%
Personnel and Materials & Services as a percentage of the total fund type budget.	93.67%	46.82%	0.11%	-	3.46%	28.66%	100.00%	46.78%
Capital as a percentage of the total fund budget.	0.05%	39.95%	-	99.87%	-	43.97%	-	38.16%

Table 2
SUMMARY OF MAJOR RESOURCES BY FUND TYPE
 Adopted Budget for Fiscal Year 2016-17

Fund type/Fund name		2015-16.....		Adopted 2016-17 Budget	% Change from 2015-16	Percent of Fund Type Budget
	2013-14 Actual	2014-15 Actual	Adopted Budget	Revised Budget			
GENERAL FUND							
Property taxes	\$ 16,376,958	\$ 17,068,822	\$ 17,386,400	\$ 17,386,400	\$ 18,281,400	5.15%	49.91%
Franchise fees/privilege taxes	4,162,002	4,138,028	5,145,500	5,145,500	5,000,900	(2.81%)	13.65%
Licenses & fees	227,572	333,662	257,600	257,600	362,100	40.57%	0.99%
Intergovernmental resources	2,881,039	2,949,436	3,049,400	3,049,400	3,240,400	6.26%	8.85%
Charges for service	513,279	2,700,634	2,540,300	2,573,300	2,674,800	3.94%	7.30%
Fines & forfeitures	596,434	713,592	632,700	632,700	671,500	6.13%	1.83%
Other resources	225,692	95,750	105,200	105,200	105,500	0.29%	0.29%
Investment earnings	44,293	21,345	20,100	20,100	25,500	26.87%	0.07%
Total Current Resources	25,027,269	28,021,269	29,137,200	29,170,200	30,362,100	4.09%	82.89%
Transfers in	2,571,810	2,970,400	2,555,200	2,805,200	3,395,500	21.04%	9.27%
Beginning balance	2,170,549	2,065,529	2,162,200	2,280,400	2,870,100	25.86%	7.84%
Reserved beginning balance	176,067	-	-	-	-	-	-
Total General Fund	29,945,695	33,057,198	33,854,600	34,255,800	36,627,700	6.92%	100.00%
SPECIAL REVENUE FUNDS							
Property taxes	6,579,543	6,712,275	6,771,200	6,771,200	7,698,600	13.70%	17.80%
Transient room taxes	803,805	927,172	942,000	942,000	1,104,300	17.23%	2.55%
Licenses & fees	2,555,167	3,081,098	1,954,900	1,954,900	2,291,600	17.22%	5.30%
Intergovernmental resources	7,559,370	6,361,102	6,626,200	6,805,700	6,238,300	(8.34%)	14.43%
Charges for service	4,400,954	2,093,851	2,176,000	1,911,600	2,065,600	8.06%	4.78%
Other resources	516,700	567,734	484,000	484,000	406,100	(16.10%)	0.94%
Investment earnings	194,514	148,495	70,500	70,500	132,000	87.23%	0.31%
Total Current Resources	22,610,053	19,891,727	19,024,800	18,939,900	19,936,500	5.26%	46.11%
Transfers in	3,814,786	3,528,044	2,948,500	3,194,700	3,133,900	(1.90%)	7.25%
Beginning balance	26,377,150	28,139,552	26,528,500	26,528,500	20,051,600	(24.41%)	46.37%
Reserved beginning balance	-	279,918	355,900	355,900	118,700	(66.65%)	0.27%
Total Special Revenue Funds	52,801,989	51,839,241	48,857,700	49,019,000	43,240,700	(11.79%)	100.00%
DEBT SERVICE FUND							
Property taxes	1,315,152	1,237,003	964,900	964,900	1,008,100	4.48%	49.78%
Charges for service	624,786	454,000	615,300	615,300	645,900	4.97%	31.89%
Assessment payments	180	-	-	-	-	-	-
Investment earnings	10,210	4,632	2,100	2,100	2,800	33.33%	0.14%
Total Current Resources	1,950,328	1,695,635	1,582,300	1,582,300	1,656,800	4.71%	81.81%
Transfers in	452,750	180,100	180,400	180,400	183,300	1.61%	9.05%
Beginning balance	371,506	439,831	-	-	-	-	-
Reserved beginning balance	-	-	119,000	119,000	185,000	55.46%	9.14%
Total Debt Service Fund	2,774,584	2,315,566	1,881,700	1,881,700	2,025,100	7.62%	100.00%
CAPITAL PROJECT FUND							
Intergovernmental resources	14,481	320	-	-	-	-	-
Assessment payments	21,381	848,354	157,200	157,200	50,800	(67.68%)	0.20%
Other resources	-	55	18,000,000	18,000,000	-	(100.00%)	-
Investment earnings	6,437	5,176	3,400	3,400	32,500	855.88%	0.13%
Total Current Resources	42,299	853,905	18,160,600	18,160,600	83,300	(99.54%)	0.33%
Transfers in	66,748	-	7,245,800	7,245,800	790,800	(89.09%)	3.08%
Beginning balance	689,359	765,461	814,500	814,500	24,770,300	2,941.17%	96.59%
Total Capital Project Fund	798,406	1,619,366	26,220,900	26,220,900	25,644,400	(2.20%)	100.00%

continued

Table 2
SUMMARY OF MAJOR RESOURCES BY FUND TYPE, continued
 Adopted Budget for Fiscal Year 2016-17

Fund type/Fund name		2015-16.....		Adopted 2016-17 Budget	% Change from 2015-16	Percent of Fund Type Budget
	2013-14 Actual	2014-15 Actual	Adopted Budget	Revised Budget			
PERMANENT FUNDS							
Other resources	\$ -	\$ 103	\$ 100	\$ 100	\$ 100	\$ -	0.07%
Investment earnings	950	706	500	500	600	20.00%	0.44%
Total Current Resources	950	809	600	600	700	16.67%	0.51%
Beginning balance	50,900	51,259	56,000	56,000	55,800	(0.36%)	41.03%
Beginning balance held in trust	83,970	84,036	79,500	79,500	79,500	-	58.46%
Total Permanent Funds	135,820	136,104	136,100	136,100	136,000	(0.07%)	100.00%
ENTERPRISE FUNDS							
Property taxes	2,298	3,588	-	-	-	-	-
Licenses & fees	1,357,670	1,769,422	821,600	821,600	1,014,500	23.48%	1.52%
Intergovernmental resources	487,201	483,711	493,500	493,500	1,048,200	112.40%	1.56%
Charges for service	25,982,401	27,538,349	28,466,600	28,466,600	29,717,100	4.39%	44.34%
Assessment payments	8,686	19,141	17,500	17,500	5,100	(70.86%)	0.01%
Other resources	409,433	319,314	295,400	295,400	365,200	23.63%	0.54%
Investment earnings	235,168	173,421	107,800	107,800	159,400	47.87%	0.24%
Total Current Resources	28,482,857	30,306,946	30,202,400	30,202,400	32,309,500	6.98%	48.21%
Transfers in	432,200	499,952	1,129,400	1,129,400	2,746,100	143.15%	4.10%
Beginning balance	33,457,850	29,453,736	29,972,600	29,972,600	30,352,100	1.27%	45.29%
Reserved beginning balance	1,680,215	1,621,904	1,627,600	1,627,600	1,607,400	(1.24%)	2.40%
Total Enterprise Funds	64,053,122	61,882,538	62,932,000	62,932,000	67,015,100	6.49%	100.00%
INTERNAL SERVICE FUNDS							
Charges for service	12,609,698	12,333,465	14,050,600	14,050,600	14,754,100	5.01%	98.71%
Other resources	42,808	50,071	40,000	40,000	40,000	-	0.27%
Investment earnings	4,365	4,616	1,000	1,000	1,000	-	0.01%
Total Current Resources	12,656,871	12,388,152	14,091,600	14,091,600	14,795,100	4.99%	98.99%
Transfers in	98,300	-	-	-	-	-	-
Beginning balance	410,775	922,187	113,400	113,400	150,800	32.98%	1.01%
Total Internal Service Funds	13,165,946	13,310,339	14,205,000	14,205,000	14,945,900	5.22%	100.00%
ALL FUNDS							
Property taxes	24,273,951	25,021,688	25,122,500	25,122,500	26,988,100	7.43%	14.24%
Transient room taxes	803,805	927,172	942,000	942,000	1,104,300	17.23%	0.58%
Franchise fees/privilege taxes	4,162,002	4,138,028	5,145,500	5,145,500	5,000,900	(2.81%)	2.64%
Licenses & fees	4,140,409	5,184,182	3,034,100	3,034,100	3,668,200	20.90%	1.93%
Intergovernmental resources	10,944,678	9,794,569	10,169,100	10,348,600	10,526,900	1.72%	5.55%
Charges for service	44,131,117	45,120,299	47,848,800	47,617,400	49,857,500	4.70%	26.30%
Fines & forfeitures	596,434	713,592	632,700	632,700	671,500	6.13%	0.35%
Assessment payments	30,247	868,105	174,700	174,700	55,900	(68.00%)	0.03%
Other resources	1,194,633	1,033,027	18,924,700	18,924,700	916,900	(95.16%)	0.48%
Investment earnings	495,936	358,390	205,400	205,400	353,800	72.25%	0.19%
Total Current Resources	90,773,212	93,159,052	112,199,500	112,147,600	99,144,000	(11.60%)	52.29%
Transfers in	7,436,594	7,178,496	14,059,300	14,555,500	10,249,600	(29.58%)	5.40%
Beginning balance	63,528,090	61,837,555	59,647,200	59,765,400	78,250,700	30.93%	41.26%
Reserved beginning balance	1,856,281	1,901,822	2,102,500	2,102,500	1,911,100	(9.10%)	1.01%
Beginning balance held in trust	83,970	84,036	79,500	79,500	79,500	-	0.04%
TOTALS, ALL FUNDS	\$163,678,147	\$164,160,961	\$188,088,000	\$188,650,500	\$189,634,900	0.52%	100.00%

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

Table 3
ADOPTED BUDGET BY FUND TYPE AND REQUIREMENT TYPE
 Adopted Budget for Fiscal Year 2016-17

Fund type/Requirement type	2013-14 Actual	2014-15 Actual2015-16.....		2016-17 Adopted Budget	% Change from 2015-16	% of Fund Type Budget
			Adopted Budget	Revised Budget			
GENERAL FUND							
Personnel	\$ 21,037,326	\$ 23,632,706	\$ 25,622,500	\$ 26,175,500	\$ 27,438,300	4.82%	74.91%
Materials & Services	5,626,147	5,949,916	6,107,400	6,107,400	6,872,400	12.53%	18.76%
Capital	-	25,888	-	-	18,500	-	0.05%
Transfers Out	1,211,551	696,497	770,300	888,500	783,600	(11.81%)	2.14%
Contingency	-	-	1,354,400	1,084,400	1,514,900	39.70%	4.14%
Total General Fund	27,875,024	30,305,007	33,854,600	34,255,800	36,627,700	6.92%	100.00%
SPECIAL REVENUE FUNDS							
Personnel	7,600,394	5,555,077	5,975,900	6,073,500	6,398,300	5.35%	14.80%
Materials & Services	8,974,958	8,815,728	14,595,200	14,662,400	13,847,800	(5.56%)	32.02%
Capital	3,872,787	7,773,569	18,600,400	18,591,900	17,276,300	(7.08%)	39.95%
Transfers Out	3,906,704	4,106,062	9,189,600	9,194,600	5,369,600	(41.60%)	12.42%
Debt Service	36,346	39,908	38,800	38,800	-	(100.00%)	-
Contingency	-	-	457,800	457,800	348,700	(23.83%)	0.81%
Total Special Revenue Funds	24,391,189	26,290,344	48,857,700	49,019,000	43,240,700	(11.79%)	100.00%
DEBT SERVICE FUND							
Materials & Services	500	750	1,900	1,900	2,300	21.05%	0.11%
Transfers Out	2,840	-	-	-	-	-	-
Debt Service	2,331,414	2,153,090	1,879,800	1,879,800	2,022,800	7.61%	99.89%
Total Debt Service Fund	2,334,754	2,153,840	1,881,700	1,881,700	2,025,100	7.62%	100.00%
CAPITAL PROJECT FUND							
Materials & Services	-	41,472	209,800	209,800	-	(100.00%)	-
Capital	32,945	40,523	25,871,400	25,791,400	25,611,100	(0.70%)	99.87%
Transfers Out	-	645,032	139,700	219,700	33,300	(84.84%)	0.13%
Total Capital Project Fund	32,945	727,027	26,220,900	26,220,900	25,644,400	(2.20%)	100.00%
PERMANENT FUNDS							
Materials & Services	524	992	5,100	5,100	4,700	(7.84%)	3.46%
Unappropriated	-	-	131,000	131,000	131,300	0.23%	96.54%
Total Permanent Funds	524	992	136,100	136,100	136,000	(0.07%)	100.00%
ENTERPRISE FUNDS							
Personnel	4,147,604	4,272,158	4,939,900	4,939,900	5,134,700	3.94%	7.66%
Materials & Services	11,618,102	11,408,316	13,430,700	13,430,700	14,072,600	4.78%	21.00%
Capital	7,546,418	2,670,343	27,682,300	27,682,300	29,467,400	6.45%	43.97%
Transfers Out	2,195,899	1,468,353	2,338,700	2,381,700	3,803,200	59.68%	5.68%
Debt Service	7,469,459	7,423,020	12,561,200	12,561,200	12,546,900	(0.11%)	18.72%
Contingency	-	-	1,979,200	1,936,200	1,990,300	2.79%	2.97%
Total Enterprise Funds	32,977,482	27,242,190	62,932,000	62,932,000	67,015,100	6.49%	100.00%

continued

Table 3
ADOPTED BUDGET BY FUND TYPE AND REQUIREMENT TYPE, continued
 Adopted Budget for Fiscal Year 2016-17

Fund type/Requirement type	2013-14 Actual	2014-15 Actual2015-16.....		2016-17 Adopted Budget	% Change from 2015-16	% of Fund Type Budget
			Adopted Budget	Revised Budget			
INTERNAL SERVICE FUNDS							
Personnel	\$ 9,063,662	\$ 9,495,535	\$ 10,727,000	\$ 10,727,000	\$ 11,171,500	4.14%	74.75%
Materials & Services	3,182,683	3,143,628	3,478,000	3,478,000	3,774,400	8.52%	25.25%
Total Internal Service Funds	12,246,345	12,639,163	14,205,000	14,205,000	14,945,900	5.22%	100.00%
Total All Fund Types	\$ 99,858,263	\$ 99,358,563	\$ 188,088,000	\$ 188,650,500	\$ 189,634,900	0.52%	
ALL FUND TYPES							
Personnel	\$ 41,848,987	\$ 42,955,476	\$ 47,265,300	\$ 47,915,900	\$ 50,142,800	4.65%	26.45%
Materials & Services	29,402,913	29,360,804	37,828,100	37,895,300	38,574,200	1.79%	20.34%
Capital	11,452,150	10,510,322	72,154,100	72,065,600	72,373,300	0.43%	38.16%
Transfers Out	7,316,994	6,915,944	12,438,300	12,684,500	9,989,700	(21.24%)	5.27%
Debt Service	9,837,219	9,616,017	14,479,800	14,479,800	14,569,700	0.62%	7.68%
Contingency	-	-	3,791,400	3,478,400	3,853,900	10.80%	2.03%
Unappropriated	-	-	131,000	131,000	131,300	0.23%	0.07%
Total All Fund Types	\$ 99,858,263	\$ 99,358,563	\$ 188,088,000	\$ 188,650,500	\$ 189,634,900	0.52%	100.00%

2016-17 Adopted Budget by Requirement Type

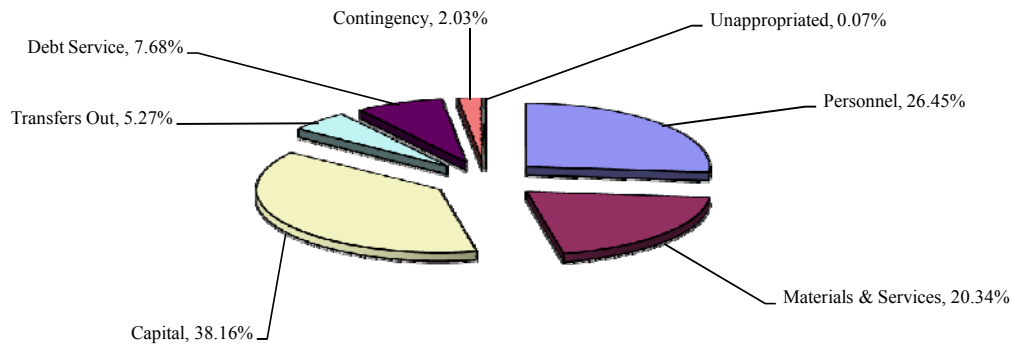


Table 4
BUDGET BY FUND AND REQUIREMENT TYPE

Adopted Budget for Fiscal Year 2016-17

RESOURCES.....		
	Beginning Fund Balance	Resources	Total Resources
GENERAL FUND	\$ 2,870,100	\$ 33,757,600	\$ 36,627,700
SPECIAL REVENUE FUNDS			
Parks & Recreation	2,283,800	6,514,000	8,797,800
Grants	108,100	1,484,500	1,592,600
Building	1,346,200	1,489,200	2,835,400
Risk Management	3,841,000	69,500	3,910,500
Economic Development	643,100	1,484,900	2,128,000
Public Transit	127,000	2,751,600	2,878,600
Public Safety Levy	50,000	3,186,300	3,236,300
Capital Replacement	6,565,300	1,343,300	7,908,600
Streets	5,205,800	4,747,100	9,952,900
Total Special Revenue Funds	20,170,300	23,070,400	43,240,700
DEBT SERVICE FUND			
Debt Service	185,000	831,100	1,016,100
GO Debt Service	-	1,009,000	1,009,000
Total Debt Service Fund	185,000	1,840,100	2,025,100
CAPITAL PROJECT FUND			
Capital Projects	24,770,300	874,100	25,644,400
Total Capital Project Fund	24,770,300	874,100	25,644,400
PERMANENT FUNDS			
Senior Center Endowment	51,800	200	52,000
Library Trust	83,500	500	84,000
Total Permanent Funds	135,300	700	136,000
ENTERPRISE FUNDS			
Sewer	20,473,900	19,429,000	39,902,900
Water	11,328,800	14,626,500	25,955,300
Stormwater	156,800	1,000,100	1,156,900
Total Enterprise Funds	31,959,500	35,055,600	67,015,100
INTERNAL SERVICE FUNDS			
Central Services	82,300	6,284,900	6,367,200
Public Works Central Services	68,500	8,510,200	8,578,700
Total Internal Service Funds	150,800	14,795,100	14,945,900
ADOPTED BUDGET FOR 2016-17	\$ 80,241,300	\$ 109,393,600	\$ 189,634,900
Percent change from 2015-16	29.53%	-13.66%	0.52%
Percent of 2016-17 budget	42.31%	57.69%	100.00%
REVISED BUDGET FOR 2015-16	\$ 61,947,400	\$ 126,703,100	\$ 188,650,500
Percent of 2015-16 budget	32.84%	67.16%	100.00%

Table 4 summarizes resources and requirements by fund. The revised budget amounts for 2015-16 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
\$ 27,438,300	\$ 6,872,400	\$ 18,500	\$ 783,600	\$ -	\$ 1,514,900	\$ -	\$ 36,627,700
2,980,000	3,729,600	1,591,400	296,800	-	200,000	-	8,797,800
193,600	580,200	818,800	-	-	-	-	1,592,600
904,300	1,871,100	-	60,000	-	-	-	2,835,400
-	3,032,500	878,000	-	-	-	-	3,910,500
267,900	838,700	426,800	594,600	-	-	-	2,128,000
1,254,900	752,400	871,300	-	-	-	-	2,878,600
-	-	-	3,236,300	-	-	-	3,236,300
-	573,700	7,175,500	159,400	-	-	-	7,908,600
797,600	2,469,600	5,514,500	1,022,500	-	148,700	-	9,952,900
6,398,300	13,847,800	17,276,300	5,369,600	-	348,700	-	43,240,700
-	1,400	-	-	1,014,700	-	-	1,016,100
-	900	-	-	1,008,100	-	-	1,009,000
-	2,300	-	-	2,022,800	-	-	2,025,100
-	-	25,611,100	33,300	-	-	-	25,644,400
-	-	25,611,100	33,300	-	-	-	25,644,400
-	200	-	-	-	-	51,800	52,000
-	4,500	-	-	-	-	79,500	84,000
-	4,700	-	-	-	-	131,300	136,000
2,324,900	6,921,800	17,907,900	2,759,800	9,013,500	975,000	-	39,902,900
2,471,800	6,580,400	11,365,300	1,043,400	3,533,400	961,000	-	25,955,300
338,000	570,400	194,200	-	-	54,300	-	1,156,900
5,134,700	14,072,600	29,467,400	3,803,200	12,546,900	1,990,300	-	67,015,100
4,418,900	1,948,300	-	-	-	-	-	6,367,200
6,752,600	1,826,100	-	-	-	-	-	8,578,700
11,171,500	3,774,400	-	-	-	-	-	14,945,900
\$ 50,142,800	\$ 38,574,200	\$ 72,373,300	\$ 9,989,700	\$ 14,569,700	\$ 3,853,900	\$ 131,300	\$ 189,634,900
4.65%	1.79%	0.43%	-21.24%	0.62%	10.80%	0.23%	0.52%
26.45%	20.34%	38.16%	5.27%	7.68%	2.03%	0.07%	100.00%
\$ 47,915,900	\$ 37,895,300	\$ 72,065,600	\$ 12,684,500	\$ 14,479,800	\$ 3,478,400	\$ 131,000	\$ 188,650,500
25.40%	20.09%	38.20%	6.72%	7.68%	1.84%	0.07%	100.00%

Table 5
BUDGET BY FUND/PROGRAM AND REQUIREMENT TYPE
 Adopted Budget for Fiscal Year 2016-17

Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Conti- gency	Unappro- priated	Totals
GENERAL FUND								
Nondepartmental	-	310,200	-	783,600	-	1,514,900	-	\$ 2,608,700
Municipal Court	442,800	319,900	-	-	-	-	-	762,700
Code Enforcement	-	-	-	-	-	-	-	-
Public Safety Levy: Fire	1,082,600	91,400	-	-	-	-	-	1,174,000
Fire & Life Safety	700,600	138,700	-	-	-	-	-	839,300
Fire Emergency Services	10,146,300	2,150,600	18,500	-	-	-	-	12,315,400
Police	11,498,400	2,509,500	-	-	-	-	-	14,007,900
Public Safety Levy: Police	996,100	217,700	-	-	-	-	-	1,213,800
Planning	746,400	254,300	-	-	-	-	-	1,000,700
Library	1,825,100	880,100	-	-	-	-	-	2,705,200
Total General Fund	27,438,300	6,872,400	18,500	783,600	-	1,514,900	-	36,627,700
PARKS & RECREATION FUND								
Sports Services	116,900	142,000	-	-	-	-	-	258,900
Children/Youth/Family Rec Services	271,300	88,300	-	-	-	-	-	359,600
Resource Dev. Marketing Services	316,700	76,400	-	-	-	-	-	393,100
Park Maintenance Services	890,400	1,113,600	97,000	-	-	-	-	2,101,000
Parks & Recreation Admin	456,000	842,000	-	246,800	-	200,000	-	1,744,800
Aquatic Services	550,800	267,300	13,000	-	-	-	-	831,100
Adult Recreation Services	368,500	228,300	-	-	-	-	-	596,800
Performance and Cultural Arts	9,400	646,200	-	-	-	-	-	655,600
Park SDC Projects	-	307,100	1,367,900	50,000	-	-	-	1,725,000
Senior Center Foundation	-	18,400	-	-	-	-	-	18,400
Parks Capital Improvement Program	-	-	113,500	-	-	-	-	113,500
Total Parks & Recreation Fund	2,980,000	3,729,600	1,591,400	296,800	-	200,000	-	8,797,800
GRANTS FUND								
State HMEP Grant	-	17,300	-	-	-	-	-	17,300
Community Paramedic Program	103,600	41,600	-	-	-	-	-	145,200
DOJ Bulletproof Vest	-	6,500	-	-	-	-	-	6,500
DOJ Equitable Sharing	-	32,200	-	-	-	-	-	32,200
Community Policing Donations	-	14,200	-	-	-	-	-	14,200
Asset Forfeiture	-	10,000	-	-	-	-	-	10,000
CDBG	77,000	16,300	-	-	-	-	-	93,300
CDBG Activities	-	260,500	493,300	-	-	-	-	753,800
SHPO Historic Preservation	-	12,000	-	-	-	-	-	12,000
Library Foundation	-	-	35,700	-	-	-	-	35,700
Oregon Community Foundation	-	159,500	-	-	-	-	-	159,500
State Library Grant	-	10,100	-	-	-	-	-	10,100
FAA Annual Capital Grant	-	-	289,800	-	-	-	-	289,800
Title XIX Grant	13,000	-	-	-	-	-	-	13,000
Total Grants Fund	193,600	580,200	818,800	-	-	-	-	1,592,600
BUILDING FUND								
Building Inspection	798,200	1,737,000	-	60,000	-	-	-	2,595,200
Electrical Permit Program	106,100	134,100	-	-	-	-	-	240,200
ADA Code Enforcement	-	-	-	-	-	-	-	-
Total Building Fund	904,300	1,871,100	-	60,000	-	-	-	2,835,400
RISK MANAGEMENT FUND								
Risk Management Reserve	-	1,201,200	-	-	-	-	-	1,201,200
PepsiCo Settlement Projects	-	1,831,300	878,000	-	-	-	-	2,709,300
Total Risk Management Fund	-	3,032,500	878,000	-	-	-	-	3,910,500

continued

Table 5
BUDGET BY FUND/PROGRAM AND REQUIREMENT TYPE, continued

Adopted Budget for Fiscal Year 2016-17

Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency	Unappropriated	Totals
ECONOMIC DEVELOPMENT FUND								
Target Utilities	-	-	-	-	-	-	-	-
Economic Development Activities	252,300	735,000	-	566,100	-	-	-	1,553,400
Albany Municipal Airport	15,600	67,200	227,800	-	-	-	-	310,600
Municipal Airport Capital Projects	-	36,500	199,000	28,500	-	-	-	264,000
Total Economic Development Fund	267,900	838,700	426,800	594,600	-	-	-	2,128,000
PUBLIC TRANSIT FUND								
Albany Transit System	410,300	331,100	451,300	-	-	-	-	1,192,700
Linn-Benton Loop	430,300	253,600	420,000	-	-	-	-	1,103,900
Paratransit System	414,300	167,700	-	-	-	-	-	582,000
Total Public Transit Fund	1,254,900	752,400	871,300	-	-	-	-	2,878,600
PUBLIC SAFETY LEVY FUND								
Public Safety Levy	-	-	-	3,236,300	-	-	-	3,236,300
Total Public Safety Levy Fund	-	-	-	3,236,300	-	-	-	3,236,300
CAPITAL REPLACEMENT FUND								
Equipment Replacement	-	325,000	5,035,700	159,400	-	-	-	5,520,100
City Facilities Replacement	-	18,700	102,900	-	-	-	-	121,600
GF Facilities Maintenance Projects	-	30,000	79,500	-	-	-	-	109,500
IT Equipment Replacement	-	200,000	1,610,000	-	-	-	-	1,810,000
Facilities Replacement	-	-	347,400	-	-	-	-	347,400
Total Capital Replacement Fund	-	573,700	7,175,500	159,400	-	-	-	7,908,600
STREETS FUND								
Street Maintenance	727,700	1,205,000	-	-	-	-	-	1,932,700
Street Administration	69,900	976,300	-	286,700	-	148,700	-	1,481,600
Stormwater Operations	-	-	-	-	-	-	-	-
Street Capital & Restoration	-	280,000	2,634,300	105,000	-	-	-	3,019,300
N. Albany Frontage Fee Projects	-	-	117,400	29,000	-	-	-	146,400
Transportation SDC Imp Fee	-	8,000	2,338,400	382,500	-	-	-	2,728,900
Transportation SDC Reimb Fee	-	300	341,600	219,300	-	-	-	561,200
ADA Capital projects	-	-	82,800	-	-	-	-	82,800
Total Streets Fund	797,600	2,469,600	5,514,500	1,022,500	-	148,700	-	9,952,900
DEBT SERVICE FUND								
2002 LTD Tax Pension Bonds	-	600	-	-	832,200	-	-	832,800
2004 Revenue Obligations	-	800	-	-	182,500	-	-	183,300
Total Debt Service Fund	-	1,400	-	-	1,014,700	-	-	1,016,100
GENERAL OBLIGATION DEBT SERVICE FUND								
2015 Public Safety Facilities Bonds	-	900	-	-	1,008,100	-	-	-
Total General Obligation Debt Service Fund	-	900	-	-	1,008,100	-	-	1,009,000
CAPITAL PROJECTS FUND								
LID Construction Projects	-	-	1,526,100	33,300	-	-	-	1,559,400
Public Safety Facilities	-	-	24,085,000	-	-	-	-	24,085,000
Total Capital Projects Fund	-	-	25,611,100	33,300	-	-	-	25,644,400
SENIOR CENTER ENDOWMENT FUND								
Senior Center Endowment	-	200	-	-	-	-	51,800	52,000
Total Senior Center Endowment Fund	-	200	-	-	-	-	51,800	52,000
LIBRARY TRUST FUND								
V. O. Torney Trust	-	3,500	-	-	-	-	10,000	13,500
Manela Trust	-	1,000	-	-	-	-	69,500	70,500
Total Library Trust Fund	-	4,500	-	-	-	-	79,500	84,000

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Table 5
BUDGET BY FUND/PROGRAM AND REQUIREMENT TYPE, continued

Adopted Budget for Fiscal Year 2016-17

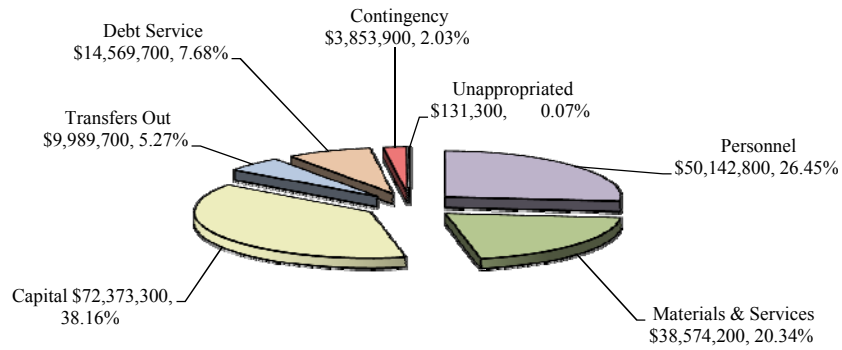
Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Conti- gency	Unappro- priated	Totals
SEWER FUND								
Wastewater Treatment Plant	744,300	1,675,400	40,000	-	-	-	-	2,459,700
Wastewater Collection	869,000	732,800	-	-	-	-	-	1,601,800
Wastewater Administration	144,800	3,634,500	-	1,335,700	-	975,000	-	6,090,000
Water Reuse and Biosolids	-	9,000	-	-	-	-	-	9,000
TWG Wetlands	101,500	164,300	-	-	-	-	-	265,800
Stormwater Operations	-	-	-	-	-	-	-	-
Industrial Pretreatment	465,300	155,800	-	-	-	-	-	621,100
Sewer System Capital Projects	-	540,000	13,744,100	-	-	-	-	14,284,100
Sewer Equipment Replacement	-	-	776,400	-	-	-	-	776,400
Sewer SDC Improvement Fee Projects	-	-	2,224,400	1,424,100	-	-	-	3,648,500
Sewer SDC Reimbursement Fee Projects	-	-	483,700	-	-	-	-	483,700
Sewer Debt Service	-	-	-	-	9,013,500	-	-	9,013,500
Sewer Economic Development	-	10,000	639,300	-	-	-	-	649,300
Wetlands Treatment Project	-	-	-	-	-	-	-	-
Stormwater Capital	-	-	-	-	-	-	-	-
Total Sewer Fund	2,324,900	6,921,800	17,907,900	2,759,800	9,013,500	975,000	-	39,902,900
WATER FUND								
Water Administration	156,000	3,632,300	-	549,100	-	961,000	-	5,298,400
Water Canal Maintenance	445,500	399,600	10,000	-	-	-	-	855,100
Vine Street Water Treatment Plant	444,300	481,800	13,300	-	-	-	-	939,400
Water Distribution	967,700	1,001,900	92,000	-	-	-	-	2,061,600
Albany-Millersburg WTP	458,300	958,300	-	-	-	-	-	1,416,600
Water SDC Improvement Fee Projects	-	-	23,500	419,300	-	-	-	442,800
Water SDC Reimbursement Fee Projects	-	-	1,056,900	-	-	-	-	1,056,900
Water Debt Service	-	-	-	-	3,533,400	-	-	3,533,400
Water System Capital Projects	-	106,500	7,603,700	75,000	-	-	-	7,785,200
Water Economic Development	-	-	625,000	-	-	-	-	625,000
N. Albany Water Capital Projects	-	-	678,200	-	-	-	-	678,200
Water Equipment Replacement	-	-	1,262,700	-	-	-	-	1,262,700
Total Water Fund	2,471,800	6,580,400	11,365,300	1,043,400	3,533,400	961,000	-	25,955,300
STORMWATER FUND								
Stormwater Operations	338,000	173,200	-	-	-	-	-	511,200
Stormwater Administration	-	397,200	-	-	-	54,300	-	451,500
Stormwater Capital	-	-	172,500	-	-	-	-	172,500
Stormwater Equipment Replacement	-	-	21,700	-	-	-	-	21,700
Total Stormwater Fund	338,000	570,400	194,200	-	-	54,300	-	1,156,900
CENTRAL SERVICES FUND								
Finance Department	1,238,100	265,700	-	-	-	-	-	1,503,800
Council & Nondepartmental	17,800	193,900	-	-	-	-	-	211,700
City Manager's Office	529,400	333,100	-	-	-	-	-	862,500
Information Technology Services	1,290,900	327,800	-	-	-	-	-	1,618,700
GIS Services	301,100	139,800	-	-	-	-	-	440,900
Permit Tracking	49,800	73,900	-	-	-	-	-	123,700
Human Resources	616,200	228,400	-	-	-	-	-	844,600
Facilities Maintenance	375,600	385,700	-	-	-	-	-	761,300
Total Central Services Fund	4,418,900	1,948,300	-	-	-	-	-	6,367,200
PUBLIC WORKS CENTRAL SERVICES FUND								
PW Administration	1,113,500	189,700	-	-	-	-	-	1,303,200
Engineering Services	2,583,700	380,800	-	-	-	-	-	2,964,500
Operations Admin	210,200	351,300	-	-	-	-	-	561,500
Water Quality Control Service	323,800	67,900	-	-	-	-	-	391,700
PW Customer Services	793,100	586,200	-	-	-	-	-	1,379,300
Facilities & Maintenance Engineering	1,728,300	250,200	-	-	-	-	-	1,978,500
Total Engineering/Water Quality Fund	6,752,600	1,826,100	-	-	-	-	-	8,578,700
Grand Totals	\$ 50,142,800	\$38,574,200	\$72,373,300	\$ 9,989,700	\$14,569,700	\$3,853,900	\$131,300	\$189,634,900

Table 5 summarizes the 2016-17 budget by fund, program, and requirement type.

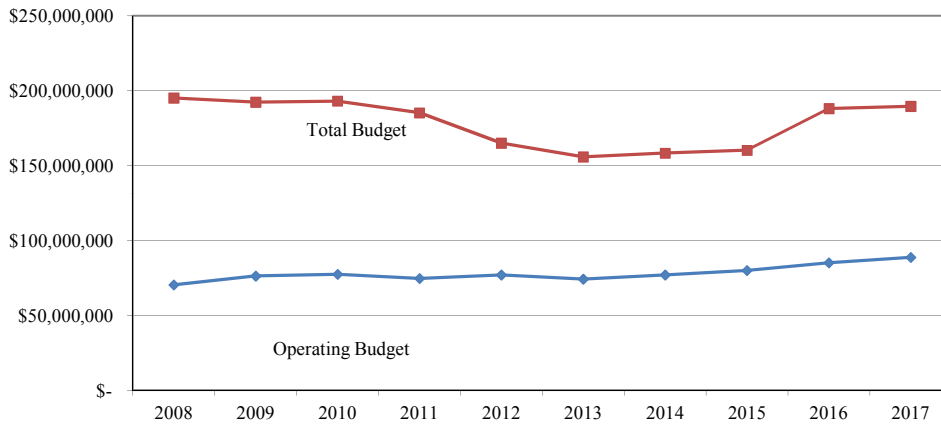
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Table 5
BUDGET BY FUND/PROGRAM AND REQUIREMENT TYPE, continued
 Adopted Budget for Fiscal Year 2016-17

2016-17 Budget by Requirement Type



**Operating Budget and Total Budget for Fiscal Years
 Ended/Ending June 30, 2008, through 2017**



Fiscal Year June 30,	Personnel	Materials & Supplies	Total Operating Budget	Total Budget	Operating Budget as % of Total Budget
2008	\$ 37,605,700	\$32,696,800	\$ 70,302,500	\$ 195,171,400	36.02%
2009	40,624,700	35,604,900	76,229,600	192,372,900	39.63%
2010	41,588,200	35,839,800	77,428,000	193,109,200	40.10%
2011	42,325,800	32,220,300	74,546,100	185,224,500	40.25%
2012	43,782,600	33,176,500	76,959,100	164,966,200	46.65%
2013	42,547,700	31,666,800	74,214,500	155,830,600	47.63%
2014	44,754,400	32,270,000	77,024,400	158,291,600	48.66%
2015	46,014,900	33,859,600	79,874,500	160,228,600	49.85%
2016	47,265,300	37,828,100	85,093,400	188,088,000	45.24%
2017	50,142,800	38,574,200	88,717,000	189,634,900	46.78%

Table 6

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

Adopted Budget for Fiscal Year 2016-17

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	\$ 1,514,900	U Designated for General Fund activities
Total General Fund	1,514,900	4.14% of General Fund budget
PARKS & RECREATION FUND		
202-35-1407-69026 Reserve: Lumber to Legacy	4,000	U Designated for Parks activities
202-35-1408-69027 Reserve: Public Art	1,000	U Designated for Parks activities
202-35-1408-99005 Contingencies	200,000	U Designated for Parks activities
202-35-1500-90012 Reserve: Capital Projects	1,367,900	R Restricted to Parks SDC projects
202-35-1507-90014 Reserve: Parks Capital Projects	50,000	U Designated for Parks capital projects
Total Parks & Recreation Fund	1,622,900	18.45% of Parks & Recreation Fund budget
GRANTS FUND		
203-30-5096-69023 Reserve: DOJ Equitable Sharing	32,200	R Restricted to Police
203-30-5119-69023 Reserve: DOJ Equitable Sharing	10,000	R Restricted to Police
203-50-5003-90012 Reserve: Capital Projects	4,800	R Restricted to Police
Total Grants Fund	47,000	2.95% of Grants Fund budget
BUILDING FUND		
204-40-1602-69015 Reserve: Operating	970,700	U Designated for Building Inspection activities
204-40-1603-69015 Reserve: Operating	90,600	U Designated for Building Inspection activities
Total Building Fund	1,061,300	38.24% of Building Fund budget
RISK MANAGEMENT FUND		
208-10-1005-69016 Reserve: Risk Management	1,201,200	U Designated for potential risk management liabilities
208-10-1037-90015 Reserve: PepsiCo Settlement	878,000	U Designated for City Council-approved projects
Total Risk Management Fund	2,079,200	53.17% of Risk Management Fund budget
ECONOMIC DEVELOPMENT FUND		
211-11-1101-69020 Reserve: Economic Development	100,000	U Designated for economic development activities
211-50-1103-90017 Reserve: Facilities Maintenance	227,800	U Designated for airport facilities maintenance
211-50-1115-90012 Reserve: Capital Projects	199,000	U Designated for airport capital projects
Total Economic Development Fund	526,800	24.76% of Economic Development Fund budget
PUBLIC TRANSIT FUND		
213-50-1106-69015 Reserve: Operating	21,600	U Designated for Albany Transit operations
213-50-1107-69015 Reserve: Operating	24,800	U Designated for Loop operations
213-50-1108-69015 Reserve: Operating	900	U Designated for Paratransit operations
Total Public Transit Fund	47,300	1.64% of Public Transit Fund budget
CAPITAL REPLACEMENT FUND		
217-10-1010-90004 Reserve: Replacement	4,275,700	U Designated for equipment replacement
217-10-1034-90008 Reserve: Building Replacement	102,800	U Designated for building replacement
217-10-1034-90035 Reserve: Energy Trust	100	U Designated for building replacement
217-10-2002-90010 Reserve: Building Maintenance	78,100	U Designated for building maintenance projects
217-10-2002-90020 Reserve: Monteith House	1,400	U Designated for Monteith House projects
217-13-1031-90004 Reserve: Replacement	1,610,000	U Designated for Information Technology equipment
217-50-2018-90019 Reserve: Facilities Replacement	247,400	U Designated for Public Works facilities replacement
Total Capital Replacement Fund	6,315,500	79.86% of Capital Replacement Fund budget
STREETS FUND		
250-50-2604-99005 Contingencies	148,700	U Designated for street capital projects
250-50-2700-90009 Reserve: Street Connection Fees	161,200	U Designated for street capital projects
250-50-2700-90012 Reserve: Capital Projects	1,463,300	U Designated for street capital projects
250-50-2700-90021 Reserve: Waverly RH Land Mod Dep - WM	203,300	U Designated for street capital projects
250-50-2700-90032 Reserve: ODOT Safety Grant Match	40,000	U Designated for street capital projects
250-50-2701-90012 Reserve: Capital Projects	117,400	U Designated for capital projects
250-50-2703-90012 Reserve: Capital Projects	1,123,900	U Designated for capital projects
250-50-2703-90033 Reserve: Lochner Road Imp	400,000	U Designated for capital projects
250-50-2703-90034 Reserve: ODOT I-5 EA	200,000	U Designated for capital projects
250-50-2704-90012 Reserve: Capital Projects	341,600	U Designated for capital projects
250-50-2705-90012 Reserve: Capital Projects	800	U Designated for capital projects
250-50-2705-90023 Reserve: Albany Transit	15,000	U Designated for capital projects
250-50-2705-90025 Reserve: Street Capital	67,000	U Designated for capital projects
Total Streets Fund	4,282,200	43.02% of Streets Fund budget
DEBT SERVICE FUND		
301-10-1021-95000 Reserve: Debt Service	186,900	R Restricted to debt service
Total Debt Service Fund	186,900	18.39% of Debt Service Fund budget

continued

Table 6
SCHEDULE OF RESTRICTED (R) AND UNRESTRICTED (U) RESERVES, continued
 Adopted Budget for Fiscal Year 2016-17

Fund/Account#/Description	Reserved Amount	Description/Percent of Fund Budget
CAPITAL PROJECTS FUND		
402-10-1012-90012 Reserve: Capital Projects	251,100	U Designated for capital projects
402-10-1052-90012 Reserve: Capital Projects	24,085,000	U Designated for capital projects
Total Capital Projects Fund	24,336,100	94.9% of Capital Projects Fund budget
SENIOR CENTER ENDOWMENT FUND		
501-35-1418-99505 Unappropriated Surplus	51,800	R Restricted endowment donations
Total Senior Center Endowment Fund	51,800	99.62% 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	94.64% of Library Trust Fund budget
SEWER FUND		
601-50-2407-99005 Contingencies	975,000	U Designated for sewer operations
601-50-2500-90003 Reserve: Connection Fees	698,900	U Designated for sewer system capital projects
601-50-2500-90012 Reserve: Capital Projects	2,554,200	U Designated for sewer system capital projects
601-50-2500-90022 Reserve: Siemens Settlement	3,753,000	U Designated for sewer system capital projects
601-50-2501-90007 Reserve: Equipment Replacement	776,400	U Designated for sewer equipment replacement
601-50-2502-90001 Reserve: Pipe Over-sizing	10,000	R Restricted SDC - capacity increasing projects
601-50-2502-90012 Reserve: Capital Projects	1,814,400	R Restricted SDC - capacity increasing projects
601-50-2503-90012 Reserve: Capital Projects	483,700	R Restricted SDC - general capital improvements
601-50-2504-95002 Reserve: Rates	946,500	U Designated for debt service
601-50-2504-95009 Reserve: SRF Requirements (WWTP)	2,403,000	U Designated for debt service
601-50-2504-95010 Reserve: SRF Requirements (Wetlands)	50,000	U Designated for debt service
601-50-2506-90012 Reserve: Capital Projects	497,300	U Designated for sewer capital projects
Total Sewer Fund	14,962,400	37.5% of Sewer Fund budget
WATER FUND		
615-50-2202-99005 Contingencies	961,000	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	13,500	R Restricted to SDC - improvement fee projects
615-50-2301-90012 Reserve: Capital Projects	606,900	R Restricted to SDC - reimbursement fee projects
615-50-2305-95002 Reserve: Rates	500,000	U Designated for debt service
615-50-2305-95007 Bond Payment Stabilization Reserve	1,100,000	U Designated for water canal maintenance
615-50-2308-90003 Reserve: Connection Fees	187,900	U Designated for water capital projects
615-50-2308-90012 Reserve: Capital Projects	2,653,800	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	678,200	R Restricted to North Albany water projects
615-50-2311-90007 Reserve: Equipment Replacement	647,700	U Designated for water equipment replacement
Total Water Fund	7,859,000	30.28% of Water Fund budget
STORMWATER FUND		
Contingencies	54,300	U Designated for stormwater
Reserve: Stormwater Capital	14,400	U Designated for stormwater
Reserve: Stormwater Deferred Planting	5,000	U Designated for stormwater
Reserve: Stormwater In-Lieu of Planting	25,600	U Designated for stormwater
Reserve: Stormwater Drain Connection Fee	127,500	U Designated for stormwater
Reserve: Equipment Replacement	21,700	U Designated for equipment purchase
Total Stormwater Fund	248,500	0.96% of Stormwater Fund budget
PUBLIC WORKS CENTRAL SERVICES FUND		
705-50-2802-69015 Reserve: Operating	10,000	U Designated for Public Works Operations
705-50-2803-69015 Reserve: Operating	13,600	U Designated for Public Works Operations
705-50-2805-69015 Reserve: Operating	8,100	U Designated for Public Works Operations
705-50-2806-69015 Reserve: Operating	5,000	U Designated for Public Works Operations
705-50-2807-69015 Reserve: Operating	8,500	U Designated for Public Works Operations
705-50-2809-69015 Reserve: Operating	20,000	U Designated for Public Works Operations
Total Public Works Central Services Fund	65,200	0.76% of Public Works Central Services Fund budget
TOTAL RESTRICTED RESERVES	5,339,800	
TOTAL DESIGNATED RESERVES	59,946,700	
TOTAL RESERVES	\$ 65,286,500	

Table 7
HISTORICAL FINANCIAL INFORMATION BY FUND AND FUND TYPE
 Adopted Budget for Fiscal Year 2016-17

Fund type/Fund name	2013-14 Actual	2014-15 Actual2015-16.....		2016-17 Adopted Budget	% Change from 2015-16
			Adopted Budget	Revised Budget		
GENERAL FUND	\$ 30,098,057	\$ 30,305,009	\$ 33,854,600	\$ 34,255,800	\$ 36,627,700	6.92%
SPECIAL REVENUE FUNDS						
Parks & Recreation	5,892,295	6,019,363	8,337,300	8,352,300	8,797,800	5.33%
Grants	1,688,565	1,879,333	2,082,500	2,262,000	1,592,600	(29.59%)
Building	1,151,408	1,232,979	2,228,600	2,228,600	2,835,400	27.23%
Risk Management	259,185	1,972,865	9,164,700	9,177,700	3,910,500	(57.39%)
Economic Development	1,357,733	1,205,916	2,047,900	2,047,900	2,128,000	3.91%
Public Transit	1,561,095	2,302,966	2,010,200	2,010,200	2,878,600	43.20%
Public Safety Levy	2,552,840	2,422,600	2,506,000	2,506,000	3,236,300	29.14%
Capital Replacement	2,220,311	894,426	7,640,800	7,494,600	7,908,600	5.52%
Streets	5,484,724	8,359,897	12,839,700	12,939,700	9,952,900	(23.08%)
Total Special Revenue Funds	22,168,156	26,290,345	48,857,700	49,019,000	43,240,700	(11.79%)
DEBT SERVICE FUNDS						
Debt Service	2,334,754	2,153,840	1,881,700	1,881,700	1,016,100	(46.00%)
GO Debt Service	-	-	-	-	1,009,000	-
Total Debt Service Funds	2,334,754	2,153,840	1,881,700	1,881,700	2,025,100	7.62%
CAPITAL PROJECT FUND						
Capital Projects	32,945	727,027	26,220,900	26,220,900	25,644,400	(2.20%)
Total Capital Project Fund	32,945	727,027	26,220,900	26,220,900	25,644,400	(2.20%)
PERMANENT FUNDS						
Senior Center Endowment	-	-	51,700	51,700	52,000	0.58%
Library Trust	524	992	84,400	84,400	84,000	(0.47%)
Total Permanent Funds	524	992	136,100	136,100	136,000	(0.07%)
ENTERPRISE FUNDS						
Sewer	18,908,922	15,685,695	37,125,000	37,125,000	39,902,900	7.48%
Water	14,068,560	11,556,495	25,807,000	25,807,000	25,955,300	0.57%
Stormwater	-	-	-	-	1,156,900	-
Total Enterprise Funds	32,977,482	27,242,190	62,932,000	62,932,000	67,015,100	6.49%
INTERNAL SERVICE FUNDS						
Central Services	5,523,237	5,533,625	6,018,400	6,018,400	6,367,200	5.80%
Public Works Central Services	6,723,109	7,105,538	8,186,600	8,186,600	8,578,700	4.79%
Total Internal Service Funds	12,246,346	12,639,163	14,205,000	14,205,000	14,945,900	5.22%
Totals for All Fund Types	\$ 99,858,264	\$ 99,358,566	\$ 188,088,000	\$ 188,650,500	\$ 189,634,900	0.52%

Table 7 summarizes the 2016-17 Budget by fund and fund type. Also included are the actual expenditures for the 2013-14 and the 2014-15 fiscal years as well as the 2015-16 adopted and revised budgets.

Table 8
PROJECTED FUND BALANCES
 Adopted Budget for Fiscal Year 2016-17

Fund Type/Fund Name	July 1, 2016 Fund BalanceResources.....		Operating:	Capital (2)	Transfers Out	Debt Service (3)	Projected June 30, 2017, Fund Balance
		Current	Transfers In	Personnel, Materials & Services (1)				
GENERAL FUND	2,870,100	30,362,100	3,395,500	34,310,700	18,500	783,600	-	\$ 1,514,900
SPECIAL REVENUE FUNDS								
Parks & Recreation	2,283,800	5,961,500	552,500	6,704,600	173,500	296,800	-	1,622,900
Grants	108,100	1,456,000	28,500	731,600	814,000	-	-	47,000
Building	1,346,200	1,489,200	-	1,714,100	-	60,000	-	1,061,300
Risk Management	3,841,000	32,600	36,900	1,831,300	-	-	-	2,079,200
Economic Development	643,100	1,203,300	281,600	1,006,600	-	594,600	-	526,800
Public Transit	127,000	1,999,400	752,200	1,960,000	871,300	-	-	47,300
Public Safety Levy	50,000	3,186,300	-	-	-	3,236,300	-	-
Capital Replacement	6,565,300	1,072,600	270,700	573,700	860,000	159,400	-	6,315,500
Streets	5,205,800	3,535,600	1,211,500	3,267,200	1,381,000	1,022,500	-	4,282,200
Total Special Revenue Funds	20,170,300	19,936,500	3,133,900	17,789,100	4,099,800	5,369,600	-	15,982,200
DEBT SERVICE FUNDS								
Debt Service	185,000	647,800	183,300	1,400	(186,900)	-	1,014,700	186,900
GO Debt Service	-	1,009,000	-	900	-	-	1,008,100	-
Total Debt Service Funds	185,000	1,656,800	183,300	2,300	(186,900)	-	2,022,800	186,900
CAPITAL PROJECT FUND								
Capital Projects	24,770,300	83,300	790,800	-	1,275,000	33,300	-	24,336,100
Total Capital Project Fund	24,770,300	83,300	790,800	-	1,275,000	33,300	-	24,336,100
PERMANENT FUNDS								
Senior Center Endowment	51,800	200	-	200	-	-	-	51,800
Library Trust	83,500	500	-	4,500	-	-	-	79,500
Total Permanent Funds	135,300	700	-	4,700	-	-	-	131,300
Total Governmental Fund Types	48,131,000	52,039,400	7,503,500	52,106,800	5,206,400	6,186,500	2,022,800	42,151,400
ENTERPRISE FUNDS								
Sewer	20,473,900	18,004,900	1,424,100	9,246,700	3,920,500	2,759,800	9,013,500	14,962,400
Water	11,328,800	14,207,200	419,300	9,052,200	4,467,300	1,043,400	3,533,400	7,859,000
Stormwater	156,800	97,400	902,700	908,400	-	-	-	248,500
Total Enterprise Funds	31,959,500	32,309,500	2,746,100	19,207,300	8,387,800	3,803,200	12,546,900	23,069,900
INTERNAL SERVICE FUNDS								
Central Services	82,300	6,284,900	-	6,367,200	-	-	-	-
Public Works Central Services	68,500	8,510,200	-	8,513,500	-	-	-	65,200
Total Internal Service Funds	150,800	14,795,100	-	14,880,700	-	-	-	65,200
Total Proprietary Fund Types	32,110,300	47,104,600	2,746,100	34,088,000	8,387,800	3,803,200	12,546,900	23,135,100
Total All Fund Types	\$80,241,300	\$ 99,144,000	\$ 10,249,600	\$86,194,800	\$ 13,594,200	\$ 9,989,700	\$ 14,569,700	\$ 65,286,500

The projected June 30, 2017, fund balance is determined by subtracting the total requirements from the sum of the total resources and the Beginning Balance for July 1, 2016. Amounts held in reserve for future operating requirements, debt service, and capital projects total \$2,522,200, \$58,779,100, and \$5,186,400, respectively. The reserved amounts are included in the projected June 30, 2017, fund balance.

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



CITY OF
Albany

O R E G O N

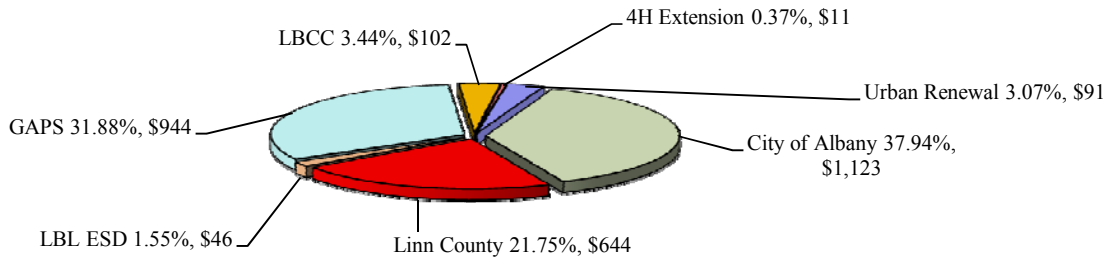
Table 9

PROPERTY TAX RATES - ALL OVERLAPPING DISTRICTS

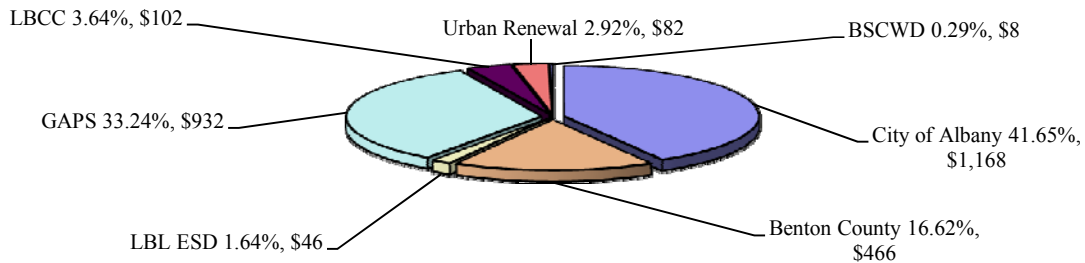
Per \$1,000 of Assessed Value

Fiscal Year Ended/ Ending June 30,	County	City of Albany	Linn & Benton Counties	Linn/ Benton/ Lincoln Counties ESD	Greater Albany Public School District	Linn-Benton Community College	4H Extension	Albany Urban Renewal	Benton County Soil & Water District (BCSWD)	Total Effective Rate ¹
2007	Linn	7.8663	3.3123	0.2992	4.7964	0.6678	-	0.3373	-	17.28
	Benton	7.8663	2.4641	0.2992	4.7964	0.6678	-	0.2295	0.0500	16.37
2008	Linn	7.8618	3.5969	0.2984	6.0328	0.6589	-	0.4229	-	18.87
	Benton	7.8618	2.4652	0.2984	6.0328	0.6589	-	0.2608	0.0500	17.63
2009	Linn	7.7737	3.5129	0.2964	6.0349	0.6577	-	0.5233	-	18.80
	Benton	7.7994	3.1052	0.2977	6.0552	0.6606	-	0.5475	0.0500	18.52
2010	Linn	7.7811	3.4893	0.2962	6.0520	0.6628	0.0503	0.5619	-	18.8936
	Benton	7.7811	2.7952	0.2962	6.0520	0.6628	-	0.5475	0.0500	18.1848
2011	Linn	7.8092	3.6136	0.3049	6.2160	0.6736	0.0520	0.6059	-	19.2752
	Benton	8.0572	2.8452	0.3049	6.2160	0.6736	-	0.5475	0.0500	18.6944
2012	Linn	7.1465	4.0436	0.3049	6.1893	0.6814	0.0520	0.6059	-	19.0236
	Benton	7.5155	2.8852	0.3049	6.1823	0.6814	-	0.5475	0.0500	18.1668
2013	Linn	7.4970	4.0436	0.3049	6.2006	0.6736	0.0520	0.7309	-	19.5026
	Benton	7.5132	2.9665	0.3049	6.2006	0.6754	-	0.5475	0.0500	18.2581
2014	Linn	7.6592	3.8492	0.2930	6.0682	0.6644	0.0495	0.7967	-	19.3802
	Benton	7.6592	3.1052	0.2930	6.0682	0.6644	-	0.5475	0.0500	18.3875
2015	Linn	7.5890	4.2189	0.2923	6.0551	0.6491	0.0494	0.7085	-	19.5623
	Benton	7.5890	3.1052	0.2923	6.0551	0.6491	-	0.5475	0.0500	18.2882
2016	Linn	7.4880	4.2936	0.3049	6.2923	0.6794	0.0700	0.6059	-	19.7341
	Benton	7.7875	3.1052	0.3049	6.2159	0.6794	-	0.5475	0.0500	18.6904

**City of Albany (Linn County)
2015-16 Property Taxes, \$150,000 Assessed Value
Total Property Tax Imposed \$2,961**



**City of Albany (Benton County)
2015-16 Property Taxes, \$150,000 Assessed Value
Total Property Tax Imposed \$2,804**



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

Table 10

PROPERTY TAX INFORMATION - 2016-17 ADOPTED BUDGET**2016-17 Estimated General Fund and Parks & Recreation Fund Taxes to be Levied for Linn and Benton Counties**

General Fund and Parks Fund Property Tax Data	Linn	Benton	Total
2015-16 Actual tax to be collected (amount levied)	\$ 18,397,667	\$ 4,331,745	\$ 22,729,412
Estimated increase in the amount to be levied in 2016-17	3.47%	7.03%	4.15%
Estimated 2016-17 tax levy	\$ 19,036,438	\$ 4,636,230	\$ 23,672,668
Estimated collection rate	93.47%	93.47%	93.47%
Total Estimated Tax Collections (General & Parks Funds)	\$ 17,793,359	\$ 4,333,484	\$ 22,126,843
Allocation of Estimated Tax to be collected			
General Fund (80%)			\$ 17,701,474
Parks Fund (20%)			\$ 4,425,369
Estimated Rate per \$1,000 of assessed value (AV)			\$ 6.40

Estimated Public Safety Taxes to be Levied for Linn and Benton Counties

Public Safety Levy Property Tax Data	Linn	Benton	Total
2015-16 Actual tax to be collected (levied before compression)	\$ 3,306,950	\$ 778,623	\$ 4,085,573
Estimated % increase in the amount to be levied in 2016-17	2.50%	11.12%	4.14%
Estimated 2016-17 tax levy*	\$ 3,389,523	\$ 865,168	\$ 4,254,691
Estimated 2016-17 compression loss	(920,391)	(191,738)	(1,112,129)
Estimated 2016-17 tax levy after compression	\$ 2,469,132	\$ 673,430	\$ 3,142,562
Estimated collection rate	93.47%	93.47%	93.47%
Total estimated tax collections for the Public Safety Levy	\$ 2,307,898	\$ 629,455	\$ 2,937,353
Estimated Rate per \$1,000 of assessed value (AV)			\$ 1.15

* In May 2016, voters approved a new five-year \$1.15 per \$1,000 levy. This is the first year of that levy.

General Obligation Debt Service Property Tax Requirements for Fiscal Year 2016-17

General Obligation Debt Service Requirements	Levy Amount*	Budget
Debt Service Fund: 2015 GO Public Safety Facilities Bonds	\$ 1,078,528	1,008,100
Total General Obligation Debt Service Requirements	\$ 1,078,528	\$ 1,008,100

* Levy Amount = Budget/collection rate (93.47%)

Estimated Rate per \$1,000 of Assessed Value for General Obligation Debt

2015 GO Bonds	\$ 0.29151
Total estimated rate per \$1,000 of assessed value	\$ 0.29151

Estimated Total Taxes to be Levied for Fiscal Year 2016-17

General Fund	\$ 18,938,134
Parks & Recreation Fund	4,734,534
Public Safety Levy	4,254,691
General Obligation Debt Service	1,078,528
Estimated total taxes to be levied	\$ 29,005,887
Estimated collection rate	93.47%
Estimated Current Tax Collections	\$ 27,111,803

Table 10

PROPERTY TAX INFORMATION - 2016-17 ADOPTED BUDGET, continued**Estimated 2016-17 City Assessed Value for Linn and Benton Counties**

Assessed Value	Linn	Benton	Total
2015-16 actual assessed value	\$ 2,843,619,873	\$ 708,740,905	\$3,552,360,778
Estimated increase in assessed value	3.65%	6.15%	4.15%
Estimated 2016-17 assessed value	\$ 2,947,411,998	\$ 752,328,471	\$3,699,740,469

Percentage of the Total City Assessed Value (AV) in Linn and Benton Counties

2015-16 Actual Assessed Value

County	City AV	Percent of Total
Linn	\$ 2,843,619,873	80.05%
Benton	708,740,905	19.95%
Totals	\$ 3,552,360,778	100.00%

Total City Assessed Value (AV) versus Total County Assessed Value

2015-16 Actual Assessed Value

County	Total City AV	Total County AV	City % of Total County AV
Linn	\$2,843,619,873	\$ 6,127,581,961	46.41%
Benton	708,740,905	7,568,954,695	9.36%
Totals	\$3,552,360,778	\$13,696,536,656	25.94%

Budgeted Current and Delinquent Property Tax Collections for 2016-17

Fund Name (Percent of Total Collections)	Current	Delinquent	Total
General Fund (68.3%)	\$ 17,701,400	\$ 580,000	\$ 18,281,400
Parks & Recreation Fund (16.86%)	4,425,300	88,000	4,513,300
Public Safety Levy Fund (11.23%)	2,937,300	68,000	3,005,300
Total budgeted property tax collections	\$ 26,028,900	\$ 736,000	\$ 26,764,900

Use of Property Tax Resources for 2016-17

Description	Total Taxes	Percent of Total
General Fund, Parks & Recreation Fund	22,794,700	85.16%
Public Safety Local Option Levy	3,005,300	11.23%
Totals	\$ 26,764,900	100.00%

Table 11
Current and Delinquent Property Tax Collections
Last Ten Fiscal Years ¹

Fiscal Year June 30,	Total Property Taxes Received ²	General Fund	Parks & Recreation	Public Safety Levy	General Obligation Debt Service	General Obligation Debt-Water
2008	\$ 21,829,001	\$ 13,989,405	\$ 3,498,175	\$ 2,462,996	\$ 1,055,622	\$ 822,803
2009	22,525,645	14,577,623	3,643,784	2,547,957	955,531	800,750
2010	23,609,154	15,223,744	3,806,006	2,628,400	1,294,417	656,587
2011	24,504,571	15,811,249	3,952,833	2,571,987	2,141,144	27,358
2012	23,936,714	16,204,832	4,051,531	2,321,263	1,333,190	25,898
2013	23,693,704	16,174,909	4,043,730	2,137,956	1,326,121	10,988
2014	24,273,951	16,376,958	4,150,416	2,429,127	1,315,152	2,298
2015	25,021,688	17,068,822	4,256,772	2,455,503	1,237,003	3,588
2016	25,122,500	17,386,400	4,307,100	2,464,100	964,900	-
2017	26,988,100	18,281,400	4,513,300	3,185,300	1,008,100	-

(1) Actual tax receipts for fiscal years ended June 30, 2008, through 2015. Budgeted receipts for fiscal years ending June 30, 2016 and 2017.

(2) Current plus delinquent taxes.

Percent of Total Current and Delinquent Taxes Received by Fund
Last Ten Fiscal Years

Fiscal Year June 30,	Total Property Taxes Received	General Fund	Parks & Recreation	Public Safety Levy	General Obligation Debt Service	General Obligation Debt-Water
2008	100.02%	64.10%	16.03%	11.28%	4.84%	3.77%
2009	99.99%	64.71%	16.18%	11.31%	4.24%	3.55%
2010	99.99%	64.48%	16.12%	11.13%	5.48%	2.78%
2011	100.01%	64.53%	16.13%	10.50%	8.74%	0.11%
2012	100.01%	67.70%	16.93%	9.70%	5.57%	0.11%
2013	100.00%	68.26%	17.07%	9.02%	5.60%	0.05%
2014	100.00%	67.46%	17.10%	10.01%	5.42%	0.01%
2015	99.98%	68.21%	17.01%	9.81%	4.94%	0.01%
2016	100.00%	69.21%	17.14%	9.81%	3.84%	0.00%
2017	100.00%	67.74%	16.72%	11.80%	3.74%	0.00%

Percent of Estimated Total Current and Delinquent Taxes
to be Received by Fund for Fiscal Year 2016-17

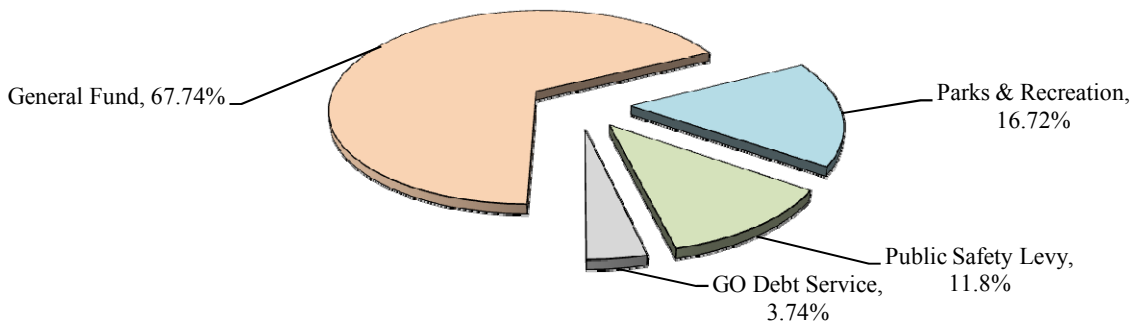


Table 12
Net Assessed Value Used to Compute Property Tax
Last Ten Fiscal Years ¹

Fiscal Year June 30,Linn County.....		Value Used to Compute the Tax	Benton County Value Used to Compute the Tax	Total Value Used to Compute the Tax	Linn & Benton Counties Combined Annual Percentage Change
	Total Assessed Value	Adjustments				
2008	\$ 2,386,005,384	\$ (62,008,472)	\$ 2,323,996,912	\$ 487,155,971	\$ 2,811,152,883	na
2009	2,512,935,769	(83,900,206)	2,429,035,563	526,917,483	2,955,953,046	5.15%
2010	2,619,857,693	(90,157,811)	2,529,699,882	550,561,377	3,080,261,259	4.21%
2011	2,720,366,416	(101,564,871)	2,618,801,545	578,241,790	3,197,043,335	3.79%
2012	2,760,000,798	(111,196,690)	2,648,804,108	603,925,284	3,252,729,392	1.74%
2013	2,762,432,910	(123,803,553)	2,638,629,357	617,297,378	3,255,926,735	0.10%
2014	2,826,866,390	(135,999,495)	2,690,866,895	636,151,862	3,327,018,757	2.18%
2015	2,895,358,204	(147,927,166)	2,747,431,038	668,393,866	3,415,824,904	2.67%
2016	3,010,149,432	(166,529,559)	2,843,619,873	708,740,905	3,552,360,778	4.00%
2017	3,114,601,617	(172,308,135)	2,942,293,482	758,565,391	3,700,858,873	4.18%

(1) Actual assessed values for Fiscal Years 2008 through 2016. Estimated value for Fiscal Year 2017.



Net Assessed Value Used to Compute Property Tax
Linn and Benton Counties Combined Annual Percentage Change

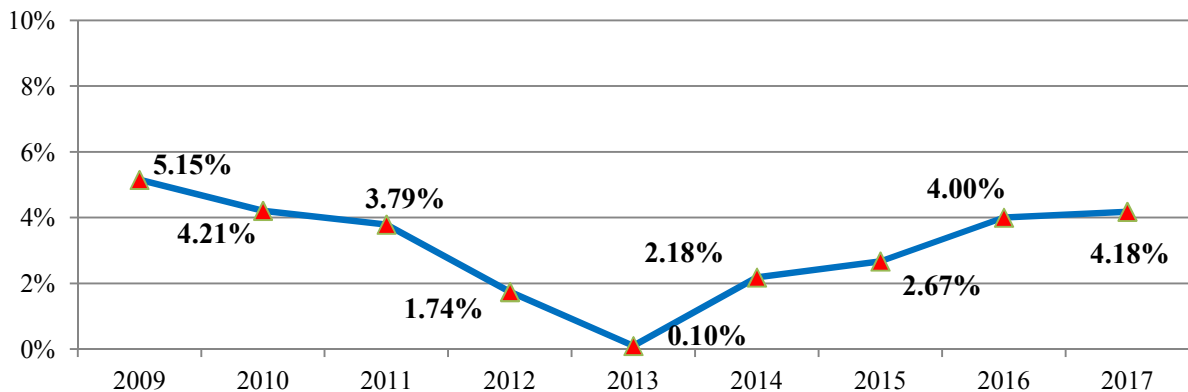
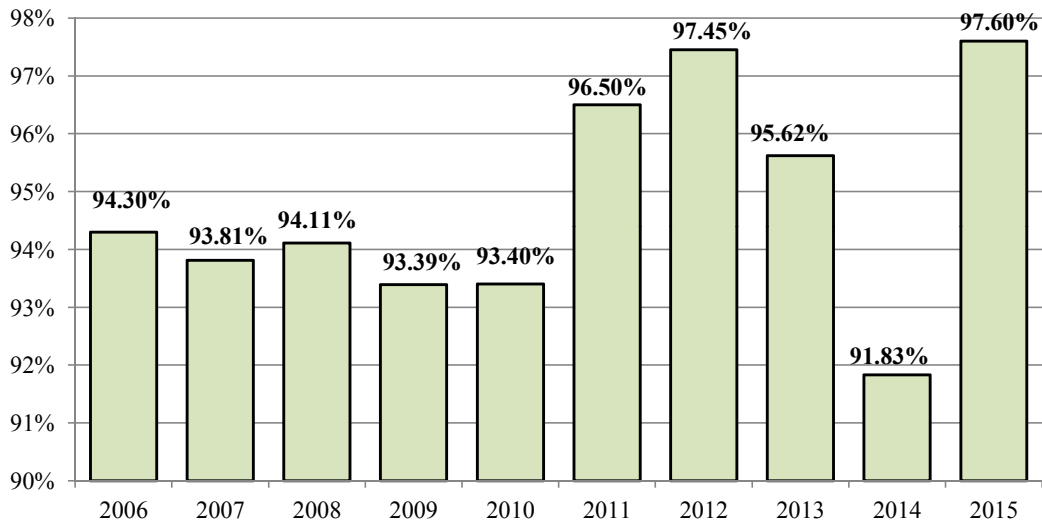


Table 13
Property Taxes Levied, Collected, and Collection Percentage
Ten Fiscal Years from 2006-2015

Fiscal Year Ended June 30,	Property Taxes Levied	Property Taxes Collected in the Year Levied	Annual Collection Percentage	Running Collection Percentage Average
2006	\$20,026,898	\$18,885,255	94.30%	93.67%
2007	21,270,329	19,954,676	93.81%	93.73%
2008	22,492,032	21,166,331	94.11%	93.84%
2009	23,516,147	21,961,902	93.39%	93.73%
2010	24,350,079	22,743,124	93.40%	93.67%
2011	25,400,423	24,511,822	96.50%	94.15%
2012	24,567,501	23,941,988	97.45%	94.62%
2013	24,283,889	23,220,370	95.62%	94.74%
2014	25,235,167	23,174,341	91.83%	94.41%
2015	25,632,561	25,018,101	97.60%	94.74%

Annual Property Tax Collection Percentage
Ten Fiscal Years from 2006-2015



Running Collection Percentage Average

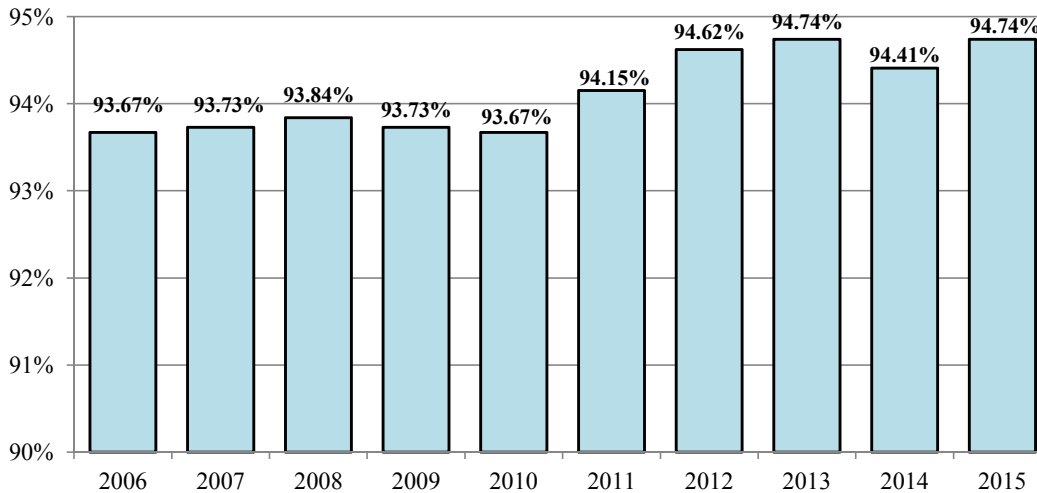
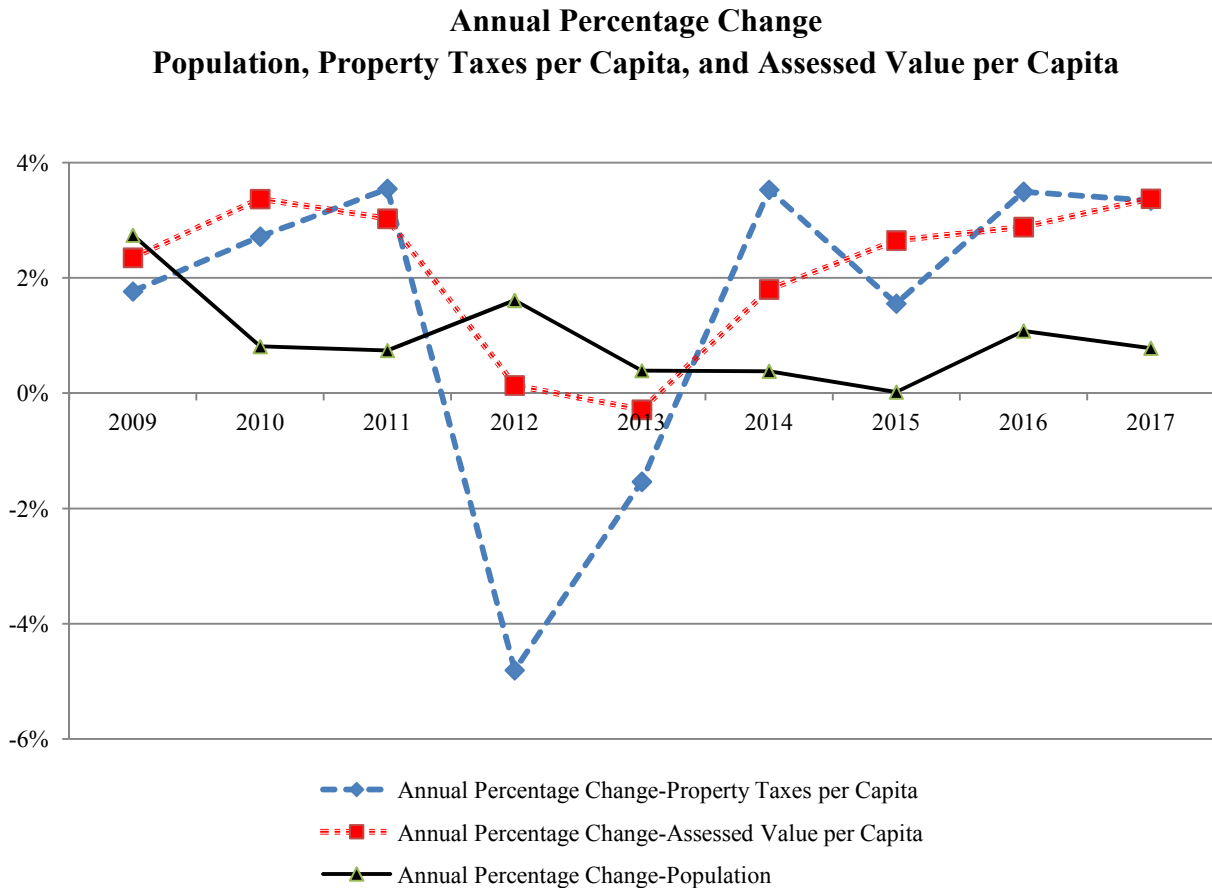


Table 14

**Total Property Taxes Levied per Capita and Assessed Value per Capita
Ten Fiscal Years from 2008-2017 (1)**

Fiscal Year Ended June 30,	POPULATION		PROPERTY TAXES			ASSESSED VALUE		
	Amount	Annual Percentage Change	Amount Levied	per Capita	Annual Percentage Change	Value Used to Compute the Tax	per Capita	Annual Percentage Change
2008	47,470		\$22,492,032	\$ 473.82	n/a	\$2,811,152,883	\$ 59,219.57	n/a
2009	48,770	2.74%	23,516,147	482.18	1.76%	2,955,953,046	60,610.07	2.35%
2010	49,165	0.81%	24,350,079	495.27	2.71%	3,080,261,259	62,651.51	3.37%
2011	49,530	0.74%	25,400,423	512.83	3.55%	3,197,043,335	64,547.61	3.03%
2012	50,325	1.61%	24,567,501	488.18	(4.81%)	3,252,729,392	64,634.46	0.13%
2013	50,520	0.39%	24,283,889	480.68	(1.54%)	3,255,926,735	64,448.27	(0.29%)
2014	50,710	0.38%	25,235,167	497.64	3.53%	3,327,018,757	65,608.73	1.80%
2015	50,720	0.02%	25,632,561	505.37	1.55%	3,415,824,904	67,346.71	2.65%
2016	51,270	1.08%	26,814,985	523.02	3.49%	3,552,360,778	69,287.32	2.88%
2017	51,670	0.78%	27,927,359	540.49	3.34%	3,700,858,873	71,624.91	3.37%

(1) Actual amounts for fiscal years ended June 30, 2008, through 2015. Budgeted amounts for fiscal years ending June 30, 2016 and 2017.



DEBT MANAGEMENT

The City is subject to City Charter and State Constitutional limitations for issuing debt. 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 16-18 summarize the total principal and interest due on all debt of the City. Debt Service Table 19 presents Enterprise Fund revenue bond coverage information for the last 10 fiscal years.

Debt Summary

Outstanding debt as of July 1, 2016:

Short-term	None
Long-term:	
Gross bonded debt (all debt with a General Obligation pledge)	
2015 General Obligation Public Facilities Bonds	\$ 17,605,000
Pledged from the general revenues of the City	
2002 Limited Tax Pension Obligations	5,101,484
Payable from unobligated, non-property tax revenues of the City	
2004 Revenue Obligations	655,000
2010 Wetlands Loan	1,889,035
2012 SRF ARRA Loan	1,550,000
	<hr/>
Gross Debt (General obligation and general revenue and pledge)	<u>\$ 26,800,519</u>
Net direct debt (all debt paid in whole or in part by taxes)	\$ 17,605,000
Net overlapping debt as of June 30, 2015	<u>51,376,107</u>
Total net direct debt and overlapping debt	<u>\$ 68,981,107</u>

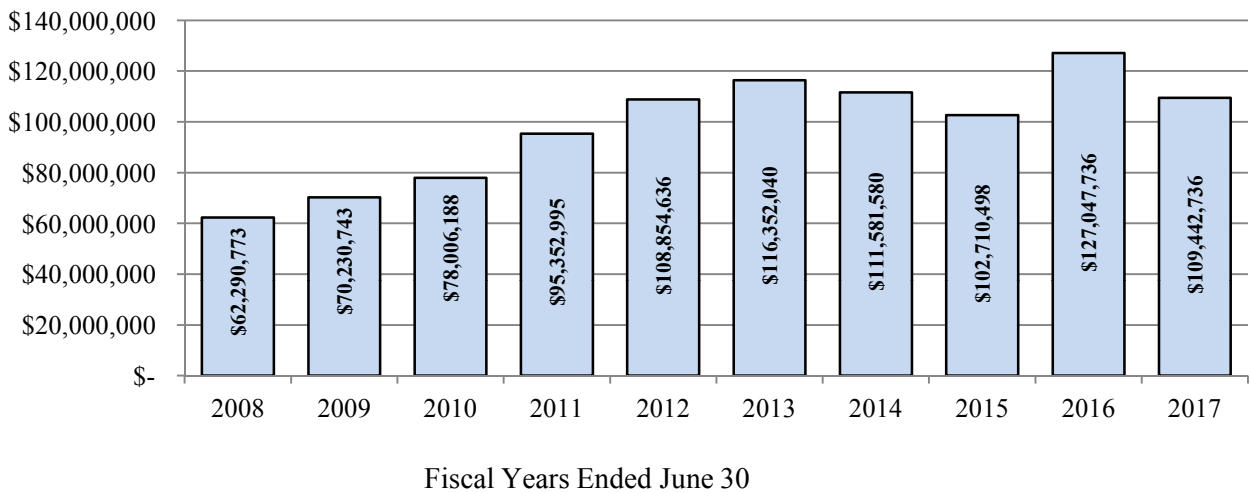
Debt Ratios

		<u>Per Capita</u>	<u>Percent of True Cash Value</u>
2017 Population	51,670		
True Cash Value as of June 30, 2016	\$ 4,234,924,544	\$ 81,960.99	
Gross Bonded Debt	17,605,000	340.72	0.42%
Gross Debt including General Fund Obligations	26,800,519	518.69	0.63%
Overlapping Debt	51,376,107	994.31	1.21%
Net Direct (General Obligation) and Overlapping Debt	68,981,107	1,335.03	1.63%
Gross Debt and Overlapping Debt	78,176,626	1,513.00	1.85%

Debt Service Schedule - Table 15
COMPUTATION OF LEGAL DEBT MARGIN

True Cash Value for the City of Albany (1)	\$ 4,234,924,544
3% Limitation	<u>3%</u>
General Obligation Debt Limit - 3% of True Cash Value	127,047,736
Gross bonded debt principal:	
	\$ 17,605,000
Net debt subject to 3% limitation	<u>17,605,000</u>
Legal Debt Margin for General Obligation Debt	<u><u>\$ 109,442,736</u></u>

Historical Trend of Legal Debt Margin



(1) Source: Tax Rolls - Linn and Benton County Tax Assessors as of June 30, 2015.

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.

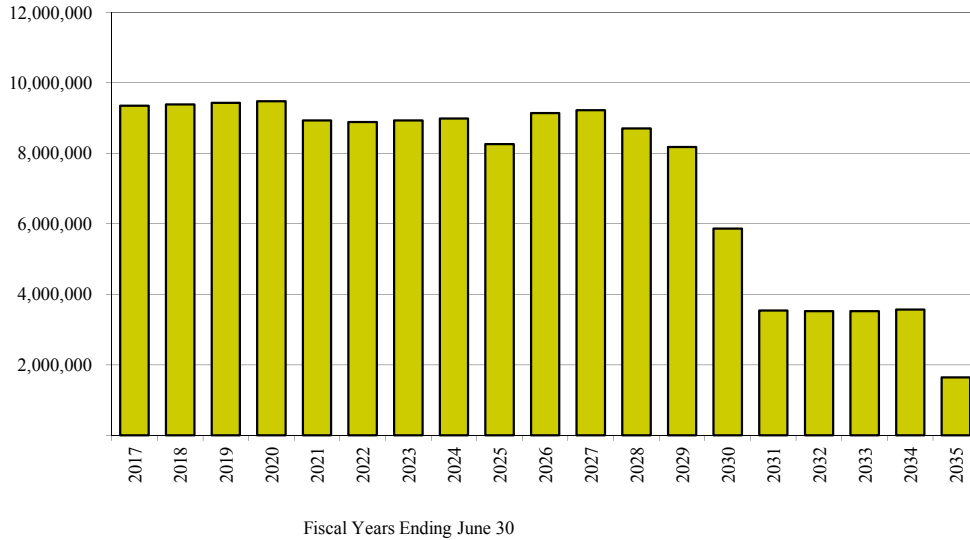
Debt Service Schedule - Table 16

**SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS
OUTSTANDING PRINCIPAL AND INTEREST - ALL FUNDS**

as of June 30, 2016

Years of MaturityTotal Requirements.....			2015 Public Safety General Obligation Bonds		2002 Limited Tax Pension Obligations		2004 General Revenue Obligations	
	Total	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2016-2017	9,345,257	5,298,476	4,046,781	370,000	638,075	109,483	535,755	155,000	27,303
2017-2018	9,383,184	5,508,460	3,874,724	415,000	614,975	111,140	564,098	160,000	19,553
2018-2019	9,426,020	5,720,522	3,705,498	465,000	597,375	111,257	593,980	165,000	13,394
2019-2020	9,479,426	5,994,548	3,484,878	520,000	577,675	159,604	580,634	175,000	7,000
2020-2021	8,927,898	5,929,615	2,998,283	575,000	555,775	460,000	315,785		
2021-2022	8,886,510	6,126,596	2,759,914	625,000	531,775	530,000	284,275		
2022-2023	8,931,422	6,413,561	2,517,861	685,000	505,575	600,000	247,970		
2023-2024	8,982,955	6,723,943	2,259,012	745,000	473,250	685,000	206,870		
2024-2025	8,257,585	6,282,843	1,974,742	815,000	434,250		159,947		
2025-2026	9,140,223	7,420,371	1,719,852	890,000	391,625	865,000	159,947		
2026-2027	9,217,594	7,811,636	1,405,958	970,000	349,975	970,000	100,695		
2027-2028	8,702,940	7,611,754	1,091,186	1,050,000	314,825	500,000	34,250		
2028-2029	8,180,007	7,375,842	804,165	1,115,000	282,350				
2029-2030	5,864,632	5,314,477	550,155	1,190,000	247,775				
2030-2031	3,538,403	3,125,000	413,403	1,265,000	210,159				
2031-2032	3,527,359	3,210,000	317,359	1,345,000	169,375				
2032-2033	3,520,202	3,305,000	215,202	1,430,000	125,125				
2033-2034	3,572,578	3,465,000	107,578	1,520,000	77,188				
2034-2035	1,641,244	1,615,000	26,244	1,615,000	26,244				
Totals	\$ 138,525,439	\$ 104,252,644	\$ 34,272,795	\$ 17,605,000	\$ 7,123,366	\$ 5,101,484	\$ 3,784,206	\$ 655,000	\$ 67,250

Annual Principal and Interest Requirements - All Funds



continued

Debt Service Schedule - Table 16, continued

**SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS
OUTSTANDING PRINCIPAL AND INTEREST - ALL FUNDS**

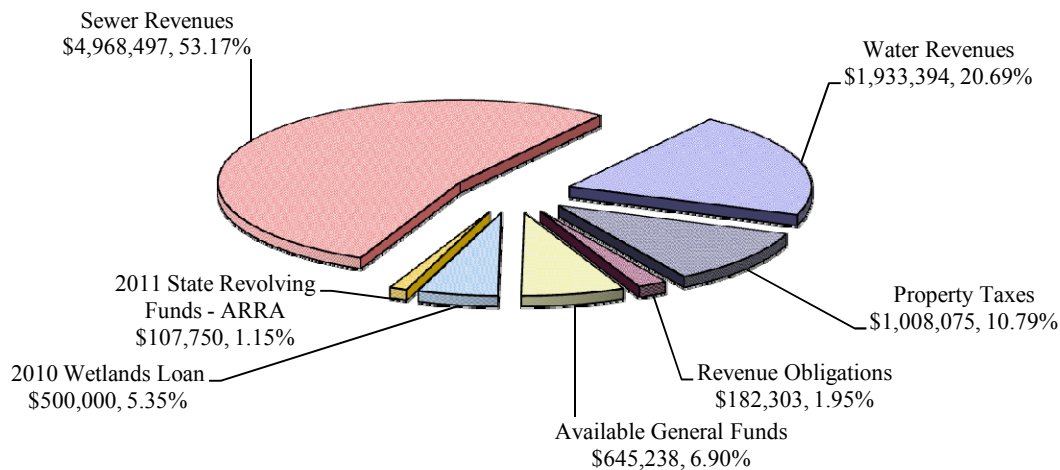
as of June 30, 2016

Years of Maturity	2013 Water Revenue Bonds		2007 State Revolving Fund Loans - Sewer		2010 Wetlands Loan		2012 SRF ARRA Loan	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Fee
2016-2017	975,000	958,394	3,164,554	1,803,943	424,439	75,561	100,000	7,750
2017-2018	1,020,000	918,494	3,260,904	1,691,770	441,416	58,584	100,000	7,250
2018-2019	1,060,000	876,894	3,360,192	1,576,178	459,073	40,927	100,000	6,750
2019-2020	1,100,000	833,694	3,462,508	1,457,061	477,436	22,564	100,000	6,250
2020-2021	1,140,000	783,194	3,567,944	1,334,312	86,671	3,467	100,000	5,750
2021-2022	1,195,000	730,794	3,676,596	1,207,820			100,000	5,250
2022-2023	1,240,000	682,094	3,788,561	1,077,472			100,000	4,750
2023-2024	1,290,000	631,494	3,903,943	943,148			100,000	4,250
2024-2025	1,345,000	572,068	4,022,843	804,727			100,000	3,750
2025-2026	1,420,000	502,944	4,145,371	662,086			100,000	3,250
2026-2027	1,500,000	437,444	4,271,636	515,094			100,000	2,750
2027-2028	1,560,000	376,244	4,401,754	363,617			100,000	2,250
2028-2029	1,625,000	312,544	4,535,842	207,521			100,000	1,750
2029-2030	1,705,000	254,468	2,319,477	46,662			100,000	1,250
2030-2031	1,760,000	202,494					100,000	750
2031-2032	1,815,000	147,734					50,000	250
2032-2033	1,875,000	90,077						
2033-2034	1,945,000	30,390						
2034-2035								
Totals	\$25,570,000	\$ 9,341,459	\$51,882,125	\$13,691,411	\$ 1,889,035	\$ 201,103	\$1,550,000	\$ 64,000

Debt Service Schedule - Table 17
SUMMARY OF DEBT SERVICE BY TYPE AND FUND
 2016-2017 Fiscal Year Requirements

Fund/Source/Debt Description	Principal	Interest	Total for 2016-2017
DEBT SERVICE FUND:			
General Obligation Bonds			
2015 Public Safety Facilities	\$ 370,000	\$ 638,075	\$ 1,008,075
Revenue Obligation Bonds			
2004 General Revenue Obligations	155,000	27,303	182,303
Limited Tax Pension Obligations			
2002 Limited Tax Pension Obligations	109,483	535,755	645,238
Limited Tax Bancroft Improvement Bonds			
2002 Special Assessment Bancroft Bonds			
Total Debt Service Fund	634,483	1,201,133	1,835,616
SEWER FUND:			
State Revolving Fund Loans			
2007 State Revolving Fund Loans - Sewer Treatment Plant	3,164,554	1,803,943	4,968,497
2010 Wetlands Loan	424,439	75,561	500,000
2012 SRF ARRA Loan	100,000	7,750	107,750
Total Sewer Fund:	3,688,993	1,887,254	5,576,247
WATER FUND:			
Water Revenue Bonds			
2013 Full Faith and Credit Refunding Bonds	975,000	958,394	1,933,394
Total Water Fund:	975,000	958,394	1,933,394
Total Requirements for Fiscal Year 2016-2017	\$ 5,298,476	\$ 4,046,781	\$ 9,345,257

Debt Service Requirements, Summary by Funding Source



LONG-TERM DEBT AND SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS**General Obligation Bonds**

General obligation bonds are direct obligations and pledge the full faith and credit of the City. The City issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities.

In May 2015, the voters approved \$18,000,000 of general obligation bonds to construct new police and fire facilities. The Series 2015 bonds were sold in August 2015. The bonds are payable from property taxes levied specifically for repayment. The interest rate ranges from 3 to 5 percent for the 20-year bonds. Final maturity is June 2035.

Years Ending June 30,	Principal	Interest	Totals
2017	370,000	638,075	1,008,075
2018	415,000	614,975	1,029,975
2019	465,000	597,375	1,062,375
2020	520,000	577,675	1,097,675
2021-2025	3,445,000	2,500,625	5,860,775
2026-2030	5,215,000	1,586,550	6,707,525
2031-2035	7,175,000	608,091	7,686,194
Totals	\$ 17,605,000	\$ 7,123,366	\$ 24,728,366

Limited Tax Pension Obligations

In March 2002, the City issued \$6,851,826 of Limited Tax Pension Obligations. Net proceeds in the amount of \$6,700,000 were used to finance a portion of the City's estimated unfunded liability in the Oregon Public Employees Retirement System. Debt service requirements are payable from available general funds, including taxes and other funds. Interest rates range from 2 percent to 7.36 percent for the 26-year bonds. Final maturity is June 2028.

Years Ending June 30,	Principal	Interest	Totals
2017	109,483	535,755	645,238
2018	111,140	564,098	675,238
2019	111,257	593,980	705,237
2020	159,604	580,634	740,238
2021-2025	2,275,000	1,214,847	3,489,847
2026-2028	2,335,000	294,892	2,629,892
Totals	\$ 5,101,484	\$ 3,784,206	\$ 8,885,690

General Revenue Obligations

In December 2004, the City issued \$3,720,000 of general revenue obligations, secured and payable from any unobligated, non-property tax revenues legally available to the City, to finance the construction of a public swimming pool and repayment and/or defeasance of the City's Certificates of Participation, Series 1994. Interest rates range from 2 percent to 5 percent for the 15-year bonds. Final maturity is January 2020.

Years Ending June 30,	Principal	Interest	Totals
2017	155,000	27,303	182,303
2018	160,000	19,553	179,553
2019	165,000	13,394	178,394
2020	175,000	7,000	182,000
Totals	\$ 655,000	\$ 67,250	\$ 722,250

LONG-TERM DEBT AND SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS**Water Revenue Bonds**

In March 2013, the City issued \$28,405,000 Full Faith and Credit Refunding Bonds, Series 2013, to refinance certain outstanding Water Revenue and Refunding Bonds, Series 2003, that financed and re-financed capital projects for the City's Water System, and to pay the costs of issuance of the Bonds. The interest rate is 3.125 percent for the 20-year bonds. Final maturity is August 2033.

Years Ending June 30,	Principal	Interest	Totals
2017	975,000	958,394	1,933,394
2018	1,020,000	918,494	1,938,494
2019	1,060,000	876,894	1,936,894
2020	1,100,000	833,694	1,933,694
2021-2025	6,210,000	3,399,644	9,609,644
2026-2030	7,810,000	1,883,644	9,693,644
2031-2035	7,395,000	470,695	7,865,695
Totals	\$ 25,570,000	\$ 9,341,459	\$ 34,911,459

State Revolving Fund (SRF) Loans, Sewer Fund

The City received two loans totaling \$69,000,000 from the Clean Water State Revolving Fund to assist in the payment of costs of a new wastewater treatment plant. Loan repayment requirements are payable from the net revenues of the City's sewer system. Accrued interest was paid on April 1, 2010. At that time the debt service payment schedule was prepared. Interest rates range from 2.9 percent to 3.14 percent for the 20-year loan. In addition, there is an annual 0.5% loan fee due at the time of debt service payments. In the table below, the loan fee has been included in the interest requirements.

Years Ending June 30,	Principal	Interest	Totals
2017	3,164,554	1,803,943	4,968,497
2018	3,260,904	1,691,770	4,952,674
2019	3,360,192	1,576,178	4,936,370
2020	3,462,508	1,457,061	4,919,569
2021-2025	18,959,887	5,367,479	24,327,366
2026-2030	19,674,080	1,794,980	21,469,060
Totals	\$ 51,882,125	\$ 13,691,411	\$ 65,573,536

State Revolving Fund (SRF) ARRA Loans, Sewer Fund

In 2010, the City received a \$4,000,000 loan from the Special Public Works Revolving Fund (SPWRF), which was funded by the American Recovery and Reinvestment Act (ARRA) to finance a portion of the costs of the Talking Water Garden Project. 50% of the loan is forgivable. Debt service requirements are payable solely from the net revenues of the City's sewer system. There is an annual fee of 5 percent on the outstanding loan balance, which is due at the time of debt service payments on the 20-year loan. In the table below, the loan fee has been included in the interest requirements. Final maturity is 2032.

Years Ending June 30,	Principal	Interest	Totals
2017	100,000	7,750	107,750
2018	100,000	7,250	107,250
2019	100,000	6,750	106,750
2020	100,000	6,250	106,250
2021-2025	500,000	23,750	523,750
2026-2030	500,000	11,250	511,250
2031-2032	150,000	1,000	151,000
Totals	\$ 1,550,000	\$ 64,000	\$ 1,614,000

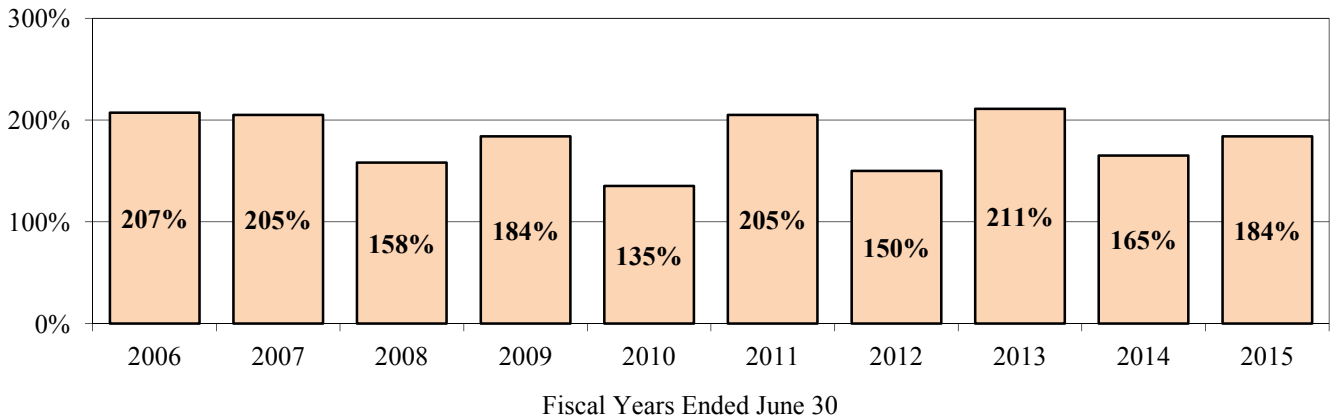
Debt Service Schedule - Table 19
REVENUE BOND COVERAGE: ENTERPRISE FUNDS
last 10 fiscal years

Fiscal Year Ended June 30,	Operating Revenue	Operating Expense ¹	Net		Total Debt		Coverage
			Operating Revenue	Debt Requirements ² Principal	Interest	Requirements	
2006	19,826,801	12,468,959	7,357,842	1,734,657	1,826,383	3,561,040	206.62%
2007	21,830,693	13,935,942	7,894,751	1,772,704	2,072,517	3,845,221	205.31%
2008	22,970,160	14,999,807	7,970,353	1,976,955	3,072,934	5,049,889	157.83%
2009	23,806,995	14,591,520	9,215,475	2,030,396	2,977,014	5,007,410	184.04%
2010	26,188,307	15,032,412	11,155,895	2,401,143	5,881,196	8,282,339	134.69%
2011	30,059,038	14,284,897	15,774,141	3,770,148	3,938,971	7,709,119	204.62%
2012	26,697,590	15,330,041	11,367,549	3,759,599	3,808,017	7,567,616	150.21%
2013	30,855,527	15,444,084	15,411,443	3,636,835	3,675,970	7,312,805	210.75%
2014	27,175,162	15,923,044	11,252,118	3,897,278	2,930,937	6,828,215	164.79%
2015	28,489,572	14,884,999	13,604,573	4,367,742	3,018,747	7,386,489	184.18%

¹ Operating expenses less depreciation.

² Includes principal and interest amounts paid from water and sewer revenues only.

Enterprise Funds Bond Coverage



LONG-TERM DEBT AND SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS**Wetlands Loan**

The City received a loan in the amount of \$4,114,000 from the former property owner to assist in the payment of costs of Talking Water Garden. Loan repayment requirements are payable from the net revenues of the City's sewer system. The interest rate is 4 percent for the ten-year loan. Final maturity is December 2021.

Years Ending June 30,	Principal	Interest	Totals
2017	424,439	75,561	500,000
2018	441,416	58,584	500,000
2019	459,073	40,927	500,000
2020	477,436	22,564	500,000
2021	86,671	3,467	90,138
Totals	\$ 1,889,035	\$ 201,103	\$ 2,090,138

TOTAL OUTSTANDING BONDS, CERTIFICATES OF PARTICIPATION, AND SRF LOANS

Years Ending June 30,	Principal	Interest	Totals
2017	5,668,476	4,684,856	10,353,332
2018	5,923,460	4,489,699	10,413,159
2019	6,185,522	4,302,873	10,488,395
2020	6,514,548	4,062,553	10,577,101
2021-2025	34,921,558	15,010,437	49,931,995
2026-2030	40,749,080	7,157,866	47,906,946
2031-2035	21,895,000	1,687,877	23,582,877
Totals	\$ 121,857,644	\$ 41,396,161	\$ 163,253,805

GENERAL FUND

GENERAL FUND

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

PROGRAM FUNCTIONS

The General Fund is used to account for all 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. City Hall building maintenance charges are expected to be \$213,200. Major interfund transfers include: \$488,400 of State Revenue Sharing proceeds to the Albany Transit System; \$104,400 of State Revenue Sharing proceeds to the Paratransit System; and \$187,200 to the Parks & Recreation Fund. \$85,400 is for Urban Forestry Management and \$101,800 to outside agencies.

Municipal Court

Municipal Court processes citations issued by the Albany Police Department, the City's Code Enforcement Division, and private citizens of the City. 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 Emergency Services

Fire Emergency Services 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. It also provides emergency and non-emergency ambulance transportation for 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 is ambulance service charges. Service charge revenue is expected to be \$2,300,000. Fire Med revenues are limited by federal reimbursement rates and have been budgeted at \$170,000.

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 May 2016. Fiscal Year 2016-17 is the first year of the levy.

Fire & Life Safety

Personnel in this program conduct fire and life safety inspections of occupancies within the City that are covered by municipal and state fire codes. 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

The Police Department provides detective and prosecutorial services, community service assistance, City regulatory services, traffic enforcement, and accident investigation. In addition, the 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 May 2016. Fiscal Year 2016-17 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 on the City's economic development team. Comprehensive planning activities include involvement in housing issues, historic preservation issues, and transportation planning.

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 2016-17 collection of current property taxes for the General Fund will be \$17,701,400. 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, which may result in property tax revenues increasing more than three percent. For 2016-17, tax collections are estimated to rise by 4.15.0 percent. The collection rate is estimated to be 93.47 percent of the taxes levied.

In May of 2016, Albany voters passed a new local option levy to support public safety. The levy is for five years at \$1.15 per \$1,000 of assessed value starting in 2016-17. For 2016-17, the first year of the levy, current tax collections are estimated to be \$3,117,300. 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 account for 13.65 percent of the General Fund budget. It is projected that 2016-17 level of actual receipts will be more than those of 2015-16.

Licenses and Fees

Planning fees are forecast to increase by 2 percent (\$14,900).

Intergovernmental Revenues

Intergovernmental revenues are projected to increase by 6.26 percent for Fiscal Year 2016-17. Rural fire district payments will increase by \$26,000 (1.71 percent). Liquor taxes, cigarette taxes, and state revenue sharing are forecast to increase by \$111,700 (7.99 percent).

Charges for Services

The major item in this section is City Hall rental charges for office space. The rental charges are used to pay for building maintenance and utilities. With the retirement of Debt associated with the construction of City Hall, rental charges for 2016-17 will decrease (\$120,000).

Fines and Forfeitures

Court fines are estimated to increase by 5.87 percent from the 2015-16 estimate.

Other Revenues

There are no major changes in this category, as the 2016-17 adopted budget reflects historical levels of activity.

Investment Earnings

For 2016-17, interest earnings are expected to be \$25,500, increasing from the 2015-16 estimate.

GENERAL FUND

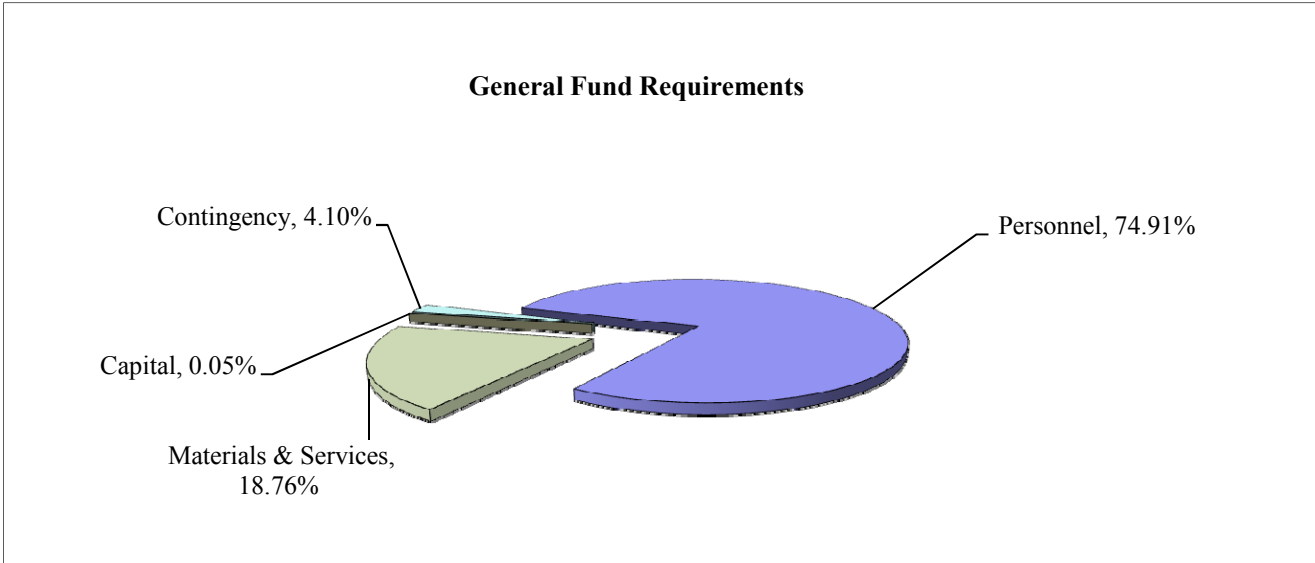
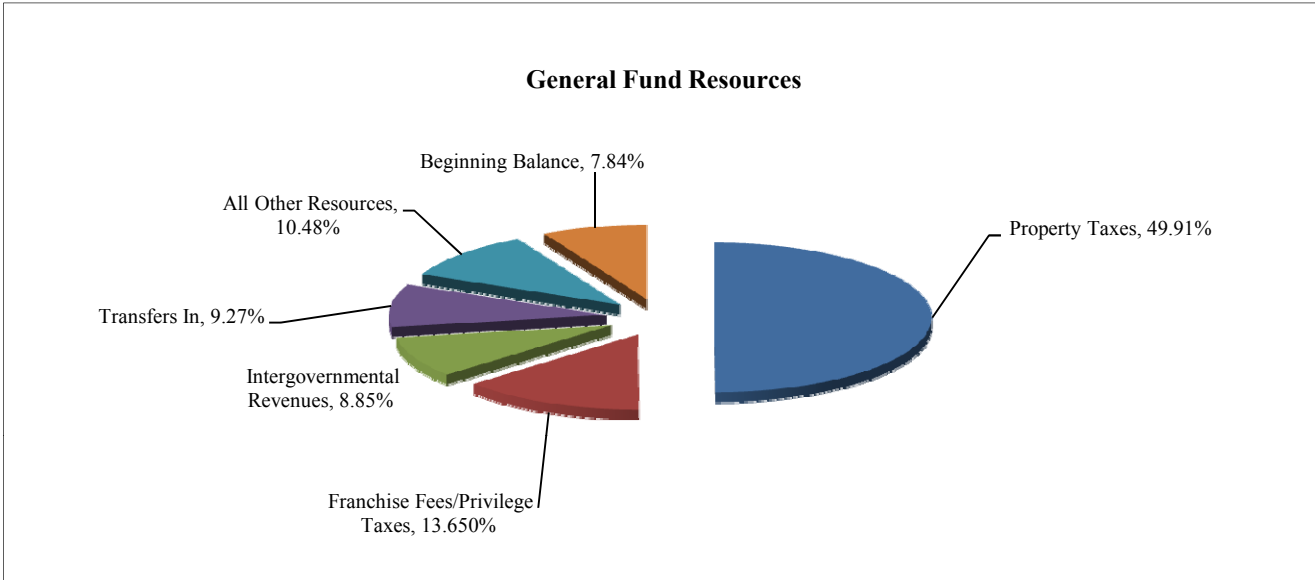
Adopted for the Fiscal Year 2016-17

RESOURCES

Property Taxes	\$ 18,281,400
Franchise Fees/Privilege Taxes	5,000,900
Licenses & Fees	362,100
Intergovernmental Revenues	3,240,400
Charges for Service	2,674,800
Fines & Forfeitures	671,500
Other Revenues	105,500
Investment Earnings	25,500
Transfers In	3,395,500
Beginning Balance	2,870,100
Total Resources	\$ 36,627,700

REQUIREMENTS

Personnel	\$ 27,438,300
Materials & Services	6,872,400
Capital	18,500
Transfers Out	783,600
Contingencies	1,514,900
Total Requirements	\$ 36,627,700



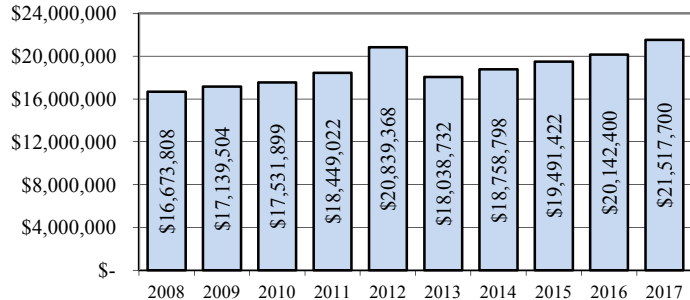
GENERAL FUND

(Amounts for 2008 through 2015 are actual. Budgeted amounts have been used for 2016 and 2017.)

Property Tax Collections

Year Ended/ Ending June 30,	Property Tax Collections	Percentage Increase
2008	\$ 16,673,808	-
2009	17,139,504	2.79%
2010	17,531,899	2.29%
2011	18,449,022	5.23%
2012	20,839,368	12.96%
2013	18,038,732	(13.44%)
2014	18,758,798	3.99%
2015	19,491,422	3.91%
2016	20,142,400	3.34%
2017	21,517,700	6.83%

Property Tax Collections (Ten Years)



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:

2008	\$ 2,684,403
2009	2,561,881
2010	2,308,154
2011	2,637,773
2012	2,317,268
2013	1,833,900
2014	2,381,840
2015 ¹	2,422,600
2016	2,756,000
2017	3,236,300

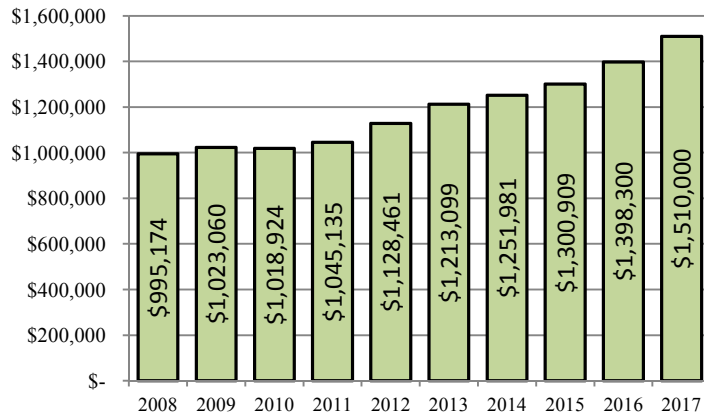
¹ As of FY 2014-2015, the Ambulance Fund was combined with Fire Emergency Services in the General Fund.

All property taxes collected in the Public Safety Levy Fund are transferred to the General Fund.

State Shared Resources: Cigarette Taxes, Liquor Taxes, and State Revenue Sharing

Year Ended/ Ending June 30,	State Shared Revenues	Percentage Increase (Decrease)
2008	\$ 995,174	-
2009	1,023,060	2.80%
2010	1,018,924	(0.40%)
2011	1,045,135	2.57%
2012	1,128,461	7.97%
2013	1,213,099	7.50%
2014	1,251,981	3.21%
2015	1,300,909	3.91%
2016	1,398,300	7.49%
2017	1,510,000	7.99%

State Shared Revenues (Ten Years)

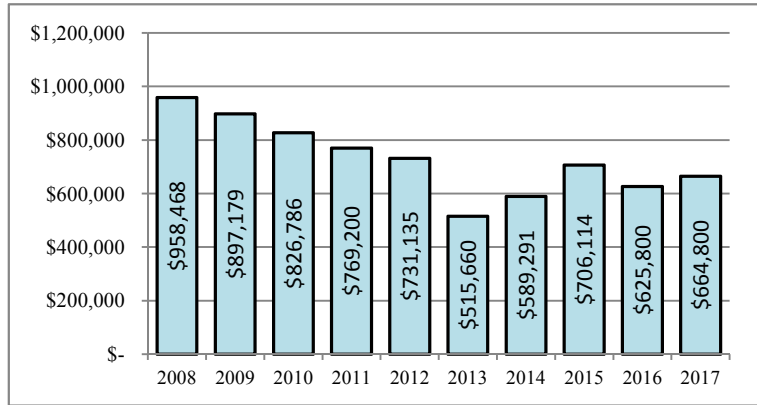


GENERAL FUND

Municipal Court Fines

Year Ended/ Ending June 30,	Fines	Percentage Increase (Decrease)
2008	\$ 958,468	-
2009	897,179	(6.39%)
2010	826,786	(7.85%)
2011	769,200	(6.97%)
2012	731,135	(4.95%)
2013	515,660	(29.47%)
2014	589,291	14.28%
2015	706,114	19.82%
2016	625,800	(11.37%)
2017	664,800	6.23%

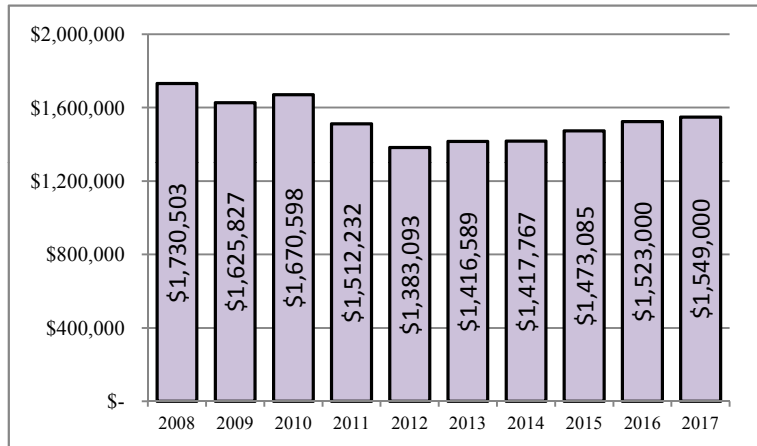
Municipal Court Fines (Ten Years)



Rural Fire District Revenues (Albany RFD, North Albany RFD, Palestine RFD)

Year Ended/ Ending June 30,	Rural Fire Districts	Percentage Increase (Decrease)
2008	\$ 1,730,503	-
2009	1,625,827	(6.05%)
2010	1,670,598	2.75%
2011	1,512,232	(9.48%)
2012	1,383,093	(8.54%)
2013	1,416,589	2.42%
2014	1,417,767	0.08%
2015	1,473,085	3.90%
2016	1,523,000	3.39%
2017	1,549,000	1.71%

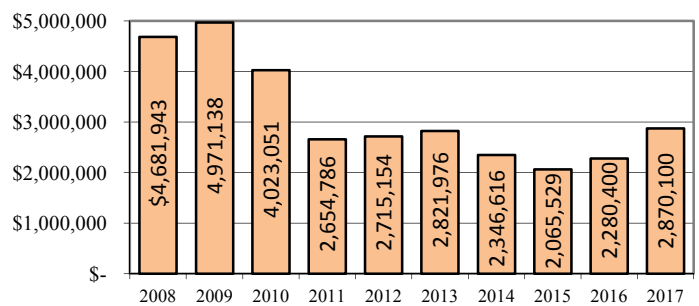
Rural Fire District Revenues (Ten Years)



Beginning Fund Balance

Year Ended/ Ending June 30,	Beginning Fund Balance	Percentage Increase (Decrease)
2008	\$ 4,681,943	-
2009	4,971,138	6.18%
2010	4,023,051	(19.07%)
2011	2,654,786	(34.01%)
2012	2,715,154	2.27%
2013	2,821,976	3.93%
2014	2,346,616	(16.84%)
2015	2,065,529	(11.98%)
2016	2,280,400	10.40%
2017	2,870,100	25.86%

Beginning Fund Balance (Ten Years)



GENERAL FUND

Other Statistics

Year Ended/ Ending June 30,	General Resources(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 Resources
2008	\$ 25,539,180	\$ -	\$ 4,681,943	\$ 30,221,123	15.49%	55.17%	65.29%
2009	25,714,610	49,800	4,971,138	30,735,548	16.17%	55.76%	66.65%
2010	25,676,988	100,000	4,023,051	29,800,039	13.50%	58.83%	68.28%
2011	26,415,987	390,000	2,654,786	29,460,773	9.01%	62.62%	69.84%
2012	26,747,307	131,200	2,715,154	29,593,661	9.17%	70.42%	77.91%
2013	26,395,419	189,970	2,821,976	29,407,365	9.60%	61.34%	68.34%
2014	27,409,108	189,970	2,346,616	29,945,693	7.84%	62.64%	68.44%
2015	30,443,869	547,800	2,065,529	33,057,199	6.25%	58.96%	64.02%
2016	31,926,200	49,200	2,280,400	34,255,800	6.66%	58.80%	63.09%
2017	33,708,400	49,200	2,870,100	36,627,700	7.84%	58.75%	63.83%

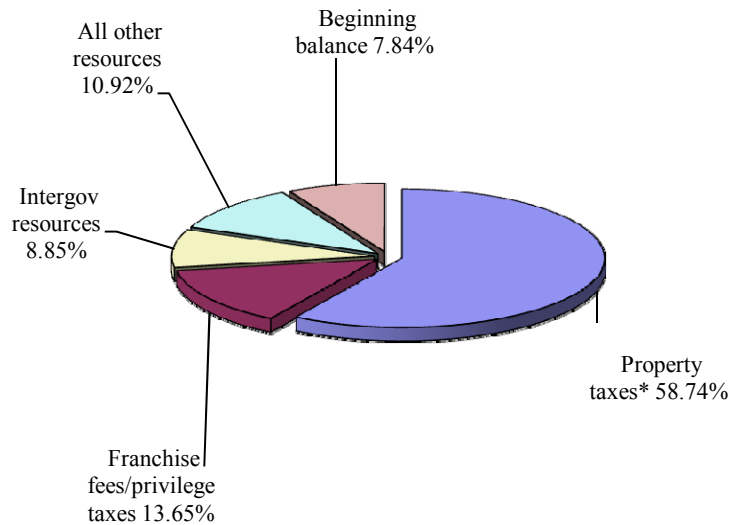
(1) General Resources include transfers from the Public Safety Levy Fund. All other transfers in and beginning fund balances are excluded.

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

2016-17 General Fund Resources

Property taxes*	21,517,700
Franchise fees/privilege taxes	5,000,900
Intergovernmental resources	3,240,400
All other resources	3,998,600
Beginning balance	2,870,100
Total Resources	\$ 36,627,700

* Property taxes include amounts collected in the Public Safety Levy Fund that are budgeted as General Fund transfers in (\$3,236,300).



GENERAL FUND

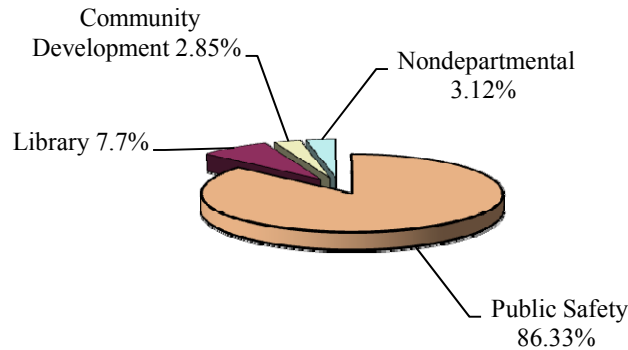
Expenditures/Requirements by Year

Year Ended/ Ending June 30,	Public Safety:		Community Development:		Total	Percent Change from Previous Year
	Police, Fire, M. Court (1)	Library	Planning, Code Enf.	Nondepart- mental (2)		
2008	\$ 20,527,044	\$ 2,124,672	\$ 1,174,755	\$ 1,423,513	\$ 25,249,984	-
2009	21,655,993	2,354,223	1,183,428	1,518,853	26,712,497	5.79%
2010	21,688,792	2,529,453	1,177,670	1,749,338	27,145,252	1.62%
2011	21,873,810	2,317,694	1,151,701	1,402,415	26,745,620	(1.47%)
2012	22,294,567	2,298,354	1,090,750	1,088,015	26,771,686	0.10%
2013	22,627,757	2,332,276	920,555	1,180,161	27,060,749	1.08%
2014	23,156,907	2,399,482	838,170	1,480,465	27,875,024	3.01%
2015	26,127,673	2,383,202	820,213	973,921	30,305,009	8.72%
2016	28,462,300	2,569,000	950,300	1,189,800	33,171,400	9.46%
2017	30,313,100	2,705,200	1,000,700	1,093,800	35,112,800	5.85%

(1) In 2015 the Ambulance Fund was combined into the General Fund.

(2) For Nondepartmental, in Fiscal Years ending June 30, 2016 and 2017, the budgeted contingency amount has not been included.

**2016-2017 General Fund Requirements Percentage of
Total Budget**



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

Year Ended/ Ending June 30,	Public Safety: Police, Fire, M. Court	Library	Planning, Housing, Code Enf.	Nondepart- mental	Total
2008	81.30%	8.41%	4.65%	5.64%	100.00%
2009	81.07%	8.81%	4.43%	5.69%	100.00%
2010	79.90%	9.32%	4.34%	6.44%	100.00%
2011	81.78%	8.67%	4.31%	5.24%	100.00%
2012	83.28%	8.59%	4.07%	4.06%	100.00%
2013	83.62%	8.62%	3.40%	4.36%	100.00%
2014	83.07%	8.61%	3.01%	5.31%	100.00%
2015	86.22%	7.86%	2.71%	3.21%	100.00%
2016	85.81%	7.74%	2.86%	3.59%	100.00%
2017	86.33%	7.70%	2.85%	3.12%	100.00%

GENERAL FUND
Franchise Fee/Privilege Tax Collections
for Fiscal Years 2008 thru 2017*

Fiscal Year June 30,Franchise Fees.....		Privilege Taxes....		Total	Annual % Change
	Telephone	Garbage Collection	Cable/ROW Television	Electricity	Natural Gas		
2008	\$ 228,462	\$ 390,224	\$ 436,050	\$ 1,832,595	\$ 884,817	\$ 3,772,148	n/a
2009	237,929	398,630	463,754	1,838,115	921,177	3,859,605	2.32%
2010	142,683	408,980	489,169	1,857,441	713,161	3,611,434	(6.43%)
2011	148,548	397,377	553,248	2,000,119	680,758	3,780,050	4.67%
2012	130,185	434,762	521,337	2,215,746	685,743	3,987,773	5.50%
2013	114,812	452,810	535,596	2,215,530	545,888	3,864,636	(3.09%)
2014	141,175	468,937	584,940	2,326,164	640,785	4,162,002	7.69%
2015	98,749	420,509	634,053	2,329,364	655,354	4,138,028	(0.58%)
2016	98,500	517,400	616,600	3,260,200	652,800	5,145,500	24.35%
2017	91,100	525,500	652,300	3,120,000	612,000	5,000,900	(2.81%)

* Actual receipts for years 2008 through 2015, amount budgeted for 2016 and 2017.

Annual Percentage Change for Each Fee and Tax

Fiscal Year June 30,Franchise Fees.....		Privilege Taxes....		Total Annual % Change
	Telephone	Garbage Collection	Cable/ROW Television	Electricity	Natural Gas	
2009	4.14%	2.15%	6.35%	0.30%	4.11%	2.32%
2010	(40.03%)	2.60%	5.48%	1.05%	(22.58%)	(6.43%)
2011	4.11%	(2.84%)	13.10%	7.68%	(4.54%)	4.67%
2012	(12.36%)	9.41%	(5.77%)	10.78%	0.73%	5.50%
2013	(11.81%)	4.15%	2.74%	(0.01%)	(20.39%)	(3.09%)
2014	22.96%	3.56%	9.21%	4.99%	17.38%	7.69%
2015	(30.05%)	(10.33%)	8.40%	0.14%	2.27%	(0.58%)
2016	(0.25%)	23.04%	(2.75%)	39.96%	(0.39%)	24.35%
2017	(7.51%)	1.57%	5.79%	(4.30%)	(6.25%)	(2.81%)

Average Annual Percentage Change for Each Fee and Tax

from Fiscal Year 2008 to Fiscal Year 2017

.....Franchise Fees.....		Privilege Taxes....		Total Average Annual % Change
Telephone	Garbage Collection	Cable/ROW Television	Electricity	Natural Gas	
(6.01%)	3.47%	4.96%	7.03%	(3.08%)	3.26%

**GENERAL FUND
RESOURCE DETAIL**

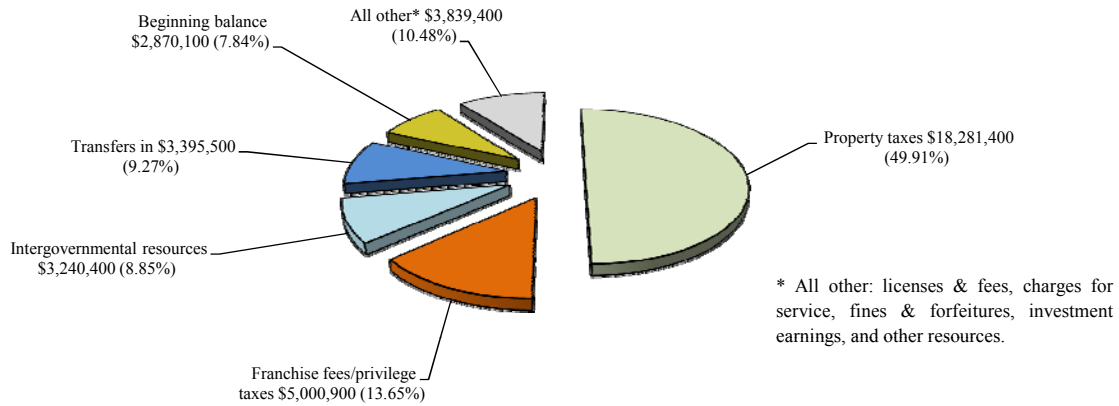
Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Property Taxes - Current	15,788,098	16,406,772	16,836,400	16,836,400	17,701,400	5.14%	48.33%
Property Taxes - Delinquent	588,860	662,051	550,000	550,000	580,000	5.45%	1.58%
Privilege Tax: Electric	2,326,164	2,329,364	3,260,200	3,260,200	3,120,000	(4.30%)	8.52%
Franchise Fees: R-O-W Carriers	24,607	43,982	30,600	30,600	33,600	9.80%	0.09%
Franchise Fees: Telephone	141,175	98,749	98,500	98,500	91,100	(7.51%)	0.25%
Franchise Fees: Garbage Collection	468,937	420,509	517,400	517,400	525,500	1.57%	1.43%
Privilege Tax: Natural Gas	640,785	655,354	652,800	652,800	612,000	(6.25%)	1.67%
Franchise Fees: Cable TV	560,333	590,070	586,000	586,000	618,700	5.58%	1.69%
Permit Fees	300	75	1,000	1,000	1,300	30.00%	-
Number of Dogs Permit Fee	850	700	900	900	800	(11.11%)	-
Fire Line Fees	-	-	-	-	40,000	-	0.11%
Licenses	10,596	8,928	7,000	7,000	9,600	37.14%	0.03%
Library Fees	75,006	75,242	75,000	75,000	71,800	(4.27%)	0.20%
Planning Fees	128,941	233,985	158,100	158,100	222,800	40.92%	0.61%
Alarm Fees	11,879	14,431	15,600	15,600	15,600	-	0.04%
Medical Marijuana Facility Permit	-	300	-	-	200	-	-
DUII/Safety Belt Enf. Grants	4,400	10,288	8,500	8,500	9,400	10.59%	0.03%
State Liquor Taxes	707,813	735,210	767,100	767,100	855,700	11.55%	2.33%
State Cigarette Taxes	69,039	68,286	59,300	59,300	61,500	3.71%	0.17%
State Revenue Sharing	475,129	497,413	571,900	571,900	592,800	3.65%	1.62%
Conflagration Response Reimb.	151,464	60,486	60,000	60,000	80,000	33.33%	0.22%
WComp Wage Subsidy Reimb	6,187	34,244	6,100	6,100	8,000	31.15%	0.02%
OT Reimbursement - DEA	-	7,948	-	-	-	-	-
Linn County	9,240	17,579	13,500	13,500	9,700	(28.15%)	0.03%
Albany Rural Fire District	983,655	979,044	1,012,200	1,012,200	1,015,100	0.29%	2.77%
North Albany Rural Fire District	316,423	332,060	343,300	343,300	360,900	5.13%	0.99%
Palestine Rural Fire District	117,689	161,981	167,500	167,500	173,000	3.28%	0.47%
GAPS Police Grant	40,000	40,000	40,000	40,000	40,000	-	0.11%
Linn County Victim Impact Panel Grant	-	3,000	-	-	-	-	-
State Department of Forestry	-	1,897	-	-	-	-	-
SunGuard Outside Agencies	-	-	-	-	34,300	-	0.09%
Charges for Services	42,261	-	-	-	-	-	-
OSFM/USAR Teams Response Reimb.	34,818	14,181	32,900	32,900	19,100	(41.95%)	0.05%
Ambulance Service Fees	1,892,576	2,200,718	2,031,700	2,064,700	2,300,000	11.40%	6.28%
FireMed Fees	165,043	188,435	170,000	170,000	170,000	-	0.46%
Space Rental	436,200	297,300	305,700	305,700	185,700	(39.25%)	0.51%
Municipal Court Fines	589,291	706,114	625,800	625,800	664,800	6.23%	1.82%
Parking Violations	3,123	3,127	3,400	3,400	3,400	-	0.01%
Nuisance Vehicle Admin Fee	1,350	600	1,500	1,500	800	(46.67%)	-
Dog Control Assessment	2,670	3,751	2,000	2,000	2,500	25.00%	0.01%
Gifts & Donations	9,458	6,335	10,400	10,400	8,400	(19.23%)	0.02%
DARE Donations	1,388	925	-	-	-	-	-
Grass Abatement Fee Principal	-	-	300	300	300	-	-
Grass Abatement Fee Interest	-	-	-	-	-	-	-
Miscellaneous Revenue	76,354	47,174	60,000	60,000	62,300	3.83%	0.17%
Over & short	7	(46)	-	-	-	-	-
AEID Principal	30,917	35,587	31,800	31,800	31,800	-	0.09%
AEID Interest	1,055	5,775	700	700	700	-	-
Loan Repayment-Principal	94,251	-	-	-	-	-	-
Loan Repayment-Interest	12,263	-	-	-	-	-	-
Club Sales	-	-	2,000	2,000	2,000	-	0.01%
Interest	44,293	21,345	20,100	20,100	25,500	26.87%	0.07%
Total Current Resources	27,084,887	28,021,269	29,137,200	29,170,200	30,362,100	4.09%	82.89%
From Water Fund	50,000	-	-	-	-	-	-
From Public Safety Levy Fund	558,535	193,500	210,000	460,000	848,100	84.37%	2.32%
From General Fund	-	-	-	-	-	-	-
From Public Safety Levy-Police	881,114	995,500	1,025,400	1,025,400	1,213,800	18.37%	3.31%
From Public Safety Levy-Fire	942,192	1,061,300	1,093,100	1,093,100	1,174,400	7.44%	3.21%
From CARA Program	-	-	-	-	50,000	-	0.14%
From Building Inspection	-	-	-	-	60,000	-	0.16%
From Street Fund	-	500,000	-	-	-	-	-
From Sewer Fund	50,000	-	-	-	-	-	-
From Capital Projects Fund	-	-	-	-	-	-	-
Transfer In: Transient Room Tax	41,600	47,800	49,200	49,200	49,200	-	0.13%
From Public Safety Levy-Ambulance	-	172,300	177,500	177,500	-	(100.00%)	-
From: Ambulance Fund	48,370	-	-	-	-	-	-
Total Transfers In	2,571,810	2,970,400	2,555,200	2,805,200	3,395,500	21.04%	9.27%
Beginning Balance	2,170,549	2,065,529	2,162,200	2,280,400	2,870,100	25.86%	7.84%
Total General Fund Resources	\$31,827,246	\$33,057,199	\$33,854,600	\$34,255,800	\$36,627,700	6.92%	100.00%

**GENERAL FUND
REVENUE/RESOURCE SUMMARY**

Resource type	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Property taxes	16,376,958	17,068,822	17,386,400	17,386,400	18,281,400	5.15%	49.91%
Franchise fees/privilege taxes	4,162,002	4,138,028	5,145,500	5,145,500	5,000,900	(2.81%)	13.65%
Licenses & fees	227,572	333,662	257,600	257,600	362,100	40.57%	0.99%
Intergovernmental resources	2,881,039	2,949,436	3,049,400	3,049,400	3,240,400	6.26%	8.85%
Charges for service	2,570,898	2,700,634	2,540,300	2,573,300	2,674,800	3.94%	7.30%
Fines & forfeitures	596,434	713,592	632,700	632,700	671,500	6.13%	1.83%
Other resources	225,692	95,750	105,200	105,200	105,500	0.29%	0.29%
Investment earnings	44,293	21,345	20,100	20,100	25,500	26.87%	0.07%
Total Current Resources	27,084,887	28,021,269	29,137,200	29,170,200	30,362,100	4.09%	82.89%
Transfers in	2,571,810	2,970,400	2,555,200	2,805,200	3,395,500	21.04%	9.27%
Beginning balance	2,170,549	2,065,529	2,162,200	2,280,400	2,870,100	25.86%	7.84%
TOTAL RESOURCES	\$31,827,246	\$33,057,199	\$33,854,600	\$34,255,800	\$36,627,700	6.92%	100.00%

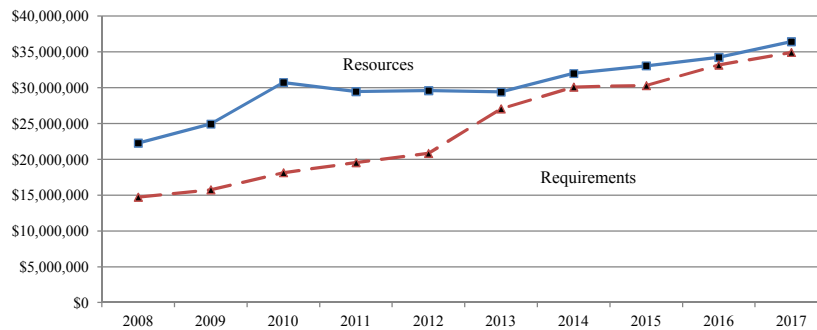
ADOPTED GENERAL FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



GENERAL FUND RESOURCES AND REQUIREMENTS

Ten Fiscal Years



**GENERAL FUND
REQUIREMENT AND STAFFING SUMMARIES**

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Nondepartmental							
Materials & Services	\$ 268,914	\$ 277,424	\$ 301,300	\$ 301,300	\$ 310,200	\$ 310,200	\$ 310,200
Transfers Out	1,211,551	696,497	770,300	888,500	783,600	783,600	783,600
Contingency	-	-	1,354,400	1,084,400	1,514,900	1,514,900	1,514,900
Municipal Court	659,126	704,107	724,300	724,300	762,700	762,700	762,700
Public Safety Levy: Fire	999,862	1,023,974	1,106,300	1,106,300	1,174,000	1,174,000	1,174,000
Fire & Life Safety	711,466	654,698	712,900	712,900	839,300	839,300	839,300
Fire Emergency Services	8,381,805	10,938,927	11,387,000	11,940,000	12,225,400	12,315,400	12,315,400
Police	11,477,386	11,868,955	12,853,300	12,853,300	13,917,900	14,007,900	14,007,900
Public Safety Levy: Police	927,262	937,011	1,125,500	1,125,500	1,213,800	1,213,800	1,213,800
Planning	838,170	820,213	950,300	950,300	1,000,700	1,000,700	1,000,700
Library	2,399,482	2,383,202	2,569,000	2,569,000	2,705,200	2,705,200	2,705,200
Total Requirements	\$27,875,024	\$30,305,009	\$33,854,600	\$34,255,800	\$ 36,447,700	\$ 36,627,700	\$ 36,627,700

Requirements by Type

Personnel	\$21,037,326	\$23,632,707	\$25,622,500	\$26,175,500	\$ 27,438,300	27,438,300	27,438,300
Materials & Services	5,626,147	5,949,917	6,107,400	6,107,400	6,692,400	6,872,400	6,872,400
Capital	-	25,888	-	-	18,500	18,500	18,500
Transfers Out	1,211,551	696,497	770,300	888,500	783,600	783,600	783,600
Contingency	-	-	1,354,400	1,084,400	1,514,900	1,514,900	1,514,900
Total Requirements	\$27,875,024	\$30,305,009	\$33,854,600	\$34,255,800	\$ 36,447,700	\$ 36,627,700	\$ 36,627,700

**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Capital	Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
Nondepartmental	\$ -	\$ 310,200	\$ -	\$ 783,600	\$ 1,514,900	\$ 2,608,700	7.13%
Municipal Court	442,800	319,900	-	-	-	762,700	2.08%
Public Safety Levy: Fire	1,082,600	91,400	-	-	-	1,174,000	3.21%
Fire & Life Safety	700,600	138,700	-	-	-	839,300	2.29%
Fire Emergency Services	10,146,300	2,150,600	18,500	-	-	12,315,400	33.62%
Police	11,498,400	2,509,500	-	-	-	14,007,900	38.24%
Public Safety Levy: Police	996,100	217,700	-	-	-	1,213,800	3.31%
Planning	746,400	254,300	-	-	-	1,000,700	2.73%
Library	1,825,100	880,100	-	-	-	2,705,200	7.39%
Total Requirements	\$27,438,300	\$ 6,872,400	\$ 18,500	\$ 783,600	\$ 1,514,900	\$ 36,627,700	100.00%
Percent of Fund Budget	74.91%	18.76%	0.05%	2.14%	4.14%	100.00%	

Staffing Summary (FTE)	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Municipal Court	4.375	4.375	4.375	4.375	4.375	4.375	4.375
Public Safety Levy: Fire	8.000	8.000	8.000	8.000	8.000	8.000	8.000
Fire & Life Safety	4.500	3.000	4.000	4.000	5.000	5.000	5.000
Fire Emergency Services	61.100	61.400	67.200	67.200	66.200	66.200	66.200
Police	78.750	78.875	80.875	80.875	83.250	83.250	83.250
Public Safety Levy: Police	9.000	9.000	9.000	9.000	9.000	9.000	9.000
Planning	7.500	5.500	5.820	5.820	5.820	5.820	5.820
Library	20.900	20.925	20.925	20.925	20.925	20.925	20.925
Total FTE	194.125	191.075	200.195	200.195	202.570	202.570	202.570

PROGRAM NARRATIVE

GENERAL FUND: NONDEPARTMENTAL (100-10-1003)

Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- A transfer to the Parks and Recreation Fund provides continued funding for the Boys and Girls Club, YMCA, and the Community After-School Program.
 - 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 and the Paratransit System.
 - Payments to the Albany Downtown Association from the Albany Economic Improvement District assessments are made from this program.
 - An outside agency grant to the Senior Meals Program is included in this budget.
 - Money previously appropriated for the spay/neuter program is redirected to Safe Haven for the same purpose.
 - Transfers from Planning and Fire to Economic Development settlement proceeds for the purchase of the E-plans system are made from this program.
 - Provide centralized coordination of property-related municipal code enforcement activities.
 - Make semiannual reports to the City Council on enforcement activities.
 - Review the Albany Municipal Code and propose revisions as needed.
-

100: General Fund

CITY OF ALBANY, OREGON

10: Finance

PROG 1003: Nondepartmental

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Materials & Services	268,914	277,424	301,300	301,300	310,200	2.95 %
Transfers Out	1,211,551	696,497	770,300	888,500	783,600	(11.81)%
Contingencies	-	-	1,354,400	1,084,400	1,514,900	39.70 %
TOTAL EXPENDITURES	1,480,465	973,921	2,426,000	2,274,200	2,608,700	14.71 %

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

- The Municipal Court processes citations issued by the Albany Police Department, the Code Enforcement Division, and private citizens. The court schedules and coordinates pretrial conferences and trials with 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 as a .25 FTE.
- The City of Albany Municipal Court provides full-service court in addition to a traffic court.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	08/15	Completed	<ul style="list-style-type: none"> • Develop and implement a sustainable work plan to maintain a high level of service following turnover in the Senior Court Clerk position.
Budget Year 2016-2017			
Effective Government	10/16 03/17 04/17		<ul style="list-style-type: none"> • Complete an RFP for new court computer system. • Develop and implement a sustainable work plan to maintain a high level of service following turnover in the Court Accounting Specialist position. • Assist the IT Department in finding and implementing a court software program compatible with the new CAD/RMS system.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013*</u>	<u>2014*</u>	<u>2015*</u>	<u>2016**</u>
Number of warrants issued.	2,171	2,865	2,750	3,000
Case numbers issued.	4,365	6,053	5,300	5,700
Crimes filed.	1,542	1,760	1,500	1,700
Violations filed.	2,626	4,101	3,400	3,800
Other filings.	197	192	190	200
Municipal Court Fines.***	515,659	589,291	706,114	669,400

*Calendar Years

**Estimated

***Fiscal Year Ending

STAFFING SUMMARY

Budgeted FTEs	4.38	4.38	4.38	4.38
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100: General Fund

CITY OF ALBANY, OREGON

10: Finance

PROG 1029: Municipal Court

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	382,669	377,960	437,900	437,900	442,800	1.12 %
Materials & Services	276,457	326,147	286,400	286,400	319,900	11.70 %
TOTAL EXPENDITURES	659,126	704,107	724,300	724,300	762,700	5.30 %

PROGRAM NARRATIVE

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

Responsible Manager/Title: John R. Bradner, Fire Chief

FUNCTIONS AND RESPONSIBILITIES

- Provide wages and benefits for seven Firefighter/EMT positions.
 - Provide wages and benefits for one Deputy Fire Marshal - Compliance position.
 - Provide for the equipment, supply, and other support costs associated with the positions in this program. (Unfunded)
 - Provide funding for Fire Department equipment replacement. (Underfunded)
-

STAFFING SUMMARY

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Budgeted FTEs	8.00	8.00	8.00	8.00

100: General Fund

25: Fire

CITY OF ALBANY, OREGON
PROG 1202: Public Safety Levy: Fire

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	945,353	971,823	1,054,100	1,054,100	1,082,600	2.70 %
Materials & Services	54,509	52,151	52,200	52,200	91,400	75.10 %
TOTAL EXPENDITURES	999,862	1,023,974	1,106,300	1,106,300	1,174,000	6.12 %

PROGRAM NARRATIVE

GENERAL FUND: FIRE & LIFE SAFETY (100-25-1203)

Responsible Manager/Title: John R. Bradner, Fire Chief

FUNCTIONS AND RESPONSIBILITIES

- Investigate fires to determine point of origin and cause, and assist law enforcement with arson investigation and prosecution.
- Review construction plans and conduct inspections for compliance with applicable codes.
- Conduct fire and life safety inspections of priority occupancies and work with high-hazard occupancies to reduce risks to the community.
- Provide records and statistics on Fire Code-regulated occupancies.
- Provide public education and training for all-hazard risk reduction in the community.
- Provide public information on regular Department operations and on emergency incidents.
- Provide services by contract to three rural fire districts.
- Maintain and implement City of Albany Emergency Operations and Hazard Mitigation Plans.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Safe City/Effective Government	06/16	Ongoing	<ul style="list-style-type: none"> • Complete development of fire investigation group policies, procedures, and note-taking guide.
	06/16	Ongoing	<ul style="list-style-type: none"> • Revise/update fire inspection program policies, procedures, and fire code standards.
	06/16	Ongoing	<ul style="list-style-type: none"> • Support all members of the fire investigation group to complete minimum training requirements.
	06/16	Incomplete	<ul style="list-style-type: none"> • Develop updated program justifications and metrics for all Fire & Life Safety programs.
	06/16	Incomplete	<ul style="list-style-type: none"> • Develop a proposal for the City Council to consider a residential fire sprinkler ordinance.
Budget Year 2016-2017			
Safe City/Effective Government	07/16		<ul style="list-style-type: none"> • Restructure and fill Fire Marshal position.
	06/17		<ul style="list-style-type: none"> • Evaluate and provide for staff training needs based on reorganization of the Division.
	06/17		<ul style="list-style-type: none"> • Evaluate current record management system.
	06/17		<ul style="list-style-type: none"> • Adopt current Fire Code for local use.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Number of inspections and re-inspections of Fire Code-regulated occupancies.	2,195	953	500	600
Fire Code violations noted vs. violations corrected.	999/938	470/233	400/200	400/200
Number of people involved in life safety education programs.	4,572	6,756	n/a	5,000
Number of life safety education presentations.	172	287	n/a	200

STAFFING SUMMARY

Budgeted FTEs	4.50	3.00	3.00	5.00
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100: General Fund

CITY OF ALBANY, OREGON

25: Fire

PROG 1203: Fire & Life Safety

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	558,426	495,665	528,500	528,500	700,600	32.56 %
Materials & Services	153,039	159,034	184,400	184,400	138,700	(24.78)%
TOTAL EXPENDITURES	711,465	654,699	712,900	712,900	839,300	17.73 %

PROGRAM NARRATIVE

GENERAL FUND: FIRE DEPARTMENT EMERGENCY SERVICES (100-25-1208)

Responsible Manager/Title: John R. Bradner, Fire Chief

FUNCTIONS AND RESPONSIBILITIES

- Prepare for, respond to, and mitigate medical, fire, hazardous materials, technical rescue, and water rescue emergencies; and natural or manmade disasters.
- Provide fire services by contract to three rural fire districts.
- Maintain vehicles and equipment in a state of preparedness.
- Conduct fire and emergency medical service training, skills proficiency, and re-certification for certified personnel.
- Provide emergency and non-emergency ambulance transport for city of Albany and Linn County Ambulance Service Area No. 1.
- Support billing and collection services for the Ambulance and FireMed programs.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Safe City/Effective Government	12/15	Ongoing	<ul style="list-style-type: none"> • Investigate programs and products to improve personnel health and safety, and reduce on-the-job injuries.
	12/15	Completed	<ul style="list-style-type: none"> • Complete change to quarterly training program.
	12/15	Completed	<ul style="list-style-type: none"> • Develop plan for replacement of medical 12-Lead EKG monitors.
	06/16	Ongoing	<ul style="list-style-type: none"> • Begin construction of the new downtown station (Station 11).
	06/16	Ongoing	<ul style="list-style-type: none"> • Complete Record Management System and Computer Aided Dispatch software update in conjunction with Linn County Sheriff's Office and Albany Police Department.
	06/16	Postponed	<ul style="list-style-type: none"> • Complete Station 14 water reclamation plan.
	06/16	Ongoing	<ul style="list-style-type: none"> • Develop plan to address capital equipment replacement needs.
Budget Year 2016-2017			
Safe City/Effective Government	12/16		<ul style="list-style-type: none"> • Present annual report and successfully extend outside funding for Community Paramedic Program.
	12/16		<ul style="list-style-type: none"> • Ongoing rollout and refinement of Single-Role EMS program (Medic 71).
	06/17		<ul style="list-style-type: none"> • Complete re-chassis of one Lifeline ambulance. • Construction of the new downtown fire station (Station 11).
	06/17		<ul style="list-style-type: none"> • Implementation of new Record Management System and Computer Aided Dispatch software

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Total emergency responses.	6,923	7,505	7,900	8200
Civilian death/injuries.	1/1	3/1	0/2	0/0
Structure fires.	51	42	44	44
Special rescue responses (hazmat, technical, water).	74	52	30	30
Value of prop. responded to vs. value loss (millions of \$).	\$29.9/\$3.1	\$50.4/\$9.4	\$24/\$1.8	\$24/\$1.8
Fire response time (alarm to arrival % < 6 min).	77%	71%	70%	70%
Fire response mutual aid provided vs. mutual aid received.	38/16	29/10	27/9	27/9
Field transports to out-of-community medical facilities.	473	635	640	650
Inter-facility transfers.	485	488	490	510
Billing percent received (Includes medicare write-offs).	43.0%	44.9%	44.0%	44.0%
EMS responses per 1,000 population served (mean for cities under 100k = 77.77).	100.7	109.1	110	112

STAFFING SUMMARY

Budgeted FTEs	62.10	*61.40	64.60	64.20
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* Two Firefighter/EMT positions were funded through the SAFER grant (203-25-5098) through January 3, 2015, and then transferred to Emergency Services (100-25-1208) for the remainder of the fiscal year.



CITY OF
Albany

O R E G O N

100: General Fund

25: Fire

CITY OF ALBANY, OREGON
PROG 1208: Fire Emergency Services

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	8,624,080	9,021,356	9,436,100	9,989,100	10,146,300	1.57 %
Materials & Services	1,932,389	1,891,684	1,950,900	1,950,900	2,150,600	10.24 %
Capital	-	25,888	-	-	18,500	- %
Transfers Out	48,370	-	-	-	-	- %
TOTAL EXPENDITURES	10,604,839	10,938,928	11,387,000	11,940,000	12,315,400	3.14 %

PROGRAM NARRATIVE

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

Responsible Manager/Title: Mario Lattanzio, 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 2015-2016			
Safe City	6/16	Met	• Maintain patrol response to priority one calls of 4:15 minutes or less.
	6/16	Unmet	• Reduce the number of fatal and injury accidents by 5%.
	6/16	Met	• Achieve 60% clearance rate for violent crimes.
	6/16	Met	• Achieve 20% clearance rate for property crimes.
	6/16	Unmet	• Achieve 5% reduction in Part I crimes annually.
Budget Year 2016-2017			
Safe City	6/17		• Maintain patrol response to priority one calls of 4:15 minutes or less.
	6/17		• Reduce the number of fatal and injury accidents by 5%.
	6/17		• Achieve 60% clearance rate for violent crimes.
	6/17		• Achieve 20% clearance rate for property crimes.
	6/17		• Achieve 5% reduction in Part I crimes annually.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Number of calls for service.	60,887	59,409	61,000	61,000
Part 1 Crimes (UCR) (1).	1,770	1,821	1,730	1,730
Part 2 Crimes (UCR) (2).	5,600	5,076	5,300	5,300
Total number of arrests.	5,103	4,722	5,000	5,000
Number of uniform traffic citations and written warnings.	5,162	7,197	7,500	7,500
Animal and abandoned vehicle calls.	2,404	2,448	2,400	2,400

(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.

UCR = Uniform Crime Reporting.

STAFFING SUMMARY

Budgeted FTEs	78.87	78.87	80.87	83.25
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100: General Fund

CITY OF ALBANY, OREGON

30: Police

PROG 1301: Police

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	9,318,039	9,713,763	10,650,200	10,650,200	11,498,400	7.96 %
Materials & Services	2,159,347	2,155,193	2,203,100	2,203,100	2,509,500	13.91 %
TOTAL EXPENDITURES	11,477,386	11,868,956	12,853,300	12,853,300	14,007,900	8.98 %

PROGRAM NARRATIVE

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

Responsible Manager/Title: Mario Lattanzio, 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>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Budgeted FTEs	9.00	9.00	9.00	9.00

100: General Fund

30: Police

CITY OF ALBANY, OREGON
PROG 1302: Public Safety Levy: Police

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	823,797	861,044	1,044,400	1,044,400	996,100	(4.62)%
Materials & Services	103,465	75,968	81,100	81,100	217,700	168.43 %
TOTAL EXPENDITURES	927,262	937,012	1,125,500	1,125,500	1,213,800	7.85 %

PROGRAM NARRATIVE

GENERAL FUND: COMMUNITY DEVELOPMENT, PLANNING (100-40-1601)

Responsible Manager/Title: Bob Richardson, 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, economic development, social amenities, and urbanization. Planning staff keeps the Comprehensive Plan and Map up-to-date by making revisions when necessary to reflect changing conditions.
- Process development proposals and annexation applications in accordance with the Albany Development Code (ADC). This includes providing accurate and consistent application and enforcement of the ADC.
- Administer and revise the ADC. The ADC includes the regulations that describe how development in Albany should look and function. Planning staff keeps the ADC up-to-date by making revisions when necessary.
- 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 Commission, Community Development Commission, City departments, and ad hoc committees.
- Prepare long-range plans for the City. These plans typically propose new zoning designations or new public facility locations.
- Administer the floodplain management program consistent with the Federal Emergency Management Agency's (FEMA) National Floodplain Insurance Program (NFIP), and participate in FEMA's Community Rating System (CRS).

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Safe City	06/16	In Progress	<ul style="list-style-type: none"> • Adopt new FEMA Flood Insurance Rate maps for North Albany and update references in ADC; and prepare for FEMA's CRS five-year review.
	06/16	In Progress	<ul style="list-style-type: none"> • Develop Americans with Disabilities Act (ADA) Transition Plan.
Effective Government	06/16	In Progress	<ul style="list-style-type: none"> • Update Buildable Lands Inventory.
Budget Year 2016-2017			
Healthy Economy Great Neighborhoods	06/17		<ul style="list-style-type: none"> • Revise ADC sections affecting downtown zones and to comply with legal requirements.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Number of Planning applications.	68	104	180	225
Number of Pre-Application meetings.	n/a	78	80	90
Percent of applications reviewed within state-mandated time limit.	100%	100%	100%	100%
Maintain or improve current FEMA CRS rating of 6.	6	6	6	6

STAFFING SUMMARY

Budgeted FTEs	7.50	5.50	5.82	5.82
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100: General Fund

CITY OF ALBANY, OREGON

40: Community Development

PROG 1601: Planning

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	570,456	551,863	680,200	680,200	746,400	9.73 %
Materials & Services	267,714	268,350	270,100	270,100	254,300	(5.85)%
TOTAL EXPENDITURES	838,170	820,213	950,300	950,300	1,000,700	5.30 %

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 for the community.
- 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.; Saturday and Sunday, 1:00 p.m. to 5:00 p.m. Operating hours for the 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 2015-2016			
Effective Government	06/16	Ongoing	• Partner with Linn County libraries to improve access to library services.
	06/16	Completed	• Apply for Federal E-rate discounts.
Great Neighborhoods	06/16	Ongoing	• Collaborate with Greater Albany Public Schools (GAPS) to improve access to library services.
Budget Year 2016-2017			
Great Neighborhoods	06/17		• Collaborate with GAPS to improve access to library services.
Effective Government	06/17		• Apply for Federal E-rate discounts.
	06/17		• Partner with Linn County libraries to improve access to library resources.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Library visitors.	363,696	342,695	350,000	360,000
Program attendance.	14,693	14,700	15,000	17,000
Circulation.	709,000	628,143	690,000	700,000

STAFFING SUMMARY

Budgeted FTEs	21.40	20.90	20.93	20.93
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100: General Fund

CITY OF ALBANY, OREGON

45: Library

PROG 1701: Library

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	1,696,681	1,639,234	1,791,100	1,791,100	1,825,100	1.90 %
Materials & Services	702,801	743,968	777,900	777,900	880,100	13.14 %
TOTAL EXPENDITURES	2,399,482	2,383,202	2,569,000	2,569,000	2,705,200	5.30 %



CITY OF
Albany

O R E G O N

**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 2016-17, the Parks & Recreation Fund is forecast to receive current property taxes totalling \$4,513,300.

GRANTS FUND

The Grants Fund receives monies from private citizens and agencies of local, state, and federal governments for various projects within the City. In Fiscal Year 2014-15, the Housing Program was moved to the Grants Fund. This program accounts for CDBG loans and uses proceeds from those loan payments for new housing loans and grants. Two loans were made to Helbing Hands of Albany, which were repaid in Fiscal Year 2013-14.

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. ADA Code Enforcement provides enforcement and investigation of complaints relating to the Americans with Disabilities Act and state disability access requirements. Development Code Enforcement provides enforcement and investigation of complaints and code violations relating to the City's Development Code. Building officials are expecting an increase in building activity for budget year 2016-17.

RISK MANAGEMENT FUND

Funds are accumulated in this program to mitigate risk factors and provide financial protection for deductible payments and liability exposure. Litigation settlement proceeds and associated projects are also accounted for in this fund.

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

In Fiscal Year 2013-14, the Ambulance Fund was closed and the operations of the fund were combined with the Fire Suppression Program in the General Fund in the 2014-15 budget.

PUBLIC TRANSIT FUND

Included in the Public Transit Fund are 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 or individuals who have disabilities that prevent them from using other public transit. Proceeds from state revenue sharing, through transfers from the General Fund, provide 23.11 percent of the total fund resources. Grants from the Federal Transit Administration and local governmental agencies provide 53.04 percent.

SPECIAL REVENUE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

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 May, 2012, Primary Election. The rate is \$1.15 per \$1,000 of assessed value for a period of five years beginning with the 2013-14 fiscal year. Fiscal Year 2014-15 is the second year of the

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 \$2,900,000 in Fiscal Year 2016-17, increasing \$50,000 from 2015-16.

The five-percent sewer and water in-lieu-of franchise fee will generate \$639,700 and \$549,100 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

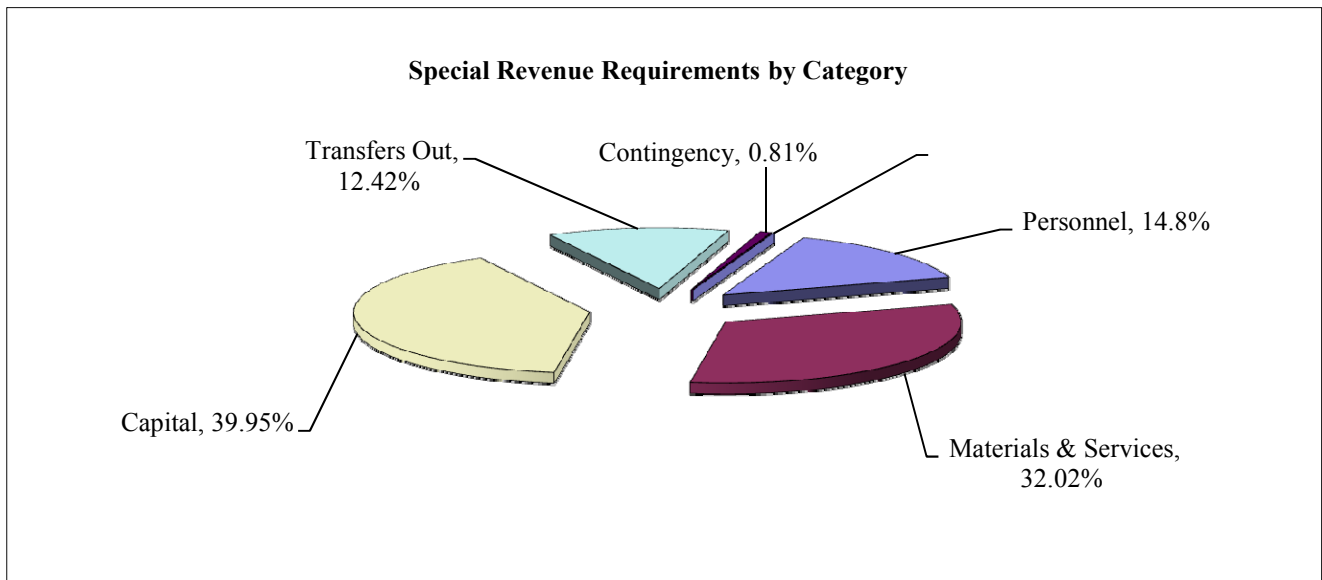
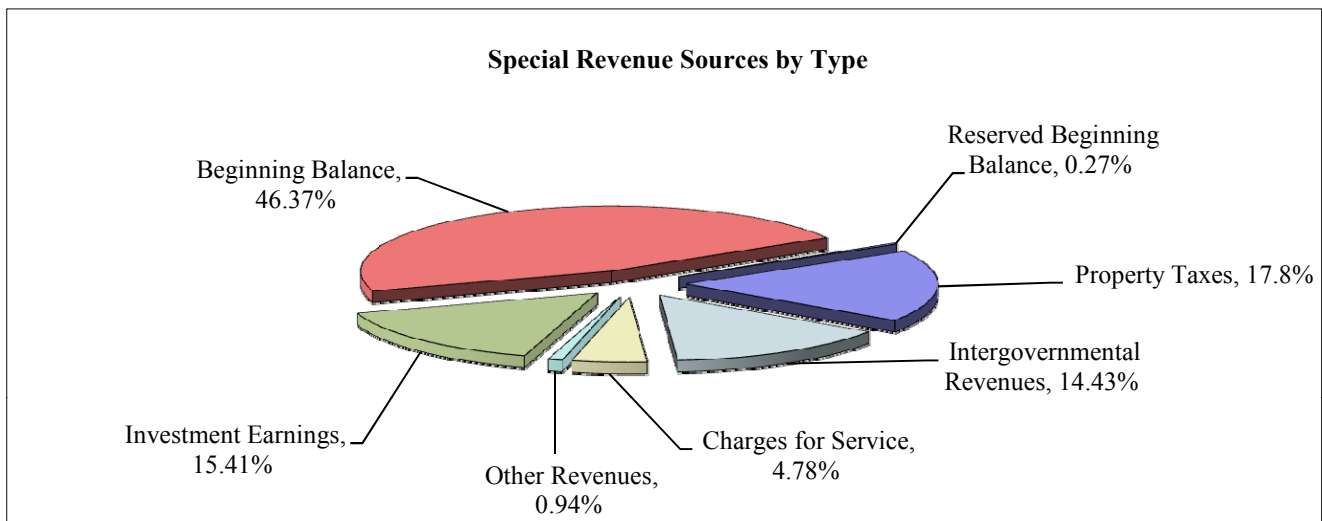
Adopted for the Fiscal Year 2016-17

RESOURCES

Property Taxes	7,698,600
Transient Room Taxes	1,104,300
Licenses & Fees	2,291,600
Intergovernmental Revenues	6,238,300
Charges for Service	2,065,600
Other Revenues	406,100
Investment Earnings	132,000
Transfers In	3,133,900
Beginning Balance	20,051,600
Reserved Beginning Balance	118,700
Total Resources	\$ 43,240,700

REQUIREMENTS

Personnel	6,398,300
Materials & Services	13,847,800
Capital	17,276,300
Transfers Out	5,369,600
Contingency	348,700
Total Requirements	\$ 43,240,700



PARKS & RECREATION FUND

RESOURCE DETAIL

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Property Taxes - Current	\$ 4,003,261	\$ 4,101,682	\$4,209,100	\$ 4,209,100	\$4,425,300	5.14%	50.30%
Property Taxes - Delinquent	147,155	155,090	98,000	98,000	88,000	(10.20%)	1.00%
Parks SDC: Principal	17,273	982	5,000	5,000	3,000	(40.00%)	0.03%
Parks SDC: Interest	1,490	883	1,000	1,000	500	(50.00%)	0.01%
Parks Systems Development Charges	423,219	333,197	250,000	250,000	200,000	(20.00%)	2.27%
Street Tree Development Fees	6,250	250	-	-	1,000	-	0.01%
State Marine Board	7,600	7,600	7,600	7,600	8,400	10.53%	0.10%
WComp Wage Subsidy Reimb	2,716	-	-	-	-	-	-
Charges for Services	15,000	15,000	15,000	15,000	15,000	-	0.17%
Agriculture Lease Payments	3,203	1,107	2,100	2,100	2,100	-	0.02%
CYF Recreation Fees	35,874	69,811	55,000	55,000	60,000	9.09%	0.68%
CYF Sponsorships	4,742	6,000	8,000	8,000	8,000	-	0.09%
Adult Recreation Fees	28,836	42,364	42,000	42,000	50,000	19.05%	0.57%
Swimming Pool Receipts	63,590	96,082	77,000	77,000	81,000	5.19%	0.92%
Senior Center Rental Fees	17,597	16,907	16,000	16,000	17,000	6.25%	0.19%
Maple Lawn Preschool Fees	69,177	78,743	84,400	84,400	88,000	4.27%	1.00%
Sports Program Fees	119,108	119,498	141,000	141,000	141,000	-	1.60%
Waverly Boat Revenues	5,375	5,805	6,500	6,500	5,000	(23.08%)	0.06%
Park Permits	21,157	21,955	7,000	7,000	7,000	-	0.08%
Fitness Program Fees	15,194	-	-	-	-	-	-
Preschool Material/Service Fees	3,247	3,864	4,400	4,400	4,900	11.36%	0.06%
Senior Program Fees	8,311	4,865	8,000	8,000	10,000	25.00%	0.11%
NWAAF Fees	10,640	9,840	9,500	9,500	9,500	-	0.11%
Hot Air Balloon Rides	8,000	11,200	8,400	8,400	7,200	(14.29%)	0.08%
Senior Newsletter	8,380	11,738	6,500	6,500	10,000	53.85%	0.11%
Gift Shop Revenue	9,828	10,712	9,000	9,000	9,000	-	0.10%
Trip Revenue	66,180	63,813	49,000	49,000	58,000	18.37%	0.66%
Merchandise Sales - Aquatics	2,281	2,759	2,000	2,000	2,000	-	0.02%
Cool! Facility Rental Fees	10,273	12,497	8,500	8,500	6,000	(29.41%)	0.07%
Concession Sales - Aquatic	14,452	16,860	12,500	12,500	11,000	(12.00%)	0.13%
Concession Sales - Sports	2,356	2,162	3,000	3,000	3,000	-	0.03%
Public Arts	5,469	1,549	4,000	4,000	1,500	(62.50%)	0.02%
Swanson Room Rental Fees	2,490	3,200	-	-	-	-	-
Track Club Revenue	4,897	2,736	4,500	4,500	4,500	-	0.05%
Facility Enhancement Fee	6,145	6,440	6,000	6,000	6,500	8.33%	0.07%
ACP Swimming Pool Receipts	168,082	159,997	160,000	160,000	150,000	(6.25%)	1.70%
ACP Facility Rental Fees	26,392	24,285	20,000	20,000	20,000	-	0.23%
Sport Camp Fees	237	-	-	-	-	-	-
Tournament Rental Fees	7,262	6,526	6,500	6,500	6,500	-	0.07%
Event Donations	200	-	-	-	-	-	-
Youth Program User Fees	2,535	-	2,500	2,500	2,500	-	0.03%
Community Garden Revenues	250	450	400	400	-	(100.00%)	-
Pool Room Revenue	844	792	900	900	800	(11.11%)	0.01%
River Rhythms Food Faire	11,076	17,500	10,000	10,000	10,000	-	0.11%
NWAAF Food Vendors	17,540	11,683	11,000	11,000	11,000	-	0.13%
Mondays at Monteith Food Vendors	3,146	1,324	-	-	-	-	-
River Rhythms Souvenir Sales	1,604	1,497	1,500	1,500	1,700	13.33%	0.02%
NWAAF Souvenir Sales	7,595	9,997	6,300	6,300	4,300	(31.75%)	0.05%
Summer Sounds - Food Vendors	-	400	2,500	2,500	2,500	-	0.03%
Festival Latino - Food Vendors	-	-	-	-	200	-	-
SDC Administrative Charges	-	-	31,300	31,300	32,000	2.24%	0.36%
Trolley Rental Charges	900	150	200	200	200	-	-
River Rhythms Donations	13,885	14,188	14,000	14,000	13,000	(7.14%)	0.14%

continued

PARKS & RECREATION FUND
RESOURCE DETAIL, continued

Resources, continued	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
NWAAF Donations	25,467	22,693	19,700	19,700	21,000	6.60%	0.24%
Mondays at Monteith Donations	2,021	1,952	-	-	-	-	-
July 4th Sponsorships	6,500	21,000	20,000	20,000	-	(100.00%)	-
Lumber to Legacy Program Revenues	-	25,245	10,000	10,000	2,000	(80.00%)	0.02%
Summer Sounds - Donations	-	120	2,500	2,500	3,000	20.00%	0.03%
Summer Sounds - Sponsorships	-	9,793	17,000	17,000	20,000	17.65%	0.23%
Festival Latino Sponsorships	-	-	-	-	2,000	-	0.02%
Gifts & Donations	11,843	8,184	8,500	8,500	7,700	(9.41%)	0.09%
Mondays at Monteith Sponsorships	7,855	(2,000)	-	-	-	-	-
Senior Center Sponsorships	5,250	2,681	8,000	8,000	8,000	-	0.09%
CPAS Sponsorships	9,500	9,900	10,000	10,000	10,000	-	0.11%
River Rhythms Sponsorships	55,917	71,502	65,000	65,000	80,000	23.08%	0.91%
NWAAF Sponsorships	92,981	107,600	105,000	105,000	90,000	(14.29%)	1.02%
Aquatic Sponsorship	3,500	-	3,500	3,500	3,500	-	0.04%
Adult Rec & Fitness Sponsorship	288	-	-	-	-	-	-
Sports Sponsorship	2,200	2,200	1,500	1,500	2,000	33.33%	0.02%
Misc Event Sponsorship/Donation	-	-	-	-	-	-	-
Aquatic Donations	59,400	61,028	62,000	62,000	64,500	4.03%	0.73%
E Thornton Lake Donations	450	40	500	500	-	(100.00%)	-
Foster Grandparent Sponsorships	1,927	1,753	-	-	-	-	-
Albany GEMS	-	9,818	10,000	10,000	11,000	10.00%	0.13%
Miscellaneous Revenue	63,167	14,554	5,000	5,000	9,000	80.00%	0.10%
Over & short	(35)	94	-	-	-	-	-
Brochure Advertising Revenue	2,451	3,030	2,300	2,300	2,500	8.70%	0.03%
General Fundraising	125	-	100	100	100	-	-
Interest	20,456	13,659	11,100	11,100	27,100	144.14%	0.31%
Total Current Resources	5,803,577	5,870,823	5,788,800	5,788,800	5,961,500	2.98%	67.75%
From Parks Fund	50,000	8,900	70,000	70,000	63,500	(9.29%)	0.72%
From General Fund	187,200	187,200	187,200	187,200	187,200	-	2.13%
From Street Fund	80,000	80,000	80,000	80,000	80,000	-	0.91%
From Parks SDC Program	90,000	-	50,000	50,000	50,000	-	0.57%
From Capital Projects Fund	-	-	-	15,000	-	(100.00%)	-
Transfer In: Transient Room Tax	79,100	90,800	171,800	171,800	171,800	-	1.95%
Total Transfers In	486,300	366,900	559,000	574,000	552,500	(3.75%)	6.29%
Beginning Balance	1,683,245	2,080,828	1,989,500	1,989,500	2,283,800	14.79%	25.96%
Total Resources	\$ 7,973,122	\$ 8,318,551	\$8,337,300	\$ 8,352,300	\$8,797,800	5.33%	100.00%

SUMMARY BY SOURCE

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Property taxes	\$ 4,150,416	\$ 4,256,772	\$4,307,100	\$ 4,307,100	\$4,513,300	4.79%	51.30%
Licenses and permits	448,232	335,312	256,000	256,000	204,500	(20.12%)	2.32%
Intergovernmental resources	10,316	7,600	7,600	7,600	8,400	10.53%	0.10%
Charges for services	809,465	872,104	842,400	842,400	858,900	1.96%	9.76%
Other resources	364,692	385,375	364,600	364,600	349,300	(4.20%)	3.97%
Investment earnings	20,456	13,659	11,100	11,100	27,100	144.14%	0.31%
Total Current Resources	5,803,577	5,870,823	5,788,800	5,788,800	5,961,500	2.98%	67.76%
Transfers in	486,300	366,900	559,000	574,000	552,500	(3.75%)	6.28%
Beginning balance	1,683,245	2,080,828	1,989,500	1,989,500	2,283,800	14.79%	25.96%
Total Resources	\$ 7,973,122	\$ 8,318,551	\$8,337,300	\$ 8,352,300	\$8,797,800	5.33%	100.00%

**PARKS & RECREATION FUND
REQUIREMENT SUMMARIES**

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sports Services	\$ 252,318	\$ 263,605	\$ 261,400	\$ 261,400	\$ 258,900	\$ 258,900	\$ 258,900
Children/Youth/Family							
Recreation Services	242,035	271,148	318,100	318,100	359,600	359,600	359,600
Resource Development/							
Marketing Services	299,587	343,569	390,600	390,600	393,100	393,100	393,100
Park Maintenance Services	1,810,999	1,905,206	1,945,400	1,945,400	2,101,000	2,101,000	2,101,000
Parks & Recreation Admin	1,447,344	1,367,342	1,676,700	1,676,700	1,744,800	1,744,800	1,744,800
Aquatic Services	745,495	791,311	807,500	807,500	831,100	831,100	831,100
Adult Recreation Services	473,191	436,527	576,700	576,700	596,800	596,800	596,800
Performance and Cultural Arts	402,912	537,022	664,800	664,800	655,600	655,600	655,600
Park SDC Projects	142,585	78,216	1,552,300	1,567,300	1,725,000	1,725,000	1,725,000
Senior Center Foundation	11,136	16,421	23,800	23,800	18,400	18,400	18,400
Parks Capital Improvement Program	64,692	8,995	120,000	120,000	113,500	113,500	113,500
Total Requirements	\$5,892,295	\$6,019,363	\$8,337,300	\$ 8,352,300	\$ 8,797,800	\$8,797,800	\$8,797,800

6

Requirements by Type							
Personnel	\$2,496,700	\$2,469,210	\$2,882,400	\$ 2,872,400	\$2,980,000	\$2,980,000	\$2,980,000
Materials & Services	2,884,247	3,256,266	3,598,400	3,587,600	3,729,600	3,729,600	3,729,600
Capital	176,848	104,887	1,376,900	1,391,900	1,591,400	1,591,400	1,591,400
Transfers Out	334,500	189,000	300,400	300,400	296,800	296,800	296,800
Contingency	-	-	179,200	200,000	200,000	200,000	200,000
Total Requirements	\$5,892,295	\$6,019,363	\$8,337,300	\$ 8,352,300	\$ 8,797,800	\$8,797,800	\$8,797,800

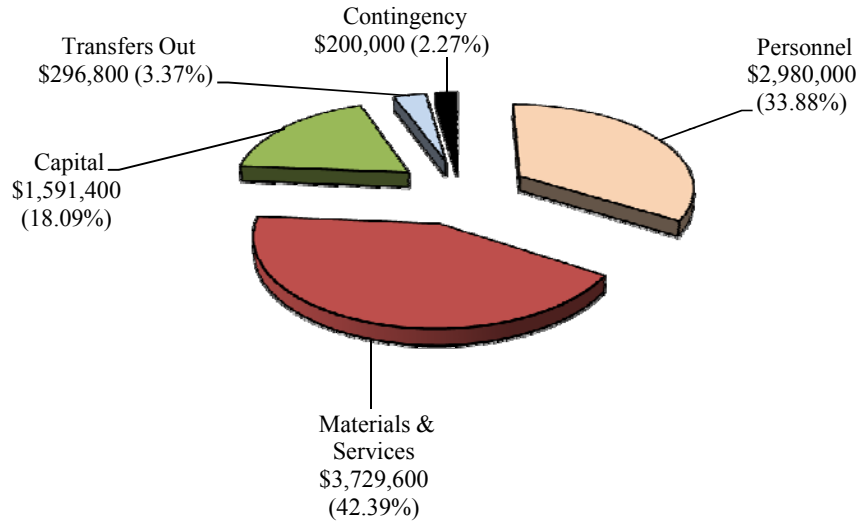
Adopted Requirements by Program and Type				Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
	Personnel	Materials & Services	Capital				
Sports Services	116,900	142,000	-	-	-	\$ 258,900	2.94%
Children/Youth/Family						359,600	4.09%
Recreation Services	271,300	88,300	-	-	-		
Resource Development/						393,100	4.47%
Marketing Services	316,700	76,400	-	-	-		
Park Maintenance Services	890,400	1,113,600	97,000	-	-	2,101,000	23.88%
Parks & Recreation Admin	456,000	842,000	-	246,800	200,000	1,744,800	19.83%
Aquatic Services	550,800	267,300	13,000	-	-	831,100	9.45%
Adult Recreation Services	368,500	228,300	-	-	-	596,800	6.78%
Performance and Cultural Arts	9,400	646,200	-	-	-	655,600	7.45%
Park SDC Projects	-	307,100	1,367,900	50,000	-	1,725,000	19.61%
Senior Center Foundation	-	18,400	-	-	-	18,400	0.21%
Parks Capital Improvement Program	-	-	113,500	-	-	113,500	1.29%
Total Requirements	\$2,980,000	\$3,729,600	\$1,591,400	\$ 296,800	\$ 200,000	\$8,797,800	100.00%
Percent of Fund Budget	33.88%	42.39%	18.09%	3.37%	2.27%	100.00%	

**PARKS & RECREATION FUND
STAFFING SUMMARY AND REQUIREMENTS BY TYPE**

Staffing Summary (FTE)	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sports Services	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Children/Youth/Family Recreation Services	3.100	2.975	2.975	2.975	3.350	3.350	3.350
Resource Development/ Marketing Services	2.725	2.450	2.700	2.700	2.700	2.700	2.700
Adult Recreation & Fitness Services	-	-	-	-	-	-	-
Park Maintenance Services	9.500	9.500	8.500	8.500	9.500	9.500	9.500
Parks & Recreation Admin	4.150	4.150	4.450	4.450	4.450	4.450	4.450
Senior Services	-	-	-	-	-	-	-
Aquatic Services	3.500	3.500	3.500	3.500	3.500	3.500	3.500
NWAAF	-	-	-	-	-	-	-
Performance Series	-	-	-	-	-	-	-
Adult Recreation Services	1.850	2.400	3.650	3.650	3.650	3.650	3.650
Urban Forestry	-	-	-	-	-	-	-
Total FTE	25.825	25.975	26.775	26.775	28.150	28.150	28.150

REQUIREMENTS BY TYPE

Category Total and Percent of Budget



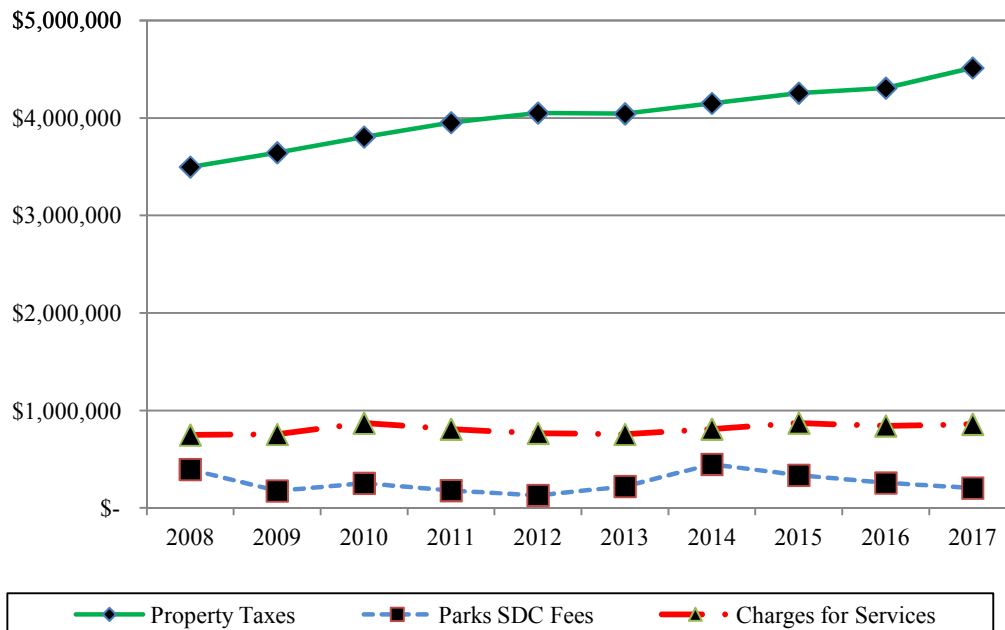
PARKS & RECREATION FUND
RESOURCES BY TYPE, TEN FISCAL YEARS

Actual Revenues for 2008 through 2015, Budgeted Resources for 2016 and 2017

Fiscal Years	Property Taxes	Parks SDC	Intergovernmental Resources	Charges for Services	Other Resources	Transfers In	Beginning Balance	Total Resources
2008	\$ 3,498,175	\$ 394,751	\$ 9,428	\$ 749,017	\$ 525,931	\$ 328,300	\$ 3,907,092	\$ 9,412,694
2009	3,643,784	174,297	9,000	755,639	376,886	1,631,923	3,719,450	10,310,979
2010	3,806,006	252,341	9,416	870,682	347,348	586,629	2,260,922	8,133,344
2011	3,952,833	178,991	11,310	809,323	261,372	1,387,117	2,498,537	9,099,483
2012	4,051,531	129,673	11,896	767,106	347,278	796,317	2,636,562	8,740,364
2013	4,043,730	220,553	7,600	756,200	323,400	521,300	1,204,500	7,077,283
2014	4,150,416	448,232	10,316	809,465	385,148	486,300	1,683,245	7,973,122
2015	4,256,772	335,312	7,600	872,104	399,034	366,900	2,080,828	8,318,551
2016	4,307,100	256,000	7,600	842,400	375,700	574,000	1,989,500	8,352,300
2017	4,513,300	204,500	8,400	858,900	376,400	552,500	2,283,800	8,797,800

SDC - System Development Charges

PROPERTY TAXES, PARKS SDC FEES, AND CHARGES FOR SERVICES
 Ten Fiscal Years



PARKS & RECREATION FUND

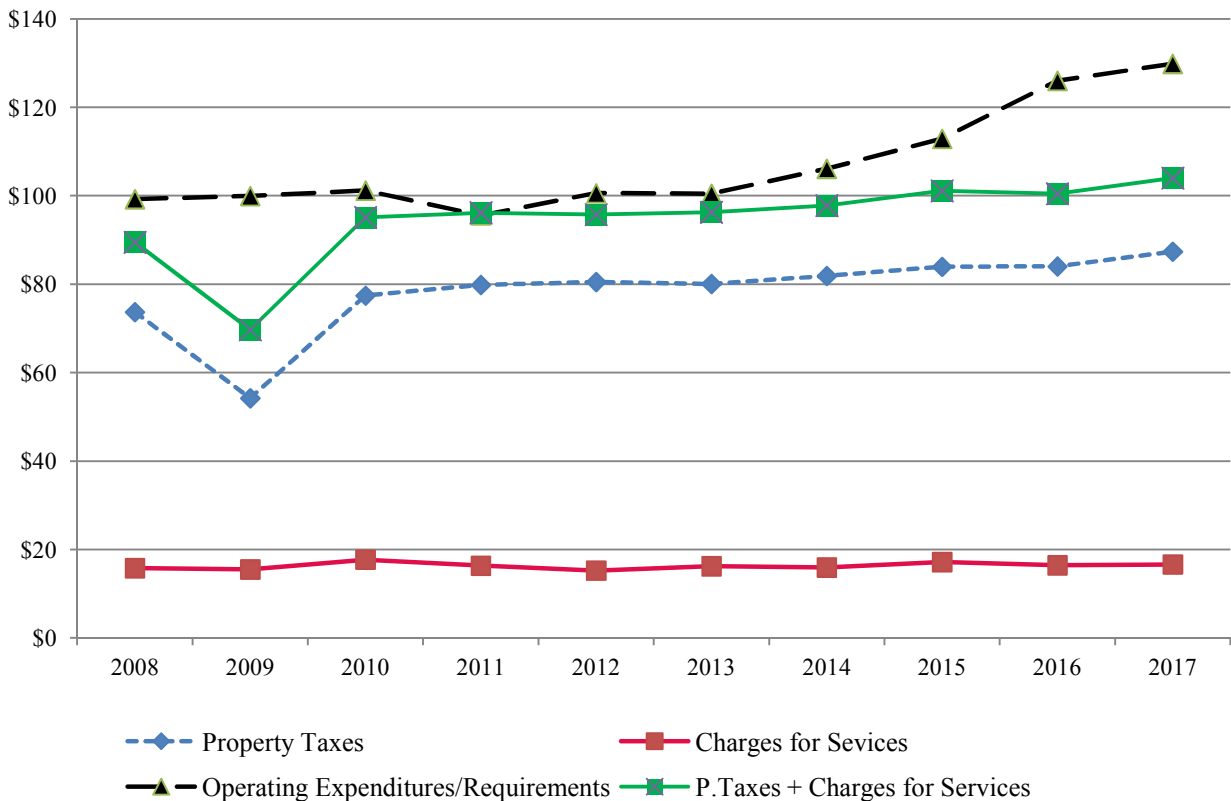
Total Property Taxes Collected per Capita and Charges for Services per Capita Ten Fiscal Years from 2008-2017 (1)

Fiscal Year Ended June 30,	OPERATING EXPENDITURES/ REQUIREMENTS		PROPERTY TAXES (2)		CHARGES FOR SERVICES	
	Amount		Amount		Amount	
	Expended	per Capita	Collected	per Capita	Received	per Capita
2008	\$ 4,710,249	\$ 99.23	\$ 3,498,175	\$ 73.69	\$ 749,017	\$ 15.78
2009	4,874,550	99.95	2,643,784	54.21	755,639	15.49
2010	4,973,685	101.16	3,806,006	77.41	870,682	17.71
2011	4,733,468	95.57	3,952,833	79.81	809,323	16.34
2012	5,061,393	100.57	4,051,531	80.51	767,106	15.24
2013	5,074,793	100.45	4,043,730	80.04	821,024	16.25
2014	5,380,946	106.11	4,150,416	81.85	809,465	15.96
2015	5,725,476	112.88	4,256,772	83.93	872,104	17.19
2016	6,460,000	126.00	4,307,100	84.01	842,400	16.43
2017	6,709,600	129.85	4,513,300	87.35	858,900	16.62

(1) Actual figures used for 2008 through 2015. Budgeted amounts used for 2016 and 2017.

(2) General property taxes are allocated 80% to the General Fund and 20% to Parks & Recreation.

Per Capita Information Operating Expenditures/Requirements, Property Tax Receipts, and Charges for Services



PARKS & RECREATION FUND
PROGRAMS SUPPORTED BY PROPERTY TAXES, USER FEES, AND OTHER RESOURCES

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, Park Maintenance Services, Parks & Recreation Administration, Aquatic Services, Adult Recreation Services, Performance and Cultural Arts. These programs represent 79 percent of the Parks & Recreation budget. The resource items listed below are included in the Parks & Recreation Fund - Resource Detail presented on previous pages.

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Property Taxes - Current	4,003,261	4,101,682	4,209,100	4,209,100	4,425,300	5.14%	63.76%
Property Taxes - Delinquent	147,155	155,090	98,000	98,000	88,000	(10.20%)	1.27%
Street Tree Development Fees	6,250	250	-	-	1,000	-	0.01%
State Marine Board	7,600	7,600	7,600	7,600	8,400	10.53%	0.12%
WComp Wage Subsidy Reimb	2,716	-	-	-	-	-	-
Charges for Services	15,000	15,000	15,000	15,000	15,000	-	0.22%
Agriculture Lease Payments	3,203	1,107	2,100	2,100	2,100	-	0.03%
CYF Recreation Fees	35,874	69,811	55,000	55,000	60,000	9.09%	0.85%
CYF Sponsorships	4,742	6,000	8,000	8,000	8,000	-	0.12%
Adult Recreation Fees	28,836	42,364	42,000	42,000	50,000	19.05%	0.72%
Swimming Pool Receipts	63,590	96,082	77,000	77,000	81,000	5.19%	1.17%
Senior Center Rental Fees	17,597	16,907	16,000	16,000	17,000	6.25%	0.24%
Maple Lawn Preschool Fees	69,177	78,743	84,400	84,400	88,000	4.27%	1.26%
Sports Program Fees	119,108	119,498	141,000	141,000	141,000	-	2.03%
Waverly Boat Revenues	5,375	5,805	6,500	6,500	5,000	(23.08%)	0.06%
Park Permits	21,157	21,955	7,000	7,000	7,000	-	0.10%
Fitness Program Fees	15,194	-	-	-	-	-	-
Preschool Material/Service Fees	3,247	3,864	4,400	4,400	4,900	11.36%	0.06%
Senior Program Fees	8,311	4,865	8,000	8,000	10,000	25.00%	0.14%
NWAAF Fees	10,640	9,840	9,500	9,500	9,500	-	0.14%
Hot Air Balloon Rides	8,000	11,200	8,400	8,400	7,200	(14.29%)	0.10%
Senior Newsletter	8,380	11,738	6,500	6,500	10,000	53.85%	0.13%
Trip Revenue	66,180	63,813	49,000	49,000	58,000	18.37%	0.84%
Merchandise Sales - Aquatics	2,281	2,759	2,000	2,000	2,000	-	0.03%
Cool! Facility Rental Fees	10,273	12,497	8,500	8,500	6,000	(29.41%)	0.09%
Concession Sales - Aquatic	14,452	16,860	12,500	12,500	11,000	(12.00%)	0.16%
Concession Sales - Sports	2,356	2,162	3,000	3,000	3,000	-	0.03%
Public Arts	5,469	1,549	4,000	4,000	1,500	(62.50%)	0.02%
Swanson Room Rental Fees	2,490	3,200	-	-	-	-	-
Track Club Revenue	4,897	2,736	4,500	4,500	4,500	-	0.06%
Facility Enhancement Fee	6,145	6,440	6,000	6,000	6,500	8.33%	0.09%
ACP Swimming Pool Receipts	168,082	159,997	160,000	160,000	150,000	(6.25%)	2.16%
ACP Facility Rental Fees	26,392	24,285	20,000	20,000	20,000	-	0.29%
Sport Camp Fees	237	-	-	-	-	-	-
Tournament Rental Fees	7,262	6,526	6,500	6,500	6,500	-	0.08%
Event Donations	200	-	-	-	-	-	-
Youth Program User Fees	2,535	-	2,500	2,500	2,500	-	0.04%
Community Garden Revenues	250	450	400	400	-	(100.00%)	-
River Rhythms Food Faire	11,076	17,500	10,000	10,000	10,000	-	0.14%
NWAAF Food Vendors	17,540	11,683	11,000	11,000	11,000	-	0.16%

continued

PARKS & RECREATION FUND

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

Resources, continued	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Mondays at Monteith Food Vendors	3,146	1,324	-	-	-	-	-
River Rhythms Souvenir Sales	1,604	1,497	1,500	1,500	1,700	13.33%	0.02%
NWAAF Souvenir Sales	7,595	9,997	6,300	6,300	4,300	(31.75%)	0.06%
Summer Sounds - Food Vendors	-	400	2,500	2,500	2,500	-	0.04%
Festival Latino - Food Vendors	-	-	-	-	200	-	-
SDC Administrative Charges	-	-	31,300	31,300	32,000	2.24%	0.46%
Trolley Rental Charges	900	150	200	200	200	-	-
River Rhythms Donations	13,885	14,188	14,000	14,000	13,000	(7.14%)	0.19%
NWAAF Donations	25,467	22,693	19,700	19,700	21,000	6.60%	0.30%
Mondays at Monteith Donations	2,021	1,952	-	-	-	-	-
July 4th Sponsorships	6,500	21,000	20,000	20,000	-	(100.00%)	-
Lumber to Legacy Program Revenues	-	25,245	10,000	10,000	2,000	(80.00%)	0.03%
Summer Sounds - Donations	-	120	2,500	2,500	3,000	20.00%	0.04%
Summer Sounds - Sponsorships	-	9,793	17,000	17,000	20,000	17.65%	0.29%
Festival Latino Sponsorships	-	-	-	-	2,000	-	0.03%
Gifts & Donations	9,389	7,784	7,500	7,500	7,500	-	0.11%
Mondays at Monteith Sponsorships	7,855	(2,000)	-	-	-	-	-
Senior Center Sponsorships	5,250	2,681	8,000	8,000	8,000	-	0.12%
CPAS Sponsorships	9,500	9,900	10,000	10,000	10,000	-	0.14%
River Rhythms Sponsorships	55,917	71,502	65,000	65,000	80,000	23.08%	1.15%
NWAAF Sponsorships	92,981	107,600	105,000	105,000	90,000	(14.29%)	1.30%
Aquatic Sponsorship	3,500	-	3,500	3,500	3,500	-	0.05%
Adult Rec & Fitness Sponsorship	288	-	-	-	-	-	-
Sports Sponsorship	2,200	2,200	1,500	1,500	2,000	33.33%	0.03%
Misc Event Sponsorship/Donation	-	-	-	-	-	-	-
Aquatic Donations	59,400	61,028	62,000	62,000	64,500	4.03%	0.93%
E Thornton Lake Donations	450	40	500	500	-	(100.00%)	-
Foster Grandparent Sponsorships	1,927	1,753	-	-	-	-	-
Albany GEMS	-	9,818	10,000	10,000	11,000	10.00%	0.16%
Miscellaneous Revenue	5,775	14,554	5,000	5,000	9,000	80.00%	0.13%
Over & short	(35)	94	-	-	-	-	-
Brochure Advertising Revenue	2,451	3,030	2,300	2,300	2,500	8.70%	0.04%
Interest	8,636	5,514	5,000	5,000	15,000	200.00%	0.22%
Total Current Resources	5,279,132	5,515,715	5,515,700	5,515,700	5,735,800	3.99%	82.56%
From General Fund	187,200	187,200	187,200	187,200	187,200	-	2.70%
From Street Fund	80,000	80,000	80,000	80,000	80,000	-	1.15%
Transfer In: Transient Room Tax	79,100	90,800	171,800	171,800	171,800	-	2.48%
Total Transfers In	346,300	358,000	439,000	439,000	439,000	-	6.33%
Beginning Balance	1,208,036	1,159,587	686,500	686,500	766,100	11.60%	11.04%
Total Resources	\$6,833,468	\$7,033,302	\$6,641,200	\$6,641,200	\$6,940,900	4.51%	100.00%
Adopted Requirements by Program and Type	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Sports Services	\$ 116,900	\$ 142,000	\$ -	\$ -	\$ -	\$ 258,900	3.73%
Children/Youth/Family Rec Services	271,300	88,300	-	-	-	359,600	5.18%
Resource Dev. Marketing Servic	316,700	76,400	-	-	-	393,100	5.66%
Park Maintenance Services	890,400	1,113,600	97,000	-	-	2,101,000	30.27%
Parks & Recreation Admin	456,000	842,000	-	246,800	200,000	1,744,800	25.16%
Aquatic Services	550,800	267,300	13,000	-	-	831,100	11.97%
Adult Recreation Services	368,500	228,300	-	-	-	596,800	8.60%
Performance and Cultural Arts	9,400	646,200	-	-	-	655,600	9.45%
Total Requirements	\$2,980,000	\$3,404,100	\$ 110,000	\$ 246,800	\$ 200,000	\$6,940,900	100.00%
Percent of Budget	42.92%	49.04%	1.58%	3.56%	2.88%	100.00%	



CITY OF
Albany

O R E G O N

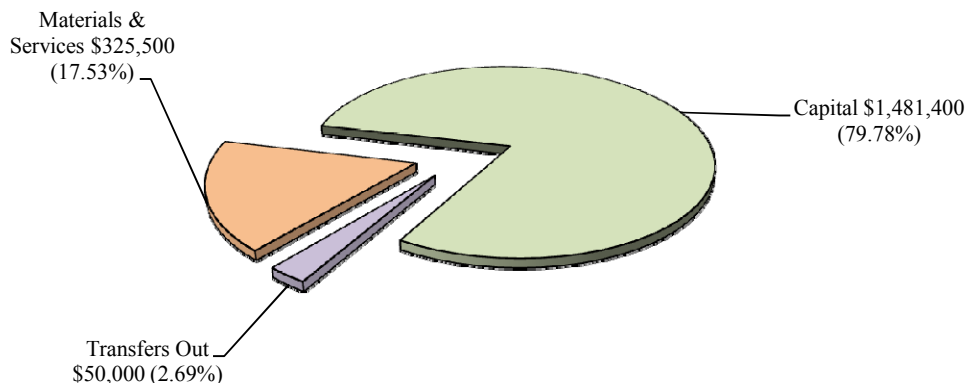
**PARKS & RECREATION FUND
SELF-SUPPORTED SPECIAL PROGRAMS**

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 21 percent of the total Parks & Recreation Fund budget. The resource items listed below are included in the Parks & Recreation Fund - Resource Detail presented on previous pages.

Resources	2013-14 Actual	2014-15 Actual2015-16.....		2016-17 Adopted Budget	% Change from 2015-16	% of Fund Budget
			Adopted Budget	Revised Budget			
Parks SDC: Principal	\$ 17,273	\$ 982	\$ 5,000	\$ 5,000	\$ 3,000	(40.00%)	0.16%
Parks SDC: Interest	1,490	883	1,000	1,000	500	(50.00%)	0.03%
Parks Systems Development Charges	423,219	333,197	250,000	250,000	200,000	(20.00%)	10.77%
Gift Shop Revenue	9,828	10,712	9,000	9,000	9,000	-	0.48%
Pool Room Revenue	844	792	900	900	800	(11.11%)	0.04%
Gifts & Donations	2,454	400	1,000	1,000	200	(80.00%)	0.01%
Miscellaneous Revenue	57,392	-	-	-	-	-	-
General Fundraising	125	-	100	100	100	-	0.01%
Interest	11,821	8,146	6,100	6,100	12,100	98.36%	0.65%
Total Current Resources	524,445	355,112	273,100	273,100	225,700	(17.36%)	12.15%
From Parks Fund	50,000	8,900	70,000	70,000	63,500	(9.29%)	3.43%
From Parks SDC Program	90,000	-	50,000	50,000	50,000	-	2.69%
From Capital Projects Fund	-	-	-	15,000	-	(100.00%)	-
Total Transfers In	140,000	8,900	120,000	135,000	113,500	(15.93%)	6.12%
Beginning Balance	475,209	921,240	1,303,000	1,303,000	1,517,700	16.48%	81.73%
Total Resources	\$1,139,654	\$1,285,252	\$1,696,100	\$1,711,100	\$1,856,900	8.52%	100.00%

Adopted Requirements by Program and Type	Materials & Services	Capital	Transfers Out	Adopted Budget	% of Fund Budget
Park SDC Projects	307,100	1,367,900	50,000	\$ 1,725,000	92.90%
Senior Center Foundation	18,400	-	-	18,400	0.99%
Parks Capital Improvement Program	-	113,500	-	113,500	6.11%
Total Requirements	\$ 325,500	\$1,481,400	\$ 50,000	\$ 1,856,900	100.00%
Percent of Budget	17.53%	79.78%	2.69%	100.00%	

REQUIREMENTS BY TYPE
Category Totals and Percent of Budget



PROGRAM NARRATIVE

**Parks and Recreation Fund: Parks & Recreation Department,
Sports Services (202-35-1402)
Responsible Manager/Title: Ed Hodney, Parks & Recreation Director**

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 2015-2016			
Great Neighborhoods/Effective Government	10/15	In Progress	<ul style="list-style-type: none"> • Install recycle centers at both softball complexes in an effort to create a greener program for the City.
Effective Government	01/16	In Progress	<ul style="list-style-type: none"> • Develop a comprehensive Sports Master Plan to coincide with Parks Master Plan.
	06/16	In Progress	<ul style="list-style-type: none"> • Sustain a minimum cost recovery program of 60% recovery of expenditures with non-tax revenues.
Budget Year 2016-2017			
Great Neighborhoods/Effective Government	10/16		<ul style="list-style-type: none"> • Install recycle centers at both softball complexes in an effort to create a greener program for the City.
Effective Government	01/17		<ul style="list-style-type: none"> • Complete a comprehensive Sports Master Plan to coincide with Parks Master Plan.
	06/17		<ul style="list-style-type: none"> • Sustain a minimum cost recovery program of 60% recovery of expenditures with non-tax revenues.
Great Neighborhoods	06/17		<ul style="list-style-type: none"> • Build quality infields for softball program.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Number of participants in a City sports program during the year.	6,855	6,950	7,100	7,150
Number of participant hours in a City sports program activity during the year.	116,535	118,150	120,700	121,500
Percentage of total sports expenditures recovered with non-tax revenues.	52%	50%	61%	59%

STAFFING SUMMARY

Budgeted FTEs	1.00	1.00	1.00	1.00
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202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1402: Sports Services

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	127,552	131,353	145,900	145,900	116,900	(19.88)%
Materials & Services	124,766	132,252	115,500	115,500	142,000	22.94 %
TOTAL EXPENDITURES	252,318	263,605	261,400	261,400	258,900	(0.96)%

PROGRAM NARRATIVE

**Parks and Recreation Fund: Parks & Recreation Department,
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 (CYF) in order to build skills and provide a positive lifestyle 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 recreation and summer learning programs for children in a community setting that develops problem-solving skills, builds self-esteem, enhances learning skills, and encourages personal responsibility.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Great Neighborhoods	06/16	Completed	<ul style="list-style-type: none"> • Develop a strategy for connecting children and families with nature through classes, events, and programs.
	06/16	In Progress	<ul style="list-style-type: none"> • Work with the community partners to expand program offerings to target diverse populations.
	06/16	In Progress	<ul style="list-style-type: none"> • Provide key internships to build community outreach and programming while mentoring and developing skills in young professionals.
Budget Year 2016-2017			
Great Neighborhoods	06/17		<ul style="list-style-type: none"> • Enhance Festival Latino offerings to improve attendee experience and impact on community.
Effective Government	06/17		<ul style="list-style-type: none"> • Implement on-line registration for classes, camps, and activities.
	06/17		<ul style="list-style-type: none"> • Develop and implement revised staffing structure to better meet programming needs.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Percentage of class and program participants who are satisfied with services.	90%	90%	90%	90%
Percentage of total program cost recovered with non-tax revenues.	50%	51%	49%	49%

STAFFING SUMMARY

Budgeted FTEs	3.10	2.98	2.98	3.35
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202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1403: Children/Youth/Family Rec Services

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	188,878	203,211	247,800	247,800	271,300	9.48 %
Materials & Services	53,156	67,937	70,300	70,300	88,300	25.60 %
TOTAL EXPENDITURES	242,034	271,148	318,100	318,100	359,600	13.05 %

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

- Develop revenue sources that will support the recreation experiences, services, and facilities the community wants and needs.
- Coordinate sponsorships and partnership programs, 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 & Recreation Department.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	06/16	In Progress	<ul style="list-style-type: none"> • Develop social media strategy to engage community and identify needs.
	06/16	Completed	<ul style="list-style-type: none"> • Utilize mobile app to solicit express feedback and recognize sponsors, partners, volunteers, and staff.
	06/16	Completed	<ul style="list-style-type: none"> • Develop multi-platform marketing campaign to cross-promote and publicize programs and services.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Implement social media strategy to engage community and identify needs.
	06/17		<ul style="list-style-type: none"> • Rebrand major events as appropriate.
	06/17		<ul style="list-style-type: none"> • Secure presenting sponsor for Northwest Art & Air Festival.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Per capita revenue from endowments, grants, foundations, solicitations, and donations.	\$10.26	\$10.42	\$7.86	\$8.00

STAFFING SUMMARY

Budgeted FTEs	2.68	2.45	2.70	2.70
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202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1404: Resource Dev. Marketing Services

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	255,756	282,464	313,700	313,700	316,700	0.96 %
Materials & Services	43,831	61,105	76,900	76,900	76,400	(0.65)%
TOTAL EXPENDITURES	299,587	343,569	390,600	390,600	393,100	0.64 %

PROGRAM NARRATIVE

**Parks & Recreation Fund: Parks & Recreation Department,
Park Maintenance Service (202-35-1407)
Responsible Manager/Title: Gary Carlson, Park Operations Supervisor**

FUNCTIONS AND RESPONSIBILITIES

- Maintains and operates all City parks and facilities in a safe, clean, attractive, and affordable manner by using responsive and efficient procedures.
- Responsible for the Urban Forestry Program including street tree maintenance.
- Coordinates volunteer program for work in parks, trails, and natural areas.
- Supports Recreation Division programs through coordination and implementation of event logistics.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	06/16	In Progress	<ul style="list-style-type: none"> • Complete all maintenance management plans.
Great Neighborhoods	06/16	Delayed	<ul style="list-style-type: none"> • Complete Sunrise Park renovation.
Effective Government	12/15	Completed	<ul style="list-style-type: none"> • Integrate sports field maintenance.
Budget Year 2016-2017			
Great Neighborhoods	06/17		<ul style="list-style-type: none"> • Partner with American Youth Soccer Organization (AYSO) for rebuilding of Timber Linn Park soccer fields.
Effective Government	06/17		<ul style="list-style-type: none"> • Develop management protocols for invasive aquatic vegetation.
	12/16		<ul style="list-style-type: none"> • Implement new urban forestry contract.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Developed acres of parkland per 1,000 population (*Based on 895 total park acres. Number changes as population grows).	11.00*	10.87*	10.75*	10.75*
Avg. cost of maintenance per developed acre.	\$2,762	\$2,780	\$2,780	\$2,850
Percentage of time lost to work-related injuries.	0%	0%	0%	0%
FTE per 1,000 residents.	.19	.19	.19	.19
Est. number of trees responsible for maintaining.	13,000	13,000	13,000	13,000
Est. number of trees receiving maintenance.	3,491	3,200	3,200	3,200
Total tree maintenance expenditures.	\$65,000	\$65,000	\$65,000	\$70,000

STAFFING SUMMARY

Budgeted FTEs	8.50	8.50	8.50	9.50
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202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1407: Park Maintenance Services

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	759,185	751,601	831,100	831,100	890,400	7.14 %
Materials & Services	946,714	1,064,870	1,114,300	1,114,300	1,113,600	(0.06)%
Capital	105,101	88,734	-	-	97,000	- %
TOTAL EXPENDITURES	1,811,000	1,905,205	1,945,400	1,945,400	2,101,000	8.00 %

PROGRAM NARRATIVE

**Parks and Recreation Fund: Parks & Recreation Department,
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 & Recreation Department and other City Hall offices.
- Working with the Albany 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.
- Provide administrative support to the Parks & Recreation Commission, City Tree Commission, Albany Arts Commission, and Senior Center Endowment Committee.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Great Neighborhoods	06/16	Deferred	<ul style="list-style-type: none"> • Complete Parks Plan Update.
	06/16	Deleted	<ul style="list-style-type: none"> • Through Arts Commission and private donors, install a public sculpture which commemorates the contributions of the metals industry in Albany.
Budget Year 2016-2017			
Great Neighborhoods	06/17		<ul style="list-style-type: none"> • Complete Parks Plan Update through UO Sustainable Cities Program.
	06/17		<ul style="list-style-type: none"> • Draft a Public Arts Strategic Plan for City Council review through UO Sustainable Cities Program.
Effective Government	06/17		<ul style="list-style-type: none"> • Establish and launch new 501c3 Albany Parks & Recreation Foundation.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Percentage of total Fund 202 operating expenditures subsidized with property tax revenues.*	61%	51%	56%	55%
Per capita revenue from endowments, grants, foundations, solicitations, and donations.	\$10.26	\$10.42	\$7.86	8.00

STAFFING SUMMARY

Budgeted FTEs	4.00	4.15	4.45	4.45
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*Fund 202 operating expenditures only includes programs 1402, 1403, 1404, 1407, 1408, 1410, 1413, and 1414.

202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1408: Parks & Recreation Admin

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	424,361	389,658	455,900	445,900	456,000	2.27 %
Materials & Services	778,483	788,683	791,200	780,400	842,000	7.89 %
Capital	-	-	-	-	-	- %
Transfers Out	244,500	189,000	250,400	250,400	246,800	(1.44)%
Contingencies	-	-	179,200	200,000	200,000	- %
TOTAL EXPENDITURES	1,447,344	1,367,341	1,676,700	1,676,700	1,744,800	4.06 %

PROGRAM NARRATIVE

Parks & Recreation Fund: Parks & Recreation Department, 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.

OBJECTIVES AND STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	10/15	Completed	<ul style="list-style-type: none"> • Increase participation in aquatic activities and achieve budget objectives.
	02/16	In Progress	<ul style="list-style-type: none"> • Assess capital/replacement needs for both ACP and COOL Pool.
	05/16	In Progress	<ul style="list-style-type: none"> • Develop and implement marketing campaign for both ACP and COOL Pool.
Budget Year 2016-2017			
Great Neighborhoods	12/16		<ul style="list-style-type: none"> • Work with community partners to expand program offerings to diverse populations.
Safe City	09/16		<ul style="list-style-type: none"> • Increase the number of staff trainings for emergency situations.
Effective Government	07/16		<ul style="list-style-type: none"> • Recruit, train, and retain certified staff.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Percentage of users who are satisfied or very satisfied with their aquatic experience.	94%	95%	96%	96%
Percentage of program costs recovered with non-tax revenues.	46%	44%	44%	41%

STAFFING SUMMARY

Budgeted FTEs	3.50	3.50	3.50	3.50
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202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1410: Aquatic Services

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	479,263	494,833	526,200	526,200	550,800	4.68 %
Materials & Services	259,177	289,322	271,300	271,300	267,300	(1.47)%
Capital	7,055	7,157	10,000	10,000	13,000	30.00 %
TOTAL EXPENDITURES	745,495	791,312	807,500	807,500	831,100	2.92 %

PROGRAM NARRATIVE

Parks and Recreation Fund: Parks & Recreation Department, Adult Recreation Services (202-35-1413) Responsible Manager/Title: Katie Nooshazar, Recreation Program Manager

FUNCTIONS AND RESPONSIBILITIES

- Offer diverse, quality recreational services for adults and seniors in order to promote wellness, provide positive leisure choices, build skills, and contribute to a strong healthy community.
- Provide facilities and infrastructure needed to meet community's recreational needs.
- Develop partnerships with community agencies and businesses to provide recreation experiences for adults and seniors.
- 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 2015-2016			
Effective Government	09/15	Completed	<ul style="list-style-type: none"> • Finalize FGP grant and transition volunteers as appropriate.
	09/15	In Progress	<ul style="list-style-type: none"> • Solidify staffing at Senior Center and develop programming goals and strategies.
	09/15	In Progress	<ul style="list-style-type: none"> • Identify grant opportunities and develop strategies for application and implementation.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Finalize and implement programming goals and strategies.
	06/17		<ul style="list-style-type: none"> • Develop and implement process for updating and rebranding Senior Center.
	06/17		<ul style="list-style-type: none"> • Implement on-line registration for classes, tours, and activities.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Percentage of participants who are satisfied with level of service received.	96%	95%	98%	98%
Percentage of facility renters who are satisfied with services rendered.	98%	95%	98%	98%
Percentage of total program costs recovered with non-tax revenues.	48%	37%	31%	27%

STAFFING SUMMARY

Budgeted FTEs	2.40	2.40	3.65	3.65
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202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1413: Adult Recreation Services

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	252,768	207,841	351,800	351,800	368,500	4.75 %
Materials & Services	220,423	228,686	224,900	224,900	228,300	1.51 %
TOTAL EXPENDITURES	473,191	436,527	576,700	576,700	596,800	3.49 %

PROGRAM NARRATIVE

Parks and Recreation Fund: Parks & Recreation Department, Performance and Cultural Arts (202-35-1414) Responsible Manager/Title: Katie Nooshazar, Recreation Program Manager

FUNCTIONS AND RESPONSIBILITIES

- Provide events that enhance Albany’s livability for residents and draw visitors from throughout the Northwest, helping to support the local economy.
- Utilize community sponsorships to provide funding for diverse events.
- Promote free music and art activities providing opportunities for cultural enrichment and development of great neighborhoods.
- Utilize events to showcase business and industry in order to create a positive economic impact on the community.

OBJECTIVES AND STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Objectives and Strategies/Actions
Budget year 2015-2016			
Great Neighborhoods	09/15	Completed	<ul style="list-style-type: none"> • Revitalize Monday performance series to generate additional sponsors and attendees.
Effective Government	06/16	Completed	<ul style="list-style-type: none"> • Increase both cash and in-kind sponsorships in order to sustain festivals and events.
Great Neighborhoods	09/15	Completed	<ul style="list-style-type: none"> • Secure festival specialty features to draw attendees and improve attendee experience.
Budget year 2016-2017			
Great Neighborhoods	09/16		<ul style="list-style-type: none"> • Add additional event feature to Northwest Art & Air Festival to draw attendees and improve attendee experience.
Effective Government	09/16		<ul style="list-style-type: none"> • Rebrand Northwest Art & Air Festival to reflect new sponsorship focus.
	06/17		<ul style="list-style-type: none"> • Secure presenting sponsor for Northwest Art & Air Festival.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017*</u>
Number of individuals attending Performance Series.*	6,500	8,800	10,600	140,000
Percent of participants who are satisfied or very satisfied with the quality of the event.	97%	95%	98%	98%
Number of individuals attending NWAAF.	53,000	50,000	61,000	60,100
Percent of sponsors satisfied or very satisfied with events.	98%	95%	97%	98%
Percent of program costs recovered with non-tax revenues.	72%	63%	67%	65%
Expenditures avoided through donations of in-kind services and materials.	\$200,000	\$177,000	\$180,000	\$253,000

*New Performance Measure

STAFFING SUMMARY

Budgeted FTEs	0.00	0.00	0.00	0.00
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202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1414: Performance and Cultural Arts

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	8,588	8,249	10,000	10,000	9,400	(6.00)%
Materials & Services	394,324	528,773	654,800	654,800	646,200	(1.31)%
TOTAL EXPENDITURES	402,912	537,022	664,800	664,800	655,600	(1.38)%

PROGRAM NARRATIVE

**Parks & Recreation Fund: Parks & Recreation Department,
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

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Effective Government	06/16	Completed	• Complete SDC-funded projects as programmed.
Budget Year 2016-2017	06/17		
Effective Government			• Complete SDC-funded projects as programmed.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Number of acres of park land.	895	895	895	895
Number of acres of park land per 1,000 pop. (*changes as population grows).	17.4*	17.3*	17.3*	17.1*

202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1500: Park SDC Projects

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Licenses and Fees	441,982	335,062	256,000	256,000	203,500	-20.51%
Miscellaneous Revenue	57,392	-	-	-	-	0.00%
Investment Income	15,578	9,689	6,000	6,000	12,000	100.00%
Investment Income	-	-	-	15,000	-	0.00%
Beginning Balance	765,665	1,138,032	1,290,300	1,290,300	1,509,500	16.99%
TOTAL REVENUES	1,280,617	1,482,783	1,552,300	1,567,300	1,725,000	10.06 %
EXPENDITURES						
Personnel Services	348	-	-	-	-	- %
Materials & Services	52,237	78,216	255,400	255,400	307,100	20.24 %
Capital	-	-	1,246,900	1,261,900	1,367,900	8.40 %
Transfers Out	90,000	-	50,000	50,000	50,000	- %
TOTAL EXPENDITURES	142,585	78,216	1,552,300	1,567,300	1,725,000	10.06 %
Prog 1500: Park SDC Projects						
Revenues less Expenditures	1,138,032	1,404,567	-	-	-	

PROGRAM NARRATIVE

**Parks and Recreation Fund: Parks & Recreation Department,
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 Recreation staff in order to meet the needs of older adults in Albany.
 - Provide funding that supports Senior Center programming.
 - Assist with planning and implementation of programs and special events.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Great Neighborhoods	06/16	In Progress	<ul style="list-style-type: none">• Identify strategies to expand user base and provide outreach to community.
Effective Government	09/16	Completed	<ul style="list-style-type: none">• Assist with volunteer celebration and recognition.
Budget Year 2016-2017			
Great Neighborhoods	06/17		<ul style="list-style-type: none">• Assist with strategies to revise volunteer celebration, and recognition program.
	06/17		<ul style="list-style-type: none">• Assist with evaluation of rebranding and remodeling needs of the Senior Center.

PROG 1506: Senior Center Foundation

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Licenses and Fees	10,672	11,504	9,900	9,900	9,800	(1.01)%
Miscellaneous Revenue	2,579	400	1,100	1,100	300	(72.73)%
Investment Income	272	130	100	100	100	- %
Beginning Balance	15,505	17,891	12,700	12,700	8,200	(35.43)%
TOTAL REVENUES	29,028	29,925	23,800	23,800	18,400	(22.69)%
EXPENDITURES						
Materials & Services	11,136	16,421	23,800	23,800	18,400	(22.69)%
TOTAL EXPENDITURES	11,136	16,421	23,800	23,800	18,400	(22.69)%
Prog 1506: Senior Center Foundation						
Revenues less Expenditures	17,892	13,504	-	-	-	

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

- Implement Capital Improvement Projects (CIP) that are funded with revenue other than 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 2015-2016			
Effective Government Great Neighborhoods	06/16	In Progress	• Complete projects as scheduled in the FY 2015-2016 CIP.
Budget Year 2016-2017			
Effective Government Great Neighborhoods	06/17		• Complete projects as scheduled in the FY 2016-2017 CIP.

202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1507: Parks Capital Improvement Program

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Investment Income	(4,029)	(1,673)	-	-	-	- %
Transfers In	140,000	8,900	120,000	120,000	113,500	(5.42)%
Beginning Balance	(305,961)	(234,683)	-	-	-	- %
TOTAL REVENUES	(169,990)	(227,456)	120,000	120,000	113,500	(5.42)%
EXPENDITURES						
Capital	64,692	8,995	120,000	120,000	113,500	(5.42)%
TOTAL EXPENDITURES	64,692	8,995	120,000	120,000	113,500	(5.42)%
Prog 1506: Senior Center Foundation						
Revenues less Expenditures	(234,682)	(236,451)	-	-	-	

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 2016-2017 Budget Year:

State Hazardous Materials Emergency Preparedness (HMEP) Grant (203-25-5089): \$17,300 on behalf of the Mid-Valley Local Emergency Planning Committee to provide hazardous materials education, training, and evacuation planning.

Community Paramedic Program Grant (203-25-5117): \$145,200 provides a transformational model of healthcare that connects at-risk populations to appropriate resources in the community and reduces the use of traditional emergency services.

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.

Department of Justice Equitable Sharing (203-30-5096): Grant proceeds are from asset forfeitures. Equitable Sharing may only be used for law enforcement purposes such as investigations, training, facilities, equipment, transportation, memorials, drug/gang education, matching, pro-rata funding, community-based programs, and language assistance. Funds are not to be used to replace or supplant appropriated resources of the recipient.

Community Policing Donations - APAK and BULB (203-30-5110): Funded by community sponsors to inspire kids to be positive, see their potential, and work towards their goals. Donations are received intermittently and are intended to span multiple fiscal years. The Albany Police Department will partner with local businesses and community members to connect honored children with a community sponsor, while also ensuring that the child continues their positive academic work.

Linn/Benton County District Attorney's Office Asset Forfeiture (203-30-5119): Grant proceeds from asset forfeiture may be used for law enforcement purposes only, such as investigations, training, facilities, equipment, awards and memorials, drug/gang education, matching and pro-rata funding, asset accounting and tracking, language assistance, transfers to other law enforcement agencies, and support for community-based programs.

Entitlement Community Development Block Grant (CDBG): The City became a Housing and Urban Development (HUD) CDBG Entitlement city in 2012 after Albany's population passed 50,000. The City received its first entitlement grant in the 2013-2014 fiscal year. The funds will be used for activities and programs that will primarily benefit Albany's low- and moderate-income residents, homeless residents, seniors, and special needs populations. The funds will also be used for eligible community development activities that may include removing architectural barriers to handicap accessibility in Albany's public buildings and curb ramps in low-income Census tracts. Staff will support the Community Development Commission's work to provide the City Council with recommendations for use of the funding. Staff will provide the required annual Action Plan and Consolidated Annual Performance Evaluation Report (CAPER) to HUD. The grant will fund 0.6 FTE staff support for the program.

CDBG (203-40-5100/5102): This program accounts for \$390,998 for activities in 2016-17 and also for \$456,100 from previous years.

Grants Fund

Grant Descriptions

2014-15 State Historic Preservation (SHPO) Grant (203-40-5118): \$12,000. The City has applied for a residential rehabilitation grant for National Register properties, public education, and outreach through newsletters, workshops, and preservation activities associated with the City's preservation program, staff and Landmarks Commission training and conferences. The local match is \$12,000 and will consist of staff time and other resources dedicated to the City's Historic Preservation Program.

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 at the Carnegie Library building. Remaining projects include basement flooring and renovation of both storage and meeting rooms. For the past few years the foundation has been providing funds for the purchase of children's books for the library system.

Oregon Community Foundation (OCF) (203-45-5033): This is a \$2,000,000 donor advised fund established in 2004 by Mrs. Doris Scharpf. Investment earnings from this fund may be annually disbursed to enhance the objectives and services of Albany Public Library. 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 the number of children in the Library's service area.

FAA Annual Capital Grant (203-50-5003): \$289,000. A Federal FAA grant was received for the design of taxiway connectors in 2015-16.

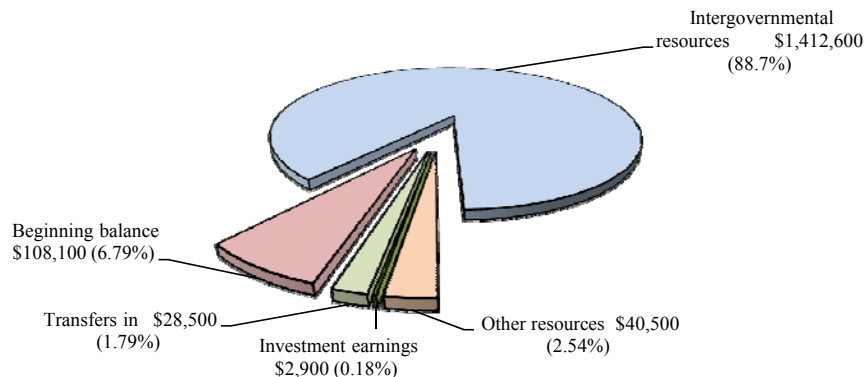
Title XIX Grant (203-50-5014): Title XIX is a federal Medicaid grant program which pays for nonmedical rides for eligible clients. This grant has been ongoing for Paratransit since 1997 and the contract is set to expire September 30, 2016. The City could bill up to \$75,000 per year; however, only \$13,000 in eligible rides is estimated to be provided in 2016-17. This grant does require a City match (40 percent), and by Medicaid rules that match amount cannot appear in the Title XIX grant budget. The City match is paid for from the Paratransit budget (213-50-1108-62210).

**GRANTS FUND
RESOURCE DETAIL**

Resources	2013-14	2014-15	2015-16		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
FAA Entitlement Proceeds	\$ 255,894	\$ 903	\$ 150,000	\$ 150,000	\$ 256,500	71.00%	16.11%
Non-Medical Medicaid Grant	6,774	19,230	21,600	21,600	13,000	(39.81%)	0.82%
Bureau of Justice	2,925	8,216	3,100	3,100	6,500	109.68%	0.41%
Oregon Emergency Management	657,147	442,623	21,000	47,000	17,300	(63.19%)	1.09%
Department of Energy	(16)	-	-	-	-	-	-
Federal Grants & Assistance	6,742	-	-	-	-	-	-
Foster Grandparent Grant	116,021	109,978	-	-	-	-	-
FEMA Disaster Reimbursement	(20,064)	377,604	-	5,000	-	(100.00%)	-
CDBG Grant	48,458	478,710	756,200	756,200	847,100	12.02%	53.17%
State of Oregon	266,686	243,751	283,000	283,000	20,000	(92.93%)	1.26%
DOJ Equitable Sharing	9,911	15,732	30,000	30,000	20,000	(33.33%)	1.26%
Brownsfield Redevelopment Grant	21,306	12,345	26,400	26,400	-	(100.00%)	-
Oregon State Weed Board	-	-	25,000	25,000	-	(100.00%)	-
State Historic Preservation Office	-	4,708	-	-	-	-	-
Oregon Community Foundation	-	82,286	82,000	82,000	87,000	6.10%	5.46%
Community & Policing Grants	2,500	-	-	-	-	-	-
InterCommunity Health	-	-	-	148,500	145,200	(2.22%)	9.12%
Albany Library Foundation	30,000	30,000	25,000	25,000	20,000	(20.00%)	1.26%
Gifts & Donations	(749)	-	-	-	-	-	-
Home Depot	-	1,000	-	-	-	-	-
APAK (Albany Police & Kids)	-	1,360	10,600	10,600	10,000	(5.66%)	0.63%
BULB (Bringing Up Learning & Behavior)	-	3,565	300	300	500	66.67%	0.03%
Miscellaneous Revenue	7,573	7,883	10,000	10,000	10,000	-	0.63%
Loan Repayment-Interest	-	-	-	-	-	-	-
Interest	2,488	5,182	1,500	1,500	2,900	93.33%	0.18%
Total Current Resources	1,413,596	1,845,076	1,445,700	1,625,200	1,456,000	(10.41%)	91.43%
From Parks Fund	-	-	-	-	-	-	-
From General Fund	279,918	-	-	-	-	-	-
From Street Capital	126,755	-	-	-	-	-	-
From Albany Municipal Airport	39,220	16,534	15,000	15,000	28,500	90.00%	1.79%
From Transportation SDCi	47,000	-	-	-	-	-	-
From N. Albany Frontage Fee	251,000	-	43,000	43,000	-	(100.00%)	-
Total Transfers In	743,893	16,534	58,000	58,000	28,500	(50.86%)	1.79%
Beginning Balance	83,184	272,193	298,700	298,700	108,100	(63.81%)	6.78%
Designated Beg. Balance-Housing	-	279,918	280,100	280,100	-	(100.00%)	-
Total Beginning Balance	83,184	552,111	578,800	578,800	108,100	(81.32%)	6.78%
Total Resources	\$2,240,673	\$2,413,721	\$2,082,500	\$2,262,000	\$1,592,600	(29.59%)	100.00%

GRANTS FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



GRANTS FUND
REQUIREMENTS AND STAFFING SUMMARIES

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
State HMEP Grant	\$ 12,422	\$ 3,900	\$ -	\$ 26,000	\$ 17,300	\$ 17,300	\$ 17,300
Community Paramedic Program	-	-	-	148,500	145,200	145,200	145,200
DOJ Bulletproof Vest	8,297	5,396	3,500	3,500	6,500	6,500	6,500
DOJ Equitable Sharing	5,774	22,841	60,200	60,200	32,200	32,200	32,200
Community Policing Donations	-	1,407	14,000	14,000	14,200	14,200	14,200
Asset Forfeiture	-	-	-	-	10,000	10,000	10,000
CDBG	42,698	18,821	1,000	1,000	93,300	93,300	93,300
CDBG Activities	5,750	270,084	156,700	156,700	753,800	753,800	753,800
SHPO Historic Preservation	-	-	-	-	12,000	12,000	12,000
Library Foundation	12,109	-	35,100	35,100	35,700	35,700	35,700
Oregon Community Foundation	137,798	137,470	137,200	137,200	159,500	159,500	159,500
State Library Grant	6,694	9,635	10,500	10,500	10,100	10,100	10,100
FAA Annual Capital Grant	321,963	23,109	165,000	165,000	289,800	289,800	289,800
Title XIX Grant	9,189	20,531	21,600	21,600	13,000	13,000	13,000
Closed Grants	1,125,870	1,366,138	1,477,700	1,482,700	-	-	-
Total Requirements	\$ 1,688,564	\$ 1,879,332	\$ 2,082,500	\$ 2,262,000	\$ 1,592,600	\$ 1,592,600	\$ 1,592,600

Requirements by Type

Personnel	\$ 627,943	\$ 410,792	\$ 100,600	\$ 198,200	\$ 193,600	\$ 193,600	\$ 193,600
Materials & Services	713,356	867,150	1,301,500	1,368,700	580,200	580,200	580,200
Capital	347,265	601,391	680,400	690,100	818,800	818,800	818,800
Total Requirements	\$ 1,688,564	\$ 1,879,333	\$ 2,082,500	\$ 2,257,000	\$ 1,592,600	\$ 1,592,600	\$ 1,592,600

**Adopted Requirements
by Program and Type**

	Materials			Adopted Budget	% of Fund Budget
	Personnel	& Services	Capital		
State HMEP Grant	\$ -	\$ 17,300	\$ -	\$ 17,300	1.08%
Community Paramedic Program	103,600	41,600	-	145,200	9.12%
DOJ Bulletproof Vest	-	6,500	-	6,500	0.41%
DOJ Equitable Sharing	-	32,200	-	32,200	2.02%
Community Policing Donations	-	14,200	-	14,200	0.89%
Asset Forfeiture	-	10,000	-	10,000	0.63%
CDBG	77,000	16,300	-	93,300	5.86%
CDBG Activities	-	260,500	493,300	753,800	47.33%
SHPO Historic Preservation	-	12,000	-	12,000	0.75%
Library Foundation	-	-	35,700	35,700	2.24%
Oregon Community Foundation	-	159,500	-	159,500	10.02%
State Library Grant	-	10,100	-	10,100	0.63%
FAA Annual Capital Grant	-	-	289,800	289,800	18.20%
Title XIX Grant	13,000	-	-	13,000	0.82%
Total Requirements	\$ 193,600	\$ 580,200	\$ 818,800	\$ 1,592,600	100.00%
Percent of Fund Budget	12.16%	36.43%	51.41%	100.00%	

Staffing Summary (FTE)	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
SAFER Grant (97.044)	-	6.000	-	-	-	-	-
Community Paramedic Program	-	-	1.400	1.400	1.400	1.400	1.400
Foster Grandparents (94.011)	0.600	0.580	-	-	-	-	-
CDBG	0.600	0.600	0.600	0.600	0.600	0.600	0.600
Total FTE	1.200	7.180	2.000	2.000	2.000	2.000	2.000

203: Grants Fund
 25: Fire

CITY OF ALBANY, OREGON
PROG 5089: State HMEP Grant

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	8,479	7,843	-	26,000	17,300	(33.46)%
Charges for Services	-	-	-	-	-	- %
Investment Earnings	5	-	-	-	-	- %
Miscellaneous Revenue	-	-	-	-	-	- %
Beginning Balance	-	(3,939)	-	-	-	- %
TOTAL REVENUES	8,484	3,904	-	26,000	17,300	(33.46)%
EXPENDITURES						
Materials & Services	12,422	3,900	-	26,000	17,300	(33.46)%
TOTAL EXPENDITURES	12,422	3,900	-	26,000	17,300	(33.46)%
Prog 5099: State HMEP Grant (Odd Yr)						
Revenues less Expenditures	(3,938)	4	-	-	-	

203: Grants Fund

CITY OF ALBANY, OREGON

25: Fire

PROG 5117: Community Paramedic Program

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	-	-	148,500	145,200	(2.22)%
TOTAL REVENUES	-	-	-	148,500	145,200	(2.22)%
EXPENDITURES						
Personnel Services	-	-	-	97,600	103,600	6.15 %
Materials & Services	-	-	-	50,900	41,600	(18.27)%
TOTAL EXPENDITURES	-	-	-	148,500	145,200	(2.22)%
Prog 5117: Community Paramedic Program						
Revenues less Expenditures	-	-	-	-	-	

203: Grants Fund

30: Police

CITY OF ALBANY, OREGON

PROG 5008: DOJ Bulletproof Vest

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	2,925	8,216	3,100	3,100	6,500	109.68 %
Investment Earnings	1	-	-	-	-	- %
Beginning Balance	1,591	(3,779)	400	400	-	- %
TOTAL REVENUES	4,517	4,437	3,500	3,500	6,500	85.71 %
EXPENDITURES						
Materials & Services	8,297	5,396	3,500	3,500	6,500	85.71 %
TOTAL EXPENDITURES	8,297	5,396	3,500	3,500	6,500	85.71 %

Prog 5008: DOJ Bulletproof Vest						
Revenues less Expenditures	(3,780)	(959)	-	-	-	

CITY OF ALBANY, OREGON

PROG 5096: DOJ Equitable Sharing

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	9,911	15,732	30,000	30,000	10,000	(66.67)%
Investment Income	141	238	-	-	100	- %
Beginning Balance	25,422	29,700	30,200	30,200	22,100	(26.82)%
TOTAL REVENUES	35,474	45,670	60,200	60,200	32,200	(46.51)%
EXPENDITURES						
Materials & Services	5,774	22,841	60,200	60,200	32,200	(46.51)%
TOTAL EXPENDITURES	5,774	22,841	60,200	60,200	32,200	(46.51)%

Prog 5096: DOJ Equitable Sharing						
Revenues less Expenditures	29,700	22,829	-	-	-	

203: Grants Fund

30: Police

CITY OF ALBANY, OREGON

PROG 5110: Community Policing Donations

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Miscellaneous Revenue	-	4,926	10,900	10,900	10,500	(3.67)%
Beginning Balance	-	-	3,100	3,100	3,700	19.35 %
TOTAL REVENUES	-	4,942	14,000	14,000	14,200	1.43 %
EXPENDITURES						
Materials & Services	-	1,407	14,000	14,000	14,200	1.43 %
TOTAL EXPENDITURES	-	1,407	14,000	14,000	14,200	1.43 %
Prog 5110: Community Policing Donations						
Revenues less Expenditures	-	3,535	-	-	-	

203: Grants Fund

30: Police

CITY OF ALBANY, OREGON

PROG 5119: Linn/Benton District Attorney's Asset Forfeiture

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	-	-	-	10,000	- %
TOTAL REVENUES	-	-	-	-	10,000	- %
EXPENDITURES						
Materials & Services	-	-	-	-	10,000	- %
TOTAL EXPENDITURES	-	-	-	-	10,000	- %
Prog 5119: Linn/Benton District Attorney's Asset Forfeiture						
Revenues less Expenditures	-	-	-	-	-	

203: Grants Fund

40: Community Development

CITY OF ALBANY, OREGON

PROG 5100: CDBG

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	42,708	18,793	1,000	1,000	93,300	9,230.00 %
Investment Income	24	12	-	-	-	- %
TOTAL REVENUES	42,732	18,839	1,000	1,000	93,300	9,230.00 %
EXPENDITURES						
Personnel Services	-	16,748	-	-	77,000	- %
Materials & Services	42,698	2,073	1,000	1,000	16,300	1,530.00 %
TOTAL EXPENDITURES	42,698	18,821	1,000	1,000	93,300	9,230.00 %

Prog 5100: CDBG						
Revenues less Expenditures	34	18	-	-	-	

203: Grants Fund

CITY OF ALBANY, OREGON

40: Community Development

PROG 5102: CDBG Activities

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	5,750	270,084	156,700	156,700	753,800	381.05 %
Investment Income	19	-	-	-	-	- %
TOTAL REVENUES	5,769	270,103	156,700	156,700	753,800	381.05 %
EXPENDITURES						
Materials & Services	5,750	208,771	106,000	106,000	260,500	145.75 %
Capital	-	61,313	50,700	50,700	493,300	872.98 %
TOTAL EXPENDITURES	5,750	270,084	156,700	156,700	753,800	381.05 %

Prog 5102: CDBG Activities						
Revenues less Expenditures	19	19	-	-	-	

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	-	-	-	12,000	- %
TOTAL REVENUES	-	-	-	-	12,000	- %
EXPENDITURES						
Materials & Services	-	-	-	-	12,000	- %
TOTAL EXPENDITURES	-	-	-	-	12,000	- %
Prog 5118: 2014-15 State Historic Preservation Grant						
Revenues less Expenditures	-	-	-	-	-	

203: Grants Fund

45: Library

CITY OF ALBANY, OREGON

PROG 5032: Library Foundation

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Investment Income	233	284	100	100	200	100.00 %
Beginning Balance	46,828	34,952	35,000	35,000	35,500	1.43 %
TOTAL REVENUES	47,061	35,236	35,100	35,100	35,700	1.71 %
EXPENDITURES						
Materials & Services	-	-	-	-	-	- %
Capital	12,109	-	35,100	35,100	35,700	1.71 %
TOTAL EXPENDITURES	12,109	-	35,100	35,100	35,700	1.71 %

Prog 5032: Library Foundation						
Revenues less Expenditures	34,952	35,236	-	-	-	

203: Grants Fund

45: Library

CITY OF ALBANY, OREGON
PROG 5033: Oregon Community Foundation

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	82,286	82,000	82,000	87,000	6.10 %
Miscellaneous Revenue	37,573	37,749	35,000	35,000	30,000	(14.29)%
Investment Income	71	344	200	200	2,500	1,150.00 %
Beginning Balance	124,762	24,607	20,000	20,000	40,000	100.00 %
TOTAL REVENUES	162,406	144,986	137,200	137,200	159,500	16.25 %
EXPENDITURES						
Materials & Services	137,798	137,470	137,200	137,200	159,500	16.25 %
TOTAL EXPENDITURES	137,798	137,470	137,200	137,200	159,500	16.25 %
Prog 5033: Oregon Community Foundation						
Revenues less Expenditures	24,608	7,516	-	-	-	

203: Grants Fund

CITY OF ALBANY, OREGON

45: Library

PROG 5034: State Library Grant

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	7,512	8,005	8,000	8,000	8,000	- %
Investment Income	42	51	-	-	100	- %
Beginning Balance	4,859	5,720	2,500	2,500	2,000	(20.00)%
TOTAL REVENUES	12,413	13,788	10,500	10,500	10,100	(3.81)%
EXPENDITURES						
Materials & Services	6,694	9,635	10,500	10,500	10,100	(3.81)%
TOTAL EXPENDITURES	6,694	9,635	10,500	10,500	10,100	(3.81)%
Prog 5034: State Library Grant						
Revenues less Expenditures	5,719	4,153	-	-	-	

203: Grants Fund

50: Public Works

CITY OF ALBANY, OREGON
PROG 5003: FAA Annual Capital Grant

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	255,894	903	150,000	150,000	256,500	71.00 %
Investment Income	83	-	-	-	-	- %
Transfers In	39,220	16,534	15,000	15,000	28,500	90.00 %
Beginning Balance	279	(26,488)	-	-	4,800	- %
TOTAL REVENUES	295,476	(9,051)	165,000	165,000	289,800	75.64 %
EXPENDITURES						
Materials & Services	70,167	15,765	-	-	-	- %
Capital	251,796	7,344	165,000	165,000	289,800	75.64 %
TOTAL EXPENDITURES	321,963	23,109	165,000	165,000	289,800	75.64 %
Prog 5003: FAA Annual Capital Grant						
Revenues less Expenditures	(26,487)	(32,160)	-	-	-	

203: Grants Fund

50: Public Works

CITY OF ALBANY, OREGON

PROG 5014: Title XIX Grant

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	6,774	19,230	21,600	21,600	13,000	(39.81)%
Investment Income	1	-	-	-	-	- %
Beginning Balance	3,700	1,286	-	-	-	- %
TOTAL REVENUES	10,475	20,516	21,600	21,600	13,000	(39.81)%
EXPENDITURES						
Personnel Services	9,189	20,531	21,600	21,600	13,000	(39.81)%
TOTAL EXPENDITURES	9,189	20,531	21,600	21,600	13,000	(39.81)%
Prog 5014: Title XIX Grant						
Revenues less Expenditures	1,286	(15)	-	-	-	



CITY OF
Albany

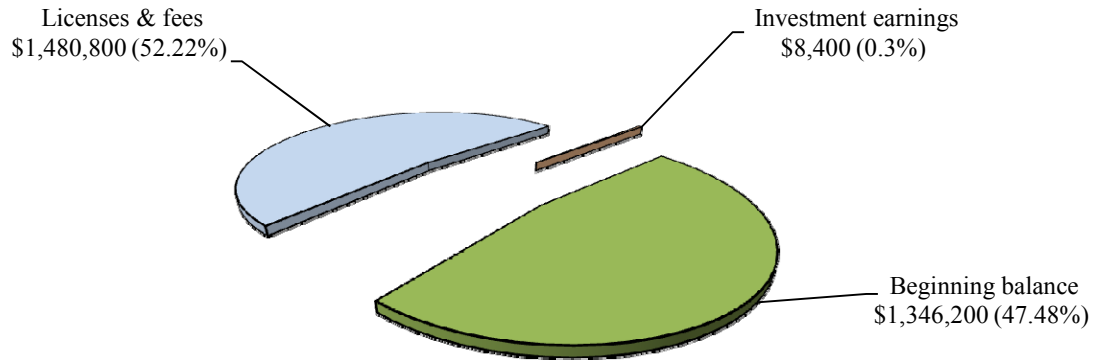
O R E G O N

**BUILDING FUND
RESOURCE DETAIL**

Resources	2013-14 Actual	2014-15 Actual2015-16.....		2016-17 Adopted Budget	% Change from 2015-16	% of Fund Budget
			Adopted Budget	Revised Budget			
Building Permit Surcharge	104,999	110,986	86,400	86,400	-	(100.00%)	-
Master Electrical Permit	1,775	769	1,000	1,000	2,000	100.00%	0.07%
Electrical Minor Labels	6,000	6,525	6,600	6,600	6,600	-	0.23%
Residential Permits	493,027	431,842	385,700	385,700	376,900	(2.28%)	13.29%
Commercial Permits	596,584	629,751	500,800	500,800	572,500	14.32%	20.19%
Land Use Plan Review Fee	6,440	5,819	5,500	5,500	4,000	(27.27%)	0.14%
Manufactured Home Set-up Fees	3,335	3,610	1,200	1,200	2,000	66.67%	0.07%
Fire Sprinkler Permits	31,841	23,989	16,000	16,000	18,000	12.50%	0.63%
Parking Lot Permits	9,630	13,747	10,000	10,000	9,000	(10.00%)	0.32%
Electrical Permits	167,090	144,570	127,000	127,000	131,800	3.78%	4.65%
Fire Alarm Permits	8,890	7,697	6,000	6,000	6,000	-	0.21%
Sign Permits	4,526	5,330	5,200	5,200	6,000	15.38%	0.21%
Document Imaging Fees	24,712	28,638	25,000	25,000	25,000	-	0.88%
Electrical Document Imaging	1,561	1,011	1,000	1,000	1,000	-	0.04%
GAPS Construction Excise Tax	-	-	-	-	320,000	-	11.29%
Charges for Services	101,513	124,415	42,000	42,000	-	(100.00%)	-
Miscellaneous Revenue	4,154	85	-	-	-	-	-
Over & short	(1)	-	-	-	-	-	-
Interest	3,696	5,344	3,800	3,800	8,400	121.05%	0.30%
Total Current Resources	1,569,772	1,544,128	1,223,200	1,223,200	1,489,200	21.75%	52.52%
From General Fund	42,583	38,997	7,600	7,600	-	(100.00%)	-
From Water Economic Development	632	-	-	-	-	-	-
From Sewer Economic Development	632	-	-	-	-	-	-
From Building Inspection	6,950	-	-	-	-	-	-
Total Transfers In	50,797	38,997	7,600	7,600	-	(100.00%)	-
Beginning Balance	341,506	810,668	997,800	997,800	1,346,200	34.92%	47.48%
Total Resources	\$1,962,075	\$2,393,793	\$2,228,600	\$2,228,600	\$2,835,400	27.23%	100.00%

BUILDING INSPECTION FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



**BUILDING FUND
REQUIREMENTS AND STAFFING SUMMARIES**

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		Adopted
	Actual	Actual	Adopted	Revised	Proposed	Approved	
Building Inspection	\$ 995,792	\$1,087,961	\$1,963,200	\$1,963,200	\$2,595,200	\$2,595,200	\$2,595,200
Electrical Permit Program	139,436	141,022	257,800	257,800	240,200	240,200	240,200
ADA Code Enforcement	16,180	3,997	7,600	7,600	-	-	-
Total Requirements	\$1,151,408	\$1,232,980	\$2,228,600	\$2,228,600	\$2,835,400	\$2,835,400	\$2,835,400

Requirements by Type

Personnel	\$ 726,759	\$ 738,418	\$ 746,400	\$ 746,400	\$ 904,300	\$ 904,300	\$ 904,300
Materials & Services	408,699	435,235	1,482,200	1,482,200	1,871,100	1,871,100	1,871,100
Transfers Out	15,950	59,327	-	-	60,000	60,000	60,000
Total Requirements	\$1,151,408	\$1,232,980	\$2,228,600	\$2,228,600	\$2,835,400	\$2,835,400	\$2,835,400

**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Transfers Out	Adopted Budget	% of Fund Budget
Building Inspection	\$ 798,200	\$1,737,000	\$ 60,000	\$2,595,200	91.53%
Electrical Permit Program	106,100	134,100	-	240,200	8.47%
Total Requirements	\$ 904,300	\$1,871,100	\$ 60,000	\$2,835,400	100.00%
Percent of Fund Budget	31.89%	65.99%	2.12%	100.00%	

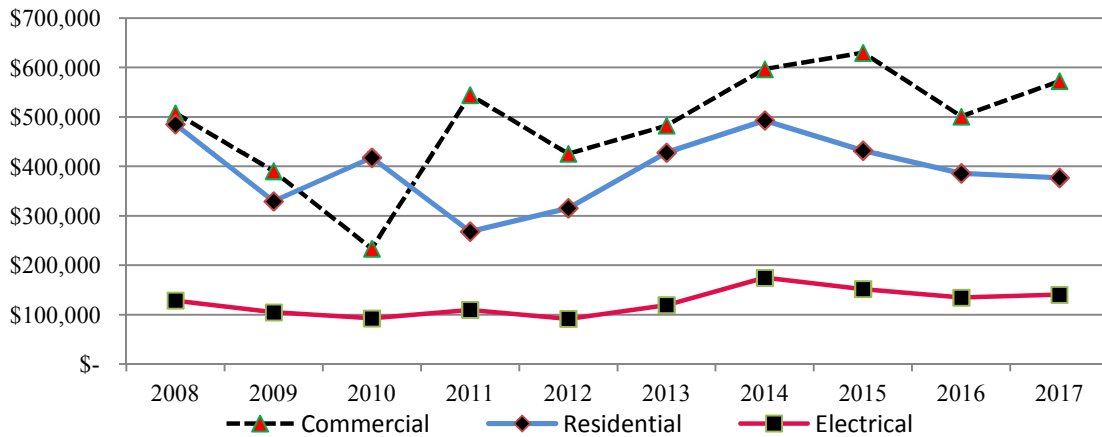
Staffing Summary (FTE)	2013-14	2014-152015-16.....	2016-17.....		Adopted
	Actual	Actual	Adopted	Revised	Proposed	Approved	
Building Inspection	6.750	5.750	6.430	6.430	6.430	6.430	6.430
Electrical Permit Program	0.750	0.750	0.750	0.750	0.750	0.750	0.750
ADA Code Enforcement	0.750	0.750	-	-	-	-	-
Total FTE	8.250	7.250	7.180	7.180	7.180	7.180	7.180

BUILDING INSPECTION FUND
Building Permit Resources by Source
for Fiscal Years 2008 through 2017*

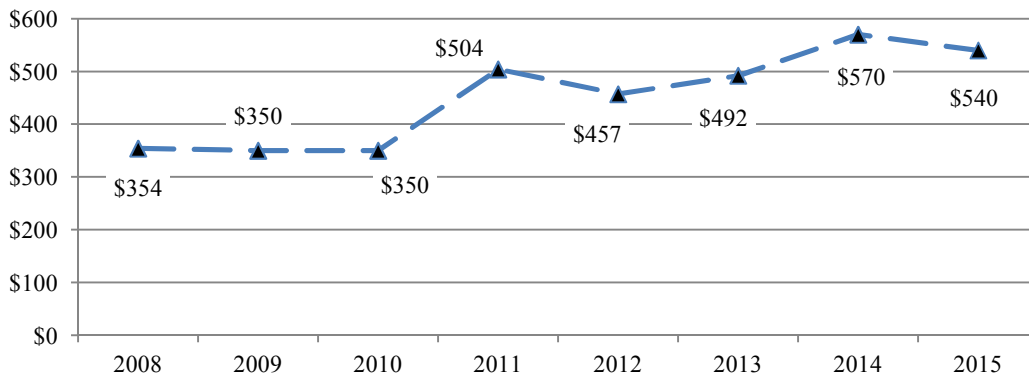
Fiscal Year June 30,	Commercial	Residential	Electrical	Other Permits	All Permits	Annual % Change	Total # of Permits
2008	\$ 507,461	\$ 485,208	\$ 128,518	\$ 42,555	\$ 1,163,742	n/a	3,285
2009	390,408	329,377	104,878	62,760	887,423	(23.74%)	2,535
2010	233,673	417,567	92,627	42,502	786,369	(11.39%)	2,245
2011	544,262	268,109	109,771	78,211	1,000,353	27.21%	1,984
2012	425,573	315,614	91,742	52,337	885,266	(11.50%)	1,939
2013	482,657	427,735	119,570	47,513	1,077,475	21.71%	2,189
2014	596,584	493,027	174,865	64,662	1,329,138	23.36%	2,332
2015	629,751	431,842	151,864	60,192	1,273,649	(4.17%)	2,359
2016	500,800	385,700	134,600	43,900	1,065,000	(16.38%)	2,860
2017	572,500	376,900	140,400	45,000	1,134,800	6.55%	2,300

* Actual receipts for years 2008 through 2015; budgeted resources for 2016 and 2017.

Residential, Commercial, and Electrical Permit Revenues/Resources by Source
Ten Fiscal Years



Average Revenue per Permit
Fiscal Years 2008-2015 (Actual Receipts)



PROGRAM NARRATIVE

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

Responsible Manager/Title: Gary Stutzman, Building Official

FUNCTIONS AND RESPONSIBILITIES

- Protect public health and safety through enforcement of Albany Municipal Code Title 18, the state building codes, and the Albany Development Code, which enhances the community’s quality of life.
- Implement new building code requirements resulting from new legislative action. Provide information to the public regarding code cycle updates in construction codes and standards.
- Assist the public with information relevant to the City’s building and development codes.
- Respond to complaints regarding safety and habitability concerns for both commercial and residential buildings.
- Participate in the development review process, conduct plans review, issue building permits, and perform inspections for all new construction, checking compliance with applicable municipal and development codes, state building codes, and adopted standards.
- Administer the Building Inspection Program per the state-approved Operational Plan.
- Monitor vacant foreclosed structures and require lenders to provide proper security and upkeep to avoid nuisances.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	06/16	Ongoing	<ul style="list-style-type: none"> • Provide educational outreach to homeowners, landlords, property managers, and tenants so they understand their rights and responsibilities as they pertain to maintenance and safety of their structures.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Fully implement Accela Mobile Office and Citizen Access to more efficiently process inspection requests.
	06/17		<ul style="list-style-type: none"> • Provide educational outreach to homeowners, landlords, property managers, and tenants so they understand their rights and responsibilities as they pertain to maintenance and safety of their structures.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Total permits issued.	2,332	2,359	2,860	2,300
Commercial construction permits issued.	141	136	120	120
New single-family residence permits issued.	156	129	127	127
Construction value (in millions of dollars). Included new and alterations	\$76	\$88	\$140	\$85
Percent of inspections performed according to policy framework.	100%	100%	100%	100%
Number of inspections performed.	10,313	8,324	11,354	9,000

STAFFING SUMMARY

Budgeted FTEs	6.75	5.75	6.43	6.43
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204: Building

40: Community Development

CITY OF ALBANY, OREGON

PROG 1602: Building Inspection

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Licenses and Fees	1,264,449	1,244,277	1,025,400	1,025,400	1,339,400	30.62 %
Charges for Services	101,513	124,415	42,000	42,000	-	(100.00)%
Miscellaneous Revenue	4,154	81	-	-	-	- %
Investment Income	3,290	4,764	3,800	3,800	7,800	105.26 %
Transfers In	35,000	35,000	-	-	-	- %
Beginning Balance	318,862	731,475	892,000	892,000	1,248,000	39.91 %
TOTAL REVENUES	1,727,268	2,140,012	1,963,200	1,963,200	2,595,200	32.19 %
EXPENDITURES						
Personnel Services	632,894	641,831	641,700	641,700	798,200	24.39 %
Materials & Services	346,947	386,803	1,321,500	1,321,500	1,737,000	31.44 %
Transfers Out	15,950	59,327	-	-	60,000	- %
TOTAL EXPENDITURES	995,791	1,087,961	1,963,200	1,963,200	2,595,200	32.19 %
Prog 1602: Building Inspection						
Revenues less Expenditures	731,477	1,052,051	-	-	-	

PROGRAM NARRATIVE

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

Responsible Manager/Title: Gary Stutzman, 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.
 - Administer Albany’s Electrical Inspection Program using the operational plan approved by the State of Oregon as the standard.
 - Assist the public with information relevant to the Oregon Electrical Specialty Code requirements.
 - Administer Albany’s Electrical Master Permit Program for large commercial businesses.
- Perform inspections for the State of Oregon’s Minor Label Electrical Inspection Program.
 - Perform electrical plan review as required by Oregon Administrative Rule.
 - Conduct electrical inspections upon request, checking compliance with applicable municipal codes and state building codes.
 - Ensure that homeowners install safe and code-compliant electrical systems.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	06/16	Completed	<ul style="list-style-type: none"> • Arrange for staff to attend educational training to maintain certifications.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Fully implement Accela Mobile Office and Citizen Access to more efficiently process inspection requests.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Number of electrical permits issued (new, additional, and alterations).	905	880	1,934	2,000
Percent of inspections performed according to policy framework.	100%	100%	100%	100%

STAFFING SUMMARY

Budgeted FTEs	0.75	0.75	0.75	0.75
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204: Building

40: Community Development

CITY OF ALBANY, OREGON

PROG 1603: Electrical Permit Program

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Licenses and Fees	195,961	170,008	152,000	152,000	141,400	(6.97)%
Investment Income	409	580	-	-	600	- %
Beginning Balance	22,258	79,191	105,800	105,800	98,200	(7.18)%
TOTAL REVENUES	218,628	249,783	257,800	257,800	240,200	(6.83)%
EXPENDITURES						
Personnel Services	93,865	96,587	104,700	104,700	106,100	1.34 %
Materials & Services	45,571	44,435	153,100	153,100	134,100	(12.41)%
TOTAL EXPENDITURES	139,436	141,022	257,800	257,800	240,200	(6.83)%
Prog 1603: Electrical Permit Program						
Revenues less Expenditures	79,192	108,761	-	-	-	



CITY OF
Albany

O R E G O N

RISK MANAGEMENT FUND

RESOURCE DETAIL

Resources	2013-14 Actual	2014-15 Actual2015-16.....		2016-17 Adopted Budget	% Change from 2015-16	% of Fund Budget
			Adopted Budget	Revised Budget			
Miscellaneous Revenue	\$ 17,105	\$ 25,526	\$ -	\$ -	\$ -	-	-
Interest	72,907	48,898	16,500	16,500	32,600	97.58%	0.83%
Total Current Resources	90,012	74,424	16,500	16,500	32,600	97.58%	0.83%
From Risk Management Fund	8,669	-	-	-	-	-	-
From Capital Projects Fund	-	632,000	139,700	139,700	33,300	(76.16%)	0.85%
From EPlans Building	9,000	59,327	-	-	-	-	-
From EPlans Planning	2,700	2,700	2,700	2,700	2,700	-	0.07%
From EPlans Water	2,700	2,700	2,700	2,700	-	(100.00%)	-
From EPlans Sewer	2,700	2,700	2,700	15,700	-	(100.00%)	-
From EPlans Fire	900	900	900	900	900	-	0.02%
Total Transfers In	26,669	700,327	148,700	161,700	36,900	(276.16%)	0.94%
Beginning Balance	10,354,289	10,211,785	8,999,500	8,999,500	3,841,000	(57.32%)	98.23%
Total Resources	\$ 10,470,970	\$ 10,986,536	\$ 9,164,700	\$ 9,177,700	\$ 3,910,500	(57.39%)	100.00%

REQUIREMENT SUMMARIES

Program Requirements	2013-14 Actual	2014-15 Actual2015-16.....		Proposed2016-17.....	
			Adopted	Revised		Approved	Adopted
Risk Management Reserve	\$ 175,216	\$ 77,972	\$ 1,281,700	\$ 1,281,700	\$ 1,201,200	\$ 1,201,200	\$ 1,201,200
PepsiCo Settlement Projects	75,300	1,894,893	7,883,000	7,896,000	2,709,300	2,709,300	2,709,300
HARP	8,669	-	-	-	-	-	-
Total Requirements	\$ 259,185	\$ 1,972,865	\$ 9,164,700	\$ 9,177,700	\$ 3,910,500	\$ 3,910,500	\$ 3,910,500

Percent of Fund Total	2013-14 Actual	2014-15 Actual2015-16.....		Proposed2016-17.....	
			Adopted	Revised		Approved	Adopted
Risk Management Reserve	67.60%	3.95%	13.99%	13.97%	30.72%	30.72%	30.72%
PepsiCo Settlement Projects	29.05%	96.05%	86.01%	86.03%	69.28%	69.28%	69.28%
HARP	3.35%	-	-	-	-	-	-
Totals	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

PROGRAM NARRATIVE

RISK MANAGEMENT FUND: RISK MANAGEMENT (208-10-1005)

Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- The City's Risk Management policy states that a fund will be maintained with a working balance of up to \$2,000,000 for unforeseen catastrophic events and major deductibles.
 - Each department is responsible for claims and deductibles up to \$10,000 per incident resulting from losses in their respective operations.
-
-

PROG 1005: Risk Management Reserve

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Miscellaneous Revenue	-	(7,764)	-	-	-	- %
Investment Income	13,359	6,691	4,000	4,000	7,600	90.00 %
Beginning Balance	1,467,659	1,305,802	1,277,700	1,277,700	1,193,600	(6.58)%
TOTAL REVENUES	1,481,018	1,304,729	1,281,700	1,281,700	1,201,200	(6.28)%
EXPENDITURES						
Materials & Services	175,216	77,972	1,281,700	1,281,700	1,201,200	(6.28)%
Capital	-	-	-	-	-	- %
TOTAL EXPENDITURES	175,216	77,972	1,281,700	1,281,700	1,201,200	(6.28)%
Prog 1005: Risk Management Reserve						
Revenues less Expenditures	1,305,802	1,226,757	-	-	-	

PROGRAM NARRATIVE

RISK MANAGEMENT FUND: PEPSICO SETTLEMENT PROCEEDS (208-10-1037)

Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program accounts for the funds received in March 2010, from the SVC Manufacturing Inc. (PepsiCo) settlement agreement.
 - Proceeds that have not yet been expended are appropriated for economic development and public safety facilities.
 - \$1,280,988 was loaned for the construction of the Oak Street LID. Most of the principal and interest assessment payments have been transferred back in repayment of the loan.
 - \$3,348,794 was loaned for the construction of the Timber Ridge LIDs. Repayment will be made through transfers from the LID Capital Projects Program upon sale of the property.
 - \$174,100 was loaned for the purchase of the Project.dox E-plan software. Most of the payments have been transferred back in repayment of the loan.
 - A capital loan of \$500,000 was made to the Capital Replacement Fund to assist in the purchase of assets needed to update aging equipment.
-

PROG 1037: PepsiCo Settlement Projects

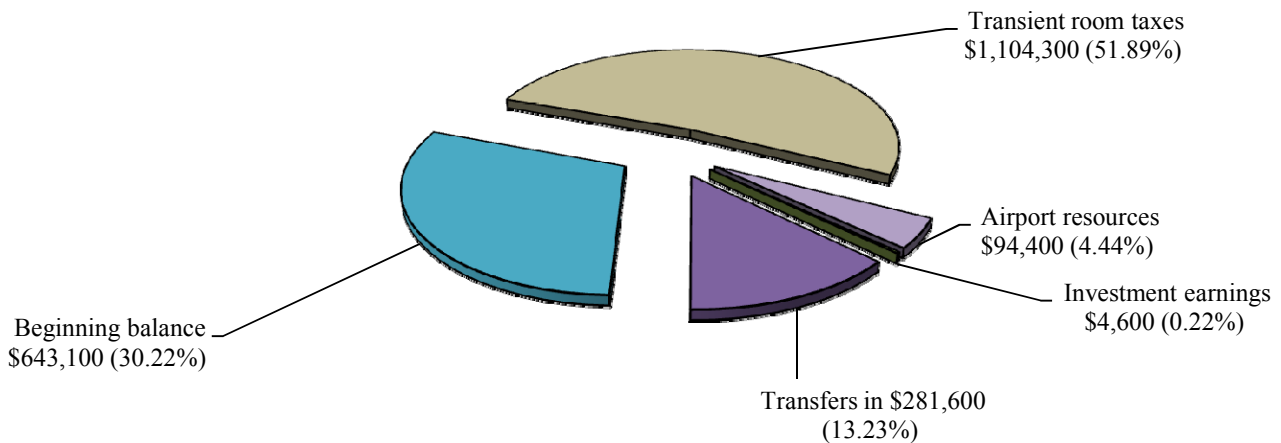
Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Miscellaneous Revenue	17,105	33,290	-	-	-	- %
Investment Income	59,531	42,207	12,500	12,500	25,000	100.00 %
Transfers In	26,669	700,327	148,700	161,700	36,900	(77.18)%
Beginning Balance	8,877,978	8,905,984	7,721,800	7,721,800	2,647,400	(65.72)%
TOTAL REVENUES	8,981,283	9,681,808	7,883,000	7,896,000	2,709,300	(65.69)%
EXPENDITURES						
Materials & Services	41,044	216,733	2,201,300	2,201,300	1,831,300	(16.81)%
Capital	34,256	1,178,160	2,311,700	694,700	878,000	26.39 %
Transfers Out	-	500,000	5,000,000	5,000,000	-	(100.00)%
TOTAL EXPENDITURES	75,300	1,894,893	9,513,000	7,896,000	2,709,300	(65.69)%
Prog 1037: PepsiCo Settlement Projects						
Revenues less Expenditures	8,905,983	7,786,915	(1,630,000)	-	-	

**ECONOMIC DEVELOPMENT FUND
RESOURCE DETAIL**

Resources	2013-14 Actual	2014-15 Actual2015-16.....		2016-17 Adopted Budget	% Change from 2015-16	% of Fund Budget
			Adopted Budget	Revised Budget			
Transient Room Tax	\$ 803,805	\$ 927,172	\$ 942,000	\$ 942,000	\$1,028,800	9.21%	48.35%
TLT - Online Travel Companies	-	-	-	-	75,500	-	3.55%
Airport: Fuel	197,868	125,841	2,100	2,100	2,300	9.52%	0.11%
Airport: Tie Down Fees	300	525	600	600	600	-	0.03%
Airport: Lease	44,946	46,766	44,900	44,900	44,900	-	2.11%
Fixed Base Operator Revenues	10,200	15,355	18,000	18,000	18,000	-	0.85%
Space Rental	28,200	28,200	28,200	28,200	28,600	1.42%	1.34%
Dayton Hudson Corp (Target)	32,132	35,282	33,800	33,800	-	(100.00%)	-
Miscellaneous Revenue	-	168	-	-	-	-	-
Interest	3,922	2,809	1,500	1,500	4,600	206.67%	0.22%
Total Current Resources	1,121,373	1,182,118	1,071,100	1,071,100	1,203,300	12.34%	56.56%
From CARA Program	119,600	147,500	166,000	166,000	209,900	26.45%	9.86%
Transfer In: Transient Room Tax	65,600	67,600	69,600	69,600	71,700	3.02%	3.37%
From Economic Development	4,200	4,800	5,000	5,000	-	(100.00%)	-
Total Transfers In	189,400	219,900	240,600	240,600	281,600	17.04%	13.23%
Beginning Balance	596,197	549,237	736,200	736,200	643,100	(12.65%)	30.21%
Total Resources	\$1,906,971	\$1,951,255	\$2,047,900	\$2,047,900	\$2,128,000	3.91%	100.00%

CARA-Central Albany Revitalization Area

ECONOMIC DEVELOPMENT FUND RESOURCES BY SOURCE
Category Totals and Percent of Budget



**ECONOMIC DEVELOPMENT FUND
REQUIREMENT AND STAFFING SUMMARIES**

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Target Utilities	\$ 36,346	\$ 39,908	\$ 38,800	\$ 38,800	\$ -	\$ -	\$ -
Economic Development Activities	993,568	936,159	1,457,100	1,457,100	1,553,400	1,553,400	1,553,400
Albany Municipal Airport	288,600	181,075	302,300	302,300	310,600	310,600	310,600
Municipal Airport Capital Projects	39,220	48,774	249,700	249,700	264,000	264,000	264,000
Total Requirements	\$1,357,734	\$1,205,916	\$2,047,900	\$2,047,900	\$2,128,000	\$2,128,000	\$2,128,000

Requirements by Type

Personnel	\$ 159,313	\$ 164,139	\$ 243,600	\$ 243,600	\$ 267,900	\$ 267,900	\$ 267,900
Materials & Services	812,468	759,734	861,400	861,400	838,700	838,700	838,700
Capital	8,986	-	384,700	384,700	426,800	426,800	426,800
Transfers Out	340,620	242,134	519,400	519,400	594,600	594,600	594,600
Debt Service	36,346	39,908	38,800	38,800	-	-	-
Total Requirements	\$1,357,733	\$1,205,916	\$2,047,900	\$2,047,900	\$2,128,000	\$2,128,000	\$2,128,000

**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Capital	Transfers Out	Adopted Budget	% of Fund Budget
Economic Development Activities	252,300	735,000	-	566,100	1,553,400	72.99%
Albany Municipal Airport	15,600	67,200	227,800	-	310,600	14.60%
Municipal Airport Capital Projects	-	36,500	199,000	28,500	264,000	12.41%
Total Requirements	\$ 267,900	\$ 838,700	\$ 426,800	\$ 594,600	\$2,128,000	100.00%
Percent of Fund Budget	12.59%	39.41%	20.06%	27.94%	100.00%	

Staffing Summary (FTE)	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Economic Development Activities	1.000	2.000	1.000	1.000	2.000	2.000	2.000
Albany Municipal Airport	0.100	0.100	0.100	0.100	0.100	0.100	0.100
Total FTE	1.100	2.100	1.100	1.100	2.100	2.100	2.100

ECONOMIC DEVELOPMENT FUND

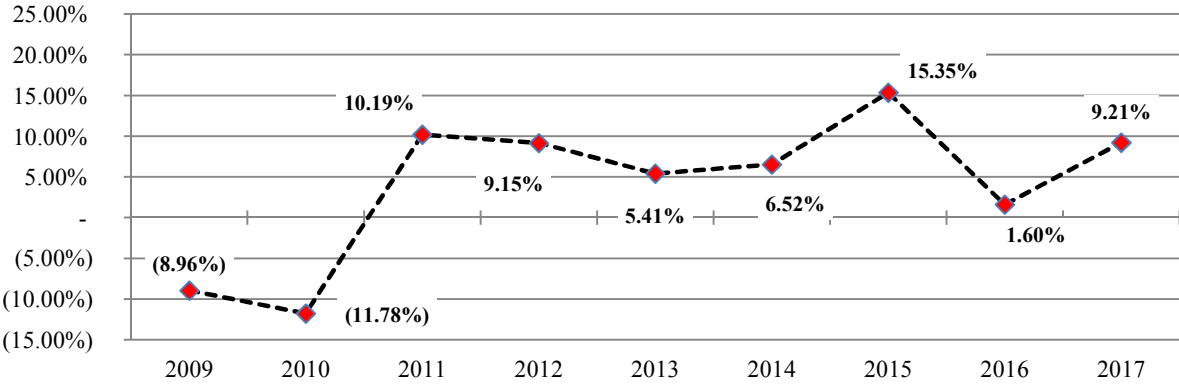
TRANSIENT LODGING TAX COLLECTIONS* Ten Fiscal Years

Fiscal Year	Debt Service**	Economic Development	Totals	Annual Increase (Decrease)
2008	\$ 231,083	\$ 510,037	\$ 741,120	na
2009	196,593	478,150	674,743	(8.96%)
2010	213,175	382,054	595,229	(11.78%)
2011	-	655,879	655,879	10.19%
2012	-	715,865	715,865	9.15%
2013	-	754,585	754,585	5.41%
2014	-	803,805	803,805	6.52%
2015	-	927,172	927,172	15.35%
2016	-	942,000	942,000	1.60%
2017	-	1,028,800	1,028,800	9.21%

* Actual collections for years 2008 through 2015. Budgeted collections for 2016 and 2017.

** Final payment of Fairgrounds bonds paid in 2010 with reserves.

ANNUAL PERCENTAGE INCREASE (DECREASE) Nine Fiscal Years



**ECONOMIC DEVELOPMENT FUND
USE OF TRANSIENT LODGING TAX REVENUES
Ten Fiscal Years**

Fiscal YearNon-Profit Agencies.....			Amount Available for Other Activities	Total Economic Development Fund	Debt Service ²	Total Transient Lodging Tax Revenues
	Albany Visitors Association	AMEDC ¹	Albany Downtown Association				
2008	\$ 347,000	\$ 45,000	\$ 25,000	\$ 93,037	\$ 510,037	\$ 231,083	\$ 741,120
2009	347,000	45,000	30,000	56,150	478,150	196,593	674,743
2010	337,300	45,000	35,589	(35,835)	382,054	213,175	595,229
2011	320,300	42,700	33,623	259,256	655,879	-	655,879
2012	329,000	44,000	39,600	303,265	715,865	-	715,865
2013	338,900	45,400	40,800	329,485	754,585	-	754,585
2014	349,100	46,900	42,000	365,805	803,805	-	803,805
2015	359,600	48,300	43,300	475,972	927,172	-	927,172
2016	370,400	49,700	44,600	477,300	942,000	-	942,000
2017	381,500	51,200	45,900	550,200	1,028,800	-	1,028,800

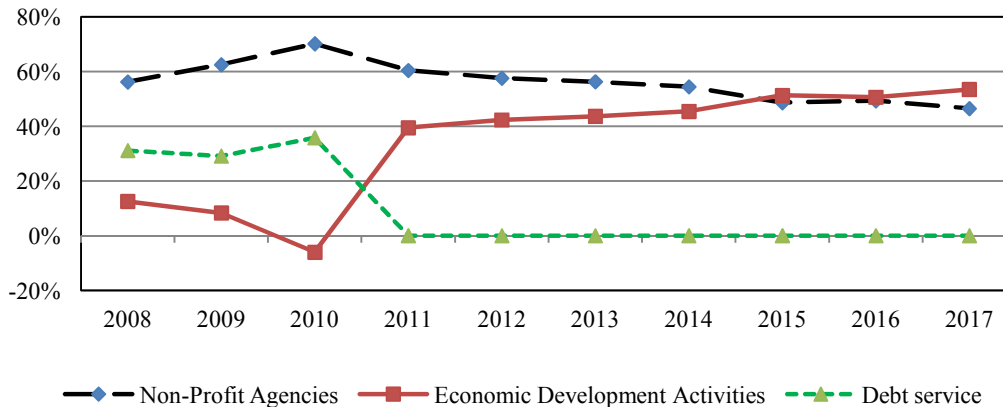
¹ Albany-Millersburg Economic Development Corporation

² After Fiscal Year 2010, no tax revenues are required for debt service.

**PERCENTAGE OF TOTAL LODGING TAX REVENUES BY USAGE
Ten Fiscal Years**

Fiscal YearNon-Profit Agencies.....			Amount Available for Other Activities	Total Economic Development Fund	Debt Service	Total Transient Lodging Tax Revenues
	Albany Visitors Association	AMEDC	Albany Downtown Association				
2008	46.82%	6.07%	3.37%	12.55%	68.82%	31.18%	100.00%
2009	51.43%	6.67%	4.45%	8.32%	70.86%	29.14%	100.00%
2010	56.67%	7.56%	5.98%	(6.02%)	64.19%	35.81%	100.00%
2011	48.84%	6.51%	5.13%	39.53%	100.00%	-	100.00%
2012	45.96%	6.15%	5.53%	42.36%	100.00%	-	100.00%
2013	44.91%	6.02%	5.41%	43.66%	100.00%	-	100.00%
2014	43.43%	5.83%	5.23%	45.51%	100.00%	-	100.00%
2015	38.78%	5.21%	4.67%	51.34%	100.00%	-	100.00%
2016	39.32%	5.28%	4.73%	50.67%	100.00%	-	100.00%
2017	37.08%	4.98%	4.46%	53.48%	100.00%	-	100.00%

**PERCENTAGE OF TOTAL LODGING TAX REVENUES BY USAGE
Ten Fiscal Years**



PROGRAM NARRATIVE

ECONOMIC DEVELOPMENT: ECONOMIC DEVELOPMENT ACTIVITIES (211-11-1101)

Responsible Manager/Title: Kate Porsche, Economic Development & Urban Renewal Director

FUNCTIONS AND RESPONSIBILITIES

- Provide management oversight for economic development and urban renewal activities and the Strategic Plan initiatives.
- Provide management oversight and support to the CARA district and its activities.
- Manage outside agency grants to market Albany to convention, event, and tournament planners via the Transient Lodging Tax (TLT) policy adopted by City Council for use of Transient Room Tax (TRT). (A review of this policy began in FY 2015-16 and may carry through to FY 2016-17.)
- Meet regularly with local businesses and industries to determine needs, eliminate barriers, and connect businesses to available resources.
- Contract (through outside agency grant), support, and coordinate with the Albany-Millersburg Economic Development Corporation (AMEDC) to establish, retain, and expand business in Albany.
- Continue active collaboration and participation with partner organizations including AMEDC, Chamber, and Main Street Committees, as well as neighboring communities and jurisdictions. Maintain membership on statewide boards to strengthen Albany's presence and opportunities. Complete draft, review, and implement economic development metrics for Albany.
- Administer the TRT according to ORS Sections 320.345-320.350; Albany Municipal Code Chapter 3.14; and the TLT policy adopted by the City Council. The room tax rate has been nine percent since July 1, 1999. Operators retain five percent of the gross tax as compensation for record-keeping services.
- The Reserve in this fund is used for tourism promotion activities.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Healthy Economy	06/16	Completed	<ul style="list-style-type: none"> • Collaborate with regional partners to create jobs by increasing the number of and information available for suitable industrial sites and removing barriers to development.
Budget Year 2016-2017			
Effective Government	07/16		<ul style="list-style-type: none"> • Reestablish the Urban Renewal Officer position.
Healthy Economy	06/17		<ul style="list-style-type: none"> • Coordinate partnership with LBCC and local industries related to City's \$2.9 million investment in equipment.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016*</u>	<u>2016-2017</u>
Conduct regular visits to local businesses and industries.	25	21	7	12
Assist projects with financial assistance or removal of development barriers.	n/a	19	8	6

* Numbers are through January 31, 2016

STAFFING SUMMARY

Budgeted FTEs	1.00	2.00	1.00	2.00
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PROG 1101: Economic Development Activities

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Transient Lodging Tax	803,805	927,172	942,000	942,000	1,104,300	17.23 %
Investment Income	1,581	1,210	700	700	2,400	242.86 %
Transfers In	119,600	147,500	166,000	166,000	209,900	26.45 %
Beginning Balance	293,077	224,495	348,400	348,400	236,800	(32.03)%
TOTAL REVENUES	1,218,063	1,300,394	1,457,100	1,457,100	1,553,400	6.61 %
EXPENDITURES						
Personnel Services	144,956	149,472	227,600	227,600	252,300	10.85 %
Materials & Services	547,212	561,087	725,100	725,100	735,000	1.37 %
Transfers Out	301,400	225,600	504,400	504,400	566,100	12.23 %
TOTAL EXPENDITURES	993,568	936,159	1,457,100	1,457,100	1,553,400	6.61 %
Prog 1101: Economic Development Activities						
Revenues less Expenditures	224,495	364,235	-	-	-	

PROGRAM NARRATIVE

ECONOMIC DEVELOPMENT: ALBANY MUNICIPAL AIRPORT (211-50-1103)

Responsible Manager/Title: Jon Goldman, Utility Superintendent - Transportation

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.
- Provide management of the Albany Municipal Airport including hangar leases, property management, and compliance with FAA regulations.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Effective Government	09/15	Completed	<ul style="list-style-type: none">• Replace T-Hangar roof.
Budget Year 2016-2017			
Effective Government	09/16		<ul style="list-style-type: none">• Install static display aircraft.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Percent of City hangar occupancy.	100%	100%	100%	100%
Number of aircraft based on the field.	88	88	90	90
Average aircraft operations per day.	70	70	62	62
Number of Airport Advisory Commission mtgs.	11	11	11	12

STAFFING SUMMARY

Budgeted FTEs	0.10	0.10	0.10	0.10
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PROG 1103: Albany Municipal Airport

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	281,514	216,687	93,800	93,800	94,400	0.64 %
Investment Income	1,494	665	400	400	1,200	200.00 %
Beginning Balance	179,691	174,099	208,100	208,100	215,000	3.32 %
TOTAL REVENUES	462,699	391,602	302,300	302,300	310,600	2.75 %
EXPENDITURES						
Personnel Services	14,357	14,667	16,000	16,000	15,600	(2.50)%
Materials & Services	265,256	166,408	70,700	70,700	67,200	(4.95)%
Capital	8,986	-	215,600	215,600	227,800	5.66 %
TOTAL EXPENDITURES	288,599	181,075	302,300	302,300	310,600	2.75 %
Prog 1103: Albany Municipal Airport						
Revenues less Expenditures	174,100	210,527	-	-	-	

PROGRAM NARRATIVE

ECONOMIC DEVELOPMENT FUND: MUNICIPAL AIRPORT CAPITAL PROJECTS (211-50-1115)

Responsible Manager/Title: Jon Goldman, Utility Superintendent - Transportation

FUNCTIONS AND RESPONSIBILITIES

- This program receives revenues from the Transient Lodging Tax distributions, which is a vital piece of economic development.
 - Builds reserves for future Airport Capital Projects.
 - Funds capital projects for the Albany Municipal Airport.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Effective Government	09/15	Completed	<ul style="list-style-type: none">• Provide funding for work to replace the T-Hangar roof.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none">• Provide matching funds for the parallel taxiway design project.

PROG 1115: Municipal Airport Capital Projects

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Investment Income	847	934	400	400	1,000	150.00 %
Transfers In	65,600	67,600	69,600	69,600	71,700	3.02 %
Beginning Balance	124,068	151,295	179,700	179,700	191,300	6.46 %
TOTAL REVENUES	190,515	219,829	249,700	249,700	264,000	5.73 %
EXPENDITURES						
Materials & Services	-	32,239	65,600	65,600	36,500	(44.36)%
Capital	-	-	169,100	169,100	199,000	17.68 %
Transfers Out	39,220	16,534	15,000	15,000	28,500	90.00 %
TOTAL EXPENDITURES	39,220	48,773	249,700	249,700	264,000	5.73 %
Prog 1115: Municipal Airport Capital Projects						
Revenues less Expenditures	151,295	171,056	-	-	-	



CITY OF
Albany

O R E G O N

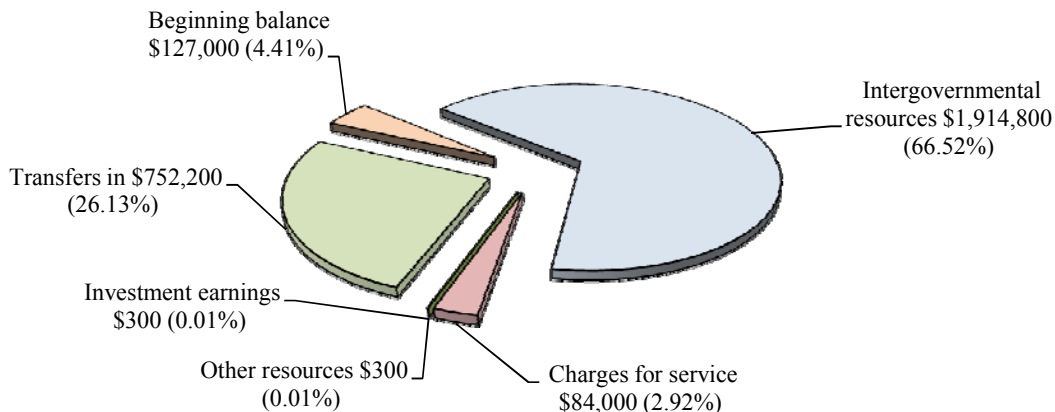
**PUBLIC TRANSIT FUND
RESOURCE DETAIL**

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
State Operating Match Grant	8,002	-	-	-	-	-	-
FTA Section 5310 Grant	327,032	247,754	130,400	130,400	121,300	(6.98%)	4.21%
FTA Section 5309 Grant	-	311,250	-	-	348,600	-	12.11%
FTA Section 5307	543,473	817,916	767,000	767,000	1,125,000	46.68%	39.09%
WComp Wage Subsidy Reimb	2,888	1,159	-	-	-	-	-
City of Millersburg	560	788	1,000	1,000	1,900	90.00%	0.07%
Local Funds: Operational	12,000	12,000	-	-	-	-	-
Special Transit Fund: Linn Co	-	-	59,600	59,600	49,600	(16.78%)	1.72%
Special Transit Fund: Benton Co	8,000	8,000	54,000	54,000	27,000	(50.00%)	0.94%
LBCC Partnership	101,800	105,500	108,500	108,500	111,700	2.95%	3.88%
OSU Partnership	102,000	105,500	108,500	108,500	111,700	2.95%	3.88%
OSU Pass Program	1,100	1,100	1,100	1,100	3,000	172.73%	0.10%
Other Pass Programs	-	2,200	-	-	-	-	-
LBCC Pass Program	18,900	18,900	18,900	18,900	15,000	(20.63%)	0.52%
Advertising Revenue	4,911	7,004	5,000	5,000	5,000	-	0.17%
Bus Fares	62,658	56,140	52,000	52,000	47,000	(9.62%)	1.63%
LBCC Fare Match Program	-	-	-	-	-	-	-
Call-A-Ride Revenue	26,874	30,000	30,500	30,500	32,000	4.92%	1.11%
Gifts & Donations	300	90	300	300	300	-	0.01%
Miscellaneous Revenue	864	321	-	-	-	-	-
Over & short	3	38	-	-	-	-	-
Interest	(755)	299	-	-	300	-	0.01%
Total Current Resources	1,220,610	1,725,959	1,336,800	1,336,800	1,999,400	49.57%	69.45%
From General Fund	440,000	466,700	571,900	571,900	592,800	3.65%	20.59%
From Capital Equipment Fund	76,000	88,000	-	-	159,400	-	5.54%
Total Transfers In	516,000	554,700	571,900	571,900	752,200	31.53%	26.14%
Beginning Balance	90,944	266,459	101,500	101,500	127,000	25.12%	4.41%
Total Resources	\$1,827,554	\$2,547,118	\$2,010,200	\$2,010,200	\$2,878,600	43.20%	100.00%

LBCC-Linn Benton Community College
FTA-Federal Transit Administration

PUBLIC TRANSIT RESOURCES BY SOURCE

Category Totals and Percent of Budget



PUBLIC TRANSIT FUND

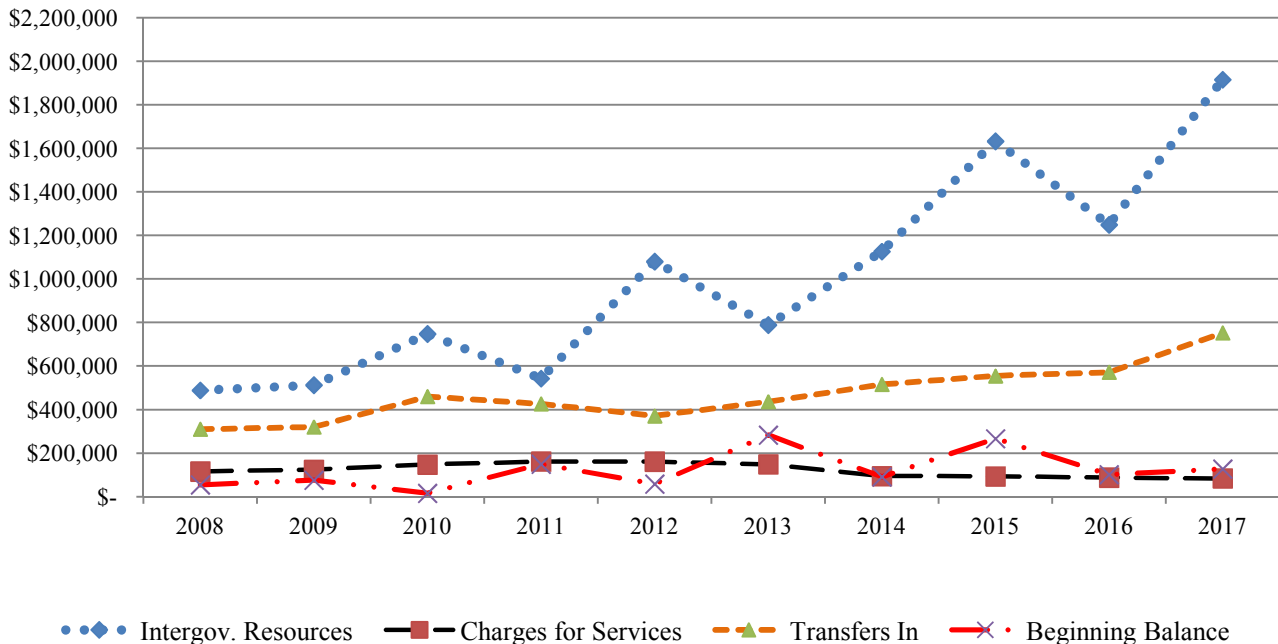
RESOURCES BY TYPE - TEN FISCAL YEARS

Fiscal Year	Intergovernmental Resources	Charges for Services	Other Resources	Interest Earnings	Transfers In	Beginning Balance	Total Resources
2008	\$ 488,511	\$ 115,812	\$ 659	\$ 1,003	\$ 310,000	\$ 54,302	\$ 970,287
2009	512,225	123,937	2,623	418	320,000	75,749	1,034,952
2010	747,408	147,438	725	(177)	459,900	15,671	1,370,965
2011	542,730	161,798	5,468	226	426,500	149,353	1,286,075
2012	1,080,017	161,026	1,334	1,211	370,800	58,180	1,672,568
2013	788,548	148,779	368	1,070	436,100	282,919	1,657,784
2014	1,125,755	94,443	1,167	(755)	516,000	90,944	1,827,554
2015	1,632,067	93,144	449	299	554,700	266,459	2,547,118
2016	1,249,000	87,500	300	-	571,900	101,500	2,010,200
2017	1,914,800	84,000	300	300	752,200	127,000	2,878,600

RESOURCES BY TYPE - PERCENTAGE OF TOTAL RESOURCES - TEN FISCAL YEARS

2008	50.35%	11.94%	0.07%	0.10%	31.95%	5.59%	100.00%
2009	49.49%	11.98%	0.25%	0.04%	30.92%	7.32%	100.00%
2010	54.52%	10.75%	0.05%	(0.01)%	33.55%	1.14%	100.00%
2011	42.20%	12.58%	0.43%	0.02%	33.16%	11.61%	100.00%
2012	64.57%	9.63%	0.08%	0.07%	22.17%	3.48%	100.00%
2013	47.57%	8.97%	0.02%	0.06%	26.31%	17.07%	100.00%
2014	61.60%	5.17%	0.06%	(0.04)%	28.23%	4.98%	100.00%
2015	64.08%	3.66%	0.02%	0.01%	21.78%	10.45%	100.00%
2016	62.13%	4.35%	0.01%	-	28.45%	5.06%	100.00%
2017	66.52%	2.92%	0.01%	0.01%	26.13%	4.41%	100.00%

MAJOR RESOURCES BY TYPE - TEN FISCAL YEARS



**PUBLIC TRANSIT FUND
REQUIREMENT AND STAFFING SUMMARIES**

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Albany Transit System	\$ 575,044	\$ 968,381	\$ 744,400	\$ 744,400	\$1,192,700	\$1,192,700	\$1,192,700
Linn-Benton Loop	494,914	899,224	673,300	673,300	1,103,900	1,103,900	1,103,900
Paratransit System	491,136	435,361	592,500	592,500	582,000	582,000	582,000
Total Requirements	\$ 1,561,094	\$ 2,302,966	\$2,010,200	\$2,010,200	\$2,878,600	\$2,878,600	\$2,878,600

Requirements by Type

Personnel	\$ 948,769	\$ 988,184	\$1,113,000	\$1,113,000	\$1,254,900	\$1,254,900	\$1,254,900
Materials & Services	527,208	557,696	842,200	842,200	752,400	752,400	752,400
Capital	80,118	752,086	50,000	50,000	871,300	871,300	871,300
Transfers Out	5,000	5,000	5,000	5,000	-	-	-
Total Requirements	\$ 1,561,095	\$ 2,302,966	\$2,010,200	\$2,010,200	\$2,878,600	\$2,878,600	\$2,878,600

**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Capital	Adopted Budget	% of Fund Budget
Albany Transit System	410,300	331,100	451,300	\$1,192,700	41.43%
Linn-Benton Loop	430,300	253,600	420,000	1,103,900	38.35%
Paratransit System	414,300	167,700	-	582,000	20.22%
Total Requirements	\$ 1,254,900	\$ 752,400	\$ 871,300	\$2,878,600	100.00%
Percent of Fund Budget	43.59%	26.14%	30.27%	100.00%	

Staffing Summary (FTE)	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Albany Transit System	3.910	3.910	3.910	3.910	3.910	3.910	3.910
Linn-Benton Loop	3.300	3.975	3.975	3.975	4.475	4.475	4.475
Paratransit System	3.415	3.415	3.415	3.415	4.490	4.490	4.490
Total FTE	10.625	11.300	11.300	11.300	12.875	12.875	12.875

PROGRAM NARRATIVE

PUBLIC TRANSIT: ALBANY TRANSIT SYSTEM (213-50-1106)

Responsible Manager/Title: Jon Goldman, Utility Superintendent - Transportation

Developed by: Barry Hoffman, Transit Programs Supervisor

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.
- Identify and pursue additional grant and revenue resources.
- Provide management and supervision of the transit system in compliance with federal and state regulations.
- Conduct a ridership satisfaction survey every two years.
- Provide rides to LBCC and OSU students through the combined Pass Programs.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	08/15	Delayed	<ul style="list-style-type: none"> • Implement technology to allow real-time bus information.
	12/15	In Progress	<ul style="list-style-type: none"> • Measure time performance and implement improvements.
	03/16	In Progress	<ul style="list-style-type: none"> • Develop and solicit a new vehicle maintenance contract.
Great Neighborhoods	06/16	In Progress	<ul style="list-style-type: none"> • Develop and solicit bus stop and shelter cleaning contracts.
Budget Year 2016-2017			
Effective Government	07/16		<ul style="list-style-type: none"> • Conduct triennial review with Federal Transit Administration (FTA) to improve processes.
	10/16		<ul style="list-style-type: none"> • Work to find grant funding for replacement bus barn.
	03/17		<ul style="list-style-type: none"> • Participate in regional transportation planning effort and Transit Development Plan.
	06/17		<ul style="list-style-type: none"> • Begin to implement changes recommended in regional plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Total number of rides.	91,169	86,149	82,000	84,000
Number of senior/disabled passengers.	21,880	20,675	19,700	20,200
Annual mileage.	89,165	92,515	89,000	90,000
Operating cost per ride.	\$5.68	\$5.95	\$6.60	\$6.87

STAFFING SUMMARY

Budgeted FTEs	3.91	3.91	3.91	3.91
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Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	248,183	557,712	246,800	246,800	627,100	154.09 %
Charges for Services	35,430	34,072	27,000	27,000	27,000	- %
Miscellaneous Revenue	435	165	-	-	-	- %
Investment Income	(3,046)	(1,394)	-	-	-	- %
Transfers In	353,500	417,200	419,100	419,100	487,100	16.23 %
Beginning Balance	42,324	101,782	51,500	51,500	51,500	- %
TOTAL REVENUES	676,826	1,109,537	744,400	744,400	1,192,700	60.22 %
EXPENDITURES						
Personnel Services	362,982	375,786	406,600	406,600	410,300	0.91 %
Materials & Services	207,063	213,087	332,800	332,800	331,100	(0.51)%
Capital	-	374,509	-	-	451,300	- %
Transfers Out	5,000	5,000	5,000	5,000	-	(100.00)%
TOTAL EXPENDITURES	575,045	968,382	744,400	744,400	1,192,700	60.22 %
Prog 1106: Albany Transit System						
Revenues less Expenditures	101,781	141,155	-	-	-	

PROGRAM NARRATIVE

PUBLIC TRANSIT: LINN-BENTON LOOP (213-50-1107)

Manager Responsible Manager/Title: Jon Goldman, Utility Superintendent - Transportation

Developed by: Barry Hoffman, Transit Program Supervisor

FUNCTIONS AND RESPONSIBILITIES

- Manage the Linn-Benton Loop to provide a safe and reliable public transit system along fixed routes between the cities of Albany and Corvallis in accordance with federal and state regulations.
- Maintain records of ridership, maintenance, and operation of the system and apply for state and federal grants in order to obtain system funding.
- Provide rides to LBCC and OSU students through the combined Pass Program.
- Provide management and supervision for the system, including personnel, operating, and maintenance of equipment.
- Manage local operating funds from partners: Benton County Special Transportation Fund (STF); Linn County; LBCC; Corvallis; Albany; and OSU.
- Participate in the Albany Area Metropolitan Planning Organization (AAMPO) technical and policy meetings, and in developing a funding and governance plan for the Loop.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	08/15	Delayed	<ul style="list-style-type: none"> • Implement technology to allow real-time bus information.
	12/15	In Progress	<ul style="list-style-type: none"> • Measure time performance and find improvements.
	03/16	In Progress	<ul style="list-style-type: none"> • Develop and solicit a new vehicle maintenance contract.
	06/16	In Progress	<ul style="list-style-type: none"> • Develop and solicit bus stop and shelter cleaning contract.
Budget Year 2016-2017			
Effective Government	07/16		<ul style="list-style-type: none"> • Conduct onboard ridership count to determine senior and disabled use of the Loop.
	08/16		<ul style="list-style-type: none"> • Apply for funding for Loop expansion study and plan.
	01/17		<ul style="list-style-type: none"> • Work with AAMPO to organize new Loop Advisory Committee.
	06/17		<ul style="list-style-type: none"> • Begin implementation of recommendations from Loop study plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Total number of rides.	122,257	128,716	122,000	122,000
Number of senior/disabled passengers.	17,115	18,020	17,100	17,100
Annual mileage.	99,782	105,005	105,000	105,000
Operating cost per ride.	\$3.42	\$3.35	\$3.58	\$4.65

STAFFING SUMMARY

Budgeted FTEs	3.30	3.98	3.98	4.48
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PROG 1107: Linn-Benton Loop

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	498,365	799,456	593,300	593,300	939,500	58.35 %
Charges for Services	32,139	29,072	30,000	30,000	25,000	(16.67)%
Miscellaneous Revenue	432	172	-	-	-	- %
Investment Income	(3,362)	626	-	-	-	- %
Transfers In	76,000	-	-	-	71,400	- %
Beginning Balance	45,812	154,472	50,000	50,000	68,000	36.00 %
TOTAL REVENUES	649,386	983,798	673,300	673,300	1,103,900	63.95 %
EXPENDITURES						
Personnel Services	292,340	297,823	395,800	395,800	430,300	8.72 %
Materials & Services	202,574	223,824	277,500	277,500	253,600	(8.61)%
Capital	-	377,578	-	-	420,000	- %
TOTAL EXPENDITURES	494,914	899,225	673,300	673,300	1,103,900	63.95 %
Prog 1107: Linn-Benton Loop Revenues less Expenditures	154,472	84,573	-	-	-	

PROGRAM NARRATIVE

PUBLIC TRANSIT: PARATRANSIT SYSTEM (213-50-1108)

Responsible Manager/Title: Jon Goldman, Utility Superintendent - Transportation

Developed by: Ted Frazier, Paratransit Services Supervisor

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 transit system.
- Manage and operate the Paratransit service as required by the Americans with Disabilities Act (ADA) and federal and state public transit regulations.
- Identify and pursue additional grant and revenue resources.
- Certify eligibility of ADA participants and provide Paratransit service in compliance with federal law.
- Provide Medicaid nonmedical transportation for eligible senior citizens and individuals with disabilities (Title XIX rides).
- Maintain ridership and operation records for state-funding purposes.
- Ensure that all transit services are in Federal Transit Administration (FTA) compliance.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	09/15	In Progress	<ul style="list-style-type: none"> • Work with Metropolitan Planning Organization (MPO) staff to develop Call-A-Ride trips to Jefferson. • Update driver evaluation and testing process. • Work with MPO partners to define short- and long-term Paratransit needs. • Continue to evaluate the Senior Medical-Shopper Shuttle for potential productivity and quality improvements; implement as resources permit.
	12/15	Completed	
	03/16	In Progress	
	06/16	In Progress	
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Work with MPO partners to finalize short- and long-term Paratransit goals. • Evaluate program for ADA compliance. • Develop and complete rider survey. • Develop volunteer recruitment plan.
	01/17		
	03/17		
	06/17		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Percent of those using the Paratransit/Call-A-Ride program satisfied or very satisfied with the service received.	90%	95%	95%	96%
Number of rides provided per month.	1,515	1,629	1,720	1,780
Number of miles driven per month.	8,200	8,800	8,800	9,100
Number of volunteer hours.	5,000	5,000	5,000	5,000
Cost per revenue service mile.	\$3.71	\$3.60	\$3.82	\$4.69

STAFFING SUMMARY

Budgeted FTEs	3.42	3.42	3.42	4.49
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PROG 1108: Paratransit System

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	379,207	274,900	408,900	408,900	348,200	(14.84)%
Charges for Services	26,874	30,000	30,500	30,500	32,000	4.92 %
Miscellaneous Revenue	300	112	300	300	300	- %
Investment Income	5,653	1,067	-	-	300	- %
Transfers In	86,500	137,500	152,800	152,800	193,700	26.77 %
Beginning Balance	2,809	10,206	-	-	7,500	- %
TOTAL REVENUES	501,343	453,785	592,500	592,500	582,000	(1.77)%
EXPENDITURES						
Personnel Services	293,447	314,575	310,600	310,600	414,300	33.39 %
Materials & Services	117,571	120,785	231,900	231,900	167,700	(27.68)%
Capital	80,118	-	50,000	50,000	-	(100.00)%
TOTAL EXPENDITURES	491,136	435,360	592,500	592,500	582,000	(1.77)%
Prog 1108: Paratransit System						
Revenues less Expenditures	10,207	18,425	-	-	-	

PUBLIC SAFETY LEVY FUND

RESOURCE DETAIL

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Property Taxes - Current	2,346,501	2,361,355	2,396,100	2,646,100	3,117,300	17.81%	96.32%
Property Taxes - Delinquent	82,626	94,148	68,000	68,000	68,000	-	2.10%
Interest	4,971	1,676	1,000	1,000	1,000	-	0.03%
Total Current Resources	2,434,098	2,457,179	2,465,100	2,715,100	3,186,300	17.35%	98.45%
Beginning Balance	156,449	37,707	40,900	40,900	50,000	22.25%	1.55%
Total Resources	\$2,590,547	\$2,494,886	\$2,506,000	\$2,756,000	\$3,236,300	17.43%	100.00%

REQUIREMENT SUMMARY

Requirements by Type	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Transfers Out	\$2,552,840	\$2,422,600	\$2,506,000	\$2,756,000	\$3,056,300	\$ 3,236,300	\$ 3,236,300

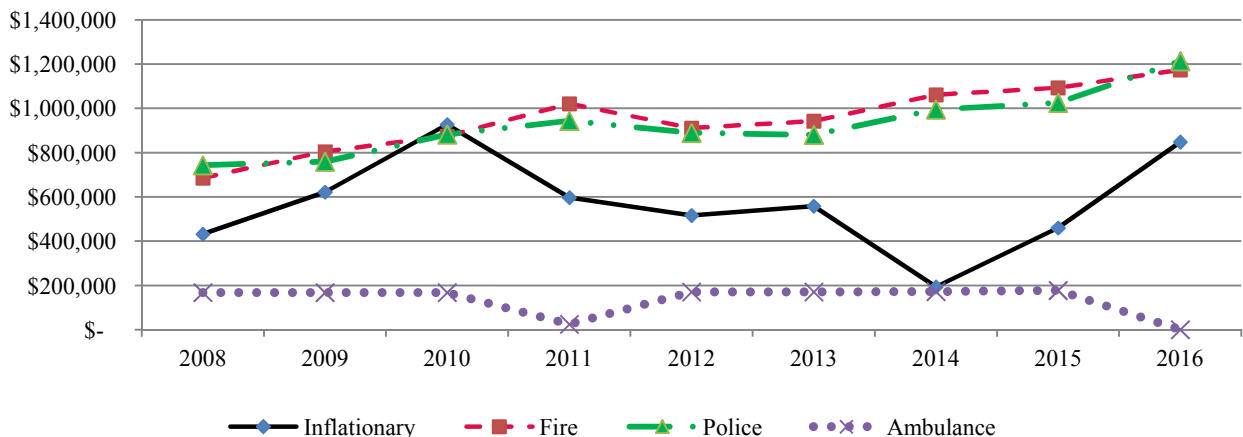
TRANSFERS OUT AND TOTAL TAXES DETAIL BY FISCAL YEAR

Fiscal YearGeneral Fund.....			Ambulance Fund	Total Transfers Out*	Total Taxes
	Inflationary	Fire	Police			
2008-09	\$ 432,000	\$ 685,943	\$ 743,319	\$ 168,000	\$ 2,029,262	\$ 1,973,168
2009-10	621,600	804,769	759,529	168,000	2,353,898	2,171,708
2010-11	927,000	875,183	882,220	168,000	2,852,403	2,349,289
2011-12	597,100	1,020,803	943,978	24,885	2,586,766	2,462,996
2012-13	516,683	910,923	889,662	170,453	2,487,721	2,547,957
2013-14	558,535	942,192	881,114	171,000	2,552,841	2,429,127
2014-15	193,500	1,061,300	995,500	172,300	2,422,600	2,455,503
2015-16	460,000	1,093,100	1,025,400	177,500	2,756,000	2,464,100
2016-17**	848,100	1,174,400	1,213,800	-	3,236,300	3,005,300

*Resources available for transfers out include total taxes, interest earnings, and the beginning balance.

**In budget year 2016-17, the transfer to Ambulance is included in Fire.

PUBLIC SAFETY LEVY TRANSFERS OUT BY PROGRAM

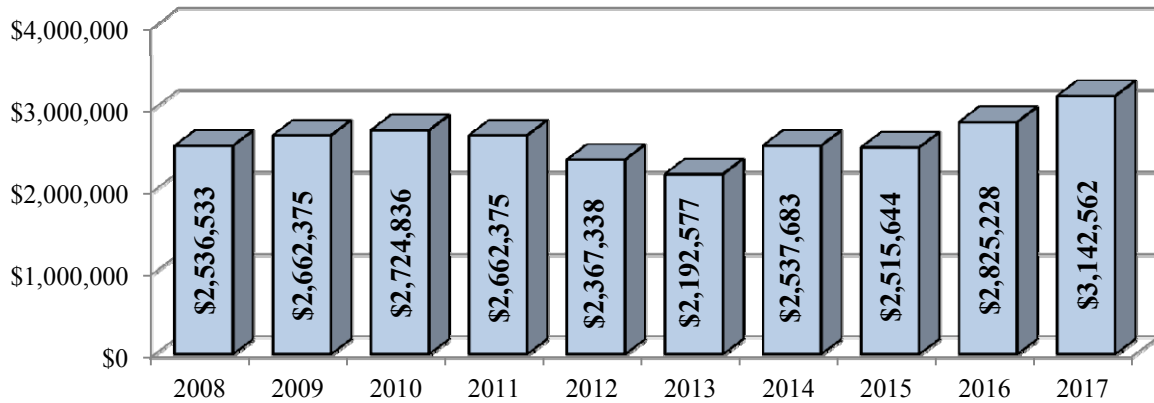


Public Safety Levy Property Taxes Levied Last Ten Fiscal Years ¹

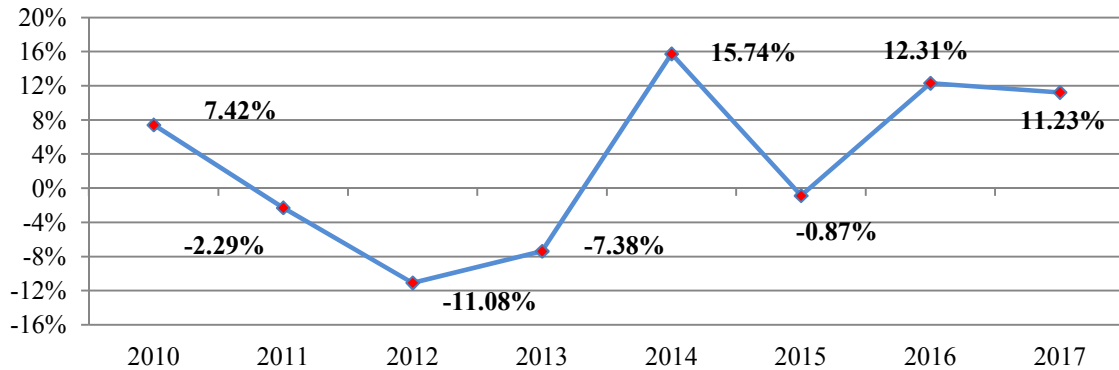
Fiscal Year June 30,LINN COUNTY.....		BENTON COUNTY.....			Linn Co. & Benton Co. Total Received	Annual Per- centage Change
	Taxes Imposed before Compression	Com- pression Amount	Total Received	Taxes Imposed before Compression	Com- pression Amount	Total Received		
2008	\$ 2,221,177	\$ 137,010	\$2,084,167	\$ 452,811	\$ 445	\$452,366	\$2,536,533	n/a
2009	2,333,529	153,763	2,179,766	488,611	6,002	482,609	2,662,375	4.96%
2010	2,417,606	197,327	2,220,279	509,107	4,550	504,557	2,724,836	2.35%
2011	2,504,913	368,500	2,136,413	532,445	9,036	523,409	2,662,375	-2.29%
2012	2,535,336	686,075	1,849,261	554,766	36,689	518,077	2,367,338	-11.08%
2013	2,528,454	825,673	1,702,781	565,012	75,216	489,796	2,192,577	-7.38%
2014	3,123,405	1,121,228	2,002,177	702,884	167,378	535,506	2,537,683	15.74%
2015	3,191,554	1,235,309	1,956,245	736,771	177,372	559,399	2,515,644	-0.87%
2016	3,306,950	1,079,205	2,227,745	778,623	181,140	597,483	2,825,228	12.31%
2017	n/avail.	n/avail.	2,469,132	n/avail.	n/avail.	673,430	3,142,562	11.23%

¹ Actual 'Total Received' for 2008-2016. Estimated 'Total Received' for 2017.
In May 2016, voters passed a five-year \$1.15 per \$1,000 levy beginning in Fiscal Year 2016-17.

Total Public Safety Levy Taxes to be Received Last Ten Fiscal Years ¹



Public Safety Levy - Total to be Received Annual Percentage Change



PROGRAM NARRATIVE

PUBLIC SAFETY LEVY FUND: PUBLIC SAFETY LEVY (215-10-1008)

Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program 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 May 2012 special election. Proceeds from the tax levy are transferred to the General Fund in direct support of police, fire, and ambulance services.
 - The levy is \$1.15 per \$1,000 of assessed value for a period of five years.
 - Fiscal Year 2016-2017 is the fourth year of the third five-year Public Safety Local Option Levy.
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-

PROG 1008: Public Safety Levy

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Property Taxes	2,429,127	2,455,503	2,464,100	2,464,100	3,185,300	29.27 %
Investment Income	4,971	1,676	1,000	1,000	1,000	- %
Beginning Balance	156,449	37,707	40,900	40,900	50,000	22.25 %
TOTAL REVENUES	2,590,547	2,494,886	2,506,000	2,506,000	3,236,300	29.14 %
EXPENDITURES						
Transfers Out	2,552,840	2,422,600	2,506,000	2,506,000	3,236,300	29.14 %
TOTAL EXPENDITURES	2,552,840	2,422,600	2,506,000	2,506,000	3,236,300	29.14 %

Prog 1008: Public Safety Levy						
Revenues less Expenditures	37,707	72,286	-	-	-	



CITY OF
Albany

O R E G O N



**CAPITAL REPLACEMENT FUND
RESOURCE DETAIL**

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Energy Trust of Oregon	\$ -	\$ 22,886	\$ 20,000	\$ 20,000	\$ -	(100.00%)	-
Oregon Community Foundation	-	2,497	2,500	2,500	2,500	-	0.03%
Departmental Charges	375,000	150,000	150,000	150,000	150,000	-	1.90%
Equipment Replacement Charges	606,400	562,500	885,300	620,900	803,300	29.38%	10.16%
Phone System Charges	75,000	75,000	75,000	75,000	75,000	-	0.95%
Property Management	-	22,000	23,400	23,400	-	(100.00%)	-
Miscellaneous Revenue	46,562	52,856	15,000	15,000	15,000	-	0.19%
Interest	36,438	27,928	11,200	11,200	26,800	139.29%	0.34%
Total Current Resources	1,139,400	915,667	1,182,400	918,000	1,072,600	16.84%	13.57%
From Litigation Proceeds	-	500,000	-	-	-	-	-
From General Fund	-	-	-	118,200	-	(100.00%)	-
Transfer In: Transient Room Tax	10,400	12,000	206,100	206,100	270,700	31.34%	3.42%
Total Transfers In	10,400	512,000	206,100	324,300	270,700	(16.53%)	3.42%
Beginning Balance	6,227,497	5,156,986	6,176,500	6,176,500	6,446,600	4.37%	81.51%
Beginning Balance: Energy Trust	-	-	24,000	24,000	102,400	326.67%	1.29%
Beginning Balance Property Mgmt	-	-	8,400	8,400	-	(100.00%)	-
Beginning Balance Monteith House	-	-	43,400	43,400	16,300	(62.44%)	0.21%
Total Resources	\$7,377,297	\$6,584,653	\$7,640,800	\$7,494,600	\$7,908,600	5.52%	100.00%

REQUIREMENT SUMMARIES

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Equipment Replacement	\$1,469,311	\$ 437,208	\$4,517,900	\$4,371,700	\$5,340,100	\$ 5,520,100	\$ 5,520,100
City Facilities Replacement	115,752	25,396	147,400	147,400	121,600	121,600	121,600
GF Facilities Maintenance Projects	15,395	96,967	158,200	158,200	109,500	109,500	109,500
IT Equipment Replacement	596,583	226,095	1,619,000	1,619,000	1,810,000	1,810,000	1,810,000
Facilities Replacement	23,270	108,760	1,198,300	1,198,300	347,400	347,400	347,400
Total Requirements	\$2,220,311	\$ 894,426	\$7,640,800	\$7,494,600	\$7,728,600	\$ 7,908,600	\$ 7,908,600

Requirements by Type

Materials & Services	\$ 836,118	\$ 484,778	\$ 589,000	\$ 589,000	\$ 573,700	\$ 573,700	\$ 573,700
Capital	1,308,194	321,648	7,051,800	6,905,600	6,995,500	7,175,500	7,175,500
Transfers Out	76,000	88,000	0	0	159,400	159,400	159,400
Total Requirements	\$2,220,312	\$ 894,426	\$7,640,800	\$7,494,600	\$7,728,600	\$ 7,908,600	\$ 7,908,600

**Adopted Requirements
by Program and Type**

	Materials & Services	Capital	Transfers Out	Adopted Budget	% of Fund Budget
Equipment Replacement	\$ 325,000	\$5,035,700	\$ 159,400	\$ 5,520,100	69.80%
City Facilities Replacement	18,700	102,900	-	121,600	1.54%
GF Facilities Maintenance Projects	30,000	79,500	-	109,500	1.38%
IT Equipment Replacement	200,000	1,610,000	-	1,810,000	22.89%
Facilities Replacement	-	347,400	-	347,400	4.39%
Total Requirements	\$ 573,700	\$7,175,500	\$ 159,400	\$ 7,908,600	100.00%
Percent of Fund Budget	7.25%	90.73%	2.02%	100.00%	

GF- General Fund

IT - Information Technology

PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: EQUIPMENT REPLACEMENT (217-10-1010)

Responsible Manager/Title: Anne Baker, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- The Equipment Replacement program provides a reserve 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.
 - In Fiscal Year 2012-13, Equipment Replacement transferred \$300,000 to the General Fund. This was repaid by a loan from Litigation Proceeds.
 - Ideally, monies are transferred annually 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.
-
-

217: Capital Replacement

CITY OF ALBANY, OREGON

10: Finance

PROG 1010: Equipment Replacement

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	521,600	449,600	662,700	398,300	578,300	45.19 %
Miscellaneous Revenue	34,562	37,479	15,000	15,000	15,000	- %
Investment Income	20,021	14,949	7,000	7,000	15,000	114.29 %
Transfers In	-	500,000	193,700	311,900	258,300	(17.18)%
Beginning Balance	3,548,014	2,654,886	3,639,500	3,639,500	4,653,500	27.86 %
TOTAL REVENUES	4,124,197	3,656,914	4,517,900	4,371,700	5,520,100	26.27 %
EXPENDITURES						
Materials & Services	320,571	191,167	325,000	325,000	325,000	- %
Capital	1,072,740	158,041	4,192,900	4,046,700	5,035,700	24.44 %
Transfers Out	76,000	88,000	-	-	159,400	- %
TOTAL EXPENDITURES	1,469,311	437,208	4,517,900	4,371,700	5,520,100	26.27 %
Prog 1010: Equipment Replacement						
Revenues less Expenditures	2,654,886	3,219,706	-	-	-	

PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: CITY FACILITIES REPLACEMENT (217-10-1034)

Responsible Manager/Title: Anne Baker, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- The City Facilities Replacement program reserves funds for major City facilities replacement projects.
 - Currently there is not a funding source available to replenish what is being expended to maintain City facilities.
-

217: Capital Replacement

10: Finance

CITY OF ALBANY, OREGON
PROG 1034: City Facilities Replacement

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	22,886	20,000	20,000	-	(100.00)%
Investment Income	1,548	680	500	500	500	- %
Dedicated Beginning Balance	-	-	24,000	24,000	102,400	326.67 %
Beginning Balance	236,614	122,410	102,900	102,900	18,700	(81.83)%
TOTAL REVENUES	238,162	145,976	147,400	147,400	121,600	(17.50)%
EXPENDITURES						
Materials & Services	-	12,396	24,000	24,000	18,700	(22.08)%
Capital	115,752	13,000	123,400	123,400	102,900	(16.61)%
TOTAL EXPENDITURES	115,752	25,396	147,400	147,400	121,600	(17.50)%
Prog 1034: City Facilities Replacement						
Revenues less Expenditures	122,410	120,580	-	-	-	

PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: GENERAL FUND FACILITIES MAINTENANCE PROJECTS (217-10-2002)

Responsible Manager/Title: Anne Baker, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- Funds are reserved in this program for building maintenance expenditures on City-owned General Fund buildings.
 - Revenue from the rental units on the fire station property are accounted for here to offset the expense of maintaining the units.
 - Transient Lodging Tax is transferred in for restoration and repairs of the Monteith House.
-

217: Capital Replacement

10: Finance

CITY OF ALBANY, OREGON
PROG 2002: GF Facilities Maintenance Projects

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	2,497	2,500	2,500	2,500	-
Miscellaneous Revenue	-	22,056	23,400	23,400	-	(100.00)%
Investment Income	1,129	591	400	400	1,000	150.00 %
Transfers In	10,400	12,000	12,400	12,400	12,400	-
Dedicated Beginning Balance	-	-	51,800	51,800	16,300	(68.53)%
Beginning Balance	160,567	156,701	67,700	67,700	77,300	14.18 %
TOTAL REVENUES	172,096	193,845	158,200	158,200	109,500	(30.78)%
EXPENDITURES						
Materials & Services	9,095	96,967	40,000	40,000	30,000	(25.00)%
Capital	6,300	-	118,200	118,200	79,500	(32.74)%
TOTAL EXPENDITURES	15,395	96,967	158,200	158,200	109,500	(30.78)%
Prog 2002: GF Facilities Maintenance Projects						
Revenues less Expenditures	156,701	96,878	-	-	-	

PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: IT EQUIPMENT REPLACEMENT (217-13-1031)

Responsible Manager/Title: Jorge Salinas, Assistant City Manager/CIO

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.
-

217: Capital Replacement
 13: Information Technology

CITY OF ALBANY, OREGON
PROG 1031: IT Equipment Replacement

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	159,800	187,900	297,600	297,600	300,000	0.81 %
Miscellaneous Revenue	12,000	15,321	-	-	-	- %
Investment Income	10,008	6,385	3,000	3,000	10,000	233.33 %
Beginning Balance	1,642,242	1,227,467	1,318,400	1,318,400	1,500,000	13.77 %
TOTAL REVENUES	1,824,050	1,437,073	1,619,000	1,619,000	1,810,000	11.80 %
EXPENDITURES						
Materials & Services	506,452	184,248	200,000	200,000	200,000	- %
Capital	90,132	41,847	1,419,000	1,419,000	1,610,000	13.46 %
TOTAL EXPENDITURES	596,584	226,095	1,619,000	1,619,000	1,810,000	11.80 %
Prog 1031: IT Equipment Replacement						
Revenues less Expenditures	1,227,466	1,210,978	-	-	-	

PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: PUBLIC WORKS, FACILITIES REPLACEMENT (217-50-2018)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director

FUNCTIONS AND RESPONSIBILITIES

- This program funds future facilities replacement of Public Works.
- Receive revenues from other Public Works fund budgets to fund future facilities replacement.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
<u>Budget Year 2015-2016</u>			
Effective Government	12/15	In Progress	<ul style="list-style-type: none">• Complete construction of Operations building addition.
	06/16	Completed	<ul style="list-style-type: none">• Receive revenues from water, sewer, and street fund budgets to fund future department facility replacement or new construction.
<u>Budget Year 2016-2017</u>			
Effective Government	08/16		<ul style="list-style-type: none">• Complete construction of Operations building addition.
	06/17		<ul style="list-style-type: none">• Receive revenues from water, sewer, and street fund budgets to fund future department facility replacement or new construction.

217: Capital Replacement

50: Public Works

CITY OF ALBANY, OREGON

PROG 2018: Facilities Replacement

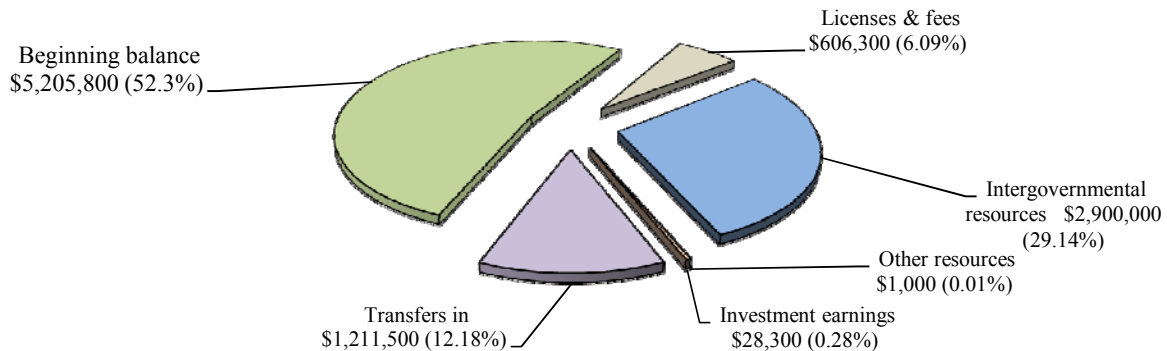
Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	375,000	150,000	150,000	150,000	150,000	- %
Investment Income	3,732	5,323	300	300	300	- %
Beginning Balance	640,060	995,522	1,048,000	1,048,000	197,100	(81.19)%
TOTAL REVENUES	1,018,792	1,150,845	1,198,300	1,198,300	347,400	(71.01)%
EXPENDITURES						
Capital	23,270	108,760	1,198,300	1,198,300	347,400	(71.01)%
TOTAL EXPENDITURES	23,270	108,760	1,198,300	1,198,300	347,400	(71.01)%

Prog 2018: Facilities Replacement						
Revenues less Expenditures	995,522	1,042,085	-	-	-	

**STREETS FUND
RESOURCE DETAIL**

Resources		2015-16.....		2016-17 Adopted Budget	% Change from 2015-16	% of Fund Budget
	2013-14 Actual	2014-15 Actual	Adopted Budget	Revised Budget			
Transportation SDC: Principal	\$ 27,080	\$ 100,039	\$ 7,300	\$ 7,300	\$ 6,300	(13.70%)	0.06%
Transportation SDC: Interest	3,773	3,185	2,700	2,700	900	(66.67%)	0.01%
Street IAF: Principal	1,540	1,682	1,600	1,600	1,600	-	0.02%
Street IAF: Interest	337	195	400	400	100	(75.00%)	-
Street Connection Fees	66,582	53,992	15,000	15,000	15,000	-	0.15%
Transportation SDC: Revenues	457,273	1,105,306	437,500	437,500	567,400	29.69%	5.70%
Public Facility Construction Permit	36,399	23,887	15,000	15,000	15,000	-	0.15%
EPSC Permit Fees	53,540	43,215	42,000	42,000	-	(100.00%)	-
State Gasoline Tax	2,913,483	2,899,968	2,850,000	2,850,000	2,900,000	1.75%	29.14%
Surface Transportation Program	2,135,531	-	1,098,800	1,098,800	-	(100.00%)	-
Bonded Asmnts: Principal	-	113	-	-	-	-	-
Bonded Asmnts: Interest	-	498	-	-	-	-	-
Miscellaneous Revenue	11,713	2,186	1,000	1,000	1,000	-	0.01%
Interest	50,125	42,701	23,900	23,900	28,300	18.41%	0.28%
Total Current Resources	5,757,376	4,276,967	4,495,200	4,495,200	3,535,600	(21.35%)	35.52%
From Water Capital	589,600	-	-	-	-	-	-
From Capital Projects Fund	-	13,032	-	65,000	-	(100.00%)	-
From Grants Fund	-	-	-	5,000	-	(100.00%)	-
From Debt Service Fund	2,840	-	-	-	-	-	-
Transfer In: Transient Room Tax	2,200	2,600	2,700	2,700	2,700	-	0.03%
From Sewer - ILFF Transfer	502,882	560,083	598,800	628,800	639,700	1.73%	6.43%
From Water - ILFF Transfer	497,805	517,970	530,100	530,100	549,100	3.58%	5.52%
From: Albany Transit	5,000	5,000	5,000	5,000	-	(100.00%)	-
From: Street Capital	20,000	20,000	20,000	20,000	20,000	-	0.20%
Total Transfers In	1,620,327	1,118,685	1,156,600	1,256,600	1,211,500	(3.59%)	12.18%
Beginning Balance	6,860,709	8,753,689	7,187,900	7,187,900	5,205,800	(27.58%)	52.30%
Total Resources	\$14,238,412	\$14,149,341	\$12,839,700	\$12,939,700	\$ 9,952,900	(23.08%)	100.00%

STREET FUND RESOURCES BY SOURCE
Category Totals and Percent of Budget



Budget Notes

The following is a list of several acronyms used with respect to the Street Fund:

- EPSC** - Erosion Prevention Sediment Control **SDC** - Systems Development Charge
- IAF** - Improvement Assurance Fee
- ILFF** - In-Lieu-of Franchise Fees

**STREETS FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Street Maintenance	\$ 1,616,391	\$ 1,688,567	\$ 1,849,300	\$ 1,849,300	\$ 1,932,700	\$ 1,932,700	\$ 1,932,700
Street Administration	1,200,978	1,125,673	1,318,000	1,318,000	1,481,600	1,481,600	1,481,600
Street Capital & Restoration	1,005,936	2,951,349	4,700,500	4,800,500	3,019,300	3,019,300	3,019,300
N. Albany Frontage Fee Projects	286,630	408,190	402,000	402,000	146,400	146,400	146,400
Transportation SDC Imp Fee	1,090,554	1,878,131	3,852,300	3,852,300	2,728,900	2,728,900	2,728,900
Transportation SDC Reimb Fee	10,180	102,048	445,000	445,000	561,200	561,200	561,200
ADA Capital projects	12,792	-	62,400	62,400	82,800	82,800	82,800
Total Requirements	\$ 5,484,724	\$ 8,359,898	\$12,839,700	\$12,939,700	\$ 9,952,900	\$ 9,952,900	\$ 9,952,900

Requirements by Type

Personnel	\$ 758,734	\$ 784,335	\$ 899,900	\$ 899,900	\$ 797,600	\$ 797,600	\$ 797,600
Materials & Services	2,284,115	2,160,165	2,448,300	2,448,300	2,469,600	2,469,600	2,469,600
Capital	1,917,120	4,815,397	8,374,900	8,474,900	5,514,500	5,514,500	5,514,500
Transfers Out	524,755	600,000	858,800	858,800	1,022,500	1,022,500	1,022,500
Contingency	-	-	257,800	257,800	148,700	148,700	148,700
Total Requirements	\$ 5,484,724	\$ 8,359,897	\$12,839,700	\$12,939,700	\$ 9,952,900	\$ 9,952,900	\$ 9,952,900

Adopted Requirements

by Program and Type	Materials		Transfers		Adopted Budget	% of Fund Budget
	Personnel	& Services	Capital	Out		
Street Maintenance	\$ 727,700	\$ 1,205,000	\$ -	\$ -	\$ 1,932,700	19.42%
Street Administration	69,900	976,300	-	286,700	1,481,600	14.89%
Stormwater Operations	-	-	-	-	-	(0.01%)
Street Capital & Restoration	-	280,000	2,634,300	105,000	3,019,300	30.34%
N. Albany Frontage Fee Projects	-	-	117,400	29,000	146,400	1.47%
Transportation SDC Imp Fee	-	8,000	2,338,400	382,500	2,728,900	27.42%
Transportation SDC Reimb Fee	-	300	341,600	219,300	561,200	5.64%
ADA Capital projects	-	-	82,800	-	82,800	0.83%
Total Requirements	\$ 797,600	\$ 2,469,600	\$ 5,514,500	\$ 1,022,500	\$ 9,952,900	100.00%
Percent of Fund Budget	8.02%	24.81%	55.41%	10.27%	1.49%	100.00%

Staffing Summary (FTE)	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Street Maintenance	7.450	7.000	7.000	7.000	7.000	7.000	7.000
Street Administration	-	0.450	0.450	0.450	0.450	0.450	0.450
Total FTE	7.450	7.450	7.450	7.450	7.450	7.450	7.450



CITY OF
Albany

O R E G O N

**STREETS FUND
OPERATION AND MAINTENANCE COMBINED BUDGET**

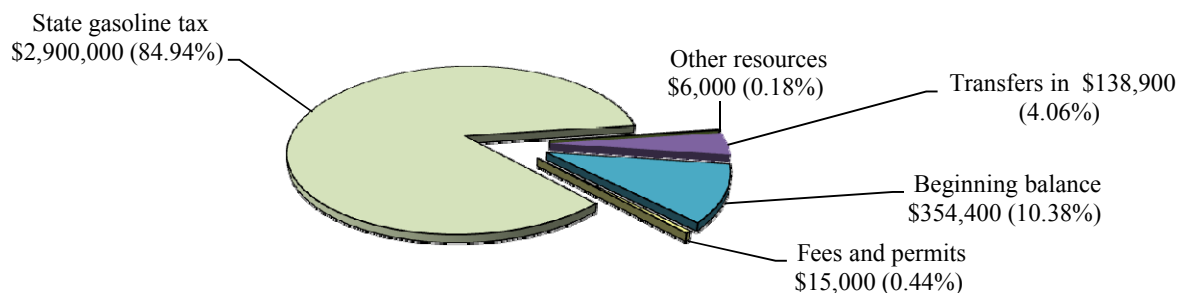
Detailed below are the gasoline taxes, transfers in, and other resources used to support the following Street Fund operation and maintenance programs: Street Maintenance and Street Administration. The resource items listed below are included in the Street Fund - Resource Detail presented on a previous page.

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Public Facility Construction Permit	\$ 36,399	\$ 23,887	\$ 15,000	\$ 15,000	\$ 15,000	-	0.44%
EPSC Permit Fees	53,540	43,215	42,000	42,000	-	(100.00%)	-
State Gasoline Tax	2,491,483	2,570,968	2,850,000	2,850,000	2,900,000	1.75%	84.94%
Miscellaneous Revenue	1,105	1,086	1,000	1,000	1,000	-	0.03%
Interest	2,623	1,356	1,000	1,000	5,000	400.00%	0.15%
Total Current Resources	2,585,150	2,640,512	2,909,000	2,909,000	2,921,000	0.41%	85.56%
From Debt Service Fund	2,840	-	-	-	-	-	-
Transfer In: Transient Room Tax	2,200	2,600	2,700	2,700	2,700	-	0.08%
From Sewer - ILFF Transfer	277,200	287,739	50,000	50,000	68,100	36.20%	1.99%
From Water - ILFF Transfer	277,200	247,762	50,000	50,000	68,100	36.20%	1.99%
Total Transfers In	559,440	538,101	102,700	102,700	138,900	35.25%	4.06%
Beginning Balance	180,200	246,159	365,800	365,800	354,400	(3.12%)	10.38%
Total Resources	\$3,324,790	\$3,424,772	\$3,377,500	\$3,377,500	\$3,414,300	1.09%	100.00%

Adopted Requirements by Program and Type					Adopted Budget	% of Fund Budget
	Personnel	Materials & Services	Transfers Out	Contingency		
Street Maintenance	727,700	1,205,000	-	-	\$1,932,700	56.61%
Street Administration	69,900	976,300	286,700	148,700	1,481,600	43.39%
Stormwater Operations	-	-	-	-	-	-
Total Requirements	\$ 797,600	\$2,181,300	\$ 286,700	\$ 148,700	\$3,414,300	100.00%
Percent of Budget	23.35%	63.89%	8.40%	4.36%	100.00%	

RESOURCES USED FOR STREET FUND OPERATION AND MAINTENANCE PROGRAMS

Category Totals and Percent of Budget



STREETS FUND
CAPITAL PROJECTS COMBINED BUDGET

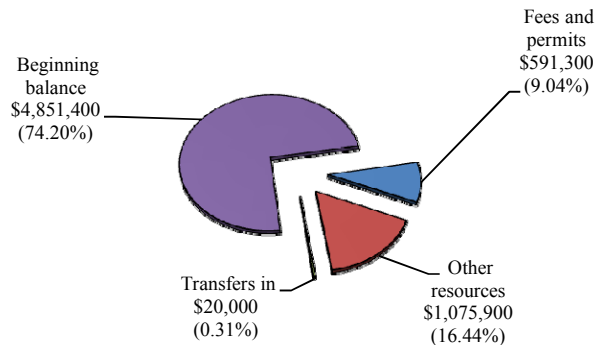
Detailed below are the in-lieu-of franchise fees, development fees, state support, and other resources used to fund the following Street Fund capital programs: Street Capital & Restoration, North Albany Frontage Fee Projects, and Transportation SDC Projects.

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Transportation SDC: Principal	\$ 27,080	\$ 100,039	\$ 7,300	\$ 7,300	\$ 6,300	(13.70%)	0.10%
Transportation SDC: Interest	3,773	3,185	2,700	2,700	900	(66.67%)	0.01%
Street IAF: Principal	1,540	1,682	1,600	1,600	1,600	-	0.02%
Street IAF: Interest	337	195	400	400	100	(75.00%)	-
Street Connection Fees	66,582	53,992	15,000	15,000	15,000	-	0.23%
Transportation SDC: Revenues	457,273	1,105,306	437,500	437,500	567,400	29.69%	8.67%
State Gasoline Tax	422,000	329,000	-	-	-	-	-
Surface Transportation Program	2,135,531	-	1,098,800	1,098,800	-	(100.00%)	-
Miscellaneous Revenue	10,608	1,100	-	-	-	-	-
Interest	47,502	41,344	22,900	22,900	23,300	1.75%	0.36%
From Sewer - ILFF Transfer	225,682	272,344	548,800	578,800	571,600	(1.24%)	8.74%
From Water - ILFF Transfer	220,605	270,208	480,100	480,100	481,000	0.19%	7.36%
Total Current Resources	3,618,513	2,178,395	2,615,100	2,645,100	1,667,200	(36.97%)	25.49%
From Water Capital	589,600	-	-	-	-	-	-
From: Albany Transit	5,000	5,000	5,000	5,000	-	(100.00%)	-
From: Street Capital	20,000	20,000	20,000	20,000	20,000	-	0.31%
Total Transfers In	614,600	25,000	25,000	25,000	20,000	(20.00%)	0.31%
Beginning Balance	6,680,509	8,507,530	6,822,100	6,822,100	4,851,400	(28.89%)	74.20%
Total Resources	\$10,913,622	\$10,710,925	\$ 9,462,200	\$ 9,492,200	\$ 6,538,600	(31.12%)	100.00%

Adopted Requirements by Program and Type	Materials & Services		Transfers Out		Adopted Budget	% of Fund Budget
		Capital				
Street Capital & Restoration	\$ 280,000	\$ 2,634,300	\$ 105,000		\$ 3,019,300	46.18%
N. Albany Frontage Fee Projects	-	117,400	29,000		146,400	2.24%
Transportation SDC Imp Fee	8,000	2,338,400	382,500		2,728,900	41.73%
Transportation SDC Reimb Fee	300	341,600	219,300		561,200	8.58%
ADA Capital projects	-	82,800	-		82,800	1.27%
Total Requirements	\$ 288,300	\$ 5,514,500	\$ 735,800		\$ 6,538,600	100.00%
Percent of Budget	4.41%	84.34%	11.25%		100.00%	

STREET CAPITAL PROJECT RESOURCES

Fees and permits	\$ 591,300	9.04%
Other resources	1,075,900	16.44%
Transfers in	20,000	0.31%
Beginning balance	4,851,400	74.20%
Total Resources	\$ 6,538,600	100.00%



STREET FUND
SUMMARY OF CAPITAL REQUIREMENTS AND CAPITAL RESERVES - FISCAL YEAR 2016-17

Project Description	Totals	Street Capital & Restoration	North Albany Frontage Fee Projects	North Albany Frontage Fee Projects	Trans- portation SDC Imp Fee	Trans- portation SDC Reimb Fee
Sidewalk Infill Program	15,000	15,000	-	-	-	-
ST-14-03 Ped Crossing Imp	55,000	55,000	-	-	-	-
ST-13-05 Corvallis Albany Path	255,000	-	-	255,000	-	-
ST-15-01 34th Ave Signals: Marion & Hill	220,000	-	-	220,000	-	-
ST-16-01 Transit Stop Ped Imp (Ph 2)	186,000	46,500	-	139,500	-	-
ST-17-01 Oak Street Rehab 34th-38th	650,000	650,000	-	-	-	-
Project Totals	1,381,000	766,500	-	614,500	-	-
Reserve: Street Connection Fees	161,200	161,200	-	-	-	-
Reserve: Capital Projects	3,047,000	1,463,300	117,400	1,123,900	341,600	800
Reserve: Waverly RH Land Mod Dep - WM	203,300	203,300	-	-	-	-
Reserve: Albany Transit	15,000	-	-	-	-	15,000
Reserve: Street Capital	67,000	-	-	-	-	67,000
Reserve: ODOT Safety Grant Match	40,000	40,000	-	-	-	-
Reserve: Lochner Road Imp	400,000	-	-	400,000	-	-
Reserve: ODOT I-5 EA	200,000	-	-	200,000	-	-
Total Reserves	4,133,500	1,867,800	117,400	1,723,900	341,600	82,800
Grand Totals	\$ 5,514,500	\$ 2,634,300	\$ 117,400	\$ 2,338,400	\$ 341,600	\$ 82,800

STREET FUND
STREET FUND RESOURCES - TEN FISCAL YEARS*

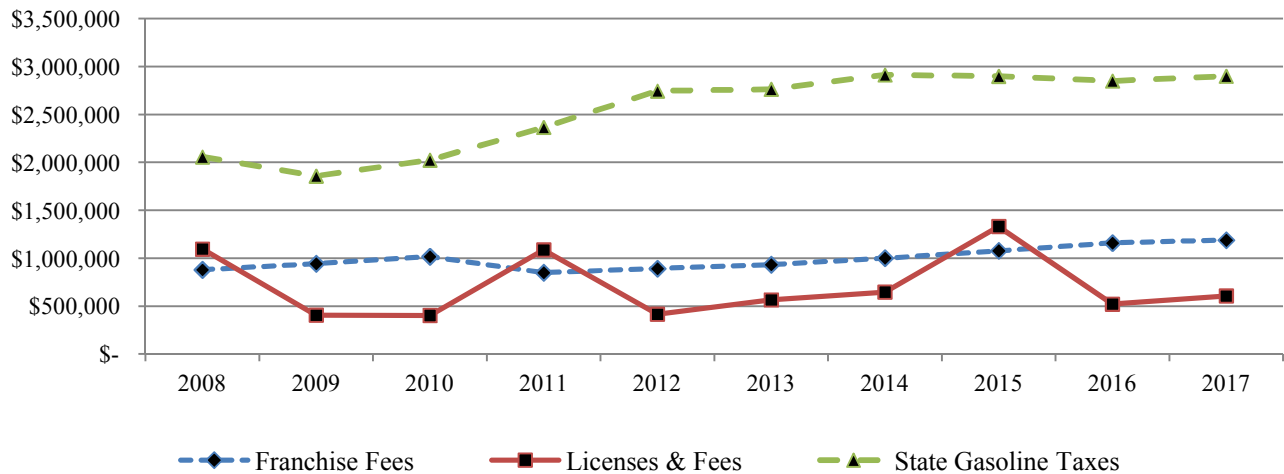
June 30,	Franchise Fees	Licenses & Fees	Inter-governmental Resources	State Gasoline Taxes	Other Resources	Transfers In	Beginning Balance	Total Resources
2008	\$ 878,893	\$ 1,096,168	\$ 110,274	\$ 2,056,995	\$ 455,989	\$ 260,000	\$ 9,472,507	\$14,330,826
2009	942,711	405,953	878,258	1,857,308	270,478	519,474	9,052,861	13,927,043
2010	1,016,466	403,227	4,836	2,024,426	155,678	381,300	8,363,513	12,349,446
2011	848,969	1,086,992	-	2,365,624	75,157	1,753,285	8,327,379	14,457,406
2012	891,255	415,283	70,693	2,745,670	272,210	892,855	9,969,701	15,257,667
2013	932,792	565,435	885,440	2,764,402	59,239	934,992	6,874,827	13,017,127
2014	1,000,687	646,525	2,135,531	2,913,483	61,838	619,640	6,860,709	14,238,413
2015	1,078,053	1,331,502	-	2,899,968	45,497	40,632	8,753,689	14,149,341
2016	1,158,900	521,500	1,098,800	2,850,000	24,900	97,700	7,187,900	12,939,700
2017	1,188,800	606,300	-	2,900,000	29,300	22,700	5,205,800	9,952,900

* Actual revenues for Fiscal Years 2008 through 2015. Budgeted resources for Fiscal Years 2016 and 2017.

STREET FUND RESOURCES - PERCENT OF TOTAL RESOURCES

June 30,	Franchise Fees	Licenses & Fees	Inter-governmental Resources	State Gasoline Taxes	Other Resources	Transfers In	Beginning Balance	Total Resources
2008	6.14%	7.65%	0.77%	14.35%	3.18%	1.81%	66.10%	100.00%
2009	6.77%	2.91%	6.31%	13.34%	1.94%	3.73%	65.00%	100.00%
2010	8.23%	3.27%	0.04%	16.39%	1.26%	3.09%	67.72%	100.00%
2011	5.87%	7.52%	-	16.36%	0.52%	12.13%	57.60%	100.00%
2012	5.85%	2.72%	0.46%	18.00%	1.78%	5.85%	65.34%	100.00%
2013	7.17%	4.34%	6.80%	21.24%	0.46%	7.18%	52.81%	100.00%
2014	7.04%	4.54%	15.00%	20.46%	0.43%	4.35%	48.18%	100.00%
2015	7.61%	9.41%	-	20.50%	0.32%	0.29%	61.87%	100.00%
2016	8.95%	4.03%	8.49%	22.03%	0.19%	0.76%	55.55%	100.00%
2017	11.95%	6.09%	-	29.14%	0.29%	0.23%	52.30%	100.00%

STATE GAS TAXES, LICENSES & FEES, AND FRANCHISE FEES
TEN FISCAL YEARS

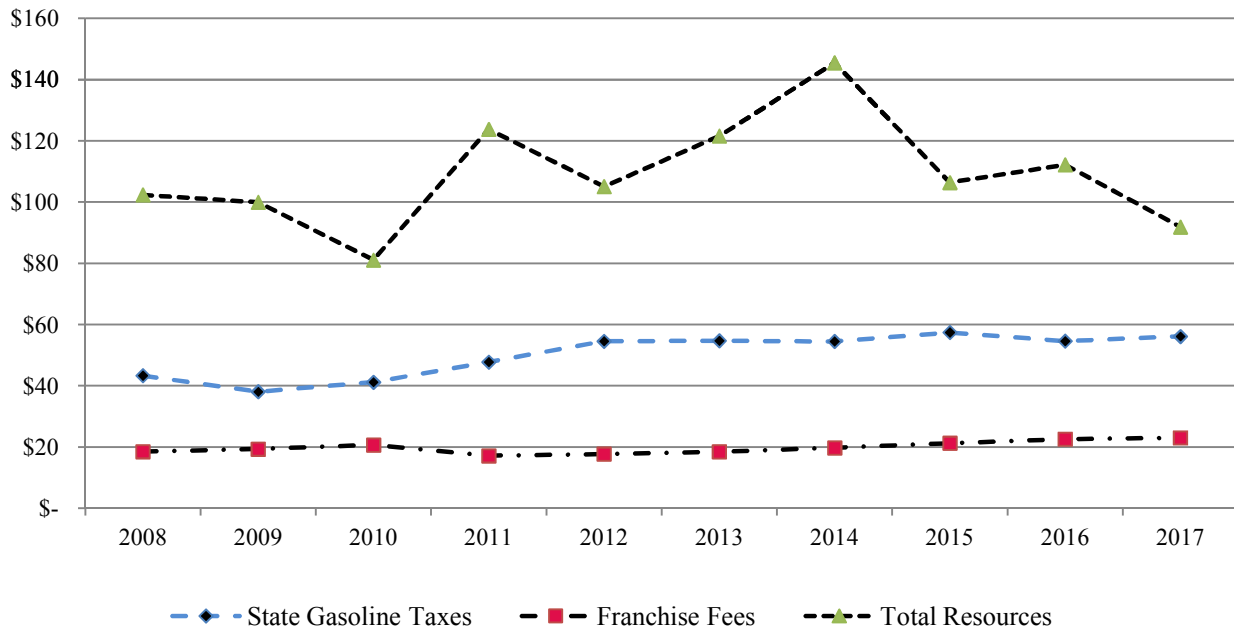


STREET FUND
STREET FUND RESOURCES PER CAPITA - TEN FISCAL YEARS¹

June 30,	Population	State Gasoline Tax		Franchise Fees		Current Resources ²	
		Annual Amount	Per Capita	Annual Amount	Per Capita	Annual Amount	Per Capita
2008	47,470	\$ 2,056,995	\$ 43.33	\$ 878,893	\$ 18.51	\$ 4,858,319	\$ 102.35
2009	48,770	1,857,308	38.08	942,711	19.33	4,874,182	99.94
2010	49,165	2,024,426	41.18	1,016,466	20.67	3,985,934	81.07
2011	49,530	2,365,624	47.76	848,969	17.14	6,130,027	123.76
2012	50,325	2,745,670	54.56	891,255	17.71	5,287,965	105.08
2013	50,520	2,764,402	54.72	932,792	18.46	6,142,300	121.58
2014	50,710	2,764,402	54.51	1,000,687	19.73	7,377,704	145.49
2015	50,720	2,913,483	57.44	1,078,053	21.25	5,395,652	106.38
2016	51,270	2,800,000	54.61	1,158,900	22.60	5,751,800	112.19
2017	51,670	2,900,000	56.13	1,188,800	23.01	4,747,100	91.87

(1) Actual revenues for Fiscal Years 2008 through 2015. Budgeted resources for Fiscal Years 2016 and 2017.
(2) Current Resources equals Total Resources less Beginning Balance.

**PER CAPITA STATE GASOLINE TAX, FRANCHISE FEES,
AND CURRENT RESOURCES
TEN FISCAL YEARS**



PROGRAM NARRATIVE

STREET FUND: STREET MAINTENANCE (250-50-2602)

Responsible Manager/Title: Jon Goldman, Utility Superintendent - Transportation

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.
- Right-of-way maintenance responsibilities include barricades, property clean-up, and vegetation maintenance.
- Transportation management responsibilities include 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 and annually update traffic sign inventory program.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	06/16	In Progress	<ul style="list-style-type: none"> • Implement perpetual life replacement program for rolling stock.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Meet federally mandated retro-reflectivity standards for traffic signs.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Number of miles of improved streets.	191.46	194.5	196.5	197.5
Number of customer service work orders.	453	386	500	500
Number of City traffic signals.	19	19	19	21
Percentage of traffic signals inspected quarterly.	100%	100%	100%	100%
Miles of painted pavement marking.	61	61	61	61
Percentage of pavement marking annually painted.	100%	100%	100%	100%
Number of signs repaired annually.	571	329	300	300

STAFFING SUMMARY

Budgeted FTEs	7.00	7.00	7.00	7.00
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250: Streets

50: Public Works

CITY OF ALBANY, OREGON

PROG 2602: Street Maintenance

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	626,953	659,557	753,100	753,100	727,700	(3.37)%
Materials & Services	980,455	1,010,372	1,096,200	1,096,200	1,205,000	9.93 %
Capital	8,984	18,637	-	-	-	- %
TOTAL EXPENDITURES	1,616,392	1,688,566	1,849,300	1,849,300	1,932,700	4.51 %

PROGRAM NARRATIVE

STREETS FUND: PUBLIC WORKS, STREETS ADMINISTRATION (250-50-2604)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director
 Jeff Blaine, P.E., Public Works Engineering and Community Development Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides funding for a portion of the Transportation Superintendent position, PW Internal Services Fund, which includes charges for Public Works Administration, Operations Administration, and PW Engineering Services.
- Transfers funds to other City programs such as Urban Forestry.
- Maintains the contingency for the Streets Fund.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	06/16	Completed	<ul style="list-style-type: none"> • Participate in finalizing the Albany Area Metropolitan Planning Organization (AAMPO) funding plan for Surface Transportation Program (STP) funds.
	06/16	Completed	<ul style="list-style-type: none"> • Track stormwater management costs.
	06/16	Ongoing	<ul style="list-style-type: none"> • Participate in the multi-year regional transportation and transit planning efforts required by the AAMPO.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Participate in the multi-year regional transportation and transit planning efforts required by the AAMPO.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Percentage of collector and arterial streets in satisfactory or better condition.	88%	87%	88%	88%

STAFFING SUMMARY

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Budgeted FTEs	0.45	0.45	0.45	0.45

250: Streets

50: Public Works

CITY OF ALBANY, OREGON

PROG 2604: Street Administration

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	62,161	63,824	71,800	71,800	69,900	(2.65)%
Materials & Services	1,058,817	981,849	908,400	908,400	976,300	7.47 %
Transfers Out	80,000	80,000	80,000	80,000	286,700	258.38 %
Contingencies	-	-	257,800	257,800	148,700	(42.32)%
TOTAL EXPENDITURES	1,200,978	1,125,673	1,318,000	1,318,000	1,481,600	12.41 %

PROGRAM NARRATIVE

STREET FUND: STREET CAPITAL & RESTORATION (250-50-2700)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity receives funds from franchise fees, Surface Transportation Program (STP) funds, grants, and interest income.
- Provides local funding match for bicycle and pedestrian improvement grants that become available.
- This program provides funding for transportation-related capital construction projects including pavement restoration, bridge repair, bicycle and pedestrian improvements, and grant match.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Great Neighborhoods	10/15	Completed	<ul style="list-style-type: none"> • Complete landscaping for ST-13-04, Main Street Rehabilitation.
	10/15	Completed	<ul style="list-style-type: none"> • Construct ST-13-03, North Albany Road: Quarry to RR Tracks.
	06/16	In Progress	<ul style="list-style-type: none"> • Construct ST-14-03, Pedestrian Crossing Improvements.
	06/16	In Progress	<ul style="list-style-type: none"> • Construct ST-16-01, Transit Stop Pedestrian Improvements (Phase 2).
Budget Year 2016-2017			
Great Neighborhoods	09/16		<ul style="list-style-type: none"> • Construct ST-14-03, Pedestrian Crossing Improvements.
	09/16		<ul style="list-style-type: none"> • Construct ST-16-01, Transit Stop Pedestrian Improvements (Phase 2).
	06/17		<ul style="list-style-type: none"> • Construct ST-17-01, Oak Street Rehabilitation: 34th to 38th Avenue.

250: Streets

50: Public Works

CITY OF ALBANY, OREGON

PROG 2700: Street Capital & Restoration

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Licenses and Fees	66,582	53,992	15,000	15,000	15,000	- %
Intergovernmental Revenue	2,557,531	329,000	1,098,800	1,098,800	-	(100.00)%
Miscellaneous Revenue	10,608	1,100	-	-	-	- %
Investment Income	13,105	16,638	10,000	10,000	9,200	(8.00)%
Transfers In	953,187	555,584	1,028,900	1,128,900	1,052,600	(6.76)%
Beginning Balance	1,139,551	3,734,628	2,547,800	2,547,800	1,942,500	(23.76)%
TOTAL REVENUES	4,740,564	4,690,942	4,700,500	4,800,500	3,019,300	(37.10)%
EXPENDITURES						
Materials & Services	48,383	18,107	305,000	305,000	280,000	(8.20)%
Capital	810,798	2,413,242	4,290,500	4,390,500	2,634,300	(40.00)%
Transfers Out	146,755	520,000	105,000	105,000	105,000	- %
TOTAL EXPENDITURES	1,005,936	2,951,349	4,700,500	4,800,500	3,019,300	(37.10)%
Prog 2700: Street Capital & Restoration						
Revenues less Expenditures	3,734,628	1,739,593	-	-	-	

PROGRAM NARRATIVE

STREET FUND: NORTH ALBANY FRONTAGE FEE PROJECTS (250-50-2701)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program receives revenue from North Albany Street Improvement Assurance fees. New developments in North Albany that are adjacent to arterial and collector streets pay these fees as an improvement assurance when required frontage improvements aren't constructed at the time of development.
- Reserves are built to help fund larger arterial and collector street projects in North Albany.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Great Neighborhoods	10/15	Completed	<ul style="list-style-type: none"> • Construct ST-13-03, North Albany Road: Quarry to RR Tracks.
Effective Government	06/16	Completed	<ul style="list-style-type: none"> • Build reserves for future improvement projects.
Budget Year 2016-2017			
Great Neighborhoods	06/17		<ul style="list-style-type: none"> • Build reserves for future improvement projects.
Effective Government			

250: Streets
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2701: N. Albany Frontage Fee Projects

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Licenses and Fees	1,877	1,877	2,000	2,000	1,700	(15.00)%
Investment Income	3,631	2,186	1,500	1,500	400	(73.33)%
Beginning Balance	768,808	487,687	398,500	398,500	144,300	(63.79)%
TOTAL REVENUES	774,316	491,750	402,000	402,000	146,400	(63.58)%
EXPENDITURES						
Capital	35,630	408,190	330,000	330,000	117,400	(64.42)%
Transfers Out	251,000	-	72,000	72,000	29,000	(59.72)%
TOTAL EXPENDITURES	286,630	408,190	402,000	402,000	146,400	(63.58)%
Prog 2701: N. Albany Frontage Fee Projects						
Revenues less Expenditures	487,686	83,560	-	-	-	

PROGRAM NARRATIVE

STREET FUND: TRANSPORTATION SDC IMPROVEMENT FEE PROJECTS (250-50-2703)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program is dedicated to funding eligible, capacity-increasing projects that are a direct result of new growth and development. Revenues are received from Transportation Systems Development Charges (SDC).
- The current Transportation Systems Development Charge (effective July 2015) is \$3,568 for a single-family residence. This program receives \$3,045 of the residential fee.
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDCs effective July 1, 1991. This budget was created in order to comply with that legislation.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Great Neighborhoods	10/15	Completed	<ul style="list-style-type: none"> • Complete landscaping for ST-13-04, Main Street Rehabilitation.
	10/15	Completed	<ul style="list-style-type: none"> • Construct ST-13-03, North Albany Road: Quarry to RR Tracks.
	06/16	In Progress	<ul style="list-style-type: none"> • Construct ST-16-01, Transit Stop Pedestrian Improvements (Phase 2).
Budget Year 2016-2017			
Great Neighborhoods	09/16		<ul style="list-style-type: none"> • Construct ST-16-01, Transit Stop Pedestrian Improvements (Phase 2).

250: Streets

CITY OF ALBANY, OREGON

50: Public Works

PROG 2703: Transportation SDC Imp Fee

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Licenses and Fees	401,908	988,558	375,300	375,300	490,900	30.80 %
Investment Income	29,360	20,617	10,000	10,000	11,100	11.00 %
Transfers In	82,700	-	-	-	-	- %
Beginning Balance	4,609,151	4,032,565	3,467,000	3,467,000	2,226,900	(35.77)%
TOTAL REVENUES	5,123,119	5,041,740	3,852,300	3,852,300	2,728,900	(29.16)%
EXPENDITURES						
Materials & Services	4,818	4,851	3,200	3,200	8,000	150.00 %
Capital	1,038,737	1,873,280	3,466,600	3,466,600	2,338,400	(32.54)%
Transfers Out	47,000	-	382,500	382,500	382,500	- %
TOTAL EXPENDITURES	1,090,555	1,878,131	3,852,300	3,852,300	2,728,900	(29.16)%
Prog 2703: Transportation SDC Imp Fee						
Revenues less Expenditures	4,032,564	3,163,609	-	-	-	

PROGRAM NARRATIVE

STREET FUND: TRANSPORTATION SDC REIMBURSEMENT FEE PROJECTS (250-50-2704)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Revenues are received from System Development Charges (SDCs). These revenues reimburse the City for past investments in capacity-increasing projects identified in the City’s adopted transportation SDC methodology.
- Funding provided through this program is used to complete capital projects within the transportation system.
- The current Transportation Systems Development Charge (effective July 2015) is \$3,568 for a single-family residence. This program receives \$523 of the fee.
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDCs 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 2015-2016			
Great Neighborhoods	10/15	Completed	<ul style="list-style-type: none"> • Construct ST-13-03, North Albany Road: Quarry to RR Tracks.
Effective Government	06/16	Completed	<ul style="list-style-type: none"> • Build reserves for future projects.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Build reserves for future projects.

250: Streets

CITY OF ALBANY, OREGON

50: Public Works

PROG 2704: Transportation SDC Reimb Fee

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Licenses and Fees	86,219	219,973	72,200	72,200	83,700	15.93 %
Investment Income	1,406	1,772	1,200	1,200	2,300	91.67 %
Beginning Balance	162,999	240,444	371,600	371,600	475,200	27.88 %
TOTAL REVENUES	250,624	462,189	445,000	445,000	561,200	26.11 %
EXPENDITURES						
Materials & Services	-	-	300	300	300	- %
Capital	10,180	102,048	225,400	225,400	341,600	51.55 %
TOTAL EXPENDITURES	10,180	102,048	445,000	445,000	561,200	26.11 %

Prog 2704: Transportation SDC Reimb Fee						
Revenues less Expenditures	240,444	360,141	-	-	-	

PROGRAM NARRATIVE

STREETS: ADA CAPITAL PROJECTS (250-50-2705)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program receives revenues from a variety of sources including the Albany Transit System and Street Capital programs.
 - Build and maintain adequate reserves to fund future Americans with Disabilities Act (ADA) required capital projects.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016 Safe City	06/16	Completed	<ul style="list-style-type: none">• Build reserves to fund future ADA capital projects.
Budget Year 2016-2017 Safe City	06/17		<ul style="list-style-type: none">• Build reserves to fund future ADA capital projects.

250: Streets

50: Public Works

CITY OF ALBANY, OREGON

PROG 2705: ADA Capital projects

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Investment Income	-	132	200	200	300	50.00 %
Transfers In	25,000	25,000	25,000	25,000	20,000	(20.00)%
Beginning Balance	-	12,208	37,200	37,200	62,500	68.01 %
TOTAL REVENUES	25,000	37,340	62,400	62,400	82,800	32.69 %
EXPENDITURES						
Capital	12,792	-	62,400	62,400	82,800	32.69 %
TOTAL EXPENDITURES	12,792	-	62,400	62,400	82,800	32.69 %

Prog 2705: ADA Capital projects						
Revenues less Expenditures	12,208	37,340	-	-	-	



CITY OF
Albany

O R E G O N

DEBT
SERVICE
FUNDS

DEBT SERVICE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Debt Service funds accumulate resources and account for the payment of general long-term debt principal and interest. Because Oregon Local Budget Law requires that general obligation debt be accounted for in a separate fund from revenue obligation debt, the City has two Debt Service funds.

DEBT SERVICE FUND

Separate programs are maintained in these funds to account for each of the City's general long-term debt issuances.

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 2016-17 is \$645,238.

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. The General Fund share of the debt retired in Fiscal Year 2013-14. The Parks & Recreation requirement for 2016-17 is \$182,303 with the final payment in Fiscal Year 2019-20.

2015 Public Safety Facilities GO Bonds

In May of 2015, voters approved an \$18 million General Obligation Bond issue to finance the building of new police and fire stations. The bonds were sold on August 5th, 2015. The debt service requirement for 2016-17 is \$1,008,075.

RESOURCES

Property Taxes	\$ 1,008,100
Charges for Service	645,900
Investment Earnings	2,800
Transfers In	183,300
Beginning Balance	185,000
Total Resources	\$ 2,025,100

REQUIREMENTS

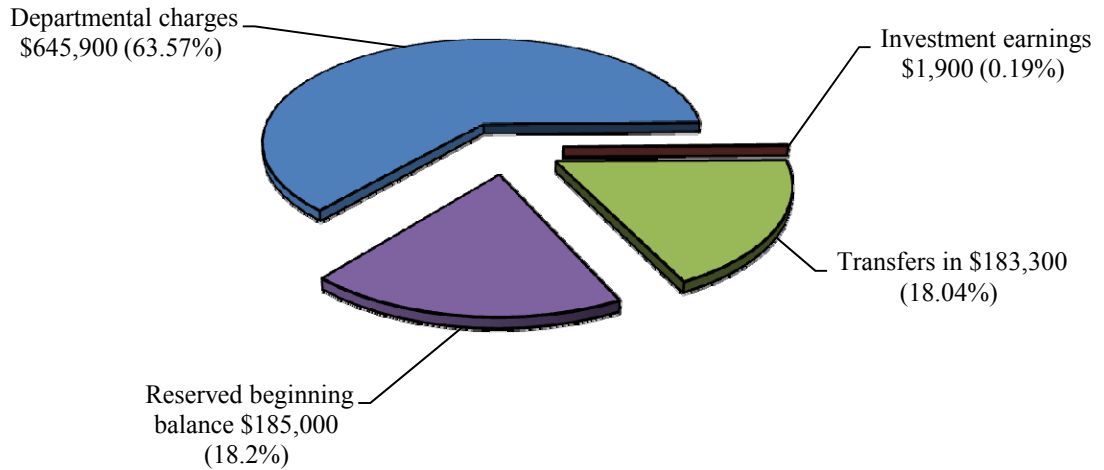
Materials & Services	\$ 2,300
Debt Service	2,022,800
Total Requirements	\$ 2,025,100

**DEBT SERVICE FUND
RESOURCE DETAIL**

RESOURCES	2013-14 Actual	2014-15 Actual2015-16.....		2016-17 Adopted Budget	% Change from 2015-16	% of Fund Budget
			Adopted Budget	Revised Budget			
Property Taxes - Current	\$ 1,260,448	\$1,183,124	\$ 964,900	\$ 964,900	\$ -	(100.00%)	-
Property Taxes - Delinquent	54,704	53,880	-	-	-	-	-
Departmental Charges	624,786	454,000	615,300	615,300	645,900	4.97%	63.57%
Bonded Asmnts: Principal	140	-	-	-	-	-	-
Bonded Asmnts: Interest	40	-	-	-	-	-	-
Interest	10,210	4,632	2,100	2,100	1,900	(9.52%)	0.19%
Total Current Resources	1,950,328	1,695,636	1,582,300	1,582,300	647,800	(59.06%)	63.76%
From Parks Fund	194,500	180,100	180,400	180,400	183,300	1.61%	18.04%
From General Fund	258,250	-	-	-	-	-	-
Total Transfers In	452,750	180,100	180,400	180,400	183,300	1.61%	18.04%
Beginning Balance	371,506	439,831	-	-	-	-	-
Reserved Beginning Balance	-	-	119,000	119,000	185,000	55.46%	18.20%
Total Resources	\$ 2,774,584	\$2,315,567	\$ 1,881,700	\$ 1,881,700	\$ 1,016,100	(46.00%)	100.00%

DEBT SERVICE FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



**DEBT SERVICE FUND
REQUIREMENT SUMMARIES**

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Bancroft Debt Service	\$ 2,840	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2002 LTD Tax Pension Bonds	555,235	585,236	735,900	735,900	832,800	832,800	832,800
2004 Revenue Obligations	417,729	180,204	180,400	180,400	183,300	183,300	183,300
2007 GO Refunding Bonds	1,358,950	1,388,400	-	-	-	-	-
2015 Public Safety Facilities Bonds	-	-	965,400	965,400	-	-	-
Total Requirements	\$ 2,334,754	\$2,153,840	\$1,881,700	\$1,881,700	\$1,016,100	\$1,016,100	\$1,016,100

Requirements by Type	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	\$ 500	\$ 750	\$ 1,900	\$ 1,900	\$ 1,400	\$ 1,400	\$ 1,400
Transfers Out	2,840	-	-	-	-	-	-
Debt Service	2,331,414	2,153,090	1,879,800	1,879,800	1,014,700	1,014,700	1,014,700
Total Requirements	\$ 2,334,754	\$2,153,840	\$1,881,700	\$1,881,700	\$1,016,100	\$1,016,100	\$1,016,100

Adopted Requirements by Program and Type			Materials & Services	Debt Service	Adopted Budget	% of Fund Budget
	2002 LTD Tax Pension Bonds			\$ 600	\$ 832,200	\$ 832,800
2004 Revenue Obligations			800	182,500	183,300	18.04%
2015 Public Safety Facilities Bonds			-	-	-	-
Total Requirements			\$ 1,400	\$1,014,700	\$1,016,100	100.00%
Percent of Fund Budget			0.14%	99.86%	100.00%	

Adopted Budget Detail of Debt Service	Final			Debt	Adopted
	Maturity	Principal	Interest	Reserve	Budget
2002 LTD Tax Pension Bonds	06/01/2028	\$ 109,500	\$ 535,800	\$ 186,900	832,200
2004 Revenue Obligations	01/01/2020	155,000	27,500	-	182,500
Total Requirements		\$ 264,500	\$ 563,300	\$ 186,900	\$1,014,700

PROGRAM NARRATIVE

DEBT SERVICE FUND: 2002 LIMITED TAX PENSION BONDS (301-10-1021)

Responsible Manager/Title: Jeanna Yeager, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This program provides for payment of the \$6,851,826 Limited Tax Pension Obligations, Series 2002.
- The bonds are secured by the full faith and credit of the City.
- 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 true interest cost (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 Piper Jaffray, Portland, Oregon.
- On December 1, 2010, a prepayment of callable bonds in the amount of \$770,000 was made from litigation settlement proceeds.

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Interest Rate</u>
2016-2017	\$ 109,483	\$ 535,755	\$ 645,238	7.30%
2017-2018	111,140	564,098	675,238	7.31%
2018-2019	111,257	593,980	705,237	7.36%
2019-2020	159,604	580,634	740,238	7.41%
2020-2021	460,000	315,785	775,785	6.85%
2021-2022	530,000	284,275	814,275	6.85%
2022-2023	600,000	247,970	847,970	6.85%
2023-2024	685,000	206,870	891,870	6.85%
2024-2028	2,335,000	454,840	2,789,840	6.85%
Totals	\$ 5,101,484	\$ 3,784,207	\$ 8,885,691	

301: Debt Service

10: Finance

CITY OF ALBANY, OREGON
PROG 1021: 2002 LTD Tax Pension Bonds

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	624,786	454,000	615,300	615,300	645,900	4.97 %
Investment Income	3,701	2,492	1,600	1,600	1,900	18.75 %
Dedicated Beginning Balance	-	-	119,000	119,000	185,000	55.46 %
TOTAL REVENUES	867,632	768,889	735,900	735,900	832,800	13.17 %
EXPENDITURES						
Materials & Services	-	-	600	600	600	- %
Debt Service	555,235	585,236	735,300	735,300	832,200	13.18 %
TOTAL EXPENDITURES	555,235	585,236	735,900	735,900	832,800	13.17 %
Prog 1021: 2002 LTD Tax Pension Bonds						
Revenues less Expenditures	312,397	183,653	-	-	-	

PROGRAM NARRATIVE

DEBT SERVICE FUND: 2004 REVENUE OBLIGATIONS (301-10-1022)

Responsible Manager/Title: Jeanna Yeager, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the principal and interest on the 2004 Revenue Obligations 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 bond payments are secured by and payable from any unobligated, non-property tax revenues legally available to the City. The payments are currently made only from the Parks and Recreation fund, as the General Fund obligation matured in January 2014.
- 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 Piper Jaffray.

MATURITY SCHEDULE

2016-2017	\$155,000	\$27,303	\$182,303
2017-2018	160,000	19,553	179,553
2018-2019	165,000	13,394	178,394
2019-2020	175,000	7,000	182,000
Totals	\$655,000	\$67,250	\$722,250

301: Debt Service

CITY OF ALBANY, OREGON
PROG 1022: 2004 Revenue Obligations

10: Finance

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Investment Income	(227)	(114)	-	-	-	- %
Transfers In	452,750	180,100	180,400	180,400	183,300	1.61 %
Beginning Balance	(34,623)	172	-	-	-	- %
TOTAL REVENUES	417,900	180,158	180,400	180,400	183,300	1.61 %
EXPENDITURES						
Materials & Services	500	750	800	800	800	- %
Debt Service	417,229	179,454	179,600	179,600	182,500	1.61 %
TOTAL EXPENDITURES	417,729	180,204	180,400	180,400	183,300	1.61 %
Prog 1022: 2004 Revenue Obligations						
Revenues less Expenditures	171	(46)	-	-	-	

**GO DEBT SERVICE FUND
RESOURCE DETAIL**

RESOURCES	2013-14 Actual	2014-15 Actual2015-16.....		2016-17 Adopted Budget	% Change from 2015-16	% of Fund Budget
			Adopted Budget	Revised Budget			
Property Taxes - Current	\$ -	\$ -	\$ -	\$ -	\$ 1,008,100	-	99.91%
Interest	-	-	-	-	900	-	0.09%
Total Current Resources	-	-	-	-	1,009,000	-	100.00%
Total Resources	\$ -	\$ -	\$ -	\$ -	\$ 1,009,000	-	100.00%

**GO DEBT SERVICE FUND
REQUIREMENT SUMMARIES**

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
2015 Public Safety Facilities Bonds	\$ -	\$ -	\$ 965,400	\$ 965,400	\$ 1,009,000	\$ 1,009,000	\$ 1,009,000
Total Requirements	\$ -	\$ -	\$ 965,400	\$ 965,400	\$ 1,009,000	\$ 1,009,000	\$ 1,009,000

Requirements by Type	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	\$ -	\$ -	\$ -	\$ -	\$ 900	\$ 900	\$ 900
Debt Service	-	-	-	-	1,008,100	1,008,100	1,008,100
Total Requirements	\$ -	\$ -	\$ -	\$ -	\$ 1,009,000	\$ 1,009,000	\$ 1,009,000

Adopted Requirements by Program and Type			Materials & Services	Debt Service	Adopted Budget	% of Fund Budget
	2015 Public Safety Facilities Bonds			\$ 900	\$ 1,008,100	\$ 1,009,000
Total Requirements			\$ 900	\$ 1,008,100	\$ 1,009,000	100.00%
Percent of Fund Budget			0.09%	99.91%	100.00%	

Adopted Budget Detail of Debt Service	Final Maturity	Principal	Interest	Adopted Budget
	2015 Public Safety Facilities Bonds	06/15/2035	\$ 370,000	\$ 638,100
Total Requirements		\$ 370,000	\$ 638,100	\$ 1,008,100

PROGRAM NARRATIVE

DEBT SERVICE FUND: 2015 Public Safety Facilities Bonds (303-10-1051)

Responsible Manager/Title: Jeanna Yeager, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the principal and interest on the GO series 2015 Public Safety Facilities Bonds used for the construction of new police and fire stations. The bonds were approved by voters in the May 2015 election.
 - The bonds were dated August 19, 2015, and accrue interest from that date until maturity or earlier redemption, payable semiannually on December 15 and June 15 of each fiscal year.
 - The original amount of the bond issue was \$18,000,000.
 - The bonds are rated AA- by Standard and Poor's.
 - The Bond Paying Agent is US Bank National Association, Portland, Oregon. The Bond Counsel is Hawkins, Delafield & Wood LLP, Portland, Oregon. The Financial Advisor is Piper Jaffray.
-

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016-2017	\$370,000	\$638,075	\$1,008,075
2017-2018	415,000	623,275	1,038,275
2018-2019	465,000	606,675	1,071,675
2019-2020	520,000	588,075	1,108,075
2020-2021	575,000	567,275	1,142,275
2021-2026	3,760,000	2,423,925	6,183,925
2026-2031	5,590,000	1,494,576	7,084,576
2031-2035	5,910,000	493,132	6,403,132
Totals	\$17,605,000	\$7,435,008	\$25,040,008

CITY OF ALBANY, OREGON

PROG 1051: 2015 Public Safety Facilities Bonds

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Property Taxes	-	-	964,900	964,900	1,008,100	4.48 %
Investment Income	-	-	500	500	900	80.00 %
TOTAL REVENUES	-	-	965,400	965,400	1,009,000	4.52 %
EXPENDITURES						
Materials & Services	-	-	500	500	900	80.00 %
Debt Service	-	-	964,900	964,900	1,008,100	4.48 %
TOTAL EXPENDITURES	-	-	965,400	965,400	1,009,000	4.52 %

Prog 1051: 2015 Public Safety Facilities Bonds						
Revenues less Expenditures	-	-	-	-	-	



CITY OF
Albany

O R E G O N

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 PROJECTS FUND

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.

Albany Station Pathway: Funds from Parks Systems Development Charges and the Federal TEA program will be used to construct a pathway improving pedestrian access along the railroad tracks from the rail depot building to Swanson Park.

Public Safety Facilities: This project will account for the construction of the new police and fire facilities. The primary sources of revenue for this program are Property Taxes (\$18 million), Settlement Proceeds (\$5 million), and Albany Revitalization Agency (\$1.55 Million).

RESOURCES

Assessment Revenues	\$ 50,800
Other Resources	-
Investment Earnings	32,500
Transfers In	790,800
Beginning Balance	24,770,300
Total Resources	\$ 25,644,400

REQUIREMENTS

Materials & Services	0
Capital	25,611,100
Transfers Out	33,300
Total Requirements	\$ 25,644,400

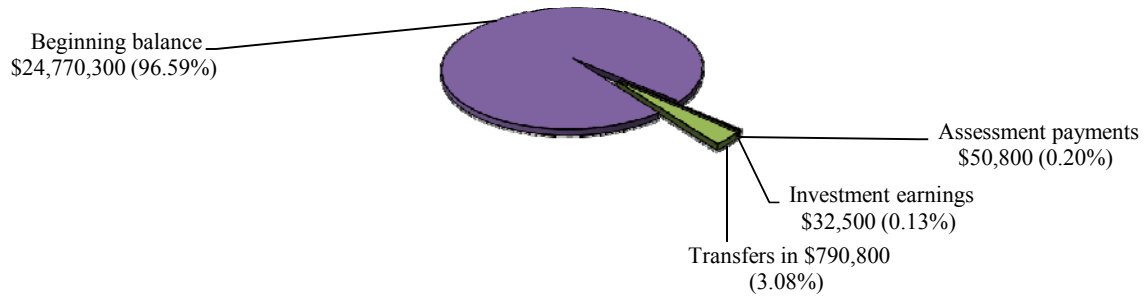
**CAPITAL PROJECTS FUND
RESOURCE DETAIL**

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Federal TEA Grant	\$ 14,481	\$ 320	\$ -	\$ -	\$ -	-	-
Financed Asmnts: Principal	17,725	66,423	15,000	15,000	15,000	-	0.06%
Financed Asmnts: Interest	3,656	31,119	2,500	2,500	2,500	-	0.01%
Unbonded Asmnts: Principal	-	750,812	139,700	139,700	33,300	(76.16%)	0.13%
2015 Public Safety Facilities Bond Proceeds	-	-	18,000,000	18,000,000	-	(100.00%)	-
Interest	6,437	5,176	3,400	3,400	32,500	855.88%	0.13%
Total Current Resources	42,299	853,850	18,160,600	18,160,600	83,300	(99.54%)	0.33%
From Water Capital	66,748	-	75,000	75,000	75,000	-	0.29%
From CARA Program	-	-	1,455,000	1,455,000	-	(100.00%)	-
From Street Fund	-	-	715,800	715,800	715,800	-	2.79%
From Litigation Proceeds	-	-	5,000,000	5,000,000	-	(100.00%)	-
Total Transfers In	66,748	-	7,245,800	7,245,800	790,800	(89.09%)	3.08%
Beginning Balance	689,359	765,461	814,500	814,500	24,770,300	2,941.17%	96.59%
Total Resources	\$ 798,406	\$ 1,619,311	\$ 26,220,900	\$ 26,220,900	\$ 25,644,400	(2.20%)	100.00%

TEA - Transportation Equity Act

CAPITAL PROJECTS FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



**CAPITAL PROJECTS FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
LID Construction Projects	\$ 13,085	\$ 647,690	\$ 1,653,600	\$ 1,653,600	\$ 1,559,400	\$ 1,559,400	\$ 1,559,400
Public Safety Facilities	-	41,472	24,455,000	24,455,000	24,085,000	24,085,000	24,085,000
Albany Station Pathway	6,069	20,122	112,300	112,300	-	-	-
North Albany Park & Ride	13,790	17,742	-	-	-	-	-
Total Requirements	\$ 32,944	\$ 727,026	\$ 26,220,900	\$ 26,220,900	\$25,644,400	\$25,644,400	\$25,644,400

Requirements by Type	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	\$ -	\$ 41,472	\$ 209,800	\$ 209,800	\$ -	\$ -	\$ -
Capital	32,945	40,523	25,871,400	25,871,400	25,611,100	25,611,100	25,611,100
Transfers Out	-	645,032	139,700	139,700	33,300	33,300	33,300
Total Requirements	\$ 32,945	\$ 727,027	\$ 26,220,900	\$ 26,220,900	\$25,644,400	\$25,644,400	\$25,644,400

Adopted Requirements by Program and Type			Adopted	% of Fund
	Capital	Transfers Out	Budget	Budget
LID Construction Projects	\$ 1,526,100	\$ 33,300	\$ 1,559,400	6.08%
Public Safety Facilities	24,085,000	-	24,085,000	93.92%
Total Requirements	\$ 25,611,100	\$ 33,300	\$25,644,400	100.00%
Percent of Fund Budget	99.87%	0.13%	100.00%	

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: LID CONSTRUCTION PROJECTS (402-10-1012)

Responsible Manager/Title: Anne Baker, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This program accounts for the construction and financing of special assessment Local Improvement District (LID) projects and the payment of assessments from benefited property owners.
 - Assessment payments for the Timber Ridge and Oak Street LID assessments will be transferred to settlement proceeds to repay the loans for those projects.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016 Effective Government		Ongoing	<ul style="list-style-type: none">• Collect and disburse assessments due from completed LID projects.
Budget Year 2016-2017 Effective Government			<ul style="list-style-type: none">• Collect and disburse assessments due from completed LID projects.

402: Capital Projects

10: Finance

CITY OF ALBANY, OREGON
PROG 1012: LID Construction Projects

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	21,381	848,354	157,200	157,200	50,800	(67.68)%
Investment Income	3,531	4,301	3,000	3,000	2,500	(16.67)%
Transfers In	66,748	-	790,800	790,800	790,800	- %
Beginning Balance	538,852	617,427	702,600	702,600	715,300	1.81 %
TOTAL REVENUES	630,512	1,470,082	1,653,600	1,653,600	1,559,400	(5.70)%
EXPENDITURES						
Capital	13,085	15,690	1,513,900	1,513,900	1,526,100	0.81 %
Transfers Out	-	632,000	139,700	139,700	33,300	(76.16)%
TOTAL EXPENDITURES	13,085	647,690	1,653,600	1,653,600	1,559,400	(5.70)%
Prog 1012: LID Construction Projects						
Revenues less Expenditures	617,427	822,392	-	-	-	

PROGRAM NARRATIVE

PUBLIC SAFETY FACILITIES (402-10-1052)

Responsible Manager/Title: Anne Baker, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This program accounts for the construction of the new police and fire facilities.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017 Effective Government	06/17		<ul style="list-style-type: none">• Complete construction of new facilities for the Police Department and Fire Department.

402: Capital Projects

10: Finance

CITY OF ALBANY, OREGON

PROG 1052: Public Safety Facilities

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Miscellaneous Revenue	-	-	18,000,000	18,000,000	-	(100.00)%
Transfers In	-	-	6,455,000	6,455,000	-	(100.00)%
TOTAL REVENUES	-	-	24,455,000	24,455,000	24,085,000	(1.51)%
EXPENDITURES						
Materials & Services	-	41,472	209,800	209,800	-	(100.00)%
Capital	-	-	24,245,200	24,245,200	24,085,000	(0.66)%
TOTAL EXPENDITURES	-	41,472	24,455,000	24,455,000	24,085,000	(1.51)%
Prog 1052: Public Safety Facilities						
Revenues less Expenditures	-	(41,472)	-	-	-	



CITY OF
Albany

O R E G O N

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 \$69,500 trust balance are used to purchase scientific, educational, and technical books.

RESOURCES

Other Revenue	\$	100
Investment Earnings		600
Beginning Balance		55,800
Beginning Balance Held in Trust		79,500
Total Resources	\$	136,000

REQUIREMENTS

Materials & Services	\$	4,700
Unappropriated		131,300
Total Requirements	\$	136,000



CITY OF
Albany

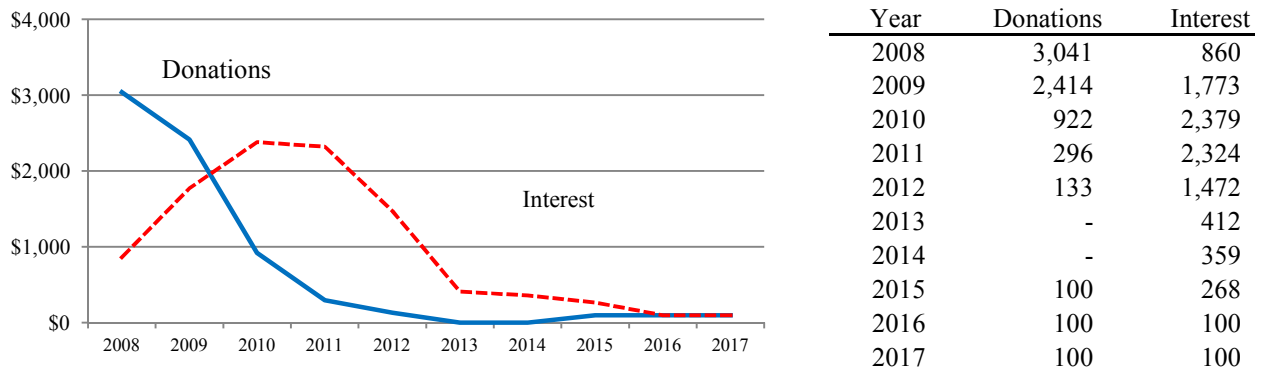
O R E G O N

SENIOR CENTER ENDOWMENT FUND

RESOURCE DETAIL

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Donations	\$ -	\$ 100	\$ 100	\$ 100	\$ 100	-	0.19%
Interest	359	268	100	100	100	-	0.19%
Total Current Resources	359	368	200	200	200	-	0.38%
Beginning Balance	50,900	51,259	51,500	51,500	51,800	0.58%	99.62%
Total Resources	\$ 51,259	\$ 51,627	\$ 51,700	\$ 51,700	\$ 52,000	0.58%	100.00%

DONATIONS AND INTEREST EARNINGS FOR TEN FISCAL YEARS



REQUIREMENT SUMMARIES

Program Expenditures/ Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	\$ -	\$ -	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200
Unappropriated	-	-	51,500	51,500	51,800	51,800	51,800
Total Requirements	\$ -	\$ -	\$ 51,700	\$ 51,700	\$ 52,000	\$ 52,000	\$ 52,000

Percent of Fund Total	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	-	-	0.39%	0.39%	0.38%	0.38%	0.38%
Unappropriated	-	-	99.61%	99.61%	99.62%	99.62%	99.62%
Totals	-	-	100.00%	100.00%	100.00%	100.00%	100.00%

PROGRAM NARRATIVE

Senior Center Endowment 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.
 - Receive funds, recognize donors, and ensure that capital is reinvested.
 - Oversee fund expenditures and ensure that monies are used solely for operation of the Albany Senior Center.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016 Effective Government	06/16	In Progress	<ul style="list-style-type: none">• Identify, evaluate, and implement strategy for future of fund.
Budget Year 2016-2017 Effective Government	06/17		<ul style="list-style-type: none">• Identify how fund might best assist with rebranding and remodeling efforts.

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Investment Income	359	268	100	100	100	- %
Beginning Balance	50,900	51,259	51,500	51,500	51,800	0.58 %
TOTAL REVENUES	51,259	51,627	51,700	51,700	52,000	0.58 %
EXPENDITURES						
Materials & Services	-	-	200	200	200	- %
Unappropriated	-	-	51,500	51,500	51,800	0.58 %
TOTAL EXPENDITURES	-	-	51,700	51,700	52,000	0.58 %

Prog 1418: Senior Center Endowment						
Revenues less Expenditures	51,259	51,627	-	-	-	



CITY OF
Albany

O R E G O N

**LIBRARY TRUST FUND
RESOURCE DETAIL**

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Interest	\$ 591	\$ 438	\$ 400	\$ 400	\$ 500	25.00%	0.60%
Total Current Resources	591	438	400	400	500	25.00%	0.60%
Beginning Balance	-	-	4,500	4,500	4,000	(11.11%)	4.76%
Beginning Balance Held in Trust	83,970	84,036	79,500	79,500	79,500	-	94.64%
Total Resources	\$ 84,561	\$ 84,474	\$ 84,400	\$ 84,400	\$ 84,000	(0.47%)	100.00%

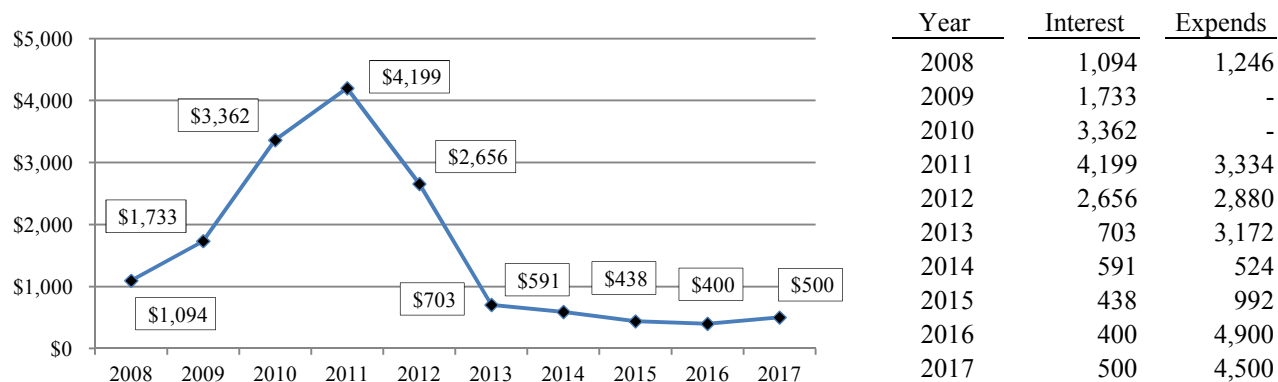
REQUIREMENT SUMMARIES

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
V. O. Torney Trust	\$ -	\$ -	\$ 13,100	\$ 13,100	\$ 13,500	\$ 13,500	\$ 13,500
Manela Trust	524	992	71,300	71,300	70,500	70,500	70,500
Total Requirements	\$ 524	\$ 992	\$ 84,400	\$ 84,400	\$ 84,000	\$ 84,000	\$ 84,000

Requirements by Type	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	\$ 524	\$ 992	\$ 4,900	\$ 4,900	\$ 4,500	\$ 4,500	\$ 4,500
Unappropriated	-	-	79,500	79,500	79,500	79,500	79,500
Total Requirements	\$ 524	\$ 992	\$ 84,400	\$ 84,400	\$ 84,000	\$ 84,000	\$ 84,000

Adopted Requirements by Program and Type	Materials & Services	Unappropriated	Adopted Budget	% of Fund Budget
V. O. Torney Trust	\$ 3,500	\$ 10,000	\$ 13,500	16.07%
Manela Trust	1,000	69,500	70,500	83.93%
Total Requirements	\$ 4,500	\$ 79,500	\$ 84,000	100.00%
Percent of Fund Budget	5.36%	94.64%	100.00%	

INTEREST EARNINGS LAST TEN FISCAL YEARS



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.
 - Established March 31, 1977.
-
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Great Neighborhoods	06/16	Completed	<ul style="list-style-type: none">• Purchase 125 picture books.
Budget Year 2016-2017			
Great Neighborhoods	06/17		<ul style="list-style-type: none">• Purchase 135 children's picture books.

502: Library Trust

CITY OF ALBANY, OREGON

45: Library

PROG 1703: V. O. Torney Trust

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Investment Income	106	69	100	100	100	- %
Dedicated Beginning Balance	13,100	13,206	10,000	10,000	10,000	- %
Beginning Balance	-	-	3,000	3,000	3,400	13.33 %
TOTAL REVENUES	13,206	13,275	13,100	13,100	13,500	3.05 %
EXPENDITURES						
Materials & Services	-	-	3,100	3,100	3,500	12.90 %
Unappropriated	-	-	10,000	10,000	10,000	- %
TOTAL EXPENDITURES	-	-	13,100	13,100	13,500	3.05 %
Prog 1703: V. O. Torney Trust						
Revenues less Expenditures	13,206	13,275	-	-	-	

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 to be invested and only the interest to be spent on religious, educational, scientific, or technical books.
 - Established June 11, 1975.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016 Great Neighborhoods	06/16	Completed	<ul style="list-style-type: none">• Purchase 75 books in the designated subject areas.
Budget Year 2016-2017 Great Neighborhoods	06/17		<ul style="list-style-type: none">• Purchase 50 books in the designated subject areas.

502: Library Trust

45: Library

CITY OF ALBANY, OREGON

PROG 1704: Manela Trust

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Investment Income	485	369	300	300	400	33.33 %
Dedicated Beginning Balance	70,870	70,830	69,500	69,500	69,500	- %
Beginning Balance	-	-	1,500	1,500	600	(60.00)%
TOTAL REVENUES	71,355	71,202	71,300	71,300	70,500	(1.12)%
EXPENDITURES						
Materials & Services	524	992	1,800	1,800	1,000	(44.44)%
Unappropriated	-	-	69,500	69,500	69,500	- %
TOTAL EXPENDITURES	524	992	71,300	71,300	70,500	(1.12)%
Prog 1704: Manela Trust						
Revenues less Expenditures	70,831	70,210	-	-	-	



CITY OF
Albany

O R E G O N

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 authorizes increases to sewer service charges on an annual basis to cover debt service for major construction projects and the cost of inflation.

In Fiscal Year 2004-05, the City began a major renovation and improvement of its wastewater treatment plant and facilities. Funding has been provided through a State Revolving Fund loan, the city of Millersburg, 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 increase by \$106,600 in 2016-17.

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 authorizes increases to the 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 to 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.

Development fees, including systems development charges (SDC), vary with the level of residential and commercial development. SDC revenues are projected to increase by \$50,300 in 2016-17.

STORMWATER FUND

The Stormwater Fund accounts for all programs associated with the collection of stormwater in the City. Activities include collection, equipment replacement, and system improvements to the stormwater system.

The primary source of revenue for the Stormwater Fund is received from post-construction stormwater quality permit fees and other post-construction stormwater quality program activities. Permit Fees are estimated at \$696,000 for 2016-17.

RESOURCES

Licenses & fees	\$ 1,014,500
Intergovernmental resources	1,048,200
Charges for service	29,717,100
Assessment payments	5,100
Other resources	365,200
Investment earnings	159,400
Transfers in	2,746,100
Beginning balance	30,352,100
Reserved beginning balance	1,607,400
Total Resources	\$ 67,015,100

REQUIREMENTS

Personnel	\$ 5,134,700
Materials & Services	14,072,600
Capital	29,467,400
Transfers Out	3,803,200
Debt Service	12,546,900
Contingency	1,990,300
Total Requirements	\$ 67,015,100

**SEWER FUND
RESOURCE DETAIL**

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Storm Drain Plan Review/ Inspection Fees	\$ 15,628	\$ 6,729	\$ 5,000	\$ 5,000	\$ -	(100.00%)	-
Stormwater Quality Permits	-	-	5,000	5,000	-	(100.00%)	-
Sewer SDC: Principal	31,948	177,611	17,500	17,500	3,000	(82.86%)	0.01%
Sewer SDC: Interest	5,535	4,215	3,000	3,000	600	(80.00%)	-
Connection Fees: Principal	99,433	6,999	3,900	3,900	4,000	2.56%	0.01%
Connection Fees: Interest	10,414	4,980	2,900	2,900	3,100	6.90%	0.01%
General Sewer Connection Fees	5,406	22,329	15,000	15,000	15,000	-	0.04%
Storm Drain Connection Fees	36,168	25,692	5,000	5,000	-	(100.00%)	-
Connection Fees	7,192	33,594	-	-	-	-	-
Public Facility Construction Permit	16,297	16,051	5,000	5,000	5,000	-	0.01%
Sewer Systems Development Charges	511,151	881,359	363,400	363,400	470,000	29.33%	1.18%
Stormwater Deferred Planting	-	-	5,000	5,000	-	(100.00%)	-
Stormwater In-Lieu-of Planting	-	-	5,000	5,000	-	(100.00%)	-
Millersburg Debt Service Payment	406,254	405,650	416,500	416,500	-	(100.00%)	-
Millersburg Debt - Principal	-	-	-	-	264,500	-	0.66%
Millersburg Debt - Interest	-	-	-	-	150,700	-	0.38%
Albany Sewer Service Charges	13,787,142	14,898,828	15,768,000	15,768,000	16,506,000	4.68%	41.37%
Certified Sewer Charges	38,356	38,460	40,000	40,000	50,000	25.00%	0.13%
Millersburg O&M Charges	158,608	153,480	110,000	110,000	150,000	36.36%	0.38%
Wah Chang O&M Charges	102,759	124,664	115,000	115,000	125,000	8.70%	0.31%
Collection Agency Payments	11,110	19,812	5,000	5,000	5,000	-	0.01%
Equipment Replacement Charges	83,600	93,200	118,000	118,000	118,600	0.51%	0.30%
Financed Asmnts: Principal	8,196	19,036	14,000	14,000	5,000	(64.29%)	0.01%
Financed Asmnts: Interest	490	105	3,500	3,500	100	(97.14%)	-
Miscellaneous Revenue	21,951	27,189	25,000	25,000	25,000	-	0.06%
Siemens Settlement Proceeds	-	-	-	-	-	-	-
Interest	149,621	105,755	78,500	78,500	104,300	32.87%	0.26%
Total Current Resources	15,507,259	17,065,738	17,129,200	17,129,200	18,004,900	5.11%	45.13%
From Capital Projects Fund	-	-	-	-	-	-	-
From 2502: SDC-I for WWTP SRF debt	-	-	727,300	727,300	1,424,100	95.81%	3.57%
Total Transfers In	-	-	727,300	727,300	1,424,100	95.81%	3.57%
Beginning Balance	22,493,841	19,092,178	19,268,500	19,268,500	20,473,900	6.26%	51.30%
Total Resources	\$38,001,100	\$36,157,916	\$37,125,000	\$37,125,000	\$39,902,900	7.48%	100.00%

SDC - Systems Development Charges
SRF - State Revolving Fund

SDC-I - Systems Development Charges - Improvement fee

**SEWER FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Wastewater Treatment Plant	\$ 2,701,681	\$ 2,571,092	\$ 2,865,700	\$ 2,865,700	\$ 2,459,700	\$ 2,459,700	\$ 2,459,700
Wastewater Collection	1,911,760	1,943,319	2,279,900	2,279,900	1,601,800	1,601,800	1,601,800
Wastewater Administration	2,863,488	2,829,112	4,395,700	4,395,700	6,090,000	6,090,000	6,090,000
Water Reuse and Biosolids	13,501	5,446	23,000	23,000	9,000	9,000	9,000
TWG Wetlands	210,324	235,009	306,200	306,200	265,800	265,800	265,800
Stormwater Operations	303,458	328,453	390,400	390,400	-	-	-
Industrial Pretreatment	466,618	538,317	619,900	619,900	621,100	621,100	621,100
Sewer System Capital Projects	4,093,887	1,439,279	10,941,500	10,941,500	14,284,100	14,284,100	14,284,100
Sewer Equipment Replacement	311,796	115,207	992,700	992,700	776,400	776,400	776,400
Sewer SDC Imp. Fee Projects	343,715	9	3,900,800	3,900,800	3,648,500	3,648,500	3,648,500
Sewer SDC Reimb. Fee Projects	-	-	487,900	487,900	483,700	483,700	483,700
Sewer Debt Service	5,502,395	5,494,826	9,029,600	9,029,600	9,013,500	9,013,500	9,013,500
Sewer Economic Development	50,632	30,333	550,000	550,000	649,300	649,300	649,300
Wetlands Treatment Project	135,667	155,294	217,000	217,000	-	-	-
Stormwater Capital	-	-	124,700	124,700	-	-	-
Total Requirements	\$18,908,922	\$15,685,696	\$37,125,000	\$37,125,000	\$39,902,900	\$39,902,900	\$39,902,900

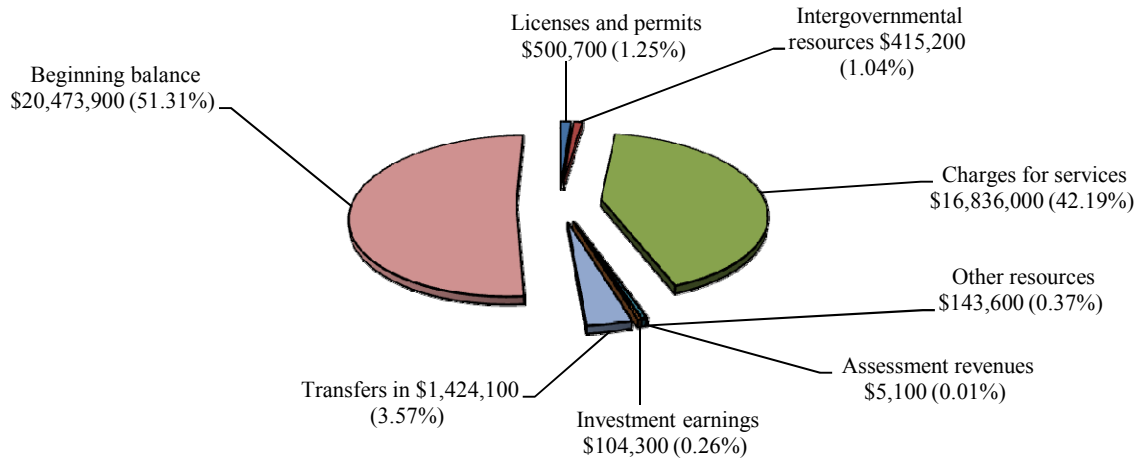
Requirements by Type	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Personnel	\$ 2,129,872	\$ 2,174,895	\$ 2,503,300	\$ 2,503,300	\$ 2,324,900	\$ 2,324,900	\$ 2,324,900
Materials & Services	6,271,403	6,126,600	7,425,200	7,425,200	6,921,800	6,921,800	6,921,800
Capital	4,449,039	1,326,591	15,842,300	15,842,300	17,907,900	17,907,900	17,907,900
Transfers Out	556,214	562,783	1,328,800	1,328,800	2,759,800	2,759,800	2,759,800
Debt Service	5,502,395	5,494,826	9,029,600	9,029,600	9,013,500	9,013,500	9,013,500
Contingency	-	-	995,800	995,800	975,000	975,000	975,000
Total Requirements	\$18,908,923	\$15,685,695	\$37,125,000	\$37,125,000	\$39,902,900	\$39,902,900	\$39,902,900

Adopted Requirements by Program and Type	Personnel		Materials & Services		Transfers Out		Debt Service		Contin- gency		Adopted Budget		% of Fund Budget
Wastewater Treatment Plant	\$ 744,300	\$ 1,675,400	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,459,700	6.16%	
Wastewater Collection	869,000	732,800	-	-	-	-	-	-	-	-	1,601,800	4.01%	
Wastewater Administration	144,800	3,634,500	-	1,335,700	-	-	-	975,000	-	-	6,090,000	15.26%	
Water Reuse and Biosolids	-	9,000	-	-	-	-	-	-	-	-	9,000	0.02%	
TWG Wetlands	101,500	164,300	-	-	-	-	-	-	-	-	265,800	0.67%	
Industrial Pretreatment	465,300	155,800	-	-	-	-	-	-	-	-	621,100	1.56%	
Sewer System Capital Projects	-	540,000	13,744,100	-	-	-	-	-	-	-	14,284,100	35.80%	
Sewer Equipment Replacement	-	-	776,400	-	-	-	-	-	-	-	776,400	1.95%	
Sewer SDC Imp. Fee Projects	-	-	2,224,400	1,424,100	-	-	-	-	-	-	3,648,500	9.14%	
Sewer SDC Reimb. Fee Projects	-	-	483,700	-	-	-	-	-	-	-	483,700	1.21%	
Sewer Debt Service	-	-	-	-	-	9,013,500	-	-	-	-	9,013,500	22.59%	
Sewer Economic Development	-	10,000	639,300	-	-	-	-	-	-	-	649,300	1.63%	
Total Requirements	\$ 2,324,900	\$ 6,921,800	\$17,907,900	\$ 2,759,800	\$ 9,013,500	\$ 975,000	\$ 39,902,900	100.00%					
Percent of Fund Budget	5.82%	17.35%	44.88%	6.92%	22.59%	2.44%	100.00%						

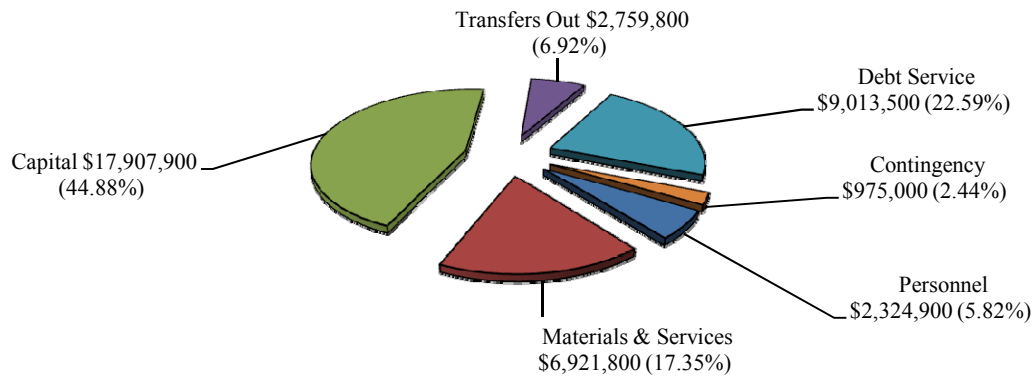
Staffing Summary (FTE)	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sewer Environmental Services	4.000	-	-	-	-	-	-
Wastewater Treatment Plant	8.000	7.000	7.000	7.000	7.000	7.000	7.000
Wastewater Collection	9.500	10.500	10.500	10.500	10.500	10.500	10.500
Wastewater Administration	1.200	1.000	1.000	1.000	1.000	1.000	1.000
Water Reuse and Biosolids	0.200	-	-	-	-	-	-
TWG Wetlands	0.800	1.000	1.000	1.000	1.000	1.000	1.000
Industrial Pretreatment	-	4.000	4.000	4.000	4.000	4.000	4.000
Total FTE	23.700	23.500	23.500	23.500	23.500	-	-

SEWER FUND RESOURCES AND REQUIREMENTS

TOTAL SEWER FUND RESOURCES BY SOURCE



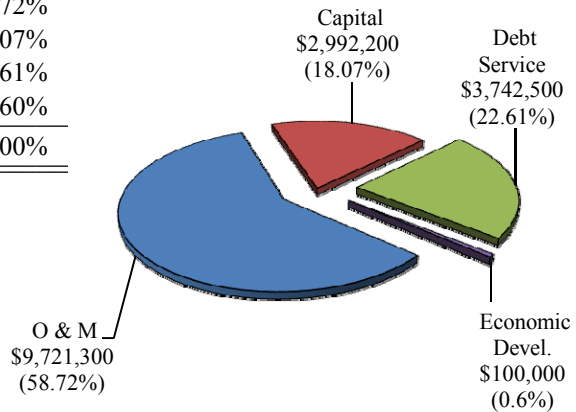
TOTAL SEWER FUND REQUIREMENTS BY TYPE



USE OF SEWER SERVICE CHARGES FOR FISCAL YEAR 2016-17

O & M	\$ 9,721,300	58.72%
Capital	2,992,200	18.07%
Debt Service	3,742,500	22.61%
Economic Development	100,000	0.60%
Total Sewer Service Charges	\$16,556,000	100.00%

O & M - Operation & Maintenance



**SEWER FUND
RESOURCES
Ten Fiscal Years**

Fiscal Year	Charges for Services	Licenses & Permits	Other Revenues	Transfers In	Debt Proceeds	Beginning Balance	Totals
2008	\$ 10,210,899	\$ 1,491,538	\$ 2,561,709	\$ -	\$ 18,020,404	\$ 10,797,107	\$ 43,081,657
2009	10,883,554	458,541	495,910	-	7,637,289	12,719,639	32,194,933
2010	11,483,847	497,701	3,843,436	-	14,083,964	8,930,945	38,839,893
2011	12,091,105	529,652	10,366,748	-	426,336	13,051,865	36,465,706
2012	12,044,223	446,073	427,557	-	417,316	18,427,707	31,762,876
2013	12,955,303	892,883	5,229,976	-	420,135	17,488,625	36,986,921
2014	14,097,974	739,173	263,859	-	406,254	22,493,841	38,001,101
2015	15,235,245	1,179,560	246,346	115,052	405,650	19,092,178	36,274,031
2016	16,038,000	435,700	239,000	727,300	416,500	19,268,500	37,125,000
2017	16,836,000	500,700	668,200	696,800	-	20,473,900	39,175,600

NOTES:

Actual revenues for Fiscal Years 2008 through 2015. Budgeted resources for 2016 and 2017.

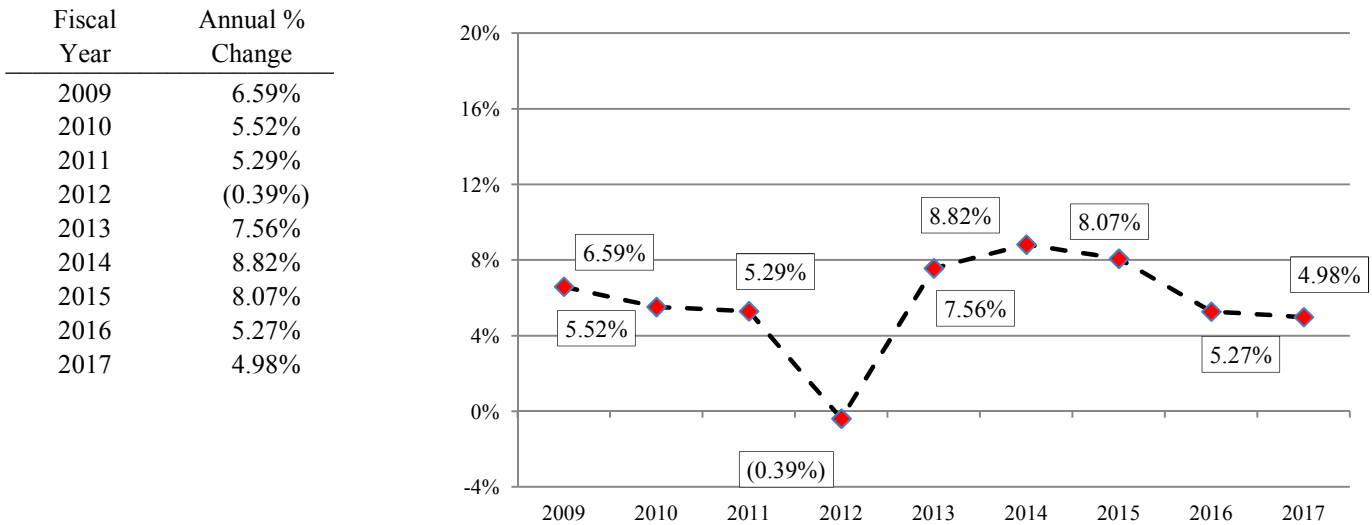
Other Revenues: In Fiscal Year 2008, the Sewer Fund received \$1,000,000 from the City of Millersburg and \$710,000 from Settlement Proceeds.

In Fiscal Year 2010, the City received resources of \$2,000,000 from the City of Millersburg.

Transfers In: Intrafund transfers have been eliminated from all years in the table above.

Debt Proceeds: The City received SRF loan proceeds for the new Wastewater Treatment Plant from Fiscal Year 2007 through Fiscal Year 2010.

**SEWER SERVICE CHARGE REVENUES
Annual Percentage Change**



SEWER FUND REQUIREMENTS

Ten Fiscal Years

Fiscal Year	Operating Expenditures	Capital	Transfers Out	Debt Service	Totals
2008	\$ 7,197,809	\$ 22,446,181	\$ 25,000	\$ 693,036	\$ 30,362,026
2009	7,151,115	15,315,647	1,991,874	695,351	25,153,987
2010	7,851,432	10,287,148	12,412,515	5,300,646	35,851,741
2011	7,997,179	6,576,349	-	5,054,086	19,627,614
2012	8,260,807	837,402	743,211	5,608,369	15,449,789
2013	9,434,600	9,301,600	523,420	9,516,000	28,775,620
2014	8,401,275	4,449,039	556,214	5,502,395	18,908,923
2015	8,301,495	1,326,591	562,783	5,494,826	15,685,695
2016	9,928,500	9,059,400	825,000	9,029,600	28,842,500
2017	9,246,700	6,585,000	2,032,500	9,013,500	26,877,700

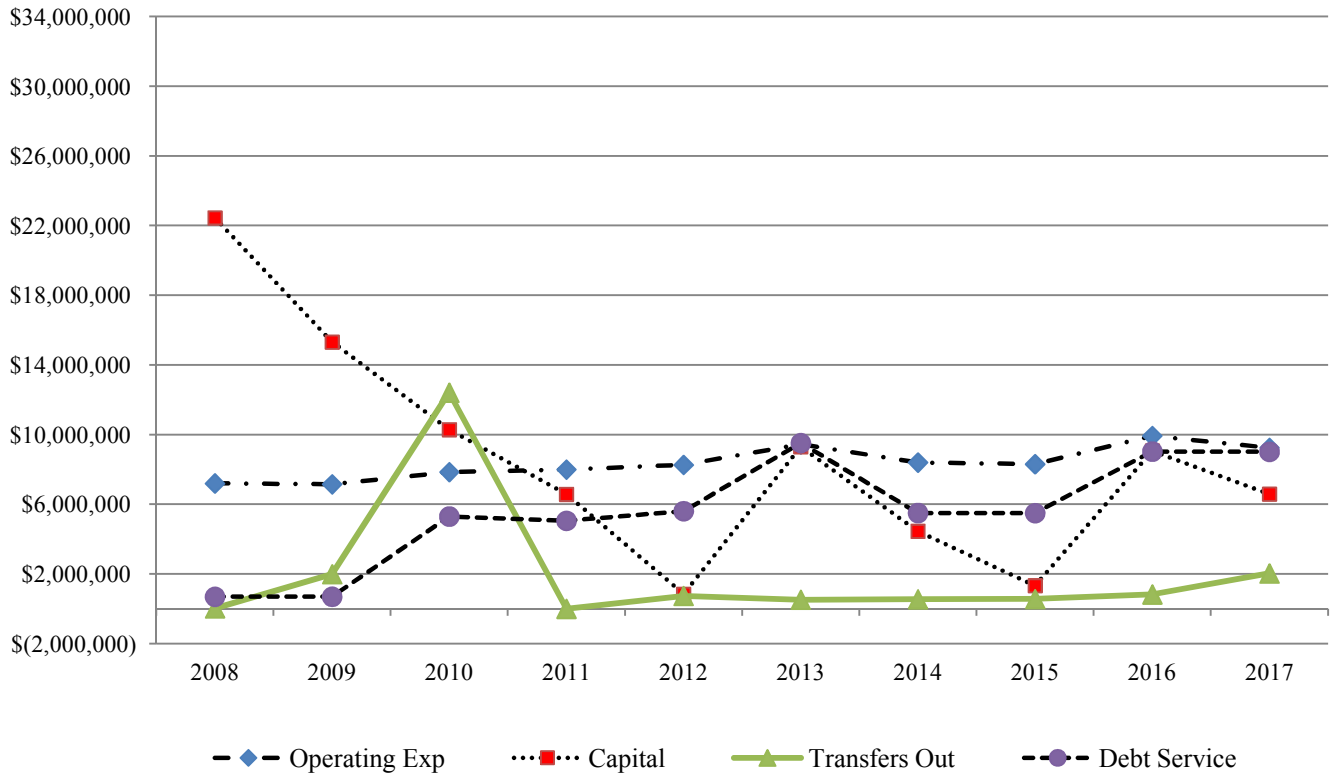
NOTES:

Actual revenues for Fiscal Years 2008 through 2015. Budgeted resources for 2016 and 2017.

Operating Expenditures equal Personnel plus Materials and Services.

Debt Service includes Debt Reserves. In April 2010, a \$4.3 million payment was made on the SRF loan to finance the new sewage treatment plant.

REQUIREMENTS, TEN FISCAL YEARS



**SEWER FUND
DEBT SERVICE COMBINED BUDGET**

Detailed below are the resources dedicated to fund sewer system debt service. The Sewer Fund currently has one debt service program: Sewer Debt Service. The resource items listed below are included in the Sewer Fund - Resource Detail presented earlier. In Fiscal Year 2016-2017, the Millersburg debt payment was split to reflect the principal and interest payments.

Resources		2015-16.....		2016-17	% Change	% of
	2013-14 Actual	2014-15 Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Millersburg Debt Service Payment	\$ 406,254	\$ 405,650	\$ 416,500	\$ 416,500	\$ -	(100.00%)	-
Millersburg Debt - Principal	-	-	-	-	264,500	-	2.93%
Millersburg Debt - Interest	-	-	-	-	150,700	-	1.67%
Albany Sewer Service Charges	3,767,800	3,735,300	3,821,600	3,821,600	3,742,500	(2.07%)	41.52%
Interest	50,884	27,081	10,000	10,000	15,000	50.00%	0.17%
Total Current Resources	4,224,938	4,168,031	4,248,100	4,248,100	4,172,700	(1.77%)	46.29%
From 2502: SDC-I for WWTP SRF debt	-	-	727,300	727,300	1,424,100	95.81%	15.80%
Total Transfers In	-	-	727,300	727,300	1,424,100	95.81%	15.80%
Beginning Balance	6,670,652	5,393,196	4,054,200	4,054,200	3,416,700	(15.72%)	37.91%
Total Resources	\$10,895,590	\$ 9,561,227	\$ 9,029,600	\$ 9,029,600	\$ 9,013,500	(0.18%)	100.00%

Adopted Requirements by Program and Type	Debt Service	Adopted Budget	% of Fund Budget
Sewer Debt Service	\$ 9,013,500	\$ 9,013,500	100.00%
Total Requirements	\$ 9,013,500	\$ 9,013,500	100.00%
Percent of Budget	100.00%	100.00%	

Adopted Budget Detail of Debt Service	Final Maturity	Principal	Interest	Debt Reserve	Adopted Budget
WWTP SRF Loan	10/01/2029	\$ 3,726,700	\$ 1,887,300	\$ 3,399,500	\$ 9,013,500
Totals		\$ 3,726,700	\$ 1,887,300	\$ 3,399,500	\$ 9,013,500

WWTP - Wastewater Treatment Plant
SRF - State Revolving Fund

SDC - Systems Development Charge

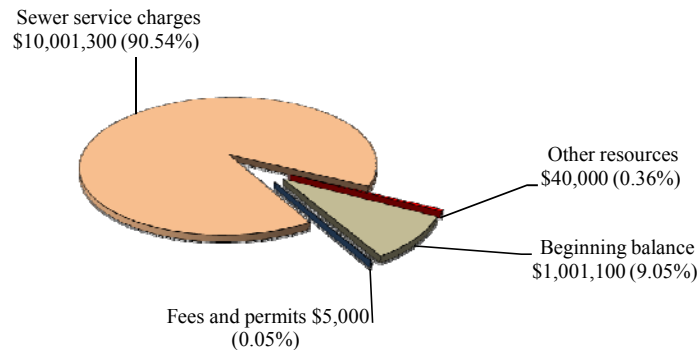
SEWER FUND
OPERATION AND MAINTENANCE COMBINED BUDGET

Detailed below are the resources which provide funding for operation and maintenance of the sewer system. Programs funded are Sewer Environmental Services, Wastewater Treatment Plant, Wastewater Collection, and Wastewater Administration. The resource items listed below are included in the Sewer Fund - Resource Detail presented earlier.

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Storm Drain Plan Review/ Inspection Fees	\$ 15,628	\$ 6,729	\$ -	\$ -	\$ -	-	-
Public Facility Construction Permit	16,297	16,051	5,000	5,000	5,000	-	0.05%
Albany Sewer Service Charges	8,078,942	7,691,628	9,633,800	9,633,800	9,671,300	0.39%	87.54%
Certified Sewer Charges	38,356	38,460	40,000	40,000	50,000	25.00%	0.45%
Millersburg O&M Charges	158,608	153,480	110,000	110,000	150,000	36.36%	1.36%
Wah Chang O&M Charges	102,759	124,664	115,000	115,000	125,000	8.70%	1.13%
Collection Agency Payments	11,110	19,812	5,000	5,000	5,000	-	0.05%
Miscellaneous Revenue	21,535	20,076	25,000	25,000	25,000	-	0.23%
Interest	23,814	9,028	10,000	10,000	15,000	50.00%	0.14%
Total Current Resources	8,467,049	8,079,928	9,943,800	9,943,800	10,046,300	1.03%	90.95%
Beginning Balance	1,390,772	1,386,989	937,000	937,000	1,001,100	6.84%	9.05%
Total Resources	\$ 9,857,821	\$ 9,466,917	\$ 10,880,800	\$ 10,880,800	\$ 11,047,400	1.53%	100.00%

Adopted Requirements by Program and Type						Adopted Budget	% of Fund Budget
	Personnel	Materials & Services	Capital	Transfers Out	Contingency		
Wastewater Treatment Plant	\$ 744,300	\$ 1,675,400	\$ 40,000	\$ -	\$ -	2,459,700	22.26%
Wastewater Collection	869,000	732,800	-	-	-	1,601,800	14.50%
Wastewater Administration	144,800	3,634,500	-	1,335,700	975,000	6,090,000	55.13%
Water Reuse and Biosolids	-	9,000	-	-	-	9,000	0.08%
TWG Wetlands	101,500	164,300	-	-	-	265,800	2.41%
Industrial Pretreatment	465,300	155,800	-	-	-	621,100	5.62%
Total Requirements	\$ 2,324,900	\$ 6,371,800	\$ 40,000	\$ 1,335,700	\$ 975,000	\$ 11,047,400	100.00%
Percent of Budget	21.04%	57.68%	0.36%	12.09%	8.83%	100.00%	

SEWER OPERATION & MAINTENANCE RESOURCES BY TYPE
Category Totals and Percent of Budget



SEWER FUND

SUMMARY OF CAPITAL REQUIREMENTS AND CAPITAL RESERVES - FISCAL YEAR 2016-17

Project Description	Totals	Wastewater Collection	Sewer System Capital Projects	Sewer Equipment Replace- ment
Capital Equipment	\$ 40,000	\$ 40,000	\$ -	\$ -
SS-16-01 2016 Pipe Replace Proj	890,000	-	890,000	-
SS-16-02 Umatilla LS & FM Imp	475,000	-	475,000	-
SS-16-03 Maple St LS Expansion	75,000	-	75,000	-
SS-16-04 Collection Sys Access Imp	118,000	-	118,000	-
SS-16-07 Lochner Rd Sewer Ext	142,000	-	-	-
SS-17-01 Cox Creek Interceptor P7	1,430,000	-	1,430,000	-
SS-17-02 Cox Creek Interceptor P8	1,200,000	-	800,000	-
SS-17-03 2017 Collection System Rehab	900,000	-	900,000	-
SS-17-04 Marion Lift Station	200,000	-	200,000	-
SS-17-05 Cox Creek Interceptor P10A	1,300,000	-	1,300,000	-
SS-17-06 Sewer Outfall Maintenance	50,000	-	50,000	-
WWTP-13-01 WRF Solids Handling Imp Proj	500,000	-	500,000	-
WWTP-15-01 Solids Handling Pilot Test	-	-	-	-
Project Totals	7,320,000	40,000	6,738,000	-
Reserve: Pipe Over-sizing	10,000	-	-	-
Reserve: Connection Fees	698,900	-	698,900	-
Reserve: Equipment Replacement	776,400	-	-	776,400
Reserve: Capital Projects	5,349,600	-	2,554,200	-
Reserve: Siemens Settlement	3,753,000	-	3,753,000	-
Total Reserves	10,587,900	-	7,006,100	776,400
Grand Totals	\$17,907,900	\$ 40,000	\$ 13,744,100	\$ 776,400

SDC Improve- ment Fee Projects	SDC Reimburse- ment Fee Projects	Sewer Economic Develop- ment	Project Description
\$ -	\$ -	\$ -	- Capital Equipment
-	-	-	- SS-16-01 2016 Pipe Replace Proj
-	-	-	- SS-16-02 Umatilla LS & FM Imp
-	-	-	- SS-16-03 Maple St LS Expansion
-	-	-	- SS-16-04 Collection Sys Access Imp
-	-	142,000	SS-16-07 Lochner Rd Sewer Ext
-	-	-	- SS-17-01 Cox Creek Interceptor P7
400,000	-	-	- SS-17-02 Cox Creek Interceptor P8
-	-	-	- SS-17-03 2017 Collection System Rehab
-	-	-	- SS-17-04 Marion Lift Station
-	-	-	- SS-17-05 Cox Creek Interceptor P10A
-	-	-	- SS-17-06 Sewer Outfall Maintenance
-	-	-	- WWTP-13-01 WRF Solids Handling Imp Proj
-	-	-	- WWTP-15-01 Solids Handling Pilot Test
400,000	-	142,000	Project Totals
10,000	-	-	- Reserve: Pipe Over-sizing
-	-	-	- Reserve: Connection Fees
-	-	-	- Reserve: Equipment Replacement
1,814,400	483,700	497,300	Reserve: Capital Projects
-	-	-	- Reserve: Siemens Settlement
1,824,400	483,700	497,300	Total Reserves
\$ 2,224,400	\$ 483,700	\$ 639,300	Grand Totals

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER TREATMENT PLANT (601-50-2404)
Responsible Manager/Title: Kristin Preston – Utility Superintendent - Wastewater
Developed By: Richard Johnson, Wastewater Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the operation of the Albany-Millersburg Water Reclamation Facility (AM WRF).
- The AM WRF processes domestic and industrial wastewater from the City of Albany and domestic wastewater from the City of Millersburg.
- Maintains management and operational practices commensurate with the City’s Biosolids Management Program.
- Maintains the Peak Performance Award from the National Association of Clean Water Agencies for treatment performance.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	12/15	Completed	<ul style="list-style-type: none"> • Obtain a Gold award for operational excellence from the National Association of Clean Water Agencies in calendar year 2015.
Safe City	06/16	In Progress	<ul style="list-style-type: none"> • Achieve 100% compliance record with the Oregon Department of Environmental Quality for both effluent quality and biosolids management.
Healthy Economy	06/16	In Progress	<ul style="list-style-type: none"> • Reduce energy usage by 5% per year for three years.
Budget Year 2016-2017			
Great Neighborhoods	06/17		<ul style="list-style-type: none"> • Maintain an effective short-term sludge management system which will minimize operator involvement, control odors, and reduce costs for hauling and disposal.
Healthy Economy	06/17		<ul style="list-style-type: none"> • Reduce energy usage by 3% per year for three years.
Effective Government	06/17		<ul style="list-style-type: none"> • Reinitiate a sustainable biosolids reuse program through the design, construction, start-up, and successful operation of a solids stabilization and biosolids land application program.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Wastewater treated annually (million gallons).	2,885	3,200	3,300	3,350
Percentage of days facility is in regulatory compliance.	99.7%	99.5%	100%	100%
Cost/Wet Ton Sludge Hauling.	\$48.86	\$49.42	\$48.50	\$52.87
Award for operational excellence from the National Association of Clean Water Agencies.	Gold	Silver	Gold	Gold
Odor notifications.	14	10	11	0

STAFFING SUMMARY

Budgeted FTEs	8.00	7.00	7.00	7.00
---------------	------	------	------	------

601: Sewer
50: Public Works

CITY OF ALBANY, OREGON
PROG 2404: Wastewater Treatment Plant

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	663,004	628,638	733,600	733,600	744,300	1.46 %
Materials & Services	2,038,677	1,942,455	2,032,100	2,032,100	1,675,400	(17.55)%
Capital	-	-	100,000	100,000	40,000	(60.00)%
TOTAL EXPENDITURES	2,701,681	2,571,093	2,865,700	2,865,700	2,459,700	(14.17)%

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER COLLECTION (601-50-2405)

Responsible Manager/Title: Kristin Preston, Utility Superintendent – Wastewater

Developed By: Jeff Gill, Wastewater Collections 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 five-year cycle and provides updated information on needed sanitary mainline repairs and replacements.
- The wastewater pipelines are on a four-year cleaning cycle to prevent blockages that could cause overflows. Large diameter mains are cleaned and assessed on a five-year cycle. Root cutting is a two-year process.
- Responsible for flow monitoring within the wastewater collection and stormwater systems to monitor flows during routine operations and storm events.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	12/15	Completed	<ul style="list-style-type: none"> • Complete the transition to new assessment software and procedures.
	01/16	Completed	<ul style="list-style-type: none"> • Develop a Wastewater Collection System Maintenance Manual.
Safe City	06/16	In Progress	<ul style="list-style-type: none"> • Complete initial assessment of sewer manholes in system.
Budget Year 2016-2017			
Safe City	06/17		<ul style="list-style-type: none"> • Complete initial assessment of sewer manholes in system.
	06/17		<ul style="list-style-type: none"> • Clean and inspect the large effluent pipelines to the river.
Effective Government	06/17		<ul style="list-style-type: none"> • Develop an internal grouting program for manhole repairs.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2013-2014	2014-2015	2015-2016	2016-2017
Number of sanitary sewer overflows.	7	6	3	0
Volume of sanitary sewer overflows (millions of gallons).	0.86	0.45	1.68	0
Miles of sanitary sewer mainline maintained.	220	222	223	224
Percentage of the sewer system cleaned annually.	35%	41%	30%	30%
Percentage of sewer system televised annually.	20%	34%	20%	20%

STAFFING SUMMARY

Budgeted FTEs	9.50	10.50	10.50	10.50
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601: Sewer
50: Public Works

CITY OF ALBANY, OREGON
PROG 2405: Wastewater Collection

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	810,260	838,112	959,600	959,600	869,000	(9.44)%
Materials & Services	1,101,501	1,105,207	1,320,300	1,320,300	732,800	(44.50)%
TOTAL EXPENDITURES	1,911,761	1,943,319	2,279,900	2,279,900	1,601,800	(29.74)%

PROGRAM NARRATIVE

SEWER FUND: PUBLIC WORKS, WASTEWATER ADMINISTRATION (601-50-2407)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director
 Jeff Blaine, P.E., Public Works Engineering and Community Development Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for the Wastewater Superintendent and the PW Internal Services fund, which includes Administration charges and charges for Operations Administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering.
- Maintains the contingency for the Sewer fund.
- Pays in-lieu-of franchise fees for the sewer utility.
- Maintains a sustainable funding plan for the utility.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Safe City	12/15	Completed	<ul style="list-style-type: none"> • Adoption of an updated wastewater collection facility plan. • Update the wastewater treatment facility plan. • Adopt updated wastewater System Development Charge methodology incorporating the collection and treatment facility plan updates.
	03/16	In Progress	
	06/16	In Progress	
Budget Year 2016-2017			
Safe City	06/17		<ul style="list-style-type: none"> • Update the wastewater treatment facility plan. • Adopt updated wastewater System Development Charge methodology incorporating the collection and treatment facility plan updates.
	06/17		

STAFFING SUMMARY

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Budgeted FTEs	1.20	1.00	1.00	1.00

601: Sewer
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2407: Wastewater Administration

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	141,536	133,320	139,200	139,200	144,800	4.02 %
Materials & Services	2,216,369	2,133,009	2,559,200	2,559,200	3,634,500	42.02 %
Capital	-	-	100,000	100,000	-	(100.00)%
Transfers Out	505,582	562,783	601,500	644,500	1,335,700	107.25 %
Contingencies	-	-	995,800	952,800	975,000	2.33 %
TOTAL EXPENDITURES	2,863,487	2,829,112	4,395,700	4,395,700	6,090,000	38.54 %

PROGRAM NARRATIVE

SEWER FUND: WATER REUSE & BIOSOLIDS (601-50-2410)

Responsible Manager/Title: Kristin Preston, Utility Superintendent - Wastewater

Developed By: Richard Johnson, Wastewater Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- Ensure that biosolids generated at the Albany-Millersburg Water Reclamation Facility (A-M WRF) are beneficially reused in conformance with state and federal regulations.
- This program is responsible for biosolids storage and agriculture application.
- This program is currently in a transitional phase pending resolution of the solids stabilization system limitations resulting from the failed Cannibal solids reduction system.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016 Safe City Effective Government	06/16	In Progress	<ul style="list-style-type: none"> • Continue to coordinate with A-M WRF, consultants, and other City personnel to determine a viable Class A or B biosolids option and equipment needs.
Budget Year 2016-2017 Safe City Effective Government	06/17		<ul style="list-style-type: none"> • Continue to coordinate with A-M WRF, consultants, and other City personnel to determine a viable Class A or B biosolids option and equipment needs.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Dry tons of biosolids applied per year/percentage of biosolids applied for beneficial agriculture use.	25/100%*	0/0%	0/0%	0/0%

STAFFING SUMMARY

Budgeted FTEs	0.20	0.00	0.00	0.00
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*Biosolids amounts this year were generated in 2010 and stored until they could be land applied.

601: Sewer
50: Public Works

CITY OF ALBANY, OREGON
PROG 2410: Water Reuse and Biosolids

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Materials & Services	13,501	5,446	23,000	23,000	9,000	(60.87)%
TOTAL EXPENDITURES	13,501	5,446	23,000	23,000	9,000	(60.87)%

PROGRAM NARRATIVE

SEWER FUND: TWG WETLANDS (601-50-2411)

Responsible Manager/Title: Kristin Preston, Utility Superintendent – Wastewater

Prepared By: Richard Johnson, Wastewater Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the operation and maintenance of Talking Water Gardens (TWG) in coordination with the City of Millersburg and ATI Wah Chang.
- Monitor vegetation and add native plants as necessary to increase diversity. Use wetland as nursery for other plantings. Control invasive species.
- Ensure that TWG is operated and managed to provide maximum protection to the Willamette River, and to provide compliance with temperature allocations under the Willamette Total Maximum Daily Load (TMDL).
- Encourage public involvement at Talking Water Gardens by providing community group and educational tours and outreach programs.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Safe City Great Neighborhoods Effective Government	06/16	Completed	<ul style="list-style-type: none"> • Increase public involvement through community group and educational tours and outreach programs.
Safe City Great Neighborhoods	06/16	In Progress	<ul style="list-style-type: none"> • Install a visitor information kiosk and bike rack to enhance the visitor experience.
Budget Year 2016-2017			
Safe City Great Neighborhoods	06/17		<ul style="list-style-type: none"> • Complete the installation of visitor information kiosk and bike rack.
Safe City	06/17		<ul style="list-style-type: none"> • Implement Integrated Pest Management (IPM) strategies to minimize potential harm to people, property, and the environment.
Safe City Effective Government	06/17		<ul style="list-style-type: none"> • Update and improve wetland monitoring capability to aid understanding of wetland performance.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Shade plant coverage of the wetland ponds.	32%	45%	65%	80%
Number of TWG tours or events/participants.	43/1,372	24/721	30/1,200	30/1,200

STAFFING SUMMARY

Budgeted FTEs	0.80	1.00	1.00	1.00
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601: Sewer
50: Public Works

CITY OF ALBANY, OREGON

PROG 2411: TWG Wetlands

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	59,936	77,507	96,200	96,200	101,500	5.51 %
Materials & Services	150,388	156,231	185,000	185,000	164,300	(11.19)%
Capital	-	1,271	25,000	25,000	-	(100.00)%
TOTAL EXPENDITURES	210,324	235,009	306,200	306,200	265,800	(13.19)%

PROGRAM NARRATIVE

SEWER FUND: INDUSTRIAL PRETREATMENT (601-50-2413)

Responsible Manager/Title: Kristin Preston, Utility Superintendent – Wastewater

Developed by: Mark Humphrey, Industrial Pretreatment Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the Industrial Pretreatment Program, a regulatory program required by the National Pollutant Discharge Elimination System (NPDES) wastewater permit.
- Permits, inspects, and monitors industrial sewer users under federal and state regulations. Commercial and minor industrial sewer users in Albany and Millersburg are inspected regularly under the industrial survey.
- Staff evaluates and revises major program documents as needed, including Albany Municipal Code Chapter 10.06 (Wastewater Collection and Treatment System-Regulation of Industrial Wastes).
- This program also samples and reports on wet-weather sewer overflows as required by the Oregon Department of Environmental Quality (ODEQ) and responds to spills to the wastewater collection or stormwater systems.
- Performs plan reviews and code enforcement as related to Environmental Programs concerns.
- Responds to illicit discharges and overflows, performs corrective actions/enforcement, and distributes outreach materials.
- Responds to problem discharges including expansion of the fats, oil, and grease (FOG) program.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
<u>Budget Year 2015-2016</u>			
Safe City Great Neighborhoods	12/15	Completed	<ul style="list-style-type: none"> • Develop strategy for dental amalgam program for pending Environmental Protection Agency (EPA) regulations.
Safe City Effective Government	06/16	In Progress	<ul style="list-style-type: none"> • Work with Building and Community Development Departments to create inventory of grease-retention devices.
<u>Budget Year 2016-2017</u>			
Safe City	06/17		<ul style="list-style-type: none"> • Complete <i>Local Limits</i> evaluation.
Effective Government	06/17		<ul style="list-style-type: none"> • Create inventory of grease-retention devices.
Safe City	06/17		<ul style="list-style-type: none"> • Identify new Pretreatment activities required to comply with impending DEQ wastewater treatment plant permit renewal.
Effective Government	06/17		<ul style="list-style-type: none"> • Assess and develop strategy for sampling protocols to meet pending new permit requirements.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Number of responses to sewer and stormwater complaints or spills.	64	73	55	55
Number of Significant Industrial User (SIU) permits.	15	14	15	14
Number of Non-Discharging Categorical Industrial User (NDCIU) permits.	4	5	6	6
Number of non-SIU (general) permits.	4	6	7	7
Number of non-permitted businesses in the Pretreatment Program.	300	436	460	474
Number of inspections by Pretreatment staff.	68	34	49	49

STAFFING SUMMARY

Budgeted FTEs	4.00	4.00	4.00	4.00
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601: Sewer
50: Public Works

CITY OF ALBANY, OREGON
PROG 2413: Industrial Pretreatment

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	366,880	407,268	459,700	459,700	465,300	1.22 %
Materials & Services	99,738	131,049	160,200	160,200	155,800	(2.75)%
TOTAL EXPENDITURES	466,618	538,317	619,900	619,900	621,100	0.19 %

PROGRAM NARRATIVE

SEWER FUND: SEWER SYSTEM CAPITAL PROJECTS (601-50-2500)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides very limited funding to repair, replace, or upgrade treatment facilities, pumping stations, and collection systems.
- 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.
- Identify and complete capacity-increasing improvements necessary to support economic development and future growth.
- Eliminate basement flooding by replacing inadequate piping in the collection system and managing the Sewer Lateral Replacement Program.
- Prevent sanitary sewer overflows by completing projects to reduce infiltration and inflow into the sanitary sewer system.
- Continue perpetual life replacement program of failing (cracked, collapsing) sewer pipes as funds become available.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016 Safe City	10/15	Completed	<ul style="list-style-type: none"> • Construct SS-15-01, 2015 Cured-In-Place Pipe Projects.
	10/15	Completed	<ul style="list-style-type: none"> • Construct SS-15-02, 2015 Pipe Bursting Projects.
	06/16	In Progress	<ul style="list-style-type: none"> • Construct SS-16-01, 2016 Pipe Replacement Projects.
	06/16	In Progress	<ul style="list-style-type: none"> • Construct SS-16-02, Umatilla LS & FM Improvements.
	06/16	Completed	<ul style="list-style-type: none"> • Construct SS-16-03, Maple Street LS Expansion.
	06/16	In Progress	<ul style="list-style-type: none"> • Construct SS-16-04, Collection System Access Improvement.
Budget Year 2016-2017 Safe City	10/16		<ul style="list-style-type: none"> • Construct SS-16-01, 2016 Pipe Replacement Projects.
	10/16		<ul style="list-style-type: none"> • Construct SS-16-02, Umatilla LS & FM Improvements.
	10/16		<ul style="list-style-type: none"> • Construct SS-16-04, Collection System Access Improvement.
	06/17		<ul style="list-style-type: none"> • Construct SS-17-01, Cox Creek Interceptor P7.
	06/17		<ul style="list-style-type: none"> • Construct SS-17-02, Cox Creek Interceptor P8.
	06/17		<ul style="list-style-type: none"> • Construct SS-17-03, 2017 Collection System Rehabilitation Improvements.
	06/17		<ul style="list-style-type: none"> • Construct SS-17-04, Marion Lift Station.
	06/17		<ul style="list-style-type: none"> • Construct SS-17-05, Cox Creek Interceptor P10a.

601: Sewer
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2500: Sewer System Capital Projects

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Licenses and Fees	52,818	59,216	20,600	20,600	21,000	1.94 %
Charges for Services	1,709,100	3,271,900	2,094,900	2,094,900	2,992,200	42.83 %
Miscellaneous Revenue	416	2,439	-	-	-	- %
Investment Income	42,584	43,562	40,000	40,000	51,500	28.75 %
Beginning Balance	10,380,819	8,091,850	8,786,000	8,786,000	11,219,400	27.70 %
TOTAL REVENUES	12,185,737	11,468,967	10,941,500	10,941,500	14,284,100	30.55 %
EXPENDITURES						
Materials & Services	436,026	384,468	820,000	820,000	540,000	(34.15)%
Capital	3,657,862	939,758	10,121,500	10,121,500	13,744,100	35.79 %
TOTAL EXPENDITURES	4,093,888	1,439,278	10,941,500	10,941,500	14,284,100	30.55 %
Prog 2500: Sewer System Capital Projects						
Revenues less Expenditures	8,091,849	10,029,689	-	-	-	

PROGRAM NARRATIVE

SEWER FUND: PUBLIC WORKS, SEWER EQUIPMENT REPLACEMENT (601-50-2501)

Responsible Manager/Title: Jeff Babbitt, Public Works Business Manager

FUNCTIONS AND RESPONSIBILITIES

- This program 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 2015-2016			
Effective Government	06/16	Completed	<ul style="list-style-type: none">• Receive revenues from other sewer fund budgets to fund future equipment replacement.
	06/16	Completed	<ul style="list-style-type: none">• Replace Vehicle 315-90.
	06/16	Completed	<ul style="list-style-type: none">• Replace Vehicle 615-02.
	06/16	Completed	<ul style="list-style-type: none">• Replace Vehicle 757-03.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none">• Receive revenues from other sewer fund budgets to fund future equipment replacement.

601: Sewer
50: Public Works

CITY OF ALBANY, OREGON
PROG 2501: Sewer Equipment Replacement

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	83,600	93,200	118,000	118,000	118,600	0.51 %
Miscellaneous Revenue	-	4,675	-	-	-	- %
Investment Income	7,626	4,785	2,000	2,000	2,000	- %
Beginning Balance	1,171,973	951,403	872,700	872,700	655,800	(24.85)%
TOTAL REVENUES	1,263,199	1,054,063	992,700	992,700	776,400	(21.79)%
EXPENDITURES						
Capital	311,796	115,207	992,700	992,700	776,400	(21.79)%
TOTAL EXPENDITURES	311,796	115,207	992,700	992,700	776,400	(21.79)%
Prog 2501: Sewer Equipment Replacement						
Revenues less Expenditures	951,403	938,856	-	-	-	

PROGRAM NARRATIVE

SEWER FUND: SEWER SDC IMPROVEMENT FEE PROJECTS (601-50-2502)

Responsible Manager/Title: Jeff Blaine, P.E., Interim Public Works Engineering and
Community Development Director

FUNCTIONS AND RESPONSIBILITIES

- This program 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 SDCs effective July 1, 1991. This budget was created in order to comply with that legislation.
- Maintain a reserve for future participation in funding of eligible 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 \$2,884 (effective July 2014). This program receives \$2,761 of the fee.
- This budget receives in-lieu-of assessment receipts from the former North Albany Sewer Health Project area to repay this program for a Fiscal Year 1995-1996 transfer used to retire the North Albany construction bonds.
- Identify and complete capacity-increasing improvements necessary to support economic development and future growth.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Effective Government	06/16	Completed	<ul style="list-style-type: none"> • Build reserves for future planned projects and for debt service payments due for the Water Reclamation Facility and Talking Water Gardens State Revolving Fund loan.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Build reserves for future planned projects and for debt service payments due for the Water Reclamation Facility and Talking Water Gardens State Revolving Fund loan.

601: Sewer

CITY OF ALBANY, OREGON

50: Public Works

PROG 2502: Sewer SDC Improvement Fee Projects

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Licenses and Fees	626,730	987,776	365,900	365,900	453,000	23.80 %
Assessment Revenue	8,686	19,141	17,500	17,500	5,100	(70.86)%
Investment Income	18,689	16,056	11,500	11,500	15,800	37.39 %
Beginning Balance	2,056,162	2,366,553	3,505,900	3,505,900	3,174,600	(9.45)%
TOTAL REVENUES	2,710,267	3,389,526	3,900,800	3,900,800	3,648,500	(6.47)%
EXPENDITURES						
Capital	343,715	9	3,173,500	3,173,500	2,224,400	(29.91)%
Transfers Out	-	-	727,300	727,300	1,424,100	95.81 %
TOTAL EXPENDITURES	343,715	9	3,900,800	3,900,800	3,648,500	(6.47)%

Prog 2502: Sewer SDC Improvement Fee Projects						
Revenues less Expenditures	2,366,552	3,389,517	-	-	-	

PROGRAM NARRATIVE

SEWER FUND: SDC REIMBURSEMENT FEE PROJECTS (601-50-2503)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Revenues are received from System Development Charges (SDCs). These revenues reimburse the City for past investments in capacity-increasing projects identified in the City's adopted sewer SDC methodology.
- Funding provided through this program is used to complete capital projects within the sewer system.
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDCs. This program complies 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 \$2,966 (effective July 2015). This program receives \$126 of the fee.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Effective Government	06/16	Completed	<ul style="list-style-type: none">• Build reserves for future projects.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none">• Build reserves for future projects.

601: Sewer

CITY OF ALBANY, OREGON

50: Public Works

PROG 2503: Sewer SDC Reimbursement Fee Projects

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Licenses and Fees	27,700	109,788	19,200	19,200	21,700	13.02 %
Investment Income	2,232	2,094	2,300	2,300	2,300	- %
Beginning Balance	293,448	323,380	466,400	466,400	459,700	(1.44)%
TOTAL REVENUES	323,380	435,262	487,900	487,900	483,700	(0.86)%
EXPENDITURES						
Capital	-	-	487,900	487,900	483,700	(0.86)%
TOTAL EXPENDITURES	-	-	487,900	487,900	483,700	(0.86)%

Prog 2503: Sewer SDC Reimbursement Fee Projects						
Revenues less Expenditures	323,380	435,262	-	-	-	

PROGRAM NARRATIVE

SEWER FUND: SEWER DEBT SERVICE: WWTP (601-50-2504)
Responsible Manager/Title: Jeff Babbitt, Public Works Business Manager

FUNCTIONS AND RESPONSIBILITIES

- This program provides for the principal, interest, and .5% annual fee payments on the State Revolving Fund (SRF) loan associated with the 2009 Wastewater Treatment Plant.
- A reserve is required in the amount of \$2,402,925.
- This program provides for the principal and interest payments on the Wetlands land acquisition loan.
- This program provides for the principal and .5% annual fee payments on the SRF loan associated with the Wetlands Treatment Project.
- A reserve is required in the amount of \$50,000.

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Annual Fee</u>	<u>Total</u>
2016-2017	3,164,554	1,544,532	259,411	4,968,497
2017-2027	37,460,498	9,630,362	1,639,306	48,730,166
2027-2030	11,257,073	515,641	102,159	11,874,873
Totals (SRF - A-M WRF)	\$ 51,882,125	\$ 11,690,535	\$ 2,000,876	\$ 65,573,536

SRF - Wetlands Treatment Project

2016-2017	100,000	0	7,750	107,750
2017-2027	1,000,000	0	50,000	1,050,000
2027-2032	450,000	0	6,250	456,250
Totals (SRF - Wetlands)	\$ 1,550,000	\$ -	\$ 64,000	\$ 1,614,000

Wetlands Land Acquisition

2016-2017	424,439	75,561	0	500,000
2017-2021	1,464,596	125,542	0	1,590,138
Totals (Wetlands Land Acquisition)	\$ 1,889,035	\$ 201,103	\$ -	\$ 2,090,138

DEBT SUMMARY

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
SRF Loan (A-M WRF)	69,000,000	51,882,125	2,402,925
SRF Loan (Wetlands)	4,000,000	1,550,000	50,000
Wetlands Land Acquisition	4,114,000	1,889,035	-
Totals	\$ 77,114,000	\$ 55,321,160	\$ 2,452,925

601: Sewer
 50: Public Works

CITY OF ALBANY, OREGON

PROG 2504: Sewer Debt Service

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Intergovernmental Revenue	406,254	405,650	416,500	416,500	415,200	(0.31)%
Charges for Services	3,767,800	3,735,300	3,821,600	3,821,600	3,742,500	(2.07)%
Investment Income	50,884	27,081	10,000	10,000	15,000	50.00 %
Beginning Balance	6,670,652	5,393,196	4,054,200	4,054,200	3,416,700	(15.72)%
TOTAL REVENUES	10,895,590	9,561,227	9,029,600	9,029,600	9,013,500	(0.18)%
EXPENDITURES						
Debt Service	5,502,395	5,494,826	9,029,600	9,029,600	9,013,500	(0.18)%
TOTAL EXPENDITURES	5,502,395	5,494,826	9,029,600	9,029,600	9,013,500	(0.18)%
Prog 2504: Sewer Debt Service						
Revenues less Expenditures	5,393,195	4,066,401	-	-	-	

PROGRAM NARRATIVE

SEWER FUND: SEWER ECONOMIC DEVELOPMENT (601-50-2506)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program annually receives up to \$100,000 from service charges to help fund economic development-related capital projects as approved by the City Council.
- Fund balance for this program will be capped at \$500,000.
- Council authorization to annually fund this program began in Fiscal Year 2003-2004.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Effective Government	06/16	In Progress	<ul style="list-style-type: none"> • Complete Elevation Certificates for North Albany property owners facing potential negative financial impacts as a result of the Federal Emergency Management Agency’s (FEMA) new floodplain maps.
Budget Year 2016-2017			
Effective Government	10/16		<ul style="list-style-type: none"> • Construct SS-16-07, Lochner Road Sewer.
	06/17		<ul style="list-style-type: none"> • Complete Elevation Certificates for North Albany property owners facing potential negative financial impacts as a result of the Federal Emergency Management Agency’s (FEMA) new floodplain maps.

601: Sewer
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2506: Sewer Economic Development

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	89,100	-	91,000	91,000	100,000	9.89 %
Investment Income	3,441	2,586	2,500	2,500	2,700	8.00 %
Beginning Balance	462,017	503,925	456,500	456,500	546,600	19.74 %
TOTAL REVENUES	554,558	506,511	550,000	550,000	649,300	18.05 %
EXPENDITURES						
Materials & Services	-	30,333	50,000	50,000	10,000	(80.00)%
Capital	-	-	500,000	500,000	639,300	27.86 %
Transfers Out	50,632	-	-	-	-	- %
TOTAL EXPENDITURES	50,632	30,333	550,000	550,000	649,300	18.05 %
Prog 2506: Sewer Economic Development						
Revenues less Expenditures	503,926	476,178	-	-	-	

**WATER FUND
RESOURCE DETAIL**

Resources	2013-14 Actual	2014-15 Actual2015-16.....		2016-17 Adopted Budget	% Change from 2015-16	% of Fund Budget
			Adopted Budget	Revised Budget			
Property Taxes - Delinquent	\$ 2,298	\$ 3,588	\$ -	\$ -	\$ -	-	-
Water SDC: Principal	15,965	23,544	700	700	3,500	400.00%	0.01%
Water SDC: Interest	1,404	599	500	500	300	(40.00%)	-
Water Connection Fees	78,189	22,202	15,000	15,000	15,000	-	0.06%
Water SDC	381,379	382,329	299,700	299,700	350,000	16.78%	1.35%
Public Facility Construction							
Permit	18,651	54,640	10,000	10,000	10,000	-	0.04%
Water Service Installation							
Charge	122,909	106,547	60,000	60,000	60,000	-	0.23%
WComp Wage Subsidy Reimb	3,947	-	-	-	-	-	-
City of Lebanon	77,000	77,000	77,000	77,000	633,000	722.08%	2.44%
Hydropower Revenue	120,343	68,295	70,000	70,000	70,000	-	0.27%
Millersburg Service Charges	278,681	249,269	200,000	200,000	240,000	20.00%	0.92%
Dumbeck Water District	57,820	65,728	48,100	48,100	57,000	18.50%	0.22%
Albany Water Service Charges	11,315,745	11,795,552	11,991,600	11,991,600	12,371,900	3.17%	47.67%
Capital Charges	101,700	109,300	111,400	111,400	113,100	1.53%	0.44%
Collection Agency Payments	10,137	14,960	7,500	7,500	7,500	-	0.03%
Equipment Replacement Charges	176,900	174,000	146,400	146,400	215,600	47.27%	0.83%
Miscellaneous Revenue	126,958	25,274	6,000	6,000	6,000	-	0.02%
Over & short	24	(349)	-	-	-	-	-
Interest	85,546	67,665	29,300	29,300	54,300	85.32%	0.21%
Total Current Resources	12,975,596	13,240,143	13,073,200	13,073,200	14,207,200	8.67%	54.74%
From Water SDC-I	-	384,900	402,100	402,100	419,300	4.28%	1.62%
From: Water SDC-R	432,200	-	-	-	-	-	-
Total Transfers In	432,200	384,900	402,100	402,100	419,300	4.28%	1.62%
Beginning Balance	10,964,009	10,361,557	10,704,100	10,704,100	9,721,400	(9.18%)	37.45%
Reserved Beginning Balance	1,680,215	1,621,904	1,627,600	1,627,600	1,607,400	(1.24%)	6.19%
Total Resources	\$26,052,020	\$25,608,504	\$25,807,000	\$25,807,000	\$25,955,300	0.57%	100.00%

SDC - System Development Charges

SDC-I - System Development Charge Improvement Fee

**WATER FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Water Administration	\$ 2,875,553	\$ 2,859,999	\$ 4,224,300	\$ 4,224,300	\$ 5,298,400	\$ 5,298,400	\$ 5,298,400
Water Canal Maintenance	774,165	749,285	872,600	872,600	855,100	855,100	855,100
Vine Street WTP	813,229	873,962	968,200	968,200	939,400	939,400	939,400
Water Distribution	1,871,234	1,850,785	2,123,500	2,123,500	2,061,600	2,061,600	2,061,600
Albany-Millersburg WTP	1,414,480	1,469,186	1,618,700	1,618,700	1,416,600	1,416,600	1,416,600
SDC Improvement Fee Projects	704,941	389,061	452,400	452,400	442,800	442,800	442,800
SDC Reimbursement Fee Projects	432,200	-	987,300	987,300	1,056,900	1,056,900	1,056,900
Water Debt Service	1,967,064	1,928,194	3,531,600	3,531,600	3,533,400	3,533,400	3,533,400
Water System Capital Projects	3,132,332	1,185,920	8,624,700	8,624,700	7,785,200	7,785,200	7,785,200
Water Economic Development	50,632	-	575,800	575,800	625,000	625,000	625,000
N. Albany Water Capital Projects	32,728	199,249	558,600	558,600	678,200	678,200	678,200
Water Equipment Replacement	-	50,854	1,269,300	1,269,300	1,262,700	1,262,700	1,262,700
Total Requirements	\$14,068,558	\$11,556,495	\$25,807,000	\$25,807,000	\$25,955,300	\$25,955,300	\$25,955,300

Requirements by Type

Personnel	\$ 2,017,732	\$ 2,097,263	\$ 2,436,600	\$ 2,436,600	\$ 2,471,800	\$ 2,471,800	\$ 2,471,800
Materials & Services	5,346,699	5,281,717	6,005,500	6,005,500	6,580,400	6,580,400	6,580,400
Capital	3,097,379	1,343,752	11,840,000	11,840,000	11,365,300	11,365,300	11,365,300
Transfers Out	1,639,685	905,570	1,009,900	1,009,900	1,043,400	1,043,400	1,043,400
Debt Service	1,967,064	1,928,194	3,531,600	3,531,600	3,533,400	3,533,400	3,533,400
Contingency	-	-	983,400	983,400	961,000	961,000	961,000
Total Requirements	\$14,068,559	\$11,556,496	\$25,807,000	\$25,807,000	\$25,955,300	\$25,955,300	\$25,955,300

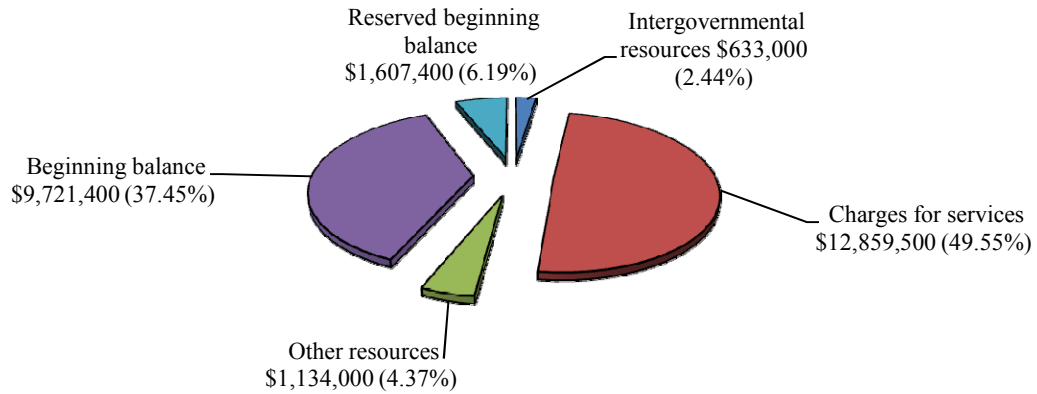
**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency	Adopted Budget	% of Fund Budget
Water Administration	\$ 156,000	\$ 3,632,300	\$ -	\$ 549,100	\$ -	\$ 961,000	\$ 5,298,400	20.41%
Water Canal Maintenance	445,500	399,600	10,000	-	-	-	855,100	3.29%
Vine Street WTP	444,300	481,800	13,300	-	-	-	939,400	3.62%
Water Distribution	967,700	1,001,900	92,000	-	-	-	2,061,600	7.94%
Albany-Millersburg WTP	458,300	958,300	-	-	-	-	1,416,600	5.46%
SDC Improvement Fee Projects	-	-	23,500	419,300	-	-	442,800	1.71%
SDC Reimbursement Fee Projects	-	-	1,056,900	-	-	-	1,056,900	4.07%
Water Debt Service	-	-	-	-	3,533,400	-	3,533,400	13.61%
Water System Capital Projects	-	106,500	7,603,700	75,000	-	-	7,785,200	29.99%
Water Economic Development	-	-	625,000	-	-	-	625,000	2.41%
N. Albany Water Capital Projects	-	-	678,200	-	-	-	678,200	2.61%
Water Equipment Replacement	-	-	1,262,700	-	-	-	1,262,700	4.88%
Total Requirements	\$ 2,471,800	\$ 6,580,400	\$11,365,300	\$ 1,043,400	\$ 3,533,400	\$ 961,000	\$25,955,300	100.00%
Percent of Fund Budget	9.53%	25.35%	43.79%	4.02%	13.61%	3.70%	100.00%	

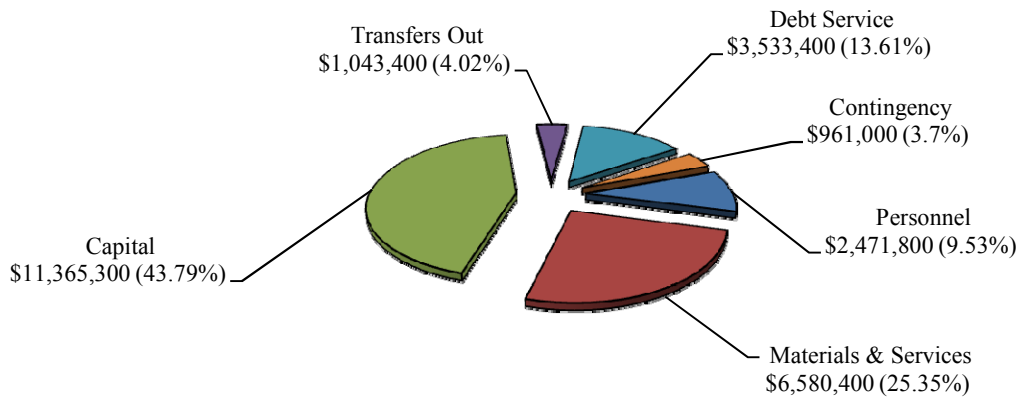
Staffing Summary (FTE)	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Water Administration	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Water Canal Maintenance	3.000	3.500	3.500	3.500	1.000	1.000	1.000
Vine Street WTP	2.750	3.300	3.250	3.250	1.000	1.000	1.000
Water Distribution	9.500	9.000	9.000	9.000	1.000	1.000	1.000
Albany-Millersburg WTP	5.250	4.750	4.750	4.750	1.000	1.000	1.000
Total FTE	21.500	21.550	21.500	21.500	5.000	5.000	5.000

WATER FUND RESOURCES AND REQUIREMENTS

TOTAL WATER FUND RESOURCES BY SOURCE



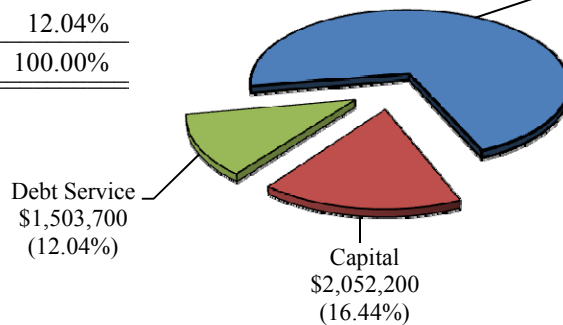
TOTAL WATER FUND REQUIREMENTS BY TYPE



USE OF WATER SERVICE CHARGES FOR FISCAL YEAR 2016-17

O & M	\$ 8,929,100	71.52%	O & M \$8,929,100 (71.52%)
Capital	2,052,200	16.44%	
Debt Service	1,503,700	12.04%	
Total Water Service Charges	\$12,485,000	100.00%	

O & M - Operation & Maintenance



**WATER FUND
RESOURCES**

Ten Fiscal Years

Fiscal Year	Charges for Services	Property Taxes	Licenses & Permits	Other Revenues	Transfers In	Debt Proceeds	Beginning Balance	Totals
2008	\$ 11,569,268	\$ 822,803	\$ 850,440	\$ 2,121,721	\$ -	\$ -	\$ 18,585,511	\$ 33,949,743
2009	11,439,042	800,750	463,332	1,243,106	-	-	17,588,904	31,535,134
2010	11,533,472	656,587	446,300	1,195,995	-	-	16,628,741	30,461,095
2011	10,894,536	27,358	354,748	433,165	-	-	13,824,152	25,533,959
2012	11,083,208	25,898	346,576	712,705	-	-	14,838,378	27,006,765
2013	11,487,341	10,988	439,437	31,454,823	-	-	14,413,702	57,806,291
2014	11,884,427	2,298	618,497	470,375	-	-	12,644,224	25,619,821
2015	12,303,104	3,588	589,862	343,590	-	-	11,983,461	25,223,605
2016	12,428,600	-	385,900	258,700	-	-	12,331,700	25,404,900
2017	12,859,500	-	438,800	908,900	-	-	11,328,800	25,536,000

NOTES:

Actual revenues for Fiscal Years 2008 through 2015. Budgeted resources for 2016 and 2017.

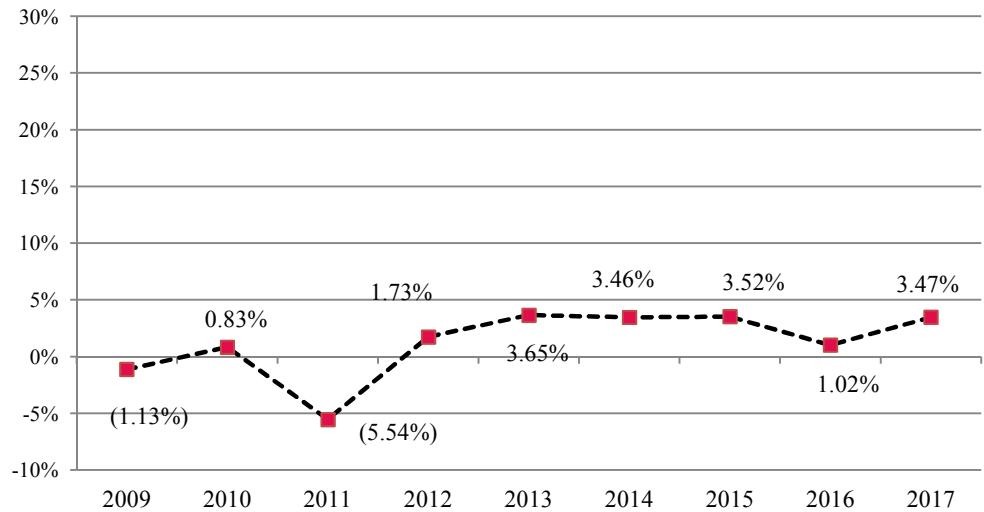
Debt Service: In FY 2012-13, the City issued bonds in the amount of \$27,400,000 to refund the 2003 Water Revenue Bonds.

Transfers In: Intrafund transfers have been eliminated from all years in the table above.

WATER SERVICE CHARGE REVENUES, ANNUAL PERCENTAGE CHANGE

Nine Fiscal Years

Fiscal Year	Annual % Change
2009	(1.13%)
2010	0.83%
2011	(5.54%)
2012	1.73%
2013	3.65%
2014	3.46%
2015	3.52%
2016	1.02%
2017	3.47%



WATER FUND REQUIREMENTS

Ten Fiscal Years

Fiscal Year	Operating Expenditures	Capital	Transfers Out	Debt Service	Totals
2008	\$ 7,656,359	\$ 4,796,032	\$ 352,000	\$ 3,883,452	\$ 16,687,843
2009	7,390,298	3,564,537	428,874	3,849,683	15,233,392
2010	7,499,726	3,171,286	1,025,228	3,835,479	15,531,719
2011	7,120,915	2,310,797	460,477	2,655,032	12,547,221
2012	6,886,842	2,427,261	752,213	2,526,748	12,593,064
2013	7,842,307	3,804,694	958,384	33,001,945	45,607,330
2014	7,364,431	3,097,379	1,639,685	1,967,064	14,068,559
2015	7,378,980	1,343,752	905,570	1,928,194	11,556,496
2016	8,442,100	11,840,000	1,009,900	3,531,600	24,823,600
2017	9,052,200	11,365,300	1,043,400	3,533,400	24,994,300

NOTES:

Actual revenues for Fiscal Years 2008 through 2015. Budgeted resources for 2016 and 2017.

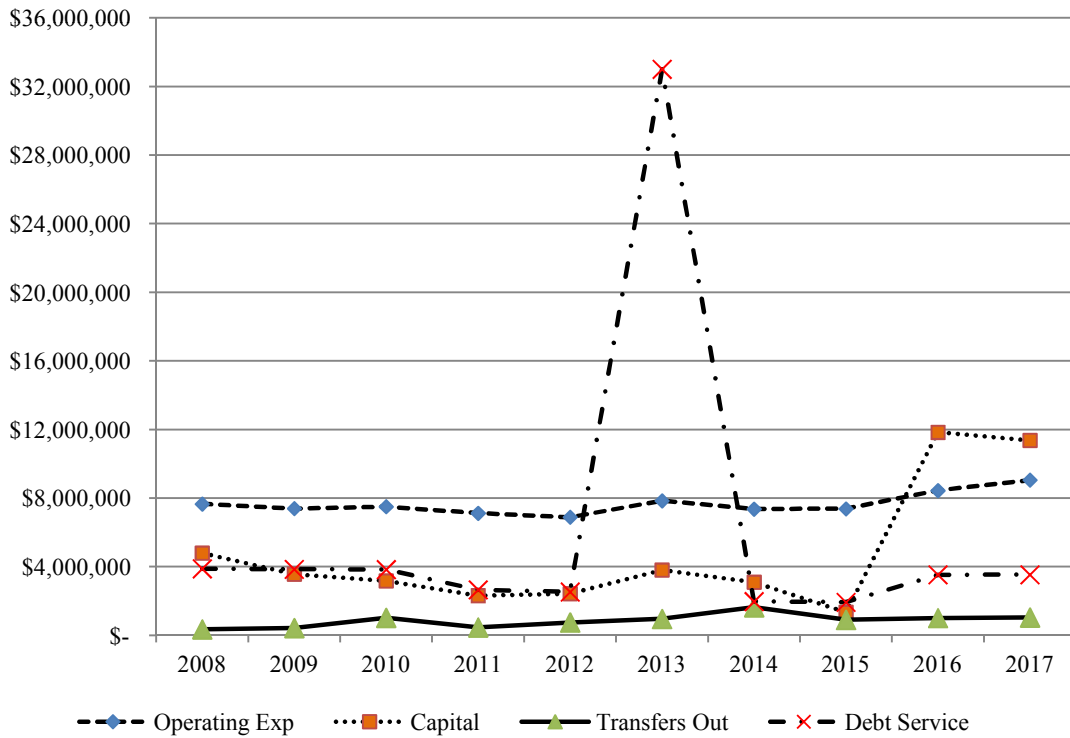
Operating Expenditures equal Personnel plus Materials & Services.

Debt Service: In FY 2012-13, the City issued bonds in the amount of \$27,400,000 to refund the 2003 Water Revenue Bonds.

Transfers Out: Intrafund transfers have been eliminated from all years in the table above.

EXPENDITURES/REQUIREMENTS

Ten Fiscal Years



WATER FUND
OPERATION AND MAINTENANCE COMBINED BUDGET

Detailed below are the resources used to fund operation and maintenance of the water system. Programs funded are Water Administration, Water Canal Maintenance, Vine Street Water Treatment Plant (WTP), Water Distribution, and Albany-Millersburg Water Treatment Plant (WTP). The resource items listed below are included in the Water Fund - Resource Detail presented earlier.

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Public Facility Construction Permit	\$ 18,651	\$ 54,640	\$ 10,000	\$ 10,000	\$ 10,000	-	0.09%
Water Service Installation Charge	122,909	106,547	60,000	60,000	60,000	-	0.57%
WComp Wage Subsidy Reimb	3,947	-	-	-	-	-	-
City of Lebanon	77,000	69,000	69,000	69,000	133,000	92.75%	1.26%
Hydropower Revenue	120,343	68,295	70,000	70,000	70,000	-	0.66%
Millersburg Service Charges	278,681	249,269	200,000	200,000	240,000	20.00%	2.27%
Dumbeck Water District	45,806	53,713	36,100	36,100	45,000	24.65%	0.43%
Albany Water Service Charges	7,236,245	7,189,952	8,554,700	8,554,700	8,929,100	4.38%	84.47%
Collection Agency Payments	10,137	14,960	7,500	7,500	7,500	-	0.07%
Miscellaneous Revenue	48,289	25,153	6,000	6,000	6,000	-	0.06%
Over & short	24	(349)	-	-	-	-	-
Interest	(947)	9,584	4,000	4,000	10,000	150.00%	0.09%
Total Current Resources	7,961,085	7,840,764	9,017,300	9,017,300	9,510,600	5.47%	89.97%
Beginning Balance	792,815	1,005,239	790,000	790,000	1,060,500	34.24%	10.03%
Total Resources	\$8,753,900	\$8,846,003	\$9,807,300	\$9,807,300	\$ 10,571,100	7.79%	100.00%

Adopted Requirements by Program and Type	Materials		Capital	Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
	Personnel	& Services					
Water Administration	\$ 156,000	\$3,632,300	\$ -	\$ 549,100	\$ 961,000	\$ 5,298,400	50.12%
Water Canal Maintenance	445,500	399,600	10,000	-	-	855,100	8.09%
Vine Street WTP	444,300	481,800	13,300	-	-	939,400	8.89%
Water Distribution	967,700	1,001,900	92,000	-	-	2,061,600	19.50%
Albany-Millersburg WTP	458,300	958,300	-	-	-	1,416,600	13.40%
Total Requirements	\$2,471,800	\$6,473,900	\$ 115,300	\$ 549,100	\$ 961,000	\$ 10,571,100	100.00%
Percent of Budget	23.39%	61.24%	1.09%	5.19%	9.09%	100.00%	

WATER FUND
DEBT SERVICE COMBINED BUDGET

Detailed below are the resources used to fund water system debt service. The Water Fund currently has one debt service program: Water Debt Service. The resource items listed below are included in the Water Fund - Resource Detail presented earlier.

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Property Taxes - Delinquent	\$ 2,298	\$ 3,588	\$ -	\$ -	\$ -	-	-
Albany Water Service Charges	1,452,800	1,545,900	1,500,300	1,500,300	1,503,700	0.23%	42.56%
Interest	21,456	4,256	1,600	1,600	3,000	87.50%	0.08%
Total Current Resources	1,476,554	1,553,744	1,501,900	1,501,900	1,506,700	0.32%	42.64%
From Water SDC-I	-	384,900	402,100	402,100	419,300	4.28%	11.87%
From: Water SDC-R	432,200	-	-	-	-	-	-
Total Transfers In	432,200	384,900	402,100	402,100	419,300	4.28%	11.87%
Reserved Beginning Balance	1,680,215	1,621,904	1,627,600	1,627,600	1,607,400	(1.24%)	45.49%
Total Resources	\$ 3,588,969	\$ 3,560,548	\$3,531,600	\$3,531,600	\$3,533,400	0.05%	100.00%

Adopted Requirements by Program and Type	Debt Service	Adopted Budget	% of Fund Budget
Water Debt Service	\$3,533,400	\$ 3,533,400	100.00%
Total Requirements	\$3,533,400	\$ 3,533,400	100.00%
Percent of Budget	100.00%	100.00%	

Adopted Budget Detail of Debt Service	Final Maturity	Principal	Interest	Debt Reserve	Adopted Budget
2004 Water Revenue Bonds	08/01/2033	975,000	958,400	1,600,000	3,533,400
Totals		\$ 975,000	\$ 958,400	\$ 1,600,000	\$ 3,533,400

WATER FUND
CAPITAL AND ECONOMIC DEVELOPMENT COMBINED BUDGET

Detailed below are the resources used to fund water system capital projects and economic development. Programs funded are Water SDC Improvement Fee Projects, Water SDC Reimbursement Fee Projects, 2003 Water Bond Projects, Water Capital: Canal, Water System Capital Projects, Water Economic Development, North Albany Water Capital Projects, and Water Equipment Replacement. The resource items listed below are included in the Water Fund - Resource Detail presented earlier.

Resources		2015-16.....		2016-17 Adopted Budget	% Change from 2015-16	% of Fund Budget
	2013-14 Actual	2014-15 Actual	Adopted Budget	Revised Budget			
Water SDC: Principal	\$ 15,965	\$ 23,544	\$ 700	\$ 700	\$ 3,500	400.00%	0.03%
Water SDC: Interest	1,404	599	500	500	300	(40.00%)	-
Water Connection Fees	78,189	22,202	15,000	15,000	15,000	-	0.13%
Water SDC	381,379	382,329	299,700	299,700	350,000	16.78%	2.95%
City of Lebanon	-	8,000	8,000	8,000	500,000	6,150.00%	4.22%
Dumbeck Water District	12,014	12,014	12,000	12,000	12,000	-	0.10%
Albany Water Service Charges	2,626,700	3,059,700	1,936,600	1,936,600	1,939,100	0.13%	16.36%
Capital Charges	101,700	109,300	111,400	111,400	113,100	1.53%	0.95%
Equipment Replacement Charges	176,900	174,000	146,400	146,400	215,600	47.27%	1.82%
Miscellaneous Revenue	78,670	121	-	-	-	-	-
Interest	65,037	53,825	23,700	23,700	41,300	74.26%	0.35%
Total Current Resources	3,537,958	3,845,634	2,554,000	2,554,000	3,189,900	24.90%	26.92%
From Water Capital: Canal	-	-	-	-	-	-	-
Total Transfers In	-	-	-	-	-	-	-
Beginning Balance	10,171,194	9,356,318	9,914,100	9,914,100	8,660,900	(12.64%)	73.08%
Total Resources	\$13,709,152	\$13,201,952	\$12,468,100	\$12,468,100	\$11,850,800	(4.95%)	100.00%

Adopted Requirements by Program and Type	Materials & Services		Capital	Transfers Out	Adopted Budget	% of Fund Budget
Water SDC Improvement Fee Projects	\$ -	\$ 23,500	\$ 419,300	\$ 442,800	3.75%	
Water SDC Reimbursement Fee Projects	-	1,056,900	-	1,056,900	8.92%	
Water System Capital Projects	106,500	7,603,700	75,000	7,785,200	65.69%	
Water Economic Development	-	625,000	-	625,000	5.27%	
N. Albany Water Capital Projects	-	678,200	-	678,200	5.72%	
Water Equipment Replacement	-	1,262,700	-	1,262,700	10.65%	
Total Requirements	\$ 106,500	\$11,250,000	\$ 494,300	\$11,850,800	100.00%	
Percent of Budget	0.90%	94.93%	4.17%	100.00%		

WATER FUND
SUMMARY OF CAPITAL REQUIREMENTS AND CAPITAL RESERVES - FISCAL YEAR 2016-17

Project Description	Totals	Water Canal Maint	Vine Street Treatment Plant	Water Distribution	Water SDC Improv Fee Projects
Capital Equipment	\$ 730,300	\$ 10,000	13,300	\$ 92,000	\$ -
WC-13-01 Canal Diversion Structures	190,000	-	-	-	-
WL-16-01 Crocker LID Waterline	562,000	-	-	-	-
WC-16-01 CZ Gates Improvements	500,000	-	-	-	-
WL-16-04 Meadow Wood Water Line	400,000	-	-	-	-
WL-16-03 Fire Line Backflow Install	125,000	-	-	-	-
WC-16-03 Canal Bank Repair Goltra	110,000	-	-	-	-
WL-17-01 CARA Water Line Imp	546,500	-	-	-	-
WL-17-02 Industrial Way Water Line	340,500	-	-	-	-
WL-17-03 Oak Street WL 34th-38th	231,000	-	-	-	-
WC-17-03 Canal Bank Repair 4th-5th	450,000	-	-	-	-
WL-17-04 Seismic Valves	150,000	-	-	-	-
WC-17-01 Raised Canal Embankment	150,000	-	-	-	-
WC-17-02 Canal Head Gate Actuator	40,000	-	-	-	-
WTP-15-02 AM WTP Chemical Tank Rehab	180,000	-	-	-	-
WTP-16-01 Vine St WTP Elec Clearwell	200,000	-	-	-	-
WTP-17-01 Ponds Imp	328,000	-	-	-	-
WTP-17-02 Vine WTP Imp	310,000	-	-	-	-
W-12-02 AM WTP Sand Removal	524,000	-	-	-	-
Project Totals	6,067,300	10,000	13,300	92,000	-
Reserve: Pipe Over-sizing	10,000	-	-	-	10,000
Reserve: Connection Fees	187,900	-	-	-	-
Reserve: Equipment Replacement	647,700	-	-	-	-
Reserve: Capital Projects	4,452,400	-	-	-	13,500
Total Reserves	5,298,000	-	-	-	23,500
Grand Totals	\$ 11,365,300	\$ 10,000	\$ 13,300	\$ 92,000	\$ 23,500

Water SDC Reimburse Fee Projects	Water System Capital Projects	Water Economic Development	N Albany Water Capital Projects	Water Equipment Replacement	Project Description
\$ -	\$ -	\$ -	\$ -	\$ 615,000	Capital Equipment
-	190,000	-	-	-	WC-13-01 Canal Diversion Structures
-	562,000	-	-	-	WL-16-01 Crocker LID Waterline
-	500,000	-	-	-	WC-16-01 CZ Gates Improvements
-	400,000	-	-	-	WL-16-04 Meadow Wood Water Line
-	-	125,000	-	-	WL-16-03 Fire Line Backflow Install
-	110,000	-	-	-	WC-16-03 Canal Bank Repair Goltra
-	546,500	-	-	-	WL-17-01 CARA Water Line Imp
-	340,500	-	-	-	WL-17-02 Industrial Way Water Line
-	231,000	-	-	-	WL-17-03 Oak Street WL 34th-38th
450,000	-	-	-	-	WC-17-03 Canal Bank Repair 4th-5th
-	150,000	-	-	-	WL-17-04 Seismic Valves
-	150,000	-	-	-	WC-17-01 Raised Canal Embankment
-	40,000	-	-	-	WC-17-02 Canal Head Gate Actuator
-	180,000	-	-	-	WTP-15-02 AM WTP Chemical Tank Rehab
-	200,000	-	-	-	WTP-16-01 Vine St WTP Elec Clearwell
-	328,000	-	-	-	WTP-17-01 Ponds Imp
-	310,000	-	-	-	WTP-17-02 Vine WTP Imp
-	524,000	-	-	-	W-12-02 AM WTP Sand Removal
450,000	4,762,000	125,000	-	615,000	Project Totals
-	-	-	-	-	Reserve: Pipe Over-sizing
-	187,900	-	-	-	Reserve: Connection Fees
-	-	-	-	647,700	Reserve: Equipment Replacement
606,900	2,653,800	500,000	678,200	-	Reserve: Capital Projects
606,900	2,841,700	500,000	678,200	647,700	Total Reserves
\$ 1,056,900	\$ 7,603,700	\$ 625,000	\$ 678,200	\$ 1,262,700	Grand Totals

PROGRAM NARRATIVE

WATER FUND: PUBLIC WORKS, WATER ADMINISTRATION (615-50-2202)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director
 Jeff Blaine, P.E., Public Works Engineering and Community Development Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides funding for the Water Superintendent and the Public Works (PW) Internal Services fund, which includes charges for PW Administration, Operations Administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering.
- Maintains a sustainable funding plan for the utility.
- Pays in-lieu-of-franchise fees for the water utility.
- Maintains 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 2015-2016			
Effective Government	06/16	Completed	<ul style="list-style-type: none"> • Complete development of a new Intergovernmental Agreement (IGA) with Lebanon for uses and costs on the canal.
	06/16	In Progress	<ul style="list-style-type: none"> • Complete perfection of additional water rights.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Complete perfection of additional water rights.

STAFFING SUMMARY

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Budgeted FTEs	1.00	1.00	1.00	1.00

615: Water
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2202: Water Administration

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	107,195	120,154	152,700	152,700	156,000	2.16 %
Materials & Services	2,267,854	2,219,175	2,555,400	2,555,400	3,632,300	42.14 %
Transfers Out	500,505	520,670	532,800	532,800	549,100	3.06 %
Contingencies	-	-	983,400	983,400	961,000	(2.28)%
TOTAL EXPENDITURES	2,875,554	2,859,999	4,224,300	4,224,300	5,298,400	25.43 %

PROGRAM NARRATIVE

WATER FUND: CANAL MAINTENANCE (615-50-2204)

Responsible Manager/Title: Karen Kelley, Utility Superintendent - Water

Developed By: Jeff Kinney, Water Operations Supervisor

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 (WTP) and into the Calapooia River.
- Removes debris, performs vegetation and pest management, and routinely inspects and repairs bank condition to preserve bank stability.
- Complete comprehensive bank inspection of entire length of the canal within a five-year cycle.
- Operates hydro-electric generator to maximize revenue and comply with all relevant articles in the Federal Energy Regulatory Commission license.
- Controls and monitors flow and water levels to ensure adequate raw water supplies for Albany and Lebanon water treatment plants, hydro-electric facility, flow augmentation, and to control against flooding.
- Performs semi-annual raw water sampling to monitor for potential contaminants in the Canal.
- Monitors and collects data from Canal gauging stations.
- Perform quarterly inspections for penstock, tainter gate, level sensors, crest gates, and Supervisory Control and Data Acquisition (SCADA) alarms.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Effective Government	06/16	In Progress	• Fully utilize the 190 cubic feet per second water right for hydro-power.
Safe City	06/16	In Progress	• Complete recommended actions, scheduled during budget year, as identified in Canal Emergency Action Plan, Dam Safety Inspections, and the Part 12D study.
Budget Year 2016-2017			
Effective Government	12/16		• Develop and implement a training program for crew and contractors that work in and around the canal.
Safe City	06/17		• Develop standard operating procedures for headgate operation and flow control structures to relieve excess flows in high-flow events.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Percent of time water levels/flow are managed to ensure an adequate supply of water to the Vine Street WTP.	100%	100%	100%	100%
Number of excursions to the Article 404 flow compliance plan for the year. Goal = 0.	0	0	0	0
Number of excursions to the Article 416 slough flow compliance plan. Goal = 0.	0	2	0	0
Number of miles of brush cleared to stabilize banks and provide sight distance.	2	2	2	2
During Hydropower production, average monthly kWh produced. Goal = 100,000.	181,000	111,560	245,000	100,000
Days per year the hydro-electric generator is in operation. Goal = 250.	225	102	130	220

STAFFING SUMMARY

Budgeted FTEs	3.00	3.50	3.50	3.50
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615: Water
50: Public Works

CITY OF ALBANY, OREGON
PROG 2204: Water Canal Maintenance

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	339,415	398,827	439,500	439,500	445,500	1.37 %
Materials & Services	434,751	350,458	433,100	433,100	399,600	(7.73)%
Capital	-	-	-	-	10,000	- %
TOTAL EXPENDITURES	774,166	749,285	872,600	872,600	855,100	(2.01)%

PROGRAM NARRATIVE

WATER FUND: VINE STREET WATER TREATMENT PLANT (615-50-2205)

Responsible Manager/Title: Karen Kelley, Utility Superintendent - Water

Developed by: John Adams, Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This program funds the operation and maintenance of the Vine Street Water Treatment Plant (Vine WTP).
- The Vine Street Water Treatment Plant provides water to residential, commercial, and industrial customers in Albany and Millersburg in conjunction with the Albany-Millersburg Water Treatment Plant (A-M WTP).
- The plant has a current operating capacity of 14.5 million gallons per day, and is operated approximately 8 hours per day, 365 days per year to meet peak demand requirements including pressure, flow, and storage, as well as maintain filter readiness.
- Plant operators 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 Safe Drinking Water Act and Oregon Drinking Water Quality Act while managing efficient use of facility infrastructure and resources.
- Plant operators are responsible for responding to emergency situations in ways that protect public health and safety as well as facility infrastructure.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government Safe City	10/15	Completed	<ul style="list-style-type: none"> • Develop and implement State-approved sampling plan for Round 2 of LT2 Cryptosporidium sampling.
Effective Government	12/15	In Progress	<ul style="list-style-type: none"> • Develop and implement an Energy Consumption Reduction Plan.
Budget Year 2016-2017			
Safe City	12/16		<ul style="list-style-type: none"> • Develop a chemical and water storage tank management plan.
Safe City Effective Government	12/16		<ul style="list-style-type: none"> • Complete entry of plant equipment into Computerized Maintenance Management System (CMMS) and process work orders through CMMS.
Effective Government	06/17		<ul style="list-style-type: none"> • Implement the Energy Consumption Reduction Plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Water treated annually (millions of gallons).	325	383	599	605
Peak demand in million gallons per day.	5.8	3.6	4.6	5.0
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%
Percent energy consumption reduced after plan implementation.	n/a	n/a	n/a	5%
Percent of preventative maintenance tasks tracked through CMMS after plan implementation.	n/a	n/a	100%	100%

STAFFING SUMMARY

Budgeted FTEs	2.75	3.25	3.25	4.00 *
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*FTE split between Vine WTP and A-M WTP

615: Water
50: Public Works

CITY OF ALBANY, OREGON
PROG 2205: Vine Street Water Treatment Plant

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	259,926	307,733	345,200	345,200	444,300	28.71 %
Materials & Services	553,303	566,229	623,000	623,000	481,800	(22.66)%
TOTAL EXPENDITURES	813,229	873,962	968,200	968,200	939,400	(2.97)%

PROGRAM NARRATIVE

WATER FUND: WATER DISTRIBUTION (615-50-2206)

Responsible Manager/Title: Karen Kelley, Utility Superintendent - Water

Developed By: Jeff Kinney, Water Operations Supervisor

FUNCTIONS AND RESPONSIBILITIES

- Operate and maintain the water distribution systems for the cities of Albany and Millersburg and the Dumbeck Lane Water District to assure adequate water pressure, flow, and quality. This includes a network of 283 miles of water mains, 7,703 valves, 1,975 fire hydrants, 18,123 meters, 89 large meters (3-inch or greater), 9 reservoirs, 6 pump stations, and 49 water quality sample stations.
- Perform perpetual meter maintenance of all small meters; changing out all meters more than 20 years old.
- Ensure compliance with all Federal Safe Drinking Water Act and Oregon Drinking Water Quality Act Rules and Regulations.
- Maintain water system flushing, fire hydrant maintenance, valve survey and exercising, water service installation, repair, and replacement, and cross-connection programs.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	12/15	In Progress	<ul style="list-style-type: none"> • Develop and implement an Energy Consumption Reduction Plan.
Safe City	06/16	Completed	<ul style="list-style-type: none"> • Develop a unidirectional flushing pilot project to evaluate effects on disinfection by-product formation.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Implement the Energy Consumption Reduction Plan.
	06/17		<ul style="list-style-type: none"> • Develop and implement an Asbestos Cement (AC) pipe replacement program.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Number of miles of pipe maintained.	282.5	278	283	283
Number of leaks reported.	86	159	70	76
Percent of leaks repaired within 1 week of reporting.	75%	95%	100%	100%
Percent of out-of-service fire hydrants returned to service within 36 hours.	78%	98%	100%	100%
Percent of new meters installed within 48 hours of receipt of permit.	100%	100%	100%	100%
Percent energy consumption reduced after plan implementation.	n/a	n/a	n/a	5%

STAFFING SUMMARY

Budgeted FTEs	9.50	9.00	9.00	9.00
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615: Water
50: Public Works

CITY OF ALBANY, OREGON
PROG 2206: Water Distribution

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	801,450	851,011	964,500	964,500	967,700	0.33 %
Materials & Services	1,060,801	999,774	1,126,000	1,126,000	1,001,900	(11.02)%
Capital	8,984	-	33,000	33,000	92,000	178.79 %
TOTAL EXPENDITURES	1,871,235	1,850,785	2,123,500	2,123,500	2,061,600	(2.91)%

PROGRAM NARRATIVE

WATER FUND: ALBANY-MILLERSBURG WATER TREATMENT PLANT (615-50-2207)

Responsible Manager/Title: Karen Kelley, Utility Superintendent - Water

Developed by: John Adams, Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This program funds the operation and maintenance of the Albany-Millersburg Water Treatment Plant.
- The Albany-Millersburg Water Treatment Plant provides water to residential, commercial, and industrial customers in Albany and Millersburg in conjunction with the Vine Street Water Treatment Plant.
- The plant has a current operating capacity of 12 million gallons per day, and is operated 24 hours per day, 365 days per year to meet peak demand requirements including pressure, flow, and storage.
- Plant operators 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 Safe Drinking Water Act and Oregon Drinking Water Quality Act while managing efficient use of facility infrastructure and resources.
- Plant operators are responsible for responding to emergency situations in ways that protect public health and safety as well as facility infrastructure.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government Safe City	07/15	In Progress	<ul style="list-style-type: none"> • Develop and implement a membrane replacement program.
	10/15	Completed	<ul style="list-style-type: none"> • Implement State-approved sampling plan for Round 2 of Long Term 2 Enhanced Surface Water Treatment Rule (LT2 rule) for Cryptosporidium sampling.
Effective Government	12/15	In Progress	<ul style="list-style-type: none"> • Develop and implement an Energy Consumption Reduction Plan.
Budget Year 2016-2017			
Effective Government Safe City	12/16		<ul style="list-style-type: none"> • Develop a chemical and water storage tank management plan.
	06/17		<ul style="list-style-type: none"> • Implement the Energy Consumption Reduction Plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Water treated annually (millions of gallons).	2,355	2,470	2,069	2,080
Peak demand in million gallons per day.	12.5	11.1	9.7	10.0
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%
Percent energy consumption reduced after plan implementation.	n/a	n/a	n/a	5%
Percent of preventative maintenance tasks tracked through CarteGraph Maintenance Management Software (CMMS) after plan implementation.	n/a	n/a	100%	100%

STAFFING SUMMARY

Budgeted FTEs	4.75	4.75	4.75	4.00 *
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*FTE split between A-M WTP and Vine WTP

615: Water
50: Public Works

CITY OF ALBANY, OREGON
PROG 2207: Albany-Millersburg WTP

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	509,747	419,538	534,700	534,700	458,300	(14.29)%
Materials & Services	904,733	1,049,648	1,061,500	1,061,500	958,300	(9.72)%
Capital	-	-	22,500	22,500	-	(100.00)%
TOTAL EXPENDITURES	1,414,480	1,469,186	1,618,700	1,618,700	1,416,600	(12.49)%

PROGRAM NARRATIVE

WATER FUND: WATER SDC IMPROVEMENT FEE PROJECTS (615-50-2300)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program is dedicated to funding eligible, capacity-increasing projects that are a direct result of new growth and development. Revenues are received from Water System Development Charges (SDCs).
- Provide over-sizing component funding for City projects constructed by development projects.
- Identify and complete capacity-increasing improvements necessary to support economic development and future growth.
- The current SDC for the water system is \$2,435 for a single-family residence with a 3/4-inch meter (effective July 2015). This program receives \$2,086 of the fee.
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDCs. This budget complies with that legislation.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Effective Government	06/16	Completed	<ul style="list-style-type: none">• Provide funding for SDC component of debt service.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none">• Build reserves for future capital projects.

615: Water
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2300: Water SDC Improvement Fee Projects

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Licenses and Fees	331,217	316,848	257,000	257,000	300,600	16.96 %
Investment Income	3,888	1,857	1,500	1,500	700	(53.33)%
Beginning Balance	711,757	341,920	193,900	193,900	141,500	(27.02)%
TOTAL REVENUES	1,046,862	660,625	452,400	452,400	442,800	(2.12)%
EXPENDITURES						
Capital	704,941	4,161	50,300	50,300	23,500	(53.28)%
Transfers Out	-	384,900	402,100	402,100	419,300	4.28 %
TOTAL EXPENDITURES	704,941	389,061	452,400	452,400	442,800	(2.12)%
Prog 2300: Water SDC Improvement Fee Projects						
Revenues less Expenditures	341,921	271,564	-	-	-	

PROGRAM NARRATIVE

WATER FUND: WATER SDC REIMBURSEMENT FEE PROJECTS (615-50-2301)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Revenues are received from System Development Charges (SDCs). These revenues reimburse the City for past investments in capacity-increasing projects identified in the City's adopted water SDC methodology.
- The current SDC for the water system is \$2,435 for a single-family residence with a 3/4-inch meter (effective July 2015). This program receives \$349 of the fee.
- Funding provided through this program is used to complete capital projects within the water system.
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDCs effective July 1, 1991. This budget was created 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 2015-2016			
Effective Government	06/16	Completed	<ul style="list-style-type: none">• Build reserves for future capital projects.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none">• Construct WC-17-03, Santiam-Albany Canal Bank Repair: 4th to 5th Avenues.

615: Water
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2301: Water SDC Reimbursement Fee Projects

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Licenses and Fees	67,531	89,624	43,900	43,900	53,200	21.18 %
Charges for Services	12,014	12,014	12,000	12,000	12,000	- %
Investment Income	5,221	4,787	4,600	4,600	4,900	6.52 %
Beginning Balance	1,163,508	816,074	926,800	926,800	986,800	6.47 %
TOTAL REVENUES	1,248,274	922,499	987,300	987,300	1,056,900	7.05 %
EXPENDITURES						
Capital	-	-	987,300	987,300	1,056,900	7.05 %
Transfers Out	432,200	-	-	-	-	- %
TOTAL EXPENDITURES	432,200	-	987,300	987,300	1,056,900	7.05 %
Prog 2301: Water SDC Reimbursement Fee Projects						
Revenues less Expenditures	816,074	922,499	-	-	-	

PROGRAM NARRATIVE

WATER FUND: WATER DEBT SERVICE (615-50-2305)

Responsible Manager/Title: Jeff Babbitt, Public Works Business Manager

FUNCTIONS AND RESPONSIBILITIES

- This program provides for the principal and interest payments on City of Albany Water Revenue Bonds.

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016-2017	975,000	958,394	1,933,394
2017-2018	1,020,000	918,494	1,938,494
2018-2019	1,060,000	876,894	1,936,894
2019-2020	1,100,000	833,694	1,933,694
2020-2021	1,140,000	783,194	1,923,194
2021-2022	1,195,000	730,794	1,925,794
2022-2023	1,240,000	682,094	1,922,094
2023-2024	1,290,000	631,494	1,921,494
2024-2025	1,345,000	572,069	1,917,069
2025-2026	1,420,000	502,944	1,922,944
2026-2027	1,500,000	437,444	1,937,444
2027-2028	1,560,000	376,244	1,936,244
2028-2029	1,625,000	312,544	1,937,544
2029-2030	1,705,000	254,469	1,959,469
2030-2031	1,760,000	202,494	1,962,494
2031-2032	1,815,000	147,734	1,962,734
2032-2033	1,875,000	90,078	1,965,078
2033-2034	1,945,000	30,391	1,975,391
Totals	\$ 25,570,000	\$ 9,341,460	\$ 34,911,460

DEBT SUMMARY

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
2013	\$ 28,405,000	\$ 25,570,000	\$ 1,100,000
Totals	\$ 28,405,000	\$ 25,570,000	\$ 1,100,000

615: Water
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2305: Water Debt Service

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Property Taxes	2,298	3,588	-	-	-	- %
Charges for Services	1,452,800	1,545,900	1,500,300	1,500,300	1,503,700	0.23 %
Miscellaneous Revenue	-	-	-	-	-	- %
Investment Income	21,456	4,256	1,600	1,600	3,000	87.50 %
Transfers In	432,200	384,900	402,100	402,100	419,300	4.28 %
Dedicated Beginning Balance	1,680,215	1,621,904	1,627,600	1,627,600	1,607,400	(1.24)%
TOTAL REVENUES	3,588,969	3,560,548	3,531,600	3,531,600	3,533,400	0.05 %
EXPENDITURES						
Materials & Services	-	-	-	-	-	- %
Debt Service	1,967,064	1,928,194	3,531,600	3,531,600	3,533,400	0.05 %
TOTAL EXPENDITURES	1,967,064	1,928,194	3,531,600	3,531,600	3,533,400	0.05 %
Prog 2305: Water Debt Service						
Revenues less Expenditures	1,621,905	1,632,354	-	-	-	

PROGRAM NARRATIVE
WATER FUND: WATER SYSTEM CAPITAL PROJECTS (615-50-2308)
Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program provides only limited funding to repair, replace, or upgrade facilities, equipment, and accessories to maintain the design capacity of the existing Water Treatment Plants (WTP), reservoirs, and distribution system.
- Identify and complete capacity increasing improvements necessary to support economic development and future growth.
- Funding provided through this program 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

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Safe City	10/15	Completed	<ul style="list-style-type: none"> • Construct WL-12-02, Broadway Transmission Main Phase II.
	10/15	Completed	<ul style="list-style-type: none"> • Construct WL-14-04, Zone 1 Dist. Projects (Phase 1).
	06/16	In Progress	<ul style="list-style-type: none"> • Construct WC-13-01, Canal Diversion Structures.
	06/16	Completed	<ul style="list-style-type: none"> • Construct WTP-14-01, Vine Street WTP LT2 Improvements.
	06/16	Completed	<ul style="list-style-type: none"> • Construct WL-15-01, Davidson Street: 8th to Santiam Waterline Replacement.
	06/16	Completed	<ul style="list-style-type: none"> • Construct WL-15-04, College Park Drive, Pacific Blvd. to East End Waterline Replacement.
	06/16	Completed	<ul style="list-style-type: none"> • Construct WTP-15-01, Maple Street Pump Station Electrical Improvements.
	06/16	In Progress	<ul style="list-style-type: none"> • Construct WC-16-01, CZ Gates Improvements.
	06/16	In Progress	<ul style="list-style-type: none"> • Construct WTP-16-01, Vine St. WTP electrical and clearwell repairs.
Budget Year 2016-2017			
Safe City	06/17		<ul style="list-style-type: none"> • Construct WC-16-01, CZ Gates Improvements.
	06/17		<ul style="list-style-type: none"> • Construct WL-17-01, CARA Water Line Improvements.
	06/17		<ul style="list-style-type: none"> • Construct WL-17-02, Industrial Way Water Line.
	06/17		<ul style="list-style-type: none"> • Construct WL-17-03, Oak Street Water Line – 34th to 38th.
	06/17		<ul style="list-style-type: none"> • Construct WTP-17-01, Vine WTP Improvements.
	06/17		<ul style="list-style-type: none"> • Construct WTP-17-02, Backwash Ponds Improvements.
	06/17		

PROG 2308: Water System Capital Projects

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Licenses and Fees	78,189	22,202	15,000	15,000	15,000	- %
Intergovernmental Revenue	-	8,000	8,000	8,000	500,000	6,150.00 %
Charges for Services	2,626,700	3,059,700	1,936,600	1,936,600	1,867,100	(3.59)%
Miscellaneous Revenue	300	121	-	-	-	- %
Investment Income	43,844	35,522	10,000	10,000	26,900	169.00 %
Transfers In	-	-	-	-	-	- %
Beginning Balance	6,481,313	6,098,014	6,655,100	6,655,100	5,376,200	(19.22)%
TOTAL REVENUES	9,230,346	9,223,559	8,624,700	8,624,700	7,785,200	(9.73)%
EXPENDITURES						
Materials & Services	125,258	96,432	206,500	206,500	106,500	(48.43)%
Capital	2,350,726	1,089,488	8,343,200	8,343,200	7,603,700	(8.86)%
Transfers Out	656,348	-	75,000	75,000	75,000	- %
TOTAL EXPENDITURES	3,132,332	1,185,920	8,624,700	8,624,700	7,785,200	(9.73)%
Prog 2308: Water System Capital Projects						
Revenues less Expenditures	6,098,014	8,037,639	-	-	-	

PROGRAM NARRATIVE

WATER FUND: WATER ECONOMIC DEVELOPMENT (615-50-2309)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program annually receives up to \$100,000 from service charges to help fund economic development-related capital projects as approved by the City Council.
- Fund balance for this program will be capped at \$500,000.
- Council authorization to annually fund this program began in Fiscal Year 2003-2004.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Effective Government	06/16	Completed	<ul style="list-style-type: none">• Build reserves for future projects.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none">• Build reserves for future projects.

615: Water
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2309: Water Economic Development

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	-	-	-	-	72,000	- %
Investment Income	3,997	3,119	2,900	2,900	2,100	(27.59)%
Beginning Balance	616,654	570,019	572,900	572,900	550,900	(3.84)%
TOTAL REVENUES	620,651	573,138	575,800	575,800	625,000	8.54 %
EXPENDITURES						
Capital	-	-	575,800	575,800	625,000	8.54 %
Transfers Out	50,632	-	-	-	-	- %
TOTAL EXPENDITURES	50,632	-	575,800	575,800	625,000	8.54 %
Prog 2309: Water Economic Development						
Revenues less Expenditures	570,019	573,138	-	-	-	

PROGRAM NARRATIVE

WATER FUND: NORTH ALBANY WATER CAPITAL PROJECTS (615-50-2310)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program receives revenue (\$23.10 per month per customer) from water customers outside the city limits in North Albany. Currently there are 402 meters in this program.
- Revenues received in this program 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 2015-2016			
Safe City	06/16	Completed	<ul style="list-style-type: none">• Build reserves for future capital projects.
Budget Year 2016-2017			
Safe City	06/17		<ul style="list-style-type: none">• Build reserves for future capital projects.

615: Water
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2310: N. Albany Water Capital Projects

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	101,700	109,300	111,400	111,400	113,100	1.53 %
Investment Income	3,200	2,714	2,200	2,200	2,700	22.73 %
Beginning Balance	463,858	536,030	445,000	445,000	562,400	26.38 %
TOTAL REVENUES	568,758	648,044	558,600	558,600	678,200	21.41 %
EXPENDITURES						
Capital	32,728	199,249	558,600	558,600	678,200	21.41 %
TOTAL EXPENDITURES	32,728	199,249	558,600	558,600	678,200	21.41 %
Prog 2310: N. Albany Water Capital Projects						
Revenues less Expenditures	536,030	448,795	-	-	-	

PROGRAM NARRATIVE

WATER FUND: PUBLIC WORKS, WATER EQUIPMENT REPLACEMENT (615-50-2311)

Responsible Manager/Title: Jeff Babbitt, Public Works Business Manager

FUNCTIONS AND RESPONSIBILITIES

- This program 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

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	06/16	Completed	<ul style="list-style-type: none"> • Receives revenues from other water fund budgets to fund future equipment replacement.
	06/16	Completed	<ul style="list-style-type: none"> • Purchase replacement filter membranes for the Albany-Millersburg Water Treatment Plant.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Receives revenues from other water fund budgets to fund future equipment replacement.
	06/17		<ul style="list-style-type: none"> • Purchase replacement filter membranes for the Albany-Millersburg Water Treatment Plant.
	06/17		<ul style="list-style-type: none"> • Replace Vehicle 947-03.
	06/17		<ul style="list-style-type: none"> • Replace Vehicle 950-01.

615: Water
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2311: Water Equipment Replacement

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	176,900	174,000	146,400	146,400	215,600	47.27 %
Miscellaneous Revenue	78,370	-	-	-	-	- %
Investment Income	4,888	5,827	2,500	2,500	4,000	60.00 %
Beginning Balance	734,105	994,262	1,120,400	1,120,400	1,043,100	(6.90)%
TOTAL REVENUES	994,263	1,174,089	1,269,300	1,269,300	1,262,700	(0.52)%
EXPENDITURES						
Materials & Services	-	-	-	-	-	- %
Capital	-	50,854	1,269,300	1,269,300	1,262,700	(0.52)%
TOTAL EXPENDITURES	-	50,854	1,269,300	1,269,300	1,262,700	(0.52)%
Prog 2311: Water Equipment Replacement						
Revenues less Expenditures	994,263	1,123,235	-	-	-	

**STORMWATER FUND
RESOURCE DETAIL**

Resources	2013-14	2014-152015-16.....		2016-17	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2015-16	Fund Budget
Storm Dr Plan Review/Insp Fees	\$ 15,628	\$ 6,729	\$ -	\$ -	\$ 5,000	-	0.43%
Stormwater Quality Permits	-	-	-	-	5,000	-	0.43%
Storm Drain Connection Fees	-	-	-	-	5,000	-	0.43%
EPSC Permit Fees	53,540	43,215	42,000	42,000	50,000	19.05%	4.32%
Stormwater Deferred Planting	-	-	-	-	5,000	-	0.43%
Stormwater In-Lieu-of Planting	-	-	-	-	5,000	-	0.43%
Equipment Replacement Charges	-	-	-	-	21,600	-	1.87%
Interest	-	-	-	-	800	-	0.07%
Total Current Resources	69,168	49,944	42,000	42,000	97,400	131.90%	8.41%
From Street Fund	-	-	-	-	206,700	-	17.87%
From Sewer Fund	-	-	-	-	696,000	-	60.16%
Total Transfers In	-	-	-	-	902,700	-	78.03%
Beginning Balance	-	-	-	-	156,800	-	13.56%
Total Resources	\$ 69,168	\$ 49,944	\$ 42,000	\$ 42,000	\$ 1,156,900	2,654.52%	100.00%

**STORMWATER FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Stormwater Operations	\$ -	\$ -	\$ -	\$ -	\$ 511,200	\$ 511,200	\$ 511,200
Stormwater Administration	-	-	-	-	451,500	451,500	451,500
Vine Street WTP	-	-	-	-	172,500	172,500	172,500
Stormwater Equipment Replacement	-	-	-	-	21,700	21,700	21,700
Total Requirements	\$ -	\$ -	\$ -	\$ -	\$ 1,156,900	\$ 1,156,900	\$ 1,156,900

Requirements by Type

Personnel	\$ -	\$ -	\$ -	\$ -	\$ 338,000	\$ 338,000	\$ 338,000
Materials & Services	-	-	-	-	570,400	570,400	570,400
Capital	-	-	-	-	194,200	194,200	194,200
Contingency	-	-	-	-	54,300	54,300	54,300
Total Requirements	\$ -	\$ -	\$ -	\$ -	\$ 1,156,900	\$ 1,156,900	\$ 1,156,900

**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Capital	Contin- gency	Adopted Budget	% of Fund Budget
Stormwater Operations	\$ 338,000	\$ 173,200	\$ -	\$ -	\$ 511,200	44.18%
Stormwater Administration	-	397,200	-	54,300	451,500	39.02%
Stormwater Capital	-	-	172,500	-	172,500	14.90%
Stormwater Equipment Replacement	-	-	21,700	-	21,700	1.88%
Total Requirements	\$ 338,000	\$ 570,400	\$ 194,200	\$ 54,300	\$ 1,156,900	100.00%
Percent of Fund Budget	29.22%	49.30%	16.79%	4.69%	100.00%	

PROGRAM NARRATIVE FORM

STORMWATER FUND: STORMWATER OPERATIONS (625-50-3003)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director

FUNCTIONS AND RESPONSIBILITIES

- Manage stormwater runoff to minimize impacts to private property and public infrastructure.
- Inspect, maintain, and repair stormwater infrastructure.
- Respond to storm events to control street flooding, place high water signs, and close streets as necessary.
- Inspect, maintain, and repair post-construction stormwater quality facilities.
- No personnel are assigned to this program. All work is performed by Wastewater Collections, Street Maintenance, and Water Quality Control staff.
- Respond to spills which may impact the stormwater system, including those affecting area streams and rivers.
- Ensure that National Pollutant Discharge Elimination System (NPDES) 1200-Z stormwater permit and Willamette Total Maximum Daily Load (TMDL) actions are implemented as required.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	12/15	Completed	<ul style="list-style-type: none"> • Develop an electronic work order system to track stormwater quality facility inspections and maintenance.
Effective Government Great Neighborhoods Safe City	12/15	Completed	<ul style="list-style-type: none"> • Deliver a series of informative stormwater program presentations to City Council.
Effective Government Safe City	06/16	Completed	<ul style="list-style-type: none"> • Implement a more efficient catch basin cleaning protocol based on sediment loading.
	06/16	In Progress	<ul style="list-style-type: none"> • Develop a sweeper debris recycling program.
Budget Year 2016-2017			
Safe City Effective Government	06/17		<ul style="list-style-type: none"> • Deliver a series of presentations to City Council about the development and implementation of a stormwater utility fee.
	06/17		<ul style="list-style-type: none"> • Update City website content regarding stormwater quality information and best management practices.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Miles of streets swept annually.	4,720	4,792	4,816	4,840
Pounds of debris removed by street sweeping (millions).	1.37	1.20	1.40	1.40
Miles of storm drain mainlines.	125	125	128	128
Percentage of storm drain mainlines cleaned.	3%	9%	9%	10%
Percentage of storm catch basins inspected/cleaned.	60%	34%	42%	50%
Number of after-hours stormwater callouts.	64	12	10	0

625: Stormwater
 50: Public Works

CITY OF ALBANY, OREGON
PROG 3003: Stormwater Operations

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	157,877	151,005	190,000	190,000	338,000	77.89 %
Materials & Services	406,845	383,388	410,600	410,600	173,200	(57.82)%
TOTAL EXPENDITURES	564,722	534,393	600,600	600,600	511,200	(14.89)%

PROGRAM NARRATIVE FORM

STORMWATER FUND: STORMWATER ADMINISTRATION (625-50-3004)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director
Jeff Blaine, P.E., Public Works Engineering and Community Development Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides funding for administration of the Stormwater fund and programs and the Public Works Internal Services fund, which includes Administration charges and charges for Operations Administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering.
 - Maintains the contingency for the Stormwater fund.
 - Maintains a sustainable funding plan for the utility.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Safe City	06/17		<ul style="list-style-type: none">• Deliver a series of presentations to City Council about the development and implementation of a stormwater utility fee.
Effective Government	06/17		<ul style="list-style-type: none">• Apply for National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Water Sewer System (MS4) permit in accordance with Department of Environmental Quality (DEQ) requirements.

625: Stormwater
 50: Public Works

CITY OF ALBANY, OREGON
PROG 3004: Stormwater Administration

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Materials & Services	-	-	-	-	397,200	- %
Contingencies	-	-	-	-	54,300	- %
TOTAL EXPENDITURES	-	-	-	-	451,500	- %

PROGRAM NARRATIVE

STORMWATER FUND: STORMWATER CAPITAL (625-50-3100)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Revenues are received from post-construction stormwater quality permit fees and other post-construction stormwater quality program activities.
 - Funding provided through this program is used for design review and construction inspection of developer-initiated post-construction stormwater quality facilities.
 - Complete landscaping requirements on facilities where the developer has funded City installation of plant materials.
 - Construct post-construction stormwater quality retrofit projects.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016 Effective Government	06/16	Completed	<ul style="list-style-type: none">• Build reserves for future projects.
Budget Year 2016-2017 Effective Government	06/17		<ul style="list-style-type: none">• Build reserves for future projects.

625: Stormwater
 50: Public Works

CITY OF ALBANY, OREGON
PROG 3100: Stormwater Capital

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Licenses and Fees	-	-	-	-	15,000	- %
Investment Income	-	-	-	-	700	- %
Beginning Balance	-	-	-	-	156,800	- %
TOTAL REVENUES	-	-	-	-	172,500	- %
EXPENDITURES						
Capital	-	-	124,700	124,700	172,500	38.33 %
TOTAL EXPENDITURES	-	-	124,700	124,700	172,500	38.33 %
Prog 3100: Stormwater Capital						
Revenues less Expenditures	-	-	(124,700)	(124,700)	-	

PROGRAM NARRATIVE

STORMWATER FUND: PUBLIC WORKS, STORMWATER EQUIPMENT REPLACEMENT (625-50-3101)

Responsible Manager/Title: Jeff Babbitt, Public Works Business Manager

FUNCTIONS AND RESPONSIBILITIES

- This program funds replacement of stormwater system equipment in accordance with an established depreciation and replacement schedule.
 - Receive revenues from other stormwater 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 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none">• Receive revenues from other stormwater fund budgets to fund future equipment replacement.

625: Stormwater
 50: Public Works

CITY OF ALBANY, OREGON
PROG 3101: Stormwater Equipment Replacement

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	%
						Change
REVENUES						
Charges for Services	-	-	-	-	21,600	- %
Investment Income	-	-	-	-	100	- %
TOTAL REVENUES	-	-	-	-	21,700	- %
EXPENDITURES						
Reserves	-	-	-	-	21,700	- %
TOTAL EXPENDITURES	-	-	-	-	21,700	- %
Prog 3101: Stormwater Equipment Replacement						
Revenues less Expenditures	-	-	-	-	-	



CITY OF
Albany

O R E G O N

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 Services Fund provides services to all City departments. Those services are provided by the following programs: City Council & Nondepartmental, City Manager's Office, Finance, Human Resources, Information Technology Services, Geographic Information Systems Services, Permit Tracking Services, and Building Maintenance.

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 number of personnel, current operating budget, pieces of information technology equipment, usage of the GIS and Permit Tracking systems, square footage, and age of City buildings.

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	14,754,100
Other Revenues	40,000
Investment Earnings	1,000
Beginning Balance	150,800
Total Resources	\$ 14,945,900

REQUIREMENTS

Personnel	11,171,500
Materials & Services	3,774,400
Total Requirements	\$ 14,945,900



CITY OF
Albany

O R E G O N

COST ALLOCATION METHODOLOGY FOR CENTRAL SERVICES FUND PROGRAMS

ADMINISTRATIVE SERVICES

Administrative Services includes four programs: City Council and Nondepartmental, City Manager's Office, Finance, and Human Resources. To calculate the amount of administrative charges to be allocated Citywide, the estimated budgets of the four programs are added together to determine the gross budget. Interest, miscellaneous revenues, and estimated beginning balance are subtracted from the gross budget to determine the net budget to allocate.

The net budgets for the four programs are divided into three cost centers: personnel, special assessments, and everything else. The total budget of the 'personnel' cost center is allocated Citywide based on employee full-time equivalents (FTE). The total budget of the 'special assessment' cost center is allocated to the funds which generate property assessments: Water, Sewer, Street, and Parks Funds. The 'everything else' cost center is allocated Citywide based on a fund's current year operating budget. The City does not allocate Central Services charges to the Grants, Risk Management, Public Safety Levy, Capital Replacement, Debt Service, Capital Projects, and Permanent Funds.

For Fiscal Year 2016-17, the net budget to allocate is \$3,374,300, and the operating budget allocation basis is \$79,313,400, making the administrative central service charge average \$0.0425 per \$1 of operating budget.

INFORMATION TECHNOLOGY (IT)

Information Technology Services is responsible for maintenance and support of the City's network infrastructure, business applications, telephone system, server room operations, database systems, systems security, backup and restore services, and hardware maintenance and replacement.

The first step in calculating IT Service charges is to prepare the estimated budget for the IT Services program and to prepare a list of all of the IT equipment, personal computers, laptop computers, and mobile data terminals it is responsible for servicing. The IT Services estimated budget is allocated as a Citywide service charge based on the number of pieces of equipment on the list. For Fiscal Year 2016-17, the net budget to allocate is \$1,450,700 and the total number of pieces of equipment in the allocation basis is 417, making the information technology charge \$3,479 per piece of equipment.

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

GIS Services coordinates the planning, implementation, and maintenance of the Citywide Geographic Information System. The GIS Services program provides mapping services, analysis, application development, GIS software, and GIS training to participating departments. The GIS Services estimated budget is reduced by GIS sales, interest earnings, and beginning balance to determine the amount to allocate. The net budget is distributed to using programs based on their estimated use of services. For Fiscal Year 2016-17, the GIS charges to using programs will be \$425,900.

PERMIT TRACKING

Permit Tracking is responsible for the day-to-day operation of the City's permit tracking software, including development, maintenance, and implementation of source code and documents required for generating permits and collecting fees. The Permit Tracking budget is reduced by estimated interest earnings and beginning balance to determine the net amount to allocate. The net budget is charged to using programs based on their estimated use of services. For Fiscal Year 2016-17, the Permit Tracking charges to using programs will be \$118,700.

BUILDING MAINTENANCE

Building Maintenance is responsible for providing in-house and contractual services for building maintenance, repair, and renovation of sixteen City facilities including City Hall, both libraries, four fire stations, the Police Station, and Parks, Airport, and Transit facilities. The estimated Building Maintenance budget is allocated based on a formula which considers a number of factors including square footage and age of the facility. For Fiscal Year 2016-17, the Building Maintenance charges to using programs will be \$761,300.

FISCAL YEAR SURPLUS/DEFICIT

At fiscal year end, any surplus, total revenues less total expenditures, will be refunded Citywide using the same allocation proportion as when initially charged. An allowance for the estimated beginning balance of the new fiscal year will be considered when determining the amount of the refund. In a deficit situation, significant additional charges would be approved and program expenditures appropriated by City Council action.

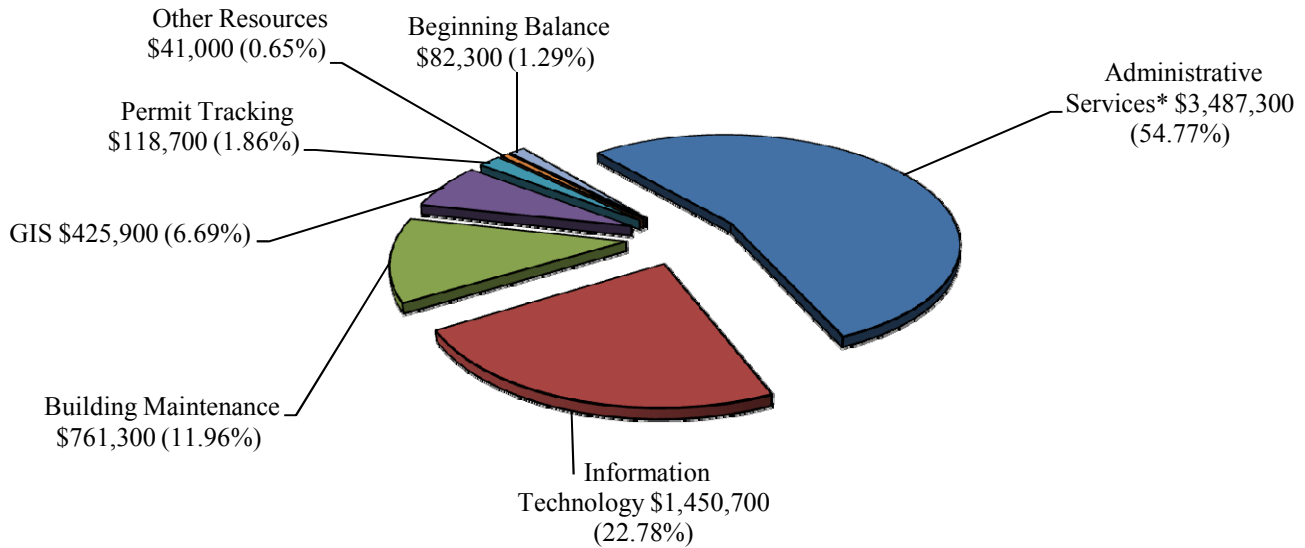
**CENTRAL SERVICES FUND
RESOURCE DETAIL**

Resources	2013-14 Actual	2014-15 Actual2015-16.....		2016-17 Adopted Budget	% Change from 2015-16	% of Fund Budget
			Adopted Budget	Revised Budget			
WComp Wage Subsidy Reimb	\$ 2,587	\$ -	\$ -	\$ -	\$ -	-	-
GIS Information Sales Revenue	95	145	-	-	-	-	-
Building Maintenance Charges	709,000	709,000	723,100	723,100	761,300	5.28%	11.96%
Administrative Services Charges	3,075,100	3,082,900	3,237,600	3,237,600	3,487,300	7.71%	54.77%
Information Technology Charges	1,222,166	1,366,200	1,438,900	1,438,900	1,450,700	0.82%	22.78%
GIS Services Charge	364,300	395,700	425,400	425,400	425,900	0.12%	6.69%
Permit Tracking Services Charge	86,300	116,900	116,600	116,600	118,700	1.80%	1.86%
Miscellaneous Revenue	41,516	47,510	40,000	40,000	40,000	-	0.63%
Interest	2,243	2,407	1,000	1,000	1,000	-	0.02%
Total Current Resources	5,503,307	5,720,762	5,982,600	5,982,600	6,284,900	5.05%	98.71%
From Economic Development	98,300	-	-	-	-	-	-
Total Transfers In	98,300	-	-	-	-	-	-
Beginning Balance	225,906	304,275	35,800	35,800	82,300	129.89%	1.29%
Total Resources	\$5,827,513	\$6,025,037	\$6,018,400	\$6,018,400	\$6,367,200	5.80%	100.00%

GIS - Geographic Information Systems

CENTRAL SERVICES FUND RESOURCES

Category Totals and Percent of Budget



* Council & Nondepartmental, City Manager's Office, Finance, and Human Resources

**CENTRAL SERVICES FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Finance Department	\$1,360,975	\$1,415,178	\$1,439,400	\$1,439,400	\$1,503,800	\$1,503,800	\$1,503,800
Council & Nondepartmental	246,550	205,829	220,900	220,900	211,700	211,700	211,700
City Manager's Office	1,028,720	901,955	869,700	869,700	862,500	862,500	862,500
IT Services	1,253,286	1,298,780	1,552,500	1,552,500	1,618,700	1,618,700	1,618,700
Human Resources	563,917	585,277	670,800	670,800	844,600	844,600	844,600
Facilities Maintenance	627,016	690,910	723,100	723,100	761,300	761,300	761,300
GIS Services	355,362	320,233	425,400	425,400	440,900	440,900	440,900
Permit Tracking	87,410	115,463	116,600	116,600	123,700	123,700	123,700
Total Requirements	\$5,523,236	\$5,533,625	\$6,018,400	\$6,018,400	\$6,367,200	\$6,367,200	\$6,367,200

Requirements by Type	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Personnel	\$3,897,762	\$3,927,565	\$4,317,500	4,317,500	\$4,418,900	\$4,418,900	\$4,418,900
Materials & Services	1,625,474	1,606,060	1,700,900	1,700,900	1,948,300	1,948,300	1,948,300
Total Requirements	\$5,523,236	\$5,533,625	\$6,018,400	\$6,018,400	\$6,367,200	\$6,367,200	\$6,367,200

Adopted Requirements by Program and Type			Materials		Adopted Budget	% of Fund Budget
	Personnel		& Services			
Finance Department		\$1,238,100	\$	265,700	\$1,503,800	23.63%
Council & Nondepartmental		17,800		193,900	211,700	3.32%
City Manager's Office		529,400		333,100	862,500	13.55%
IT Services		1,290,900		327,800	1,618,700	25.42%
Human Resources		616,200		228,400	844,600	13.26%
Facilities Maintenance		375,600		385,700	761,300	11.96%
GIS Services		301,100		139,800	440,900	6.92%
Permit Tracking		49,800		73,900	123,700	1.94%
Total Requirements		\$4,418,900		\$1,948,300	\$6,367,200	100.00%
Percent of Fund Budget		69.40%		30.60%	100.00%	

Staffing Summary (FTE)	2013-14	2014-152015-16.....	2016-17.....		
	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	5.600	4.700	3.700	3.700	3.700	3.700	3.700
IT Services	8.500	9.500	10.500	10.500	10.500	10.500	10.500
Human Resources	4.000	4.000	4.000	4.000	4.000	4.000	4.000
Facilities Maintenance	2.500	3.500	3.500	3.500	3.500	3.500	3.500
Finance Department	9.750	10.000	10.000	10.000	10.000	10.000	10.000
GIS Services	2.000	2.000	2.000	2.000	2.000	2.000	2.000
Permit Tracking	0.500	0.500	0.500	0.500	0.500	0.500	0.500
Total FTE	39.850	41.200	41.200	41.200	41.200	41.200	41.200

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.
- Prepare a Comprehensive Annual Financial Report (CAFR), Popular Annual Financial Report (PAFR), and annual budget document. Submit each to the Government Finance Officers Association (GFOA) to be considered for 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 2015-2016			
Effective Government	09/15	On going	<ul style="list-style-type: none"> • Maximize efficiencies in payroll and time management through the use of NovaTime time and attendance software.
	12/15	Completed	<ul style="list-style-type: none"> • Implement GASB 68, Accounting and Financial Reporting for Pensions.
	06/16	Completed	<ul style="list-style-type: none"> • Receive GFOA awards of excellence for the 2015 CAFR, PAFR, and Adopted Budget.
Budget Year 2016-2017			
Effective Government	10/16		<ul style="list-style-type: none"> • Explore alternatives to Eden financial software and available funding sources.
	12/16		<ul style="list-style-type: none"> • Implement Uniform Grant Guidance for federal reporting.
	06/17		<ul style="list-style-type: none"> • Receive GFOA awards of excellence for the 2016 CAFR, PAFR, and Adopted Budget.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016*</u>	<u>2016-2017</u>
Number of consecutive years - GFOA Distinguished Budget Presentation Award.	23	24	25	26
Number of consecutive years - GFOA Excellence in Financial Reporting Award.	30	31	32	33
Number of Accounts Payable checks issued.	8,165	7,301	3,866	3,700
Average number of active assessments.	200	175	140	140
Average number of monthly paychecks issued.	450	444	448	450
Number of RFPs, ITBs, and other formal purchasing processes.	38	37	45	45
Average number of documents recorded and filed each month.	82	78	80	80

*YTD through February

STAFFING SUMMARY

Budgeted FTEs	9.75	10.00	10.00	10.00
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701: Central Services

10: Finance

CITY OF ALBANY, OREGON

PROG 1035: Finance Department

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	1,053,334	1,129,150	1,176,600	1,176,600	1,238,100	5.23 %
Materials & Services	307,641	286,028	262,800	262,800	265,700	1.10 %
TOTAL EXPENDITURES	1,360,975	1,415,178	1,439,400	1,439,400	1,503,800	4.47 %

PROGRAM NARRATIVE

CENTRAL SERVICES: COUNCIL & NONDEPARTMENTAL (701-11-1027)

Responsible Manager/Title: Wes Hare, City Manager

FUNCTIONS AND RESPONSIBILITIES

- The seven-member City Council is responsible for establishing general policies that govern the functions and operations of the City, accomplished primarily through the adoption of ordinances and resolutions.
- The Council meets in regular meetings on 24 occasions during the year. In addition, many special meetings and Council work sessions are held to study upcoming issues and develop an understanding of their impact upon the community.
- Develop a balanced budget that reflects changing costs, revenues, and constitutional limitations.
- The Council members represent the City in many areas of community activity; e.g., AMEDC, Linn-Benton Transit Committee, Cascades West Council of Governments, and Albany Visitors Association.
- Publish *City Bridges* on-line monthly.
- Implement multiyear Strategic Plan.
- Use economic development resources to improve prosperity throughout the community.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Healthy Economy	06/20	In Progress	<ul style="list-style-type: none"> • Implement contract with local manufacturers to create 250 jobs within five years.
Safe City	06/16	In Progress	<ul style="list-style-type: none"> • Construct new police and fire stations.
Budget Year 2016-2017			
Effective Government	07/17		<ul style="list-style-type: none"> • Complete new City Manager recruitment.
Healthy Economy	06/20		<ul style="list-style-type: none"> • Implement contract with local manufacturers to create 250 jobs within five years.
Safe City	07/17		<ul style="list-style-type: none"> • Complete construction of new police and fire stations.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Update the City's Strategic Plan annually.	Yes	Yes	Yes	Yes

STAFFING SUMMARY

Budgeted FTEs	7.00	7.00	7.00	7.00
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701: Central Services
 11: City Manager's Office

CITY OF ALBANY, OREGON
PROG 1027: Council & Nondepartmental

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	15,445	15,187	15,600	15,600	17,800	14.10 %
Materials & Services	231,106	190,641	205,300	205,300	193,900	(5.55)%
TOTAL EXPENDITURES	246,551	205,828	220,900	220,900	211,700	(4.16)%

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, legislative activities, and public information.
- Conduct annual review of City's Strategic Plan.
- Monitor legislative sessions.
- Work with local businesses to assist with job creation.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Effective Government	06/16	In Progress	<ul style="list-style-type: none">• Complete police and fire stations.
Budget Year 2016-2017			
Effective Government	07/17		<ul style="list-style-type: none">• Complete police and fire stations.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Percent of departments that rate legal services as satisfactory or better.	100%	100%	91%	100%

STAFFING SUMMARY

Budgeted FTEs	5.60	5.70	4.70	3.70
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701: Central Services
 11: City Manager's Office

CITY OF ALBANY, OREGON
PROG 1028: City Manager's Office

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	744,234	617,868	537,300	537,300	529,400	(1.47)%
Materials & Services	284,486	284,087	332,400	332,400	333,100	0.21 %
TOTAL EXPENDITURES	1,028,720	901,955	869,700	869,700	862,500	(0.83)%

PROGRAM NARRATIVE

CENTRAL SERVICES: INFORMATION TECHNOLOGY (701-13-1030)

Responsible Manager/Title: Jorge Salinas, Assistant City Manager/CIO

FUNCTIONS AND RESPONSIBILITIES

- Responsible for maintenance and support of network and virtual 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 and mapping business processes.
- Provide Web and graphic services to all City Departments.
- Manage software licensing program, assist departments in improving service through the effective use of technology, and provide 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 2015-2016 Effective Government	01/15	Completed	<ul style="list-style-type: none"> • Deploy Accela Mobile Office.
	05/16	In Progress	<ul style="list-style-type: none"> • Deploy Accela Citizen Access
Budget Year 2016-2017 Effective Government	07/16		<ul style="list-style-type: none"> • Core Network Switch upgrade.
	07/16		<ul style="list-style-type: none"> • Upgrade Virtual Infrastructure (i.e., SAN, Hosts and Fiber Channel Switches)
	02/17		<ul style="list-style-type: none"> • Firewall Upgrade
	03/17		<ul style="list-style-type: none"> • Deploy Web filter solution.
	04/17		<ul style="list-style-type: none"> • Phase 2 – CAD/RMS System Upgrade.
	06/17		<ul style="list-style-type: none"> • Evaluate the feasibility of deploying a 311 solution for the City.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Number of IT service requests per year.	4,859	5,459	6,165	6,169
Monthly average closed calls.	404	454	513	514
System availability.	99.99%	99.99%	99.99%	99.99%
Number of servers and workstations supported.	620	620	619	625
Timeliness of services provided (Excellent or Good)	90.18%	94%	92%	90%
Quality of services provided (Excellent or Good)	90.26%	95%	89.8%	90%

STAFFING SUMMARY

Budgeted FTEs	8.50	9.50	10.50	10.50
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701: Central Services

CITY OF ALBANY, OREGON

13: Information Technology

PROG 1030: Information Technology Services

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	1,222,166	1,366,200	1,547,500	1,547,500	1,563,700	1.05 %
Miscellaneous Revenue	10	1,067	-	-	-	- %
Investment Income	219	412	-	-	-	- %
Beginning Balance	61,014	30,123	5,000	5,000	55,000	#####
TOTAL REVENUES	1,283,409	1,397,802	1,552,500	1,552,500	1,618,700	4.26 %
EXPENDITURES						
Personnel Services	1,046,510	1,063,000	1,307,400	1,307,400	1,290,900	(1.26)%
Materials & Services	206,777	235,779	245,100	245,100	327,800	33.74 %
TOTAL EXPENDITURES	1,253,287	1,298,779	1,552,500	1,552,500	1,618,700	4.26 %

Prog 1030: Information Technology Services						
Revenues less Expenditures	30,122	99,023	-	-	-	

PROGRAM NARRATIVE

CENTRAL SERVICES: GEOGRAPHIC INFORMATION SERVICES (701-13-2010)

Responsible Manager/Title: Richard Montague, 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.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	11/15	Completed	<ul style="list-style-type: none"> • Implement Accela GIS in conjunction with Accela automation implementation.
	03/16	In Progress	<ul style="list-style-type: none"> • Complete Aerial Mapping Update Project.
	05/16	In Progress	<ul style="list-style-type: none"> • Implement ArcGIS Online for additional citizen access.
Budget Year 2016-2017			
Effective Government	8/16		<ul style="list-style-type: none"> • Implement BuildingEye software as a Community Development replacement for InfoHub and PermitHub.
	12/16		<ul style="list-style-type: none"> • Complete upgrade to ArcGIS 10.3

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Complete or schedule GIS user requests within three working days.	90%	90%	90%	90%

As requests to create routine mapping and analysis products are received, GIS staff will review the project requirements with the submitting department. For smaller projects, GIS staff will complete the work within three working days of finalizing the project requirements. For larger projects, GIS staff will provide a schedule for completion of the project within three working days of finalizing the project requirements.

STAFFING SUMMARY

Budgeted FTEs	2.50	2.00	2.00	2.00
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701: Central Services
 13: Information Technology

CITY OF ALBANY, OREGON
PROG 2010: GIS Services

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	364,395	395,845	425,400	425,400	425,900	0.12 %
Investment Income	681	849	-	-	-	- %
Beginning Balance	56,202	65,916	-	-	15,000	- %
TOTAL REVENUES	421,278	462,691	425,400	425,400	440,900	3.64 %
EXPENDITURES						
Personnel Services	252,454	217,187	321,500	321,500	301,100	(6.35)%
Materials & Services	102,908	103,045	103,900	103,900	139,800	34.55 %
TOTAL EXPENDITURES	355,362	320,232	425,400	425,400	440,900	3.64 %
Prog 2010: GIS Services						
Revenues less Expenditures	65,916	142,459	-	-	-	

PROGRAM NARRATIVE

CENTRAL SERVICES: PERMIT TRACKING (701-13-2011)

Responsible Manager/Title: Jorge Salinas, Assistant City Manager/CIO

FUNCTIONS AND RESPONSIBILITIES

- Provide daily user support and guidance to using departments; develop documentation for system procedures.
 - Update Accela system to meet user expectations.
 - Design program reports for system users.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016 Effective Government	12/15	In-Progress	<ul style="list-style-type: none">• Assist with implementation of Accela Mobile Office and Accela Citizen Access.
Budget Year 2016-2017 Effective Government	12/16		<ul style="list-style-type: none">• Assist with the implementation of additional permit types for Accela Citizen Access.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Complete user requests within established customer expectations.	90%	94%	92%	90%

As requests for new enhancements and additions are received, the program analyst will review the requirements with the submitting department. For smaller projects, the analyst will complete the work within two working days of finalizing the project requirements. For larger projects, the analyst will provide a schedule for project completion within two working days of finalizing the project requirements.

STAFFING SUMMARY

Budgeted FTEs	0.50	0.50	0.50	0.50
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PROG 2011: Permit Tracking

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	86,300	116,900	116,600	116,600	118,700	1.80 %
Investment Income	1,078	(1)	-	-	-	- %
Beginning Balance	10,845	10,813	-	-	5,000	- %
TOTAL REVENUES	98,223	127,712	116,600	116,600	123,700	6.09 %
EXPENDITURES						
Personnel Services	49,535	52,505	51,000	51,000	49,800	(2.35)%
Materials & Services	37,876	62,958	65,600	65,600	73,900	12.65 %
TOTAL EXPENDITURES	87,411	115,463	116,600	116,600	123,700	6.09 %
Prog 2011: Permit Tracking						
Revenues less Expenditures	10,812	12,249	-	-	-	

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 service for a better Albany.
- Increase diversity of the City’s applicant pools and workforce for underrepresented populations.
- Continue and enhance the 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

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	08/15	Completed	<ul style="list-style-type: none"> • Complete negotiations with the AFSCME Union (two contracts – General Unit and Transit Unit) resulting in a fiscally responsible collective bargaining agreement.
	03/16	In Progress	<ul style="list-style-type: none"> • Implement requirements of Affordable Care Act.
Budget Year 2016-2017			
Effective Government	07/16		<ul style="list-style-type: none"> • Negotiate a fiscally responsible collective bargaining agreement with the Albany Police Association.
	07/16		<ul style="list-style-type: none"> • Negotiate a fiscally responsible collective bargaining agreement with the IAFF Local 845 Fire Union.
	01/17		<ul style="list-style-type: none"> • Implement new health insurance plan and VEBA for AFSCME, Nonbargaining, and Executive employees.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2013-2014	2014-2015	2015-2016*	2016-2017
Personnel Action forms processed	671	791	384	550
Percent processed by monthly deadline	100%	99.8%	99.7%	100%
Recruitments	20	44	18	30
Applications processed	1,337	2,428	837	1,300
FMLA cases	38	67	61	60
Worker’s Comp claims filed	28	58	39	50

* Numbers are through January 31, 2016.

STAFFING SUMMARY

Budgeted FTEs	4.00	4.00	4.00	4.00
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701: Central Services

14: Human Resources

CITY OF ALBANY, OREGON

PROG 1032: Human Resources

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
EXPENDITURES						
Personnel Services	487,041	497,330	541,000	541,000	616,200	13.90 %
Materials & Services	76,876	87,947	129,800	129,800	228,400	75.96 %
TOTAL EXPENDITURES	563,917	585,277	670,800	670,800	844,600	25.91 %

PROGRAM NARRATIVE

Central Service Fund: Parks & Recreation Department, Facilities Maintenance (701-35-1033) Responsible Manager/Title: Rick Barnett, Park Operations Supervisor

FUNCTIONS AND RESPONSIBILITIES

- Provide both in-house and contractual services for building maintenance, repair, and renovation at seventeen City facilities including City Hall, Libraries, Fire Stations, Police Station, Park buildings, Airport, Train Depot, Operations, and Transit.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	06/16	In Progress	<ul style="list-style-type: none"> • Complete energy savings lighting project at remainder of city buildings.
	06/16	In Progress	<ul style="list-style-type: none"> • Examine facility maintenance functions for opportunities to better align functional needs with available resources.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Develop plan to replace aging HVAC system at City Hall.
	06/17		<ul style="list-style-type: none"> • Continue to look for energy saving opportunities at all City facilities.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Number of work requests completed.	2,522	2,700	2,630	2,630
FTE per 50,000 sq. ft. of facilities.	.75	.75	.75	.75
Avg. cost per unit of service, contracted.	\$71.40/hr	\$73/hr	\$73/hr	\$74/hr
Avg. cost per unit of service, in-house.	\$2.27 sq. ft.	\$2.30 sq. ft.	\$2.32 sq. ft.	\$2.34 sq. ft.

STAFFING SUMMARY

Budgeted FTEs	2.50	3.50	3.50	3.50
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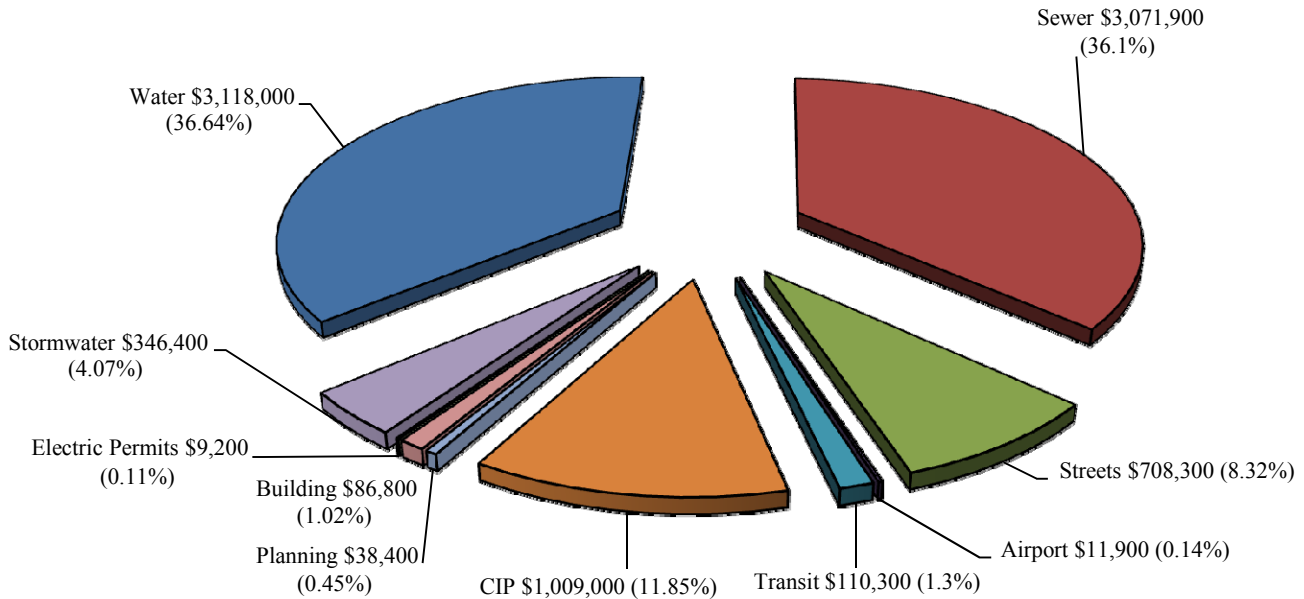
Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	709,000	709,000	723,100	723,100	761,300	5.28 %
Beginning Balance	47,648	129,632	-	-	-	- %
TOTAL REVENUES	756,648	839,015	723,100	723,100	761,300	5.28 %
EXPENDITURES						
Personnel Services	249,211	335,336	367,100	367,100	375,600	2.32 %
Materials & Services	377,805	355,574	356,000	356,000	385,700	8.34 %
TOTAL EXPENDITURES	627,016	690,910	723,100	723,100	761,300	5.28 %

Prog 1033: Facilities Maintenance						
Revenues less Expenditures	129,632	148,105	-	-	-	

**PUBLIC WORKS CENTRAL SERVICES FUND
RESOURCE DETAIL**

Resources	2013-14 Actual	2014-15 Actual2015-16.....		2016-17 Adopted Budget	% Change from 2015-16	% of Fund Budget
			Adopted Budget	Revised Budget			
Dept Charges - Water	\$ 2,401,549	\$2,332,473	\$2,728,000	\$2,728,000	\$3,118,000	14.30%	36.35%
Dept Charges - Sewer	2,834,749	2,652,266	3,128,200	3,128,200	3,071,900	(1.80%)	35.81%
Dept Charges - Streets	689,991	688,353	640,500	640,500	708,300	10.59%	8.26%
Dept Charges - Airport	11,860	16,019	13,200	13,200	11,900	(9.85%)	0.14%
Dept Charges - Transit	55,369	95,190	83,000	83,000	110,300	32.89%	1.29%
Dept Charges - CIP	1,097,741	789,648	1,376,700	1,376,700	1,009,000	(26.71%)	11.76%
Dept Charges - Planning	28,521	31,906	38,600	38,600	38,400	(0.52%)	0.45%
Dept Charges - Bldg Inspection	27,575	51,092	89,700	89,700	86,800	(3.23%)	1.01%
Dept Charges - Elec Permit	3,638	5,674	11,100	11,100	9,200	(17.12%)	0.11%
Dept Charges - ADA Code Enf	1,746	-	-	-	-	-	-
Dept Charges - Stormwater	-	-	-	-	346,400	-	4.04%
Miscellaneous Revenue	1,292	2,561	-	-	-	-	-
Interest	2,123	2,210	-	-	-	-	-
Total Current Resources	7,156,154	6,667,392	8,109,000	8,109,000	8,510,200	4.95%	99.20%
Beginning Balance	184,870	617,913	77,600	77,600	68,500	(11.73%)	0.80%
Total Resources	\$ 7,341,024	\$7,285,305	\$8,186,600	\$8,186,600	\$8,578,700	4.79%	100.00%

SOURCE OF REVENUE - DEPARTMENTAL CHARGES FOR SERVICES



**PUBLIC WORKS CENTRAL SERVICES FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
PW Administration	\$ 737,770	\$1,168,025	\$1,319,000	\$1,319,000	\$1,303,200	\$1,303,200	\$1,303,200
Engineering Services	2,411,340	2,311,949	2,765,600	2,765,600	2,964,500	2,964,500	2,964,500
Operations Admin	735,782	541,333	596,700	596,700	561,500	561,500	561,500
Water Quality Control Service	356,581	339,450	383,600	383,600	391,700	391,700	391,700
PW Customer Services	1,096,542	1,143,031	1,298,100	1,298,100	1,379,300	1,379,300	1,379,300
Facilities & Maintenance Engineering	1,385,093	1,601,750	1,823,600	1,823,600	1,978,500	1,978,500	1,978,500
Total Requirements	\$6,723,108	\$7,105,538	\$8,186,600	\$8,186,600	\$8,578,700	\$8,578,700	\$8,578,700

PW-Public Works

Requirements by Type	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Personnel	\$5,165,900	\$5,567,970	\$6,409,500	\$6,409,500	\$6,752,600	\$6,752,600	\$6,752,600
Materials & Services	1,557,209	1,537,568	1,777,100	1,777,100	1,826,100	1,826,100	1,826,100
Total Requirements	\$6,723,109	\$7,105,538	\$8,186,600	\$8,186,600	\$8,578,700	\$8,578,700	\$8,578,700

Adopted Requirements by Program and Type			Adopted Budget	% of Fund Budget
	Personnel	Materials & Services		
PW Administration	\$1,113,500	\$ 189,700	\$1,303,200	15.18%
Engineering Services	2,583,700	380,800	2,964,500	34.56%
Operations Admin	210,200	351,300	561,500	6.55%
Water Quality Control Service	323,800	67,900	391,700	4.57%
PW Customer Services	793,100	586,200	1,379,300	16.08%
Facilities & Maintenance Engineering	1,728,300	250,200	1,978,500	23.06%
Total Requirements	6,752,600	1,826,100	\$8,578,700	100.00%
Percent of Fund Budget	78.71%	21.29%	100.00%	

Staffing Summary (FTE)	2013-14	2014-152015-16.....	2016-17.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
PW Administration	3.000	10.000	10.000	10.000	10.000	10.000	10.000
Engineering Services	18.000	17.000	19.000	19.000	19.000	19.000	19.000
Operations Admin	4.000	2.000	2.000	2.000	1.000	1.000	1.000
Water Quality Control Service	3.000	3.000	3.000	3.000	3.000	3.000	3.000
PW Customer Services	9.000	9.000	9.000	9.000	9.000	9.000	9.000
Facilities & Maintenance Engineering	12.000	13.000	13.000	13.000	15.000	15.000	15.000
Total FTE	49.000	54.000	56.000	56.000	57.000	57.000	57.000

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: PUBLIC WORKS, PW ADMINISTRATION (705-50-2802)

Responsible Manager/Title: Jeff Blaine, P.E., Public Works Engineering and
Community Development Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides funding for Public Works Administration Charges, which is an overhead cost to the Public Works and Community Development (CD) Departments' programs in the Airport, Transit, Water, Sewer, Street, Stormwater, Planning, and Building Funds.
- Provides leadership and administrative support for all operations and functions of the Public Works (PW) and Community Development Departments.
- Provides process improvements in the administration of operation functions for the Department programs.
- Maintains American Public Works Association Accreditation for Best Management Practices.
- Provide priorities and direction for funding and budget expenditures.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	06/16	Completed	<ul style="list-style-type: none"> • Develop an Intergovernmental Agreement (IGA) with the City of Lebanon for the Canal.
	06/16	In Progress	<ul style="list-style-type: none"> • Evaluate customer service improvements for CD and PW.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Evaluate and begin implementation of any needed changes for customer service improvements in CD and PW.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Number of years accredited by the American Public Works Association.	3	4	5	6

STAFFING SUMMARY

Budgeted FTEs	3.00	10.00	10.00	10.00
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PROG 2802: PW Administration

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	695,708	1,046,111	1,309,000	1,309,000	1,293,200	(1.21)%
Transfers In	-	146,222	10,000	10,000	10,000	- %
TOTAL REVENUES	695,708	1,191,104	1,319,000	1,319,000	1,303,200	(1.20)%
EXPENDITURES						
Personnel Services	534,352	978,342	1,110,300	1,110,300	1,113,500	0.29 %
Materials & Services	203,418	189,683	208,700	208,700	189,700	(9.10)%
TOTAL EXPENDITURES	737,770	1,168,025	1,319,000	1,319,000	1,303,200	(1.20)%
Prog 2802: PW Administration						
Revenues less Expenditures	(42,062)	23,079	-	-	-	

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: PUBLIC WORKS ENGINEERING SERVICES (705-50-2803)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Manage the design and construction of capital improvement projects.
- Manage public improvements constructed through the Local Improvement District (LID) process. Includes efforts to form the district, prepare the Engineer’s Report, conduct engineering designs, manage construction, and develop final assessments.
- Coordinate 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.
- Transportation Management responsibilities include traffic engineering and design, transportation planning, and development review.
- Provide financial planning, System Development Charges (SDC) fee and rate-setting guidance, and policy development for the water, wastewater, stormwater, and transportation utilities.
- Provide long-range facility planning services for the City’s water, wastewater, stormwater, and transportation facilities.
- Manage permit development, such as the City’s National Pollution Discharge Elimination System (NPDES) permit for the Albany-Millersburg Water Reclamation Facility (A-M WRF), monitor regulatory activities that affect utility operations, and participate in the development of state and federal rules and regulations.
- Manage administration of sewer lateral replacement program, basement protection program, roof drain separation program, and the inflow reduction program.
- Support Community Development in developing conditions of approval for land use applications.
- Manage the City’s Erosion Prevention Sediment Control (EPSC) program for compliance with state of Oregon regulations and guidelines.
- Manage the City Post-Construction Stormwater Quality program for compliance with local, state, and federal regulations and guidelines.
- Oversee and develop the Bridge Maintenance Program. Provide interaction with the state highway department and subcontractor for National Bridge Inventory (NBI) bridge inspections.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Great Neighborhoods Safe City	06/16	In Progress	<ul style="list-style-type: none"> • Secure new NPDES discharge permit for A-M WRF, if DEQ initiates permit renewal for Albany.
	06/16	In Progress	<ul style="list-style-type: none"> • Secure NPDES Phase II stormwater permit, if required by DEQ
	06/16	In Progress	<ul style="list-style-type: none"> • Develop draft wastewater facility plan and update SDC documents.
Budget Year 2016-2017			
Great Neighborhoods Safe City	06/17		<ul style="list-style-type: none"> • Secure new NPDES discharge permit for A-M WRF, if DEQ initiates permit renewal for Albany.
	06/17		<ul style="list-style-type: none"> • Secure NPDES Phase II stormwater permit, if required by DEQ.
	06/17		<ul style="list-style-type: none"> • Develop draft wastewater facility plan and update SDC documents.

PROGRAM NARRATIVE (continued)
PUBLIC WORKS SERVICES FUND: PUBLIC WORKS ENGINEERING SERVICES (705-50-2803)
Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Number of new site improvement (SI) projects.	11	15	12	15
Number of capital projects in design or construction phase.	23	26	30	30
Number of local improvement district (LID) projects.	0	0	1	1
Number of sewer lateral replacement projects completed.	43	60	55	55
Number of development reviews performed annually.	70	70	65	65
Number of permits issued annually.	750	550	575	650
Update master plan every 10 to 15 years. Age of the current plan:				
Water master plan	9 yr	10 yr	11 yr	12 yr
Wastewater master plan	15 yr	16 yr	17 yr	18 yr
Transportation master plan	4 yr	5 yr	6 yr	7 yr
Storm drain master plan	25 yr	26 yr	27 yr	28 yr

STAFFING SUMMARY

Budgeted FTEs	18.00	17.00	19.00	19.00
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CITY OF
Albany

O R E G O N

PROG 2803: Engineering Services

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	2,468,728	2,325,038	2,745,600	2,745,600	2,949,500	7.43 %
Beginning Balance	-	57,388	20,000	20,000	15,000	(25.00)%
TOTAL REVENUES	2,468,728	2,382,830	2,765,600	2,765,600	2,964,500	7.19 %
EXPENDITURES						
Personnel Services	2,130,597	2,016,447	2,404,900	2,404,900	2,583,700	7.43 %
Materials & Services	280,744	295,502	360,700	360,700	380,800	5.57 %
TOTAL EXPENDITURES	2,411,341	2,311,949	2,765,600	2,765,600	2,964,500	7.19 %

Prog 2803: Engineering Services						
Revenues less Expenditures	57,387	70,881	-	-	-	

PROGRAM NARRATIVE

PUBLIC WORKS SERVICE FUND: OPERATIONS ADMINISTRATION SERVICES (705-50-2805)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director

FUNCTIONS AND RESPONSIBILITIES

- Provides management for the Operations work groups including Water Distribution, Wastewater Collection, Water and Wastewater Treatment Plants, Street Maintenance, Facilities Engineering, Transit, and Utility Facilities Maintenance.
- Provides emergency on-call service for Public Works.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	12/15	In Progress	<ul style="list-style-type: none"> • Complete construction of new Operations Crew Building.
	06/16	In Progress	<ul style="list-style-type: none"> • Complete implementation of Asset Management program for Public Works assets.
Safe City	06/16	In Progress	<ul style="list-style-type: none"> • Complete first draft of Public Works Emergency Operations Plan.
Budget Year 2016-2017			
Effective Government	09/16		<ul style="list-style-type: none"> • Develop Operations facility improvement plans.
Safe City	12/16		<ul style="list-style-type: none"> • Finalize Public Works Emergency Operations Plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Percent completion of Asset Management Program.	82%	85%	80%	90%
Percent completion of PW Emergency Operations Plan.	n/a	25%	50%	100%

STAFFING SUMMARY

Budgeted FTEs	4.00	2.00	2.00	1.00
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PROG 2805: Operations Admin

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	831,954	453,020	586,700	586,700	551,500	(6.00)%
Beginning Balance	-	96,172	10,000	10,000	10,000	- %
TOTAL REVENUES	831,954	551,286	596,700	596,700	561,500	(5.90)%
EXPENDITURES						
Personnel Services	355,380	230,593	256,600	256,600	210,200	(18.08)%
Materials & Services	380,402	310,740	340,100	340,100	351,300	3.29 %
TOTAL EXPENDITURES	735,782	541,333	596,700	596,700	561,500	(5.90)%

Prog 2805: Operations Admin

Revenues less Expenditures

96,172

9,953

-

-

-

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: WATER QUALITY CONTROL SERVICES (705-50-2806)

Responsible Manager/Title: Kristin Preston, Utility Superintendent - Wastewater

FUNCTIONS AND RESPONSIBILITIES

- Provides outreach for citizens of Albany on water conservation, stormwater runoff, and other issues of concern to the City. Provides educational outreach to schools within Albany on water and related environmental issues.
- Performs laboratory tests on wastewater samples, stormwater samples, biosolids, and other tests as required. Coordinates contract lab sample collection and testing.
- Provides water audits for Albany residents, identifies water conservation opportunities.
- Assists in developing City response to regulatory requirements relating to water quality, including federal and state stormwater, Total Maximum Daily Load (TMDL), and pretreatment requirements.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Effective Government	06/16	In Progress	<ul style="list-style-type: none"> • Update website content regarding water quality information and events.
Safe City Effective Government	06/16	Completed	<ul style="list-style-type: none"> • Work with the Calapooia Watershed Council to develop a volunteer base for events and student projects.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Continue to update website content regarding water quality information and events.
Great Neighborhoods Safe City Effective Government	06/17		<ul style="list-style-type: none"> • Partner with the Parks Department and Calapooia Watershed Council on restoration projects along Periwinkle Creek.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Number of residential water conservation audits performed.	6	5	5	5
Tons of trash removed from local streams.	16	19	15	15
Number of laboratory tests performed in-house.	1,850	2,687	2,654	2,670
Number of area students receiving outreach programs.	1,179	1,123	1,200	1,200
Number of outreach events attended or supported.	12	15	15	15
Number of public storm system inlets marked.	43	60	92	75

STAFFING SUMMARY

Budgeted FTEs	3.00	3.00	3.00	3.00
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Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	366,222	348,258	368,100	368,100	386,700	5.05 %
Beginning Balance	-	9,640	15,500	15,500	5,000	(67.74)%
TOTAL REVENUES	366,222	358,055	383,600	383,600	391,700	2.11 %
EXPENDITURES						
Personnel Services	292,190	297,417	319,800	319,800	323,800	1.25 %
Materials & Services	64,391	42,033	63,800	63,800	67,900	6.43 %
TOTAL EXPENDITURES	356,581	339,450	383,600	383,600	391,700	2.11 %
Prog 2806: Water Quality Control Service						
Revenues less Expenditures	9,641	18,605	-	-	-	

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: PW CUSTOMER SERVICE (705-50-2807)

Responsible Manager/Title: Jeff Babbitt, Public Works Business Manager

FUNCTIONS AND RESPONSIBILITIES

- Provide 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 served by the City of Albany.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2015-2016			
Effective Government	06/16	In Progress	<ul style="list-style-type: none"> • Work with Operations to replace the oldest large-diameter water meters to improve accuracy and increase revenue generation. This is done according to age and test results of the meter.
	06/16	In Progress	<ul style="list-style-type: none"> • Update utility billing web pages to improve communications with customers.
	03/16	In Progress	<ul style="list-style-type: none"> • Utilize billing inserts for communication with customers for Low Income Assistance Program; Fats, Oils, and Grease (FOG program); etc.
Budget Year 2016-2017			
Effective Government	06/17		<ul style="list-style-type: none"> • Utilize billing inserts for communication with customers for Keep It Clean; What Not To Flush; etc.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Maintain the dollar amount of Utility Billing write-offs of uncollectible accounts at less than 0.5% of annual billings.	0.25%	0.25%	0.25%	0.30%
Online utility bill payments became active August 2010 – Number of transactions per year.	26,837	32,087	37,000	39,000
Online utility bill payments became active August 2010 – Dollar volume per year (in millions).	\$3.0M	\$3.8M	\$4.5M	\$4.9M

STAFFING SUMMARY

Budgeted FTEs	9.00	9.00	9.00	9.00
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Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	1,103,698	1,155,444	1,289,600	1,289,600	1,370,800	6.30 %
Beginning Balance	-	7,156	8,500	8,500	8,500	- %
TOTAL REVENUES	1,103,698	1,162,582	1,298,100	1,298,100	1,379,300	6.26 %
EXPENDITURES						
Personnel Services	669,941	691,762	796,000	796,000	793,100	(0.36)%
Materials & Services	426,601	451,269	502,100	502,100	586,200	16.75 %
TOTAL EXPENDITURES	1,096,542	1,143,031	1,298,100	1,298,100	1,379,300	6.26 %
Prog 2807: PW Customer Services						
Revenues less Expenditures	7,156	19,551	-	-	-	

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: FACILITIES & MAINTENANCE ENGINEERING (705-50-2809)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director

Developed by: Mike Bryan, Public Works Technical Services Manager

FUNCTIONS AND RESPONSIBILITIES

- Manage Public Works infrastructure asset data through the CarteGraph Maintenance Management Software (CMMS) system.
- Assist in the review of existing infrastructure condition reports, and assist in developing plans for future rehabilitation/replacement work.
- Manage preventive, predictive, and corrective maintenance management tasks including repairs and replacement of the various pieces of equipment at the Water Treatment Plants (WTPs) and Albany-Millersburg Water Reclamation Facility (A-M WRF) as well as all remote sites.
- Provide inventory support and control for the Operations department.
- Oversee and develop Supervisory Control and Data Acquisition (SCADA) automated process control and monitoring systems for the WTPs and A-M WRF and associated systems outside of the plants.
- Perform weekly, bi-weekly, monthly, six-month, and annual inspections of eight reservoirs, five water pump stations, and 16 sewer lift stations as well as performing large scale preventative maintenance and repairs at the treatment facilities. Perform most of the fabrication work for all of the sections in Public Works.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2015-2016			
Safe City	06/16	In Progress	<ul style="list-style-type: none"> • Improve quality and quantity of asset data in the CMMS System.
Effective Government	06/16	Completed	<ul style="list-style-type: none"> • Contract with an independent security firm to test SCADA security updates.
Budget Year 2016-2017			
Safe City	06/17		<ul style="list-style-type: none"> • Implement the recommended security upgrades from the SCADA security audit.
Effective Government	06/17		<ul style="list-style-type: none"> • Complete the stormwater system integration project into the CMMS.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
CMMS:				
Percent of total assets in the CMMS system per division.				
Water	88%	92%	95%	97%
Wastewater	91%	92%	95%	97%
Streets	85%	86%	90%	92%
Stormwater	75%	80%	85%	87%
Maintenance:				
Number of after-hours call outs.	40	38	50	46
SCADA:				
Total number of data points monitored and managed.	n/a	31,363	31,600	31,611
Total number of SCADA related computers supported.	n/a	87	88	98

STAFFING SUMMARY

Budgeted FTEs	12.00	13.00	13.00	15.00
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PROG 2809: Facilities & Maintenance Engineering

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Adopted	2015-2016 Revised	2016-2017 Adopted	% Change
REVENUES						
Charges for Services	1,686,428	1,334,750	1,810,000	1,810,000	1,958,500	8.20 %
Beginning Balance	-	301,334	13,600	13,600	20,000	47.06 %
TOTAL REVENUES	1,686,428	1,639,448	1,823,600	1,823,600	1,978,500	8.49 %
EXPENDITURES						
Personnel Services	1,183,440	1,353,409	1,521,900	1,521,900	1,728,300	13.56 %
Materials & Services	201,654	248,340	301,700	301,700	250,200	(17.07)%
TOTAL EXPENDITURES	1,385,094	1,601,749	1,823,600	1,823,600	1,978,500	8.49 %
Prog 2809: Facilities & Maintenance Engineering						
Revenues less Expenditures	301,334	37,699	-	-	-	



CITY OF
Albany

O R E G O N

CAPITAL BUDGET

City Manager's Message

To the City Council and Citizens of Albany:

Albany's Capital Improvement Plan (CIP) is important both as a means of communicating how the City proposes to meet infrastructure needs into the future, but also as a proposal for how to allocate scarce resources. As Albany grows and becomes more complex, the needs of our water, sewer, street, stormwater and facility infrastructure increase. The added responsibility of meeting federal and state requirements for water temperature and quality adds to the challenges facing the community.

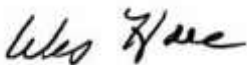
The CIP attempts to address these challenges by matching projected and reserved resources to projects that sustain essential services that are often taken for granted. Water is perhaps the most important service a city provides, as recent events in Flint, Michigan illustrate. Failure to plan for the future of this utility and, more importantly, invest in the infrastructure it requires can lead to catastrophic consequences that include impaired health or loss of life.

Albany's CIP does not pretend to address every need in every utility. Many of the projects listed in the Plan have no funding sources and will need to be considered as the urgency of their need increases. Placing these projects in the CIP gives policy makers and citizens the opportunity to see what needs are on the horizon and to begin developing ideas about how to pay for them. Many facilities are already completed or under construction, such as the police and fire stations, were listed in the CIP as unfunded projects for many years.

Albany has a legacy of good planning that has allowed the community to grow and prosper without constraints imposed by lack of water, treatment capacity or traffic congestion. I believe it is likely Albany will continue to grow in the years ahead and that the current generation of leaders has the same responsibility to future citizens to make sure the city is ready to meet their needs. Part of that readiness is spreading the cost of infrastructure over time so that one generation does not have to pay for benefits enjoyed over many years.

The CIP provides the foundation for a comprehensive and equitable allocation of resources into the future. The Plan anticipates growth and prosperity, but is flexible enough to change in response to unanticipated events. Albany residents should be both assured that current leaders are considering critical future needs and aware that even the best of plans require attention and commitment over time to succeed.

Respectfully submitted,



Wes Hare, City Manager

Introduction

Decisions, Decisions, Decisions!

Strategic planning will focus our community strategies and actions

The City of Albany 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 basic values that guide all our actions and reflect what we expect from our employees and elected officials.

<p>Our Mission: Providing quality public services for a better Albany community.</p> <p>Our Vision: A vital and diverse community that promotes a high quality of life, great neighborhoods, balanced economic growth, and quality public services.</p>

If our mission and vision statements are to have any meaning, they must be accompanied by deliberate planning efforts to move the organization and community toward a desired future. This requires clearly defined goals, proactive objectives, committed leadership, and effective management under significant forces of change. These forces include changing community demographics, new state and federal mandates, fiscal constraints, changing economic conditions, emerging technologies, and many other influences on our service delivery efforts. The best tool for accomplishing our community objectives is strategic planning. Therefore, the Albany City Council has developed a strategic plan.

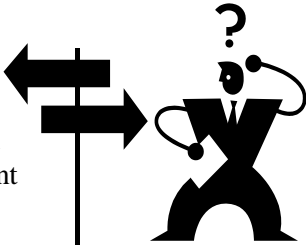
The four primary themes of the strategic plan are Great Neighborhoods, a Safe City, a Healthy Economy, and an Effective Government.

Financial Planning

The Capital Improvement Program (CIP) is a planning document that identifies capital projects in the next five-year horizon for elected officials, citizens, and staff. The first year of the CIP will be the basis for developing the capital portion of the forthcoming City Budget for 2016-2017. This CIP shows the total cost of a project in the year it is funded. Once a project appears in the first year of the CIP and makes it into the budget, it does not appear again in the CIP because the project has moved beyond the planning phase.

How to Use This Report

Each section of the report deals with a major infrastructure service the City provides. You will find separate sections for accessibility, finance, parks, public facilities, revitalization, stormwater, transportation, wastewater, and water. There is also a community needs section showing the most important projects without secured funding sources.



Each project scheduled over the next five years is individually identified. Each project shows the total cost and the sources of money used to pay for it. In certain cases, special emphasis by way of a signpost is shown for projects financed through General Obligation bonds or revenue bonds, along with those projects qualifying for System Development Charge funding for some or all of their costs.

Example:

REVENUE BOND

SDC

Each project has a unique CIP identification number attached to it. Related projects occurring in different areas, or over several years, are linked by use of a phase identifier. As a result, on any given project sheet, you will also see all the related projects regardless of the CIP section in which they appear.

Throughout the CIP document there are many commonly-used acronyms. The following list provides those most frequently used:

- AC – Asbestos Cement
- CARA – Central Albany Revitalization Area
- HDPE – High Density Polyethylene
- SDC – System Development Charges
- STP – Surface Transportation Program
- TMDL – Total Maximum Daily Load

The CIP Process

Actually, it is fairly simple. This report is distributed to the City Council, Planning Commission, and Budget Committee and copies are made available to the public at the libraries, City Hall, and on the City's website. A joint work session of the City Council, Planning Commission, and Budget Committee is held to go over the proposed project list and give opportunity to ask questions to clarify issues and information.

Following the joint work session, a public hearing is held where everyone is invited to express feelings about these plans for the future. Following the public hearing process, the City Council revises the CIP as necessary and then adopts the final Program. This final version becomes the basis for projects found in the City Budget.

Cross Check: Accomplishments and On-going Projects

The following list shows projects funded in prior CIPs and budgets that are currently in process or that have been revised or completed. Because these and earlier continuing projects have been authorized and funded, they no longer appear in the detail pages of the CIP.

ACCESSIBILITY

IN PROCESS #2004, Phase 2, Improved Pedestrian Crossings at Transit Stops (Phase 2)

Construction is currently scheduled for summer 2016.

PARKS

IN PROCESS #1892 Sunrise Park Playground Replacement

The project is expected to be completed in 2016.

DEFERRED #2008 East Thornton Lake Natural Area Development

This development project has been delayed indefinitely due to capital and operating budget constraints. Planning and site design work will continue.

PUBLIC FACILITIES

IN PROCESS #1334 Downtown Fire Station

The project is expected to be completed in summer 2017.

IN PROCESS #1335 Police Station Replacement

The project is expected to be completed in summer 2017.

IN PROCESS #2179 Fire Station 14 Water Reclamation Project

The project is expected to be completed in summer 2017.

REVITALIZATION

IN PROCESS #1339 CARA Central Albany Building Revitalization Program

This Central Albany Revitalization Area (CARA)-funded program offers technical assistance, loans, and grants for the private redevelopment of commercial structures, as well as funding for specific public infrastructure projects in the 919-acre Urban Renewal District.

STORMWATER

IN PROCESS #1958 Stormwater Master Plan

This project is currently underway.

TRANSPORTATION

COMPLETED #1949 Gibson Hill Road Sidewalk Improvements – Phase A

COMPLETED #1989 North Albany Road: Quarry Road to Railroad Tracks

IN PROCESS #2041 34th Avenue Signal: Marion Street

Construction is currently scheduled for summer 2016.

IN PROCESS #2045 34th Avenue Signal: Hill Street

Construction is currently scheduled for spring 2016.

IN PROCESS #2165 Update Airport Master Plan and Airport Layout Plan

This project is currently underway and scheduled for completion in spring 2016.

IN PROCESS #2283 Pedestrian Crossing Improvements

Crossings in City rights-of-way are complete. Construction of crossings in ODOT rights-of-way is currently scheduled for summer 2016.

IN PROCESS #2305 Crocker Lane Street Improvements

Construction is currently scheduled for summer 2017.

WASTEWATER

COMPLETED #2197 Wetlands Integration with AMWRF Outfalls

COMPLETED #2296 Century Drive Lift Station Improvements

COMPLETED #2297 2015 Manhole Repairs and Replacement

COMPLETED #2298 2015 Cured-in-Place Pipe Projects

COMPLETED #2299 2015 Pipe Bursting Projects

IN PROCESS #1254 Umatilla Lift Station, Force Main, and Wet Well Projects

Construction is currently scheduled for summer 2016.

IN PROCESS #2200 2016 Sewer Pipe Rehabilitation Projects

Construction is currently scheduled for summer 2016.

IN PROCESS #2307 Maple Street Lift Station Pump Replacement Project

Construction is currently scheduled for summer 2016.

IN PROCESS #2308 Collection System Access Improvements

Construction is currently scheduled for summer 2016.

WATER

COMPLETED #1589 Davidson Street, 8th to Santiam

COMPLETED #1593 Cleveland Street, 7th Avenue to Pacific Boulevard

COMPLETED #1638, Phase 2 Zone 1 Distribution Projects

COMPLETED #1965 Broadway Reservoir Transmission Main (Phase 2)

COMPLETED #2189 Country Village Loop Waterline Replacement

COMPLETED #2223 Denver and Cleveland Street, North of Santiam Road

IN PROCESS #1999 Albany-Millersburg Water Treatment Plant Sand Removal
Design is underway and construction is currently scheduled for summer 2016.

IN PROCESS #2187 Canal Diversion Structures
Design is underway and construction is currently scheduled for summer 2017.

IN PROCESS #2219 College Park Drive, Pacific Boulevard to East End
Construction is currently scheduled for spring 2016.

IN PROCESS #2286 Maple Street Pump Station Electrical Improvements
Construction is currently scheduled for spring 2016.

IN PROCESS #2291 Meadow Wood Water Line
Design is underway and construction is currently scheduled for summer 2016.

IN PROCESS #2314 Crown Zellerbach Gate Evaluation and Improvements
Design is underway and construction is currently scheduled for summer 2017.

IN PROCESS #2315 Crocker LID Water Line
Design is underway and construction is currently scheduled for summer 2016.

IN PROCESS #2316 Vine Street WTP Electrical and Clearwell Improvements
Construction is currently scheduled for spring 2016.

Got a Question?

Some of the information and issues in this report can be rather complex. If you are having trouble understanding something or have a question, your City staff stands ready and willing to provide the information you need.

For information please contact:

City Manager's Office

Marilyn Smith, 541-917-7507

Management Assistant/Public Information Officer

marilyn.smith@cityofalbany.net



Paying for Capital Projects

A preliminary look at financing, pending further decisions

Let us make it clear right at the top: there is not enough money available for all the projects the City needs to do. In most cases the source of money determines which projects get included. For instance, Water Fund revenue can only be spent on water projects. The money each of these funds receives must be spent for the purposes for which the fund was created.

Sources of Funding

The table on the next page shows the relative breakdown of funding sources for all the projects contained in the 2017-2021 CIP.

This chart shows a projection of funds needed for projects in any given year. As you can see, the relative amounts of money can vary significantly and can change from year to year based on the projects being constructed.

Grants are a one-time source of money. To rely on grants as a major source of improving our infrastructure is a precarious approach. The money may or may not be there and is available only through decisions made outside our community. While the City actively looks to get grants where available, we still have to provide our own source of money for a portion of the cost, even on grant projects.

Any given project can have funding from more than one source. For instance, a major sewer upgrade project may be funded by a combination of Sewer Rate revenue and Sewer Improvement System Development Charges (SDC) revenue. Each project in this CIP will have all funding sources clearly identified.



What is a Fund?

A fund is an accounting term that denotes a stand-alone operation that has its own set of accounting books. Even though it is part of the City, for financial purposes it operates as a separate service.



Projected Cost Totals by Funding Source

FUNDING SOURCE	2017	2018	2019	2020	2021	TOTAL
ADA Capital Reserves	\$0	\$0	\$92,000	\$0	\$0	\$92,000
SDC Improvement - Sewer	\$400,000	\$0	\$636,000	\$0	\$0	\$1,036,000
SDC Improvement – Transportation	\$0	\$412,000	\$0	\$546,000	\$1,934,000	\$2,892,000
SDC Improvement – Water	\$0	\$0	\$0	\$934,000	\$0	\$934,000
Sewer Rates/Operating Revenues	\$4,850,000	\$2,000,000	\$3,055,000	\$2,100,000	\$5,075,000	\$17,080,000
State of Oregon	\$0	\$1,010,000	\$0	\$1,333,000	\$562,000	\$2,905,000
Street Capital Reserves	\$690,000	\$1,400,000	\$40,000	\$1,849,000	\$925,000	\$4,904,000
Urban Renewal	\$7,879,000	\$0	\$0	\$0	\$0	\$7,879,000
Water Rates/Operating Revenues	\$2,356,000	\$2,582,000	\$1,882,000	\$2,735,000	\$1,914,000	\$11,469,000
<u>TOTAL:</u>	\$16,175,000	\$7,404,000	\$5,705,000	\$9,497,000	\$10,410,000	\$49,191,000

Financing Projects with Bonds or Loans

The City finances capital projects primarily through taxes and fees for service. In order to stretch the buying power of the available resources and to pay for big-ticket projects, the City may issue General Obligation bonds or revenue bonds. Bonds are sold in the worldwide financial marketplace in order to get the lowest interest rate possible. The federal tax code provides for municipal bonds that can be tax-exempt for the people or institutions that buy them. Because of this tax break, the interest rate is usually much lower than would be paid for a prime-rate loan from a bank. This saves the taxpayers money.

There are two types of bonds:

General Obligation (GO) bonds must be approved by a vote of the people before they can be issued. This is because GO bonds result in an additional property tax above and beyond the property tax otherwise paid. The bonds are secured by the revenue from the tax and the tax lasts only for the life of the bonds, usually 15 to 20 years.

Revenue bonds are not backed by property taxes and, in Albany, also require a vote of the people. Revenue bonds are repaid out of specific revenues, such as water rates for a water revenue bond.

In addition to bonds, the City can secure a loan from a bank or other source. In 2003, the City was able to secure a loan from the State of Oregon Clean Water Revolving Loan Fund for the planned wastewater projects at interest rates that were far better than what was available under bond programs.

It is important to remember bonds and loans are not a source of revenue; they are financing tools. The sources of revenue to pay for the projects are the taxes or rates that secure the bonds or loan.

The Five-Year Plan in a Snapshot

The following table shows the total cost of projects authorized in each of the next five years for each major category of capital projects. Some projects will be paid for in a single year, while other projects will take three years or more to complete.

Occasionally new issues, changing cost and revenue realities, or shifts in City priorities will cause a project, or a number of projects, to be either bumped forward or back in the five-year schedule. Any changes of this nature would be reflected in future CIP documents.

Projected Cost Totals by Category

CATEGORY	2017	2018	2019	2020	2021	TOTAL
Accessibility	\$0	\$0	\$92,000	\$0	\$0	\$92,000
Parks	\$0	\$0	\$0	\$0	\$0	\$0
Public Facilities	\$0	\$0	\$0	\$0	\$0	\$0
Revitalization	\$7,879,000	\$0	\$0	\$0	\$0	\$7,879,000
Stormwater	\$0	\$0	\$0	\$0	\$0	\$0
Transportation	\$690,000	\$2,822,000	\$40,000	\$3,728,000	\$3,421,000	\$10,701,000
Wastewater	\$5,250,000	\$2,000,000	\$3,691,000	\$2,100,000	\$5,075,000	\$18,116,000
Water	\$2,356,000	\$2,582,000	\$1,882,000	\$3,669,000	\$1,914,000	\$12,403,000
GRAND TOTALS:	\$16,175,000	\$7,404,000	\$5,705,000	\$9,497,000	\$10,410,000	\$49,191,000

Major Needs that Remain Unfunded

Projects to strengthen our community...if funding is made available

This section of the CIP highlights projects that are considered important but don't have a funding plan identified.

Riverfront Interceptor Lift Station and Force Main

The Riverfront Interceptor (RFI) provides sewer service to approximately 2,682 acres, which includes the downtown core. The RFI does not have capacity to handle all tributary wastewater collection system flows during heavy rainfall events, resulting in occasional unpermitted overflows to the Willamette River. Additional development activities within the RFI basin will exacerbate the capacity problem, and the City is at risk of DEQ regulatory enforcement action if unpermitted overflows continue. The least cost option for addressing the capacity constraint is construction of an \$11.5M lift station and force main project. This cost exceeds the City's current financial capabilities and a funding strategy needs to be identified.

Residential Utility Services

Several pockets of residential areas within city limits remain without City utilities. Most were annexed after development under county jurisdiction, and most are characterized by moderate income households and modest homes.

Albany Train/Multimodal Station

The Albany train/multimodal station has been a great success. The station is seeing high volumes of use and often the existing parking is near or at capacity. To allow continued growth of the multiple transportation services using the station to service the region, additional space for parking will need to be developed.

Central Albany Revitalization

Central Albany remains a focus for public and private redevelopment and economic development activity. While CARA funding has stimulated significant private investment, completion of the vision for central Albany will require spending beyond the scope of the renewal agency. The following are among the projects that do not have fully identified funding:

- Public Spaces – The Central Albany Land Use and Transportation Study (CALUTS) Plan and the Town Center Plan call for a suite of public spaces designed to enhance the central Albany area, provide spatial organizing elements, offer alternate transportation options, and stimulate private investment.
- Water Avenue – The Water Avenue Streetscape Design Guide (2008) calls for reconstruction of Water Avenue from Washington Street to Main Street. This will be a key investment to support redevelopment of parcels along the river, including the riverfront housing in the Town Center Plan concept. The scope and timing of this project is currently being reviewed by CARA.

Park Repair and Replacement Needs

There is a significant backlog of park repair and replacement projects. Examples of these projects include the replacement of unsafe, 35-year-old playgrounds; ball field lighting systems; irrigation systems; walks and parking lots; and park buildings/structures. The 2006 Parks Master Plan proposes several projects that would address many of these needs through a funding mix including Parks SDCs, annual operating dollars, private donations, and grants. Currently, the total backlog is estimated at \$3.5 million. However, these funds have not yet been secured. Without a new funding source, the backlog will not be adequately addressed, requiring that facilities and equipment may be closed or removed when no longer serviceable.

Fire and Police Departments

- The downtown fire station and police station need to be replaced and a major project is underway to complete these projects by fiscal year 2017.
- Both Fire and Police emergency responders lack adequate local training facilities to develop new skills and maintain proficiency and current capabilities. Emergency responders' skills must be maintained to safely and adequately handle the numerous high-risk and hazardous events they encounter. The existing training tower at Fire Station 11 needs to be replaced. The design for a new main fire station downtown does not include replacing the existing tower at its current location. A functional tower is an important training aid for firefighters, and the lack of a tower can have an impact on the fire department's Insurance Services Office rating and ultimately the fire insurance rates paid by our community. At this time, the best solution is to relocate the City bus storage from behind Fire Station 12, build a new training tower, and enhance the training capabilities at that location.

Street Construction and Preventative Maintenance

The needs for street repair and improvement continue to grow while funding remains stagnant and insufficient to address needs. Aging streets that cannot be properly maintained and invested in will fall into disrepair and ultimately will require full reconstruction. Reconstruction of streets is several times more expensive than ongoing repair and preventative maintenance.

The future revenue picture for streets is bleak. Gas tax and Surface Transportation Program (STP) revenues are not anticipated to grow at a pace that sustains current levels of investment in infrastructure. STP funding is also subject to federal approval, appropriation and allocation to Albany from the Albany Area Metropolitan Planning Organization (AAMPO).

Stormwater Utility

The City does not currently have a dedicated funding source for addressing stormwater quantity and quality, facility maintenance, or capital project needs. When problems arise within the existing system, they are addressed by either the street maintenance or sewer maintenance crews, depending on the type of facility. The City is undergoing a significant stormwater planning effort. The new stormwater plan will identify short- and long-term maintenance and capital improvement needs. When the needs have been identified, different funding strategies to address those needs will be considered. New regulatory requirements will face Albany to address this issue in the very near term.

South Albany Area Plan

This plan provides a land use/transportation/natural resource/utility plan that will guide decades of development. There are significant public and private capital investments required in future years. These will include, at the least:

-
- Lochner Road/Marion Street improvements
 - 53rd Avenue roadway improvement project
 - Water reservoir to serve the area
 - Relocation of Ellingson Road east of Columbus Street
 - Development of the community park site, and two or three neighborhood parks
 - Trails and paths connecting neighborhoods and accessing Oak Creek
 - A new elementary school
 - A new residential street network for north-south and east-west movements, including the proposed Oak Creek Parkway
 - Potential land acquisition of property along the Oak Creek corridor

SCHEDULE OF CAPITAL EQUIPMENT
Fiscal Year 2016-2017

Department:				
Program Name	(Program Number)	Capital Description	Budget Amount	Fund Total
Fire Department:				
Fire Emergency Services	(100-25-1208)	Thermal Imaging Camera	\$ 12,000	
		Forcible Entry Prop	6,500	\$ 18,500
Total Fire Department				\$18,500
Parks & Recreation Department:				
Aquatics	(202-35-1410)	Starting Blocks & Concrete Work	\$ 13,000	
				\$ 13,000
Equipment Replacement	(217-10-1010)	15-Passenger Bus (Replaces 354)	\$ 50,000	
				\$50,000
Total Parks & Recreation Department				\$63,000
Public Works Department:				
Transit	(213-50-1106)	Replace Vehicle 455-05	\$ 440,000	
	(213-50-1107)	Replace Vehicle 428-03	420,000	\$860,000
Equipment Replacement	(217-10-1010)	Replace Vehicle 530-07	\$ 175,000	
				\$ 175,000
Wastewater Treatment Plant	(601-50-2404)	Real-Time Control System in VLR	\$ 40,000	\$ 40,000
Water Canal	(615-50-2204)	Replace Actuator at headgates	\$ 10,000	\$ 10,000
Vine Street WTP	(615-50-2206)	Repl fluoride system scale and level sensors	\$ 13,300	\$ 13,300
Water Distribution	(615-50-2206)	Replace Water Vault N Albany Pump Stn	\$ 12,500	
		Purchase Valve Maintenance Trailer	80,000	\$ 92,000
Water Equipment Replacement	(615-50-2311)	Replace Vehicle 950-01	\$ 35,000	
		Repl Membrane Modules at AM WTP	180,000	
		Replace Vehicle 947-03	400,000	\$ 615,000
Total Public Works Department				\$1,805,300
TOTAL CAPITAL EQUIPMENT				<u>\$1,886,800</u>

SUMMARY OF CAPITAL REQUIREMENTS AND CAPITAL RESERVES - FISCAL YEAR 2016-17

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 2016-17 budget. The projects may also be included in the City's five-year Capital Improvements Program (CIP) for 2017-2022.

Project Description	Total	General Fund	Parks & Recreation	Grants	Risk Management	Economic Development	Public Transit
CAPITAL PROJECTS							
Capital Equipment	1,886,800	\$ 18,500	\$ 13,000	\$ -	\$ -	\$ -	\$ 860,000
Building Improvements	35,700	-	-	35,700	-	-	-
Taxiway Connectors Design	135,000	-	-	135,000	-	-	-
AGIS Taxiway Construction	150,000	-	-	150,000	-	-	-
FTA 5307 -1% Safety Purchase	11,300	-	-	-	-	-	11,300
Renovation Projects	97,000	-	97,000	-	-	-	-
Comm Dev - Accessibility	194,500	-	-	194,500	-	-	-
Comm Dev - Public Improvements	298,800	-	-	298,800	-	-	-
Sunrise Park Play Replace	63,500	-	63,500	-	-	-	-
Ops Building Addition	100,000	-	-	-	-	-	-
Sidewalk Infill Program	15,000	-	-	-	-	-	-
SS-16-01 2016 Pipe Replace Proj	890,000	-	-	-	-	-	-
SS-16-02 Umatilla LS & FM Imp	475,000	-	-	-	-	-	-
SS-16-03 Maple St LS Expansion	75,000	-	-	-	-	-	-
SS-16-04 Collection Sys Access Imp	118,000	-	-	-	-	-	-
SS-16-07 Lochner Rd Sewer Ext	142,000	-	-	-	-	-	-
SS-17-01 Cox Creek Interceptor P7	1,430,000	-	-	-	-	-	-
SS-17-02 Cox Creek Interceptor P8	1,200,000	-	-	-	-	-	-
SS-17-03 2017 Collection System Rehab	900,000	-	-	-	-	-	-
SS-17-04 Marion Lift Station	200,000	-	-	-	-	-	-
SS-17-05 Cox Creek Interceptor P10A	1,300,000	-	-	-	-	-	-
SS-17-06 Sewer Outfall Maintenance	50,000	-	-	-	-	-	-
ST-14-03 Ped Crossing Imp	55,000	-	-	-	-	-	-
ST-13-05 Corvallis Albany Path	255,000	-	-	-	-	-	-
ST-15-01 34th Ave Signals: Marion & Hill	220,000	-	-	-	-	-	-
ST-16-01 Transit Stop Ped Imp (Ph 2)	186,000	-	-	-	-	-	-
ST-16-02 Crocker Lane & Valley View Dr	1,275,000	-	-	-	-	-	-
ST-17-01 Oak Street Rehab 34th-38th	650,000	-	-	-	-	-	-
WC-13-01 Canal Diversion Structures	190,000	-	-	-	-	-	-
WL-16-01 Crocker LID Waterline	562,000	-	-	-	-	-	-
WC-16-01 CZ Gates Improvements	500,000	-	-	-	-	-	-
WL-16-04 Meadow Wood Water Line	400,000	-	-	-	-	-	-
WL-16-03 Fire Line Backflow Install	125,000	-	-	-	-	-	-
WC-16-03 Canal Bank Repair Goltra	110,000	-	-	-	-	-	-
WL-17-01 CARA Water Line Imp	546,500	-	-	-	-	-	-
WL-17-02 Industrial Way Water Line	340,500	-	-	-	-	-	-
WL-17-03 Oak Street WL 34th-38th	231,000	-	-	-	-	-	-
WC-17-03 Canal Bank Repair 4th-5th	450,000	-	-	-	-	-	-
WL-17-04 Seismic Valves	150,000	-	-	-	-	-	-
WC-17-01 Raised Canal Embankment	150,000	-	-	-	-	-	-
WC-17-02 Canal Head Gate Actuator	40,000	-	-	-	-	-	-
WTP-15-02 AM WTP Chemical Tank Rehab	180,000	-	-	-	-	-	-
WTP-16-01 Vine St WTP Elec Clearwell	200,000	-	-	-	-	-	-
WTP-17-01 Ponds Imp	328,000	-	-	-	-	-	-
WTP-17-02 Vine WTP Imp	310,000	-	-	-	-	-	-
W-12-02 AM WTP Sand Removal	524,000	-	-	-	-	-	-
WWTP-13-01 WRF Solids Handling Imp Proj	500,000	-	-	-	-	-	-
Capital Project Totals	18,245,600	18,500	173,500	814,000	-	-	871,300

Capital Replacement	Street	Capital Projects	Sewer	Water	Stormwater	Project Description
\$ 225,000	\$ -	\$ -	\$ 40,000	\$ 730,300	\$ -	CAPITAL PROJECTS
-	-	-	-	-	-	- Capital Equipment
-	-	-	-	-	-	- Building Improvements
-	-	-	-	-	-	- Taxiway Connectors Design
-	-	-	-	-	-	- AGIS Taxiway Construction
-	-	-	-	-	-	- FTA 5307 -1% Safety Purchase
-	-	-	-	-	-	- Renovation Projects
-	-	-	-	-	-	- Comm Dev - Accessibility
-	-	-	-	-	-	- Comm Dev - Public Improvements
100,000	-	-	-	-	-	- Sunrise Park Play Replace
-	15,000	-	-	-	-	- Ops Building Addition
-	-	-	-	-	-	- Sidewalk Infill Program
-	-	-	890,000	-	-	- SS-16-01 2016 Pipe Replace Proj
-	-	-	475,000	-	-	- SS-16-02 Umatilla LS & FM Imp
-	-	-	75,000	-	-	- SS-16-03 Maple St LS Expansion
-	-	-	118,000	-	-	- SS-16-04 Collection Sys Access Imp
-	-	-	142,000	-	-	- SS-16-07 Lochner Rd Sewer Ext
-	-	-	1,430,000	-	-	- SS-17-01 Cox Creek Interceptor P7
-	-	-	1,200,000	-	-	- SS-17-02 Cox Creek Interceptor P8
-	-	-	900,000	-	-	- SS-17-03 2017 Collection System Rehab
-	-	-	200,000	-	-	- SS-17-04 Marion Lift Station
-	-	-	1,300,000	-	-	- SS-17-05 Cox Creek Interceptor P10A
-	-	-	50,000	-	-	- SS-17-06 Sewer Outfall Maintenance
-	55,000	-	-	-	-	- ST-14-03 Ped Crossing Imp
-	255,000	-	-	-	-	- ST-13-05 Corvallis Albany Path
-	220,000	-	-	-	-	- ST-15-01 34th Ave Signals: Marion & Hill
-	186,000	-	-	-	-	- ST-16-01 Transit Stop Ped Imp (Ph 2)
-	-	1,275,000	-	-	-	- ST-16-02 Crocker Lane & Valley View Dr
-	650,000	-	-	-	-	- ST-17-01 Oak Street Rehab 34th-38th
-	-	-	-	190,000	-	- WC-13-01 Canal Diversion Structures
-	-	-	-	562,000	-	- WL-16-01 Crocker LID Waterline
-	-	-	-	500,000	-	- WC-16-01 CZ Gates Improvements
-	-	-	-	400,000	-	- WL-16-04 Meadow Wood Water Line
-	-	-	-	125,000	-	- WL-16-03 Fire Line Backflow Install
-	-	-	-	110,000	-	- WC-16-03 Canal Bank Repair Goltra
-	-	-	-	546,500	-	- WL-17-01 CARA Water Line Imp
-	-	-	-	340,500	-	- WL-17-02 Industrial Way Water Line
-	-	-	-	231,000	-	- WL-17-03 Oak Street WL 34th-38th
-	-	-	-	450,000	-	- WC-17-03 Canal Bank Repair 4th-5th
-	-	-	-	150,000	-	- WL-17-04 Seismic Valves
-	-	-	-	150,000	-	- WC-17-01 Raised Canal Embankment
-	-	-	-	40,000	-	- WC-17-02 Canal Head Gate Actuator
-	-	-	-	180,000	-	- WTP-15-02 AM WTP Chemical Tank Rehab
-	-	-	-	200,000	-	- WTP-16-01 Vine St WTP Elec Clearwell
-	-	-	-	328,000	-	- WTP-17-01 Ponds Imp
-	-	-	-	310,000	-	- WTP-17-02 Vine WTP Imp
-	-	-	-	524,000	-	- W-12-02 AM WTP Sand Removal
-	-	-	500,000	-	-	- WWTP-13-01 WRF Solids Handling Imp Proj
325,000	1,381,000	1,275,000	7,320,000	6,067,300	-	Capital Project Totals

continued

SUMMARY OF CAPITAL REQUIREMENTS AND CAPITAL RESERVES - FISCAL YEAR 2016-17, continued

Project Description	Total	General Fund	Parks & Recreation	Grants	Risk Management	Economic Development	Public Transit
CAPITAL RESERVES							
Reserve: Pipe Over-sizing	20,000	-	-	-	-	-	-
Reserve: Connection Fees	886,800	-	-	-	-	-	-
Reserve: Replacement	6,420,700	-	-	-	-	-	-
Reserve: Equipment Replacement	1,445,800	-	-	-	-	-	-
Reserve: Building Replacement	102,800	-	-	-	-	-	-
Reserve: Street Connection Fees	161,200	-	-	-	-	-	-
Reserve: Building Maintenance	78,100	-	-	-	-	-	-
Reserve: Capital Projects	38,756,800	-	1,367,900	4,800	-	199,000	-
Reserve: Parks Capital Projects	50,000	-	50,000	-	-	-	-
Reserve: PepsiCo Settlement	878,000	-	-	-	878,000	-	-
Reserve: Facilities Maintenance	227,800	-	-	-	-	227,800	-
Reserve: Facilities Replacement	247,400	-	-	-	-	-	-
Reserve: Monteith House	1,400	-	-	-	-	-	-
Reserve: Waverly RH Land Mod Dep - WM	203,300	-	-	-	-	-	-
Reserve: Siemens Settlement	3,753,000	-	-	-	-	-	-
Reserve: Albany Transit	15,000	-	-	-	-	-	-
Reserve: Street Capital	67,000	-	-	-	-	-	-
Reserve: Stormwater Capital	14,400	-	-	-	-	-	-
Reserve: Stormwater Deferred Planting	5,000	-	-	-	-	-	-
Reserve: Stormwater In-Lieu of Planting	25,600	-	-	-	-	-	-
Reserve: ODOT Safety Grant Match	40,000	-	-	-	-	-	-
Reserve: Lochner Road Imp	400,000	-	-	-	-	-	-
Reserve: ODOT I-5 EA	200,000	-	-	-	-	-	-
Reserve: Energy Trust	100	-	-	-	-	-	-
Reserve: Stormwater Drain Connection	127,500	-	-	-	-	-	-
Total Capital Reserves	54,127,700	-	1,417,900	4,800	878,000	426,800	-
Grand Totals	72,373,300	\$ 18,500	\$ 1,591,400	\$ 818,800	\$ 878,000	\$ 426,800	\$ 871,300

Capital Replacement	Street	Capital Projects	Sewer	Water	Stormwater	Project Description
CAPITAL RESERVES						
-	-	-	10,000	10,000	-	Reserve: Pipe Over-sizing
-	-	-	698,900	187,900	-	Reserve: Connection Fees
6,420,700	-	-	-	-	-	Reserve: Replacement
-	-	-	776,400	647,700	21,700	Reserve: Equipment Replacement
102,800	-	-	-	-	-	Reserve: Building Replacement
-	161,200	-	-	-	-	Reserve: Street Connection Fees
78,100	-	-	-	-	-	Reserve: Building Maintenance
-	3,047,000	24,336,100	5,349,600	4,452,400	-	Reserve: Capital Projects
-	-	-	-	-	-	Reserve: Parks Capital Projects
-	-	-	-	-	-	Reserve: PepsiCo Settlement
-	-	-	-	-	-	Reserve: Facilities Maintenance
247,400	-	-	-	-	-	Reserve: Facilities Replacement
1,400	-	-	-	-	-	Reserve: Monteith House
-	203,300	-	-	-	-	Reserve: Waverly RH Land Mod Dep - WM
-	-	-	3,753,000	-	-	Reserve: Siemens Settlement
-	15,000	-	-	-	-	Reserve: Albany Transit
-	67,000	-	-	-	-	Reserve: Street Capital
-	-	-	-	-	14,400	Reserve: Stormwater Capital
-	-	-	-	-	5,000	Reserve: Stormwater Deferred Planting
-	-	-	-	-	25,600	Reserve: Stormwater In-Lieu of Planting
-	40,000	-	-	-	-	Reserve: ODOT Safety Grant Match
-	400,000	-	-	-	-	Reserve: Lochner Road Imp
-	200,000	-	-	-	-	Reserve: ODOT I-5 EA
100	-	-	-	-	-	Reserve: Energy Trust
-	-	-	-	-	127,500	Reserve: Stormwater Drain Connection
6,850,500	4,133,500	24,336,100	10,587,900	5,298,000	194,200	Total Capital Reserves
\$ 7,175,500	\$ 5,514,500	\$ 25,611,100	\$ 17,907,900	\$ 11,365,300	\$ 194,200	Grand Totals

Addressing Physical Barriers

The City recognizes that one of the characteristics of a truly great city is a commitment to ensuring all members of the community have equal access to public and private facilities and amenities. We strive to have an inclusive public infrastructure that adequately meets the needs of all citizens. Through progressive efforts, Albany's public facilities will become increasingly accessible to people of all abilities.

Acknowledging We Cannot Remedy All Issues Now

From steep slopes to stairs, there are many barriers to accessibility around the City. This is common in established cities, as much of the infrastructure, including sidewalks, was constructed before accessibility standards were enacted or even considered. The prevalence of these barriers may make complete accessibility seem daunting. Limited funding means we cannot address every problem area immediately. Through careful planning and proactive efforts, however, continued measurable progress will bring considerable benefits to Albany's citizens. In addition, because all new projects are required to be accessible, the number of deficiencies throughout the city will decline as the City continues to invest in replacing infrastructure that has exceeded its design and functional life.



In compliance with the Americans with Disabilities Act (ADA), fixing accessibility deficiencies is incorporated into the City's transportation infrastructure upgrade plans. This includes incorporation into transit improvement plans and the installation of new curb ramps where none exist. Staff will continue to design and implement plans for disability access. Such plans for new projects will meet either the *ADA Standards for Accessible Design* or the Access Board's *Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way*.

Transitioning toward Accessible Facilities

The primary ADA construction project identified in this CIP window is the improvements to the Dave Clark Path. Other projects have been identified as areas in need of improvements, and will be scheduled when funding has been identified. They include curb ramp placement and sidewalk repair.

Separate from dedicated ADA projects, the City continues to make substantial investments in improving accessibility throughout Albany. These efforts are typically paired with other required maintenance or capital project activities. For instance, when a street overlay is planned, City staff evaluates the need for curb ramp placement or replacement and incorporates this work into the overlay project. Many new ADA-compliant curb ramps are added each year through this process. Over the last five years, 214 curb ramps have been constructed or replaced in conjunction with planned capital projects. A small amount of funding is also set aside each year to allow the City to address a limited number of complaint areas as they arise. Another 16 ramps have been replaced in response to specific ADA concerns expressed by residents.

Under the City’s current ADA Transition Plan, over 75 percent of the public building improvements called for in the plan have been completed. Funding limitations have made continued efforts on updating the City’s ADA Transition Plan a challenge. However, progress is slowly being made towards a plan that addresses the highest priority areas. As required by the Americans with Disabilities Act, complaint areas are a first priority. The updated transition plan will set a path toward bringing the City’s infrastructure into compliance with the ADA.

Private development proposals are also evaluated for accessibility compliance, inspections are performed to ensure all new public and private construction meets accessibility requirements, and complaints about inaccessible public and private elements and facilities are received and investigated. Such complaints have included inaccessible walkways, deficient curb ramps, and inadequate accessible parking, among other things. Enforcement action on private properties is taken when staff is not able to obtain voluntary compliance. Our goal is to address access-related citizen concerns in a timely and productive manner while continuing to transition City facilities toward improved accessibility.

Lastly, the City considers accessibility and evaluates ADA compliance as part of many other activities. For example, the Parks Department plans to include an ADA component in their upcoming master plan, ADA improvements have been incorporated into annual action plans for Community Development Block Grants (CDBG), and accessibility has been considered in the City’s Emergency Management Plan.

Funding Summary

The following table shows the total amount of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected construction costs in the year the project is proposed. Each year we take the estimated cost of the projects and bring them up to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle. The future year costs then have an annual three percent inflation factor added in to estimate the cost in the year proposed.

Projected Cost Totals

FUNDING SOURCE	2017	2018	2019	2020	2021	TOTAL
ADA Capital Reserves	\$0	\$0	\$92,000	\$0	\$0	\$92,000
GRAND TOTALS:	\$0	\$0	\$92,000	\$0	\$0	\$92,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2018 - 2019		
2216	DAVE CLARK PATH ADA IMPROVEMENTS	\$92,000
	Total for FY 2018 - 2019	\$92,000
	Grand Total for Accessibility:	\$92,000

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

CIP #	Phase	Year	Title	Projected Total
2172		0	WASHINGTON STREET ADA IMPROVEMENTS – WATER AVENUE TO 9TH AVENUE	\$66,000
Total for Unfunded :				\$66,000

Grand Total for Unfunded Accessibility: \$66,000

Limited Resources Continue to Delay Parks Projects

In 2006, the Albany City Council adopted the current Parks & Recreation Master Plan. This plan guides the City's investment in park acquisition, renovation, and new facility improvements. Parks projects are funded by a mix of funds from outside grants, private donations, Parks System Development Charges, and the Parks and Recreation Department's annual operating fund. The slow-down in the local economy reduced estimated revenues in each of our funding sources for park projects, requiring adjustments to the schedules for several projects in this CIP.

A high priority of the Parks Master Plan is the replacement of grossly outdated and inadequate playgrounds in existing parks. Since the adoption of the master plan, new playgrounds have been installed in Eads, Takena, Swanson, Riverview Heights, Teloh Calapooia, and Burkhart parks. These projects were accomplished through a mix of Parks Fund operating revenues, grants, donations, and Parks SDCs. The playground at Sunrise Park has recently received an allocation from the City's Community Development Block Grant funding. This project was originally scheduled for completion in 2015. However, wetlands have been delineated on site and must now be mitigated, delaying the project. Sunrise Park is now scheduled for completion in 2016.

The remaining playground replacement projects must be suspended indefinitely due to a lack of reliable funding. Projects at Henderson, Draper, Deerfield, Grand Prairie, Pineway, and Lehigh parks have been deferred to future years.

No new Parks projects are included at this time for the FY 2017-2021 CIP. All other previously scheduled Parks projects have been either delayed or suspended indefinitely due to a lack of predictable funding over the next few years. The Parks Master Plan will be updated in 2016, resetting the list of proposed projects, implementation schedule, and project financing.

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Miscellaneous - Parks

CIP #	Phase	Year	Title	Projected Total
1937		0	NEW HIKE/BIKE TRAIL DEVELOPMENT	\$500,000
Total for Unfunded Miscellaneous - Parks:				\$500,000

Park Development

CIP #	Phase	Year	Title	Projected Total
1321		0	TIMBER RIDGE PARK ACQUISITION	\$300,000
1886		0	TIMBER LINN PARK IMPROVEMENTS - PHASE 1B	\$400,000
1887		0	TIMBER LINN PARK IMPROVEMENTS - PHASE 1C	\$600,000
1895		0	COMMUNITY PARK DEVELOPMENT - PHASE 1	\$1,500,000
1903		0	NEIGHBORHOOD PARK DEVELOPMENT - TIMBER RIDGE SITE	\$300,000
1904		0	NEIGHBORHOOD PARK DEVELOPMENT - TIMBER RIDGE SITE PHASE 2	\$200,000
1936		0	COMMUNITY PARK DEVELOPMENT - PHASE 2	\$1,000,000
Total for Unfunded Park Development:				\$4,300,000

Park Renovations

CIP #	Phase	Year	Title	Projected Total
1893		0	DEERFIELD PARK RENOVATION	\$400,000
Total for Unfunded Park Renovations:				\$400,000

Replacement Projects

CIP #	Phase	Year	Title	Projected Total
1889		0	GRAND PRAIRIE PARK PLAYGROUND REPLACEMENT	\$150,000
1896		0	DRAPER PARK PLAYGROUND REPLACEMENT	\$150,000
1898		0	PINEWAY PARK PLAYGROUND REPLACEMENT	\$100,000
1899		0	HENDERSON PARK PLAYGROUND REPLACEMENT	\$70,000
2321		0	LEHIGH PARK PLAYGROUND REPLACEMENT	\$200,000
Total for Unfunded Replacement Projects:				\$670,000

Grand Total for Unfunded Parks: \$5,870,000

Issues Before the Community

The Albany City Council and other community leaders have been discussing the City's public facility needs for several years. Much of the discussion has been about the City's emergency facilities. Replacement of the downtown fire station (Station 11) and the police station are underway and funding has been secured through litigation settlement proceeds, CARA funding, and a General Obligation Bond. Construction of the two new public facilities is scheduled to begin in the summer of 2016, with completion in the summer/fall of 2017.

Emergency Facilities

It is imperative to our community's safety that critical emergency facilities are able to continue emergency operations in the event of a major disaster. Fire Station 11 is over 65 years old and was not built to current seismic standards. This fire station would not withstand a substantial earthquake or similar natural disaster. Property surrounding Station 11 has been and is being purchased with the intent of building a new fire station at the current location. Previous architectural and engineering reports have concluded that it is cost-prohibitive to rehabilitate Station 11 to meet seismic standards since the station has a number of costly deficiencies that need to be addressed. These deficiencies include:

- It is seismically unstable.
- Substandard and outdated wiring would require complete structural rewiring if renovated.
- Due to substandard wiring, the emergency generator is inadequate to maintain operations during a power failure.
- It does not meet Americans with Disabilities Act (ADA) requirements.
- Although it was code compliant at the time it was constructed, the fire sprinkler system is now inadequate for a facility that continuously houses individuals.
- Mixed-gender accommodations are inadequate.
- It is surrounded by developed properties with little room for staff or visitor parking.
- Building size and configuration does not provide adequate space for apparatus, equipment, and staffing.

The Police Department was built in 1988 and has numerous structural and service issues that need to be addressed in order to provide a reliable emergency services facility to our community.

- The front counter does not provide the public with safe reporting due to suspects, sex offenders, victims, and children occupying the same small space.
- The current building does not have holding cells to detain suspects for court or interviewing.
- The heating and air conditioning system is overtaxed and incapable of providing efficient and adequate heating and cooling to the building. Interior walls have been modified numerous times and the system was never designed for the current number of employees. The original system design has been seriously compromised.
- The building size and configuration does not provide adequate space for the public, staff, supplies, and equipment. A modular building was added to the site in 2004 as a temporary solution to overcrowding. That building is also taxed to capacity with staff, equipment, technology, and operational needs.

-
- The current building has no public space and only one small meeting space. This lack of adequate meeting space does not allow for public interactions within the building or useful training.
 - The emergency generator supplies only limited power to the building during a power failure or natural disaster. The generator and wiring are not adequate to supply the current staffing, operational, and power needs during a disaster.
 - The department is surrounded by developed properties, leaving inadequate space for citizen, department, or staff parking.

Additionally, both Fire and Police emergency responders lack adequate local training facilities to develop new skills and maintain proficiency and current capabilities. Emergency responders' skills must be maintained to safely and adequately handle the numerous high-risk and hazardous events they encounter.

Other City Buildings

Many City buildings need major maintenance work – roof repairs, carpet, paint, and heating and cooling system replacements. Much of the work has been deferred year after year in favor of other pressing needs.

Funding Summary

The City, counties, and schools get money for capital projects from the same source – local taxpayers. In the fall of 2005, the Albany City Council established a reserve account to be used for one or more of the City's building needs. Ongoing projects have depleted these funds, and they have not been replenished over the past few years due to funding other pressing needs. Staff continues to look for additional sources of money to supplement available funds. In 2015, the City asked the voters to approve a bond to build a new downtown fire station and a new police station. This vote passed and funding was secured for these two public safety facility projects.

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Fire Facilities

CIP #	Phase	Year	Title	Projected Total
1943		0	DEVELOP EMERGENCY SERVICE TRAINING CAPABILITIES	\$2,500,000
2180		0	UPDATE CURRENT RADIO SYSTEM TO 700/800 MHZ	\$2,000,000
Total for Unfunded Fire Facilities:				\$4,500,000

Grand Total for Unfunded Public Facilities: \$4,500,000

Revitalization Underway!

CARA works to turn vision into reality

The Central Albany Revitalization Area's (CARA's) goal is to implement the community-based Town Center Plan vision for revitalizing Central Albany.

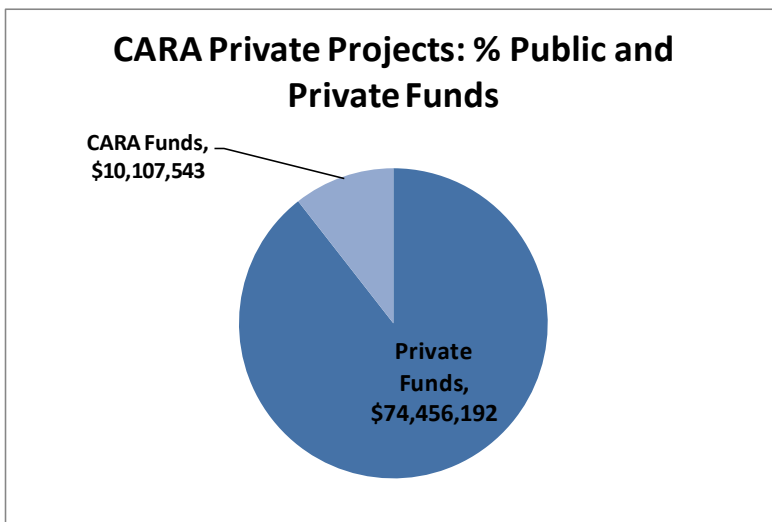
As an urban renewal district, CARA's funding comes from property tax dollars collected from increases in property values (the tax increment above 2001 values), not by imposing new taxes. CARA is able to fund activities within its 919-acre boundary from the Willamette River to the Queen Avenue/Ninth Avenue/Pacific Boulevard area roughly between Geary Street and the Elm Street medical area.

The Results

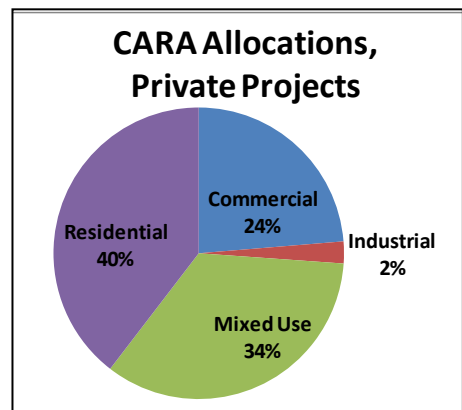
To date, CARA has committed about \$15 million on projects that assist the revitalization of Central Albany. Note: the unfunded projects in the CIP are based on 2001 dollars.



The majority of the projects have taken the form of taxable public-private partnerships. These partnerships have seen a CARA investment of roughly \$10.1 million, which has leveraged \$85.8 million in private investments, equating to a ratio of \$1 of public money leveraging \$8.50 of private funds (see graph CARA Private Projects: % Public and Private Funds, below).



A breakdown of private project types can be seen in graph: *CARA Allocations, Private Projects* (below). Funding from the urban renewal district takes the form of loans, grants, and forgivable loans.



Goals of the CARA Plan

CARA has worked to meet the specific goals of the urban renewal plan in the following ways:

Retain and Enhance the Value of Existing Private Investment and Public Investment in the Area:

Projects include the funding of five economic development projects, which created 130 new jobs in our community, and through the strategic investment of \$510,000 leveraged \$2.1 million of private investment.

Increase residential density in the area:

CARA has partnered on projects to create 287 housing units, including 94 low-income units for the elderly and the redevelopment of the blighted Woodland Square mobile home park into 54 workforce housing units, as well as 193 market-rate units.



Woodwind Apartments

Preserve the Historic Districts, Historic Resources, and Existing Housing in the Area:



Over 87 historic preservation projects in the area have been funded, including saving entire structures, store-front rehabilitation, exterior work, significant interior renovation, and reclamation of unused upper floor spaces.

Provide an Enriching Environment and Livable Neighborhoods:

CARA has been working with the East Salem Avenue neighborhood to eliminate blight and create a strong sense of community. This work has taken the form of a \$20,000 investment in a neighborhood community garden, as well as a partnership to see the use of the old mobile home park on East Salem Avenue converted to 54 units of workforce housing with construction which began in 2014 and finished in 2015.

Create a Readily Identifiable Core that is Unique and Vibrant with a Mixture of Entertainment, Housing, Specialty Shops, Offices, and Other Commercial Uses:

- Financial assistance in the form of small grants totaling \$262,000 for 60 small business owners in the downtown core.
- Projects that create vitality and attract people including the Brass Ring Carousel, the Pix Theatre, and ADA accessible event space in downtown.

- Financial assistance towards the Ironworks project. This development, now completed, includes a 15,000 square-foot office building, seven LEED-certified town homes, and an apartment building. In 2010, this project was the recipient of the Oregon Brownfield Award.

Provide a Safe and Convenient Transportation Network that Encourages Pedestrian and Bicycle Access to and within the Town Center:

Public Infrastructure Projects include:

- Installation of streetscape improvements along First Avenue in the downtown core.
- Pilot block of the Broadalbin sidewalk expansion and public utilities upgrade between First and Second Avenues.
- Noncapital projects include installation of a fiber-optic line, the Riverfront and Retail Refinement Plans, and others.

Ancillary benefits including a significant reduction in police calls to blighted properties which have since been rehabilitated with CARA funding, as well as increased visitors and visitor spending in our community.

Looking Forward

Fourteen years of the approximately 25-year Tax Increment Financing (TIF) funding have been completed. The maximum indebtedness of the Area is \$56,000,000, of which there is \$37,767,405 remaining at the end of FY 2014-2015. Efforts to further the goals of the Urban Renewal Plan and attract private investment that supports revitalization of the urban center will be part of the future activities. CARA approved funding for lights on the Dave Clark Path. Work on the downtown way-finding signs continues. A streetscape project is slated for 2017 and includes Second and Third Avenues, and Lyon and Ellsworth streets in Historic Downtown Albany. Other key issues for CARA include waterfront development, highest and best use of downtown City-owned properties, and continued improvement and restoration of downtown properties.

Funding Summary

The following table shows the total amount of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected construction costs in the year the project is proposed. Each year we take the estimated cost of the projects and bring them up to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle. The future year costs then have an annual three percent inflation factor added in to estimate the cost in the year proposed.

Projected Cost Totals

FUNDING SOURCE	2017	2018	2019	2020	2021	TOTAL
Urban Renewal	\$7,879,000	\$0	\$0	\$0	\$0	\$7,879,000
GRAND TOTALS:	\$7,879,000	\$0	\$0	\$0	\$0	\$7,879,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2016 - 2017		
2339	ALBANY DOWNTOWN STREET IMPROVEMENTS	\$7,879,000
	Total for FY 2016 - 2017	\$7,879,000
	Grand Total for Revitalization:	\$7,879,000

Plan FY: 2016-2017 ALBANY DOWNTOWN STREET IMPROVEMENTS

CIP Project #: 2339

Master Plan:

Category: Revitalization

Department: Economic Development

Plan Element:

Classification: Infrastructure

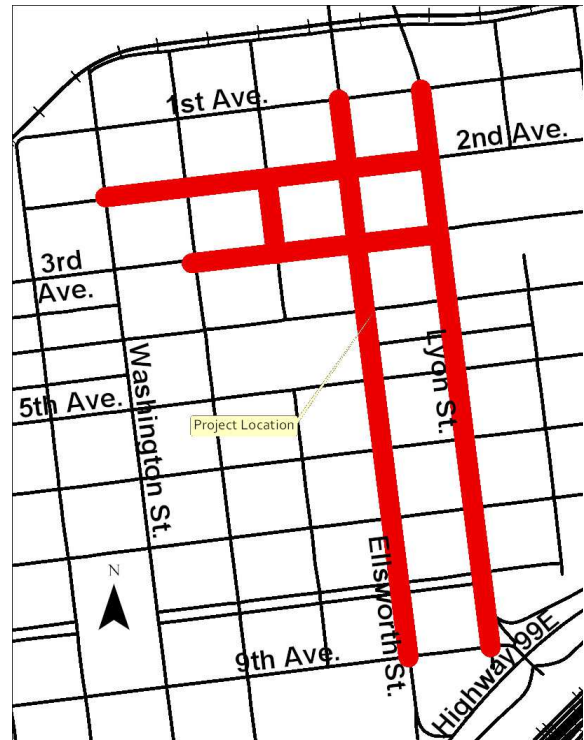
Total Cost: \$7,879,000

This is a streetscape project for downtown Albany which will see various levels of construction on seven blocks of 2nd and 3rd Avenues; a block of Broadalbin Street; and 14 blocks of Lyon and Ellsworth Streets. Improvements include sidewalk replacement, asphalt restoration, landscaping, lighting, and street furniture.

Operating Budget Impact: This project will not significantly impact operation and maintenance costs over the long term.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
	URBAN RENEWAL	\$7,879,000
	Total:	\$7,879,000



Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Development Partnerships

CIP #	Phase	Year	Title	Projected Total
1338		0	PROPERTY ACQUISITION & ASSEMBLY	\$250,000
1341		0	PROPERTY REDEVELOPMENT ASSISTANCE	\$1,000,000
1342		0	PAINT PROGRAM	\$100,000
1343		0	ALBANY SQUARE DEVELOPMENT	\$150,000
1344		0	WATER AVENUE IMPROVEMENTS	\$2,000,000
1345		0	RIVERFRONT HOUSING INFRASTRUCTURE	\$2,625,000
1346		0	TRANSITION AREAS REDEVELOPMENT	\$1,250,000
1347		0	HOUSING DEMONSTRATION	\$250,000
1348		0	HOUSING DEVELOPMENT	\$825,000
1349		0	HOUSING REHABILITATION	\$700,000
Total for Unfunded Development Partnerships:				\$9,150,000

General Facilities

CIP #	Phase	Year	Title	Projected Total
1331		0	CANAL ESPLANADE	\$3,636,000
1333		0	COMMUNITY GATEWAYS	\$616,000
Total for Unfunded General Facilities:				\$4,252,000

Infrastructure

CIP #	Phase	Year	Title	Projected Total
1366		0	COMMUNICATIONS INFRASTRUCTURE	\$500,000
1367		0	UNDERGROUND OVERHEAD UTILITIES	\$1,000,000
1368		0	ROADS, WATER, SEWER, STORM SEWER, RAIL CROSSING	\$3,000,000
1369		0	STREET REDEVELOPMENT	\$2,000,000
1370		0	ALLEY REDEVELOPMENT	\$750,000
1371		0	DOWNTOWN GRID SYSTEM	\$100,000
1372		0	TRAFFIC CALMING	\$250,000
1373		0	QUEEN AVENUE RAIL CROSSING	\$300,000
1374		0	1ST AVENUE UNDERCROSSING	\$500,000
Total for Unfunded Infrastructure:				\$8,400,000

Pedestrian/Bicycle Connectivity

CIP #	Phase	Year	Title	Projected Total
1375		0	WILLAMETTE RIVERFRONT PATH - CALAPOOIA CROSSING	\$1,000,000
1376		0	WILLAMETTE RIVERWALK - BOWMAN/HARRISON CONNECTION	\$250,000

CIP #	Phase	Year	Title	Projected Total
1377		0	CALAPOOIA RIVERWALK	\$500,000
1379		0	8TH AVENUE CANAL ESPLANADE	\$500,000
1380		0	THURSTON CANAL ESPLANADE	\$600,000

Total for Unfunded Pedestrian/Bicycle Connectivity: \$2,850,000

Public Spaces & Facilities

CIP #	Phase	Year	Title	Projected Total
1352		0	BROADALBIN STREET IMPROVEMENTS	\$500,000
1353		0	ALBANY SQUARE	\$200,000
1354		0	ALBANY LANDING	\$350,000
1356		0	DOWNTOWN BEAUTIFICATION	\$300,000
1357		0	AWNING PROGRAM	\$125,000
1358		0	RIVERFRONT HOUSING AREA STREETSCAPE	\$120,000
1359		0	MAIN STREET AREA STREETSCAPE	\$75,000
1360		0	SIDEWALK PROGRAM	\$250,000
1361		0	STREET TREE PLANTING	\$250,000
1362		0	HISTORIC DISTRICTS SIGNAGE	\$200,000
1363		0	DOWNTOWN PARKING AREAS	\$350,000
1364		0	GOVERNMENT CENTER PARKING STRUCTURE	\$2,000,000
1365		0	WATER AVENUE AREA PARKING STRUCTURE	\$1,500,000
1384		0	PUBLIC FACILITIES	\$550,000
1990		0	DOWNTOWN STREETSCAPE	\$560,000

Total for Unfunded Public Spaces & Facilities: \$7,330,000

Watershed Health & Education

CIP #	Phase	Year	Title	Projected Total
1381		0	WATERSHED HEALTH	\$265,000
1382		0	RIPARIAN RESTORATION	\$50,000
1383		0	ALBANY GROVE	\$75,000

Total for Unfunded Watershed Health & Education: \$390,000

Grand Total for Unfunded Revitalization: \$32,372,000

Protecting our Resources

Making Progress

Albany receives an average annual rainfall of approximately 42 inches. During rain events, it is important to have infrastructure in place to manage the stormwater runoff. Infrastructure for stormwater includes pipes and ditches and facilities to hold, infiltrate, and clean up stormwater in a safe and efficient manner that protects against flooding while also minimizing impacts to the environment. Albany has 128 miles of stormwater pipes, 70 miles of ditches, 2,300 manholes, and 4,200 catch basins along with a growing number of stormwater quality facilities.

In order to properly operate and maintain the stormwater system, it is important the City understand how the existing stormwater system performs, plan for future infrastructure needs, adapt to new regulatory requirements, and understand new methods and technologies for protecting Albany's valuable water resources.

Assessing Our System and Planning for the Future

Albany's Strategic Plan identifies an objective to develop and implement an updated stormwater management plan and financial plan to meet state and federal laws and regulations. Consistent with this objective, the City is completing efforts to evaluate our existing system and plan for future growth. The last master plan, completed in 1988, did not evaluate North Albany and does not reflect current stormwater management practices, the current level of development within the community, or current regulatory requirements. When the management plan is completed, a comprehensive project list will be added to this section of the CIP. However, without a dedicated funding source, it is likely the majority of the projects will be unfunded.

One of the stormwater challenges the City is faced with is how to respond to new and upcoming regulatory requirements mandated by the Environmental Protection Agency (EPA) and the Oregon Department of Environmental Quality (DEQ). In June 2013, the City received approval of our second five-year plan for complying with the Willamette River Total Maximum Daily Load (TMDL). DEQ has also informed the City that we should anticipate being required to obtain a National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Phase II permit. To comply with the approved TMDL plan and future NPDES MS4 Phase II permit, the City will need to make significant changes to our stormwater management practices within the five-year window of this CIP.

The Funding Challenge

Unlike the street, wastewater, and water utilities, the City of Albany does not currently have dedicated funding sources for stormwater management and maintenance activities. As a result, in order to undertake improvements, evaluations, or maintenance activities, funds aimed at other utilities must be redirected to address stormwater needs. As the City moves forward with improving our stormwater management practices and more stormwater regulatory requirements are imposed, a long-term funding strategy will need to be identified.

Following completion of the master planning effort discussed above, Council can consider implementing a stormwater System Development Charge (SDC). This SDC could be used as a component of a stormwater funding methodology.

No new stormwater projects are proposed for funding at this time.

Partnering with our neighbors

The City's transportation system consists of city, state, and Linn and Benton county roads. The City maintains 400 lane miles of improved streets, 21 traffic signals, 7,140 signs, and 61 miles of painted pavement striping. The transportation network is the City's single largest capital asset.

The 2010 census recorded Albany's population at 50,158. Federal regulations require that communities with populations greater than 50,000 and adjacent communities within the "urbanized area" of the larger community form Metropolitan Planning Organizations (MPOs). As a result, in 2013 the Albany Area Metropolitan Planning Organization (AAMPO) was formed with the cities of Albany, Millersburg, Tangent, and Jefferson and Linn and Benton counties. AAMPO provides a platform for Albany and our neighboring communities to work together on regional planning efforts.

In past years, Albany's street capital projects have primarily been funded from Surface Transportation Program (STP) funding from the state, Sewer and Water in-lieu-of Franchise Fees that are transferred into the Street Fund each year, state gas tax revenues, and Street SDCs. Historically, STP revenues have been used to fund Albany's largest street reconstruction projects. It has not been uncommon for multiple years' worth of STP funding to be consolidated in order to fund a single project.

With the formation of AAMPO, Albany no longer directly receives STP funds from the state. The state provides STP funds to AAMPO based on the entire urbanized area. It is then up to the AAMPO policy board, made up of representatives of each agency, to decide how best to distribute the funds within the AAMPO boundaries. This year's CIP was developed based on AAMPO's anticipated distribution of STP funds. Future levels of gas tax and STP funding the City will receive are uncertain. Gas tax revenues are not anticipated to grow at a pace that will allow historic funding levels. The STP funding is dependent on the U.S. Congress's funding of the Highway Trust Fund.

Financial Challenges Remain

Albany's Strategic Plan identified an objective to maintain collector and arterial streets in satisfactory or better condition and address local street needs as funding allows. Due to a lack of financial resources, Albany's streets are not being maintained at a level that will allow all streets to remain in "satisfactory" condition. The number of miles of streets has grown, the cost to maintain streets is increasing, and the amount of money available to fund street maintenance activities is not sufficient.



Without additional funding, the backlog of streets needing repair or reconstruction will continue to grow significantly. Albany is not alone in this problem. The entire state system is declining. The creation of a transportation utility fee has been discussed in the past to help close the annual funding gap in street maintenance but has not been implemented due to a concern of overburdening citizens with utility fees.

Funding Summary

The following table shows the total value of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected total costs in the year the project is proposed.

Each year the estimated cost of the projects are brought up to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle. The future year costs then have an annual three percent inflation factor added in to estimate the cost in the year proposed.

Projected Cost Totals

FUNDING SOURCE	2017	2018	2019	2020	2021	TOTAL
SDC – Improvement – Transportation	\$0	\$412,000	\$0	\$546,000	\$1,934,000	\$2,892,000
State of Oregon	\$0	\$1,010,000	\$0	\$1,333,000	\$562,000	\$2,905,000
Street Capital Reserves	\$690,000	\$1,400,000	\$40,000	\$1,849,000	\$925,000	\$4,904,000
GRAND TOTALS:	\$690,000	\$2,822,000	\$40,000	\$3,728,000	\$3,421,000	\$10,701,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2016 - 2017		
2181	OREGON DEPARTMENT OF TRANSPORTATION ALL ROAD TRANSPORTATION SAFETY (ARTS) GRANT MATCH	\$40,000
2225	OAK STREET REHABILITATION – 34TH TO 38TH AVENUE	\$650,000
Total for FY 2016 - 2017		\$690,000
Plan Year: 2017 - 2018		
1002	6 HILL STREET: QUEEN AVENUE TO 24TH AVENUE	\$2,782,000
2231	BICYCLE AND PEDESTRIAN IMPROVEMENT GRANT MATCH	\$40,000
Total for FY 2017 - 2018		\$2,822,000
Plan Year: 2018 - 2019		
2288	BICYCLE AND PEDESTRIAN IMPROVEMENT GRANT MATCH	\$40,000
Total for FY 2018 - 2019		\$40,000
Plan Year: 2019 - 2020		
2207	HILL STREET: 24TH AVENUE TO 34TH AVENUE	\$3,688,000
2306	BICYCLE AND PEDESTRIAN IMPROVEMENT GRANT MATCH	\$40,000
Total for FY 2019 - 2020		\$3,728,000
Plan Year: 2020 - 2021		
2064	GIBSON HILL ROAD/CROCKER LANE ROUNDABOUT	\$1,855,000
2226	24TH AVENUE REHABILITATION – JACKSON STREET TO GEARY STREET	\$1,237,000
2228	DAVIDSON STREET REHABILITATION – 14TH AVENUE TO 16TH AVENUE	\$289,000
2322	BICYCLE AND PEDESTRIAN IMPROVEMENT GRANT MATCH	\$40,000
Total for FY 2020 - 2021		\$3,421,000
Grand Total for Transportation:		\$10,701,000

Plan FY: 2016-2017 OREGON DEPARTMENT OF TRANSPORTATION ALL ROAD TRANSPORTATION SAFETY (ARTS) GRANT MATCH

CIP Project #: 2181

Master Plan:

Category: Transportation

Department: Public Works Department

Plan Element:

Classification: Pedestrian Projects

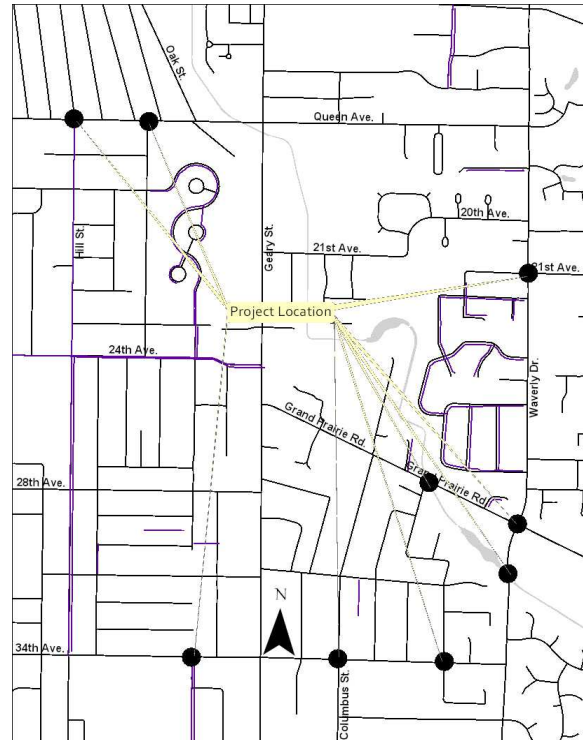
Total Cost: \$40,000

This project will install pedestrian-activated warning lights at the intersections of 34th Avenue with Oak Street, Columbus Street, and Ermine Street; install pedestrian-activated warning lights at two existing pedestrian crossings with median islands along the street frontage of Grand Prairie Park along Waverly Drive and Grand Prairie Road (with a countdown timer proposed at the intersection of Waverly Drive and Grand Prairie Road); replace doghouse signal heads with flashing yellow arrow signal heads at the intersections of Queen Avenue with Hill Street, Queen Avenue with Geary Street, Waverly Drive with 21st Avenue, and Waverly Drive with Grand Prairie Road. A larger map can be found at the end of the CIP document.

Operating Budget Impact: This project will not significantly impact operation and maintenance costs over the long term.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
250-50-2700	STREET CAPITAL RESERVES	\$40,000
Total:		\$40,000



Plan FY: 2016-2017 OAK STREET REHABILITATION – 34TH TO 38TH AVENUE

CIP Project #: 2225

Master Plan:

Category: Transportation

Department: Public Works Department

Plan Element:

Classification: Street Reconstruction/Improvements

Total Cost: \$650,000

This project will rehabilitate heavily-deteriorated pavement on Oak Street from 34th Avenue to 38th Avenue. This street segment is adjacent to Oak Elementary School. This project also includes pedestrian crossing improvements as well as replacement of approximately 1,225 feet of undersized storm drain lines. These utility improvements are being made with the project to avoid cutting the new street surface at a later date. Curb ramps will also be replaced as part of this project to meet current Americans with Disabilities Act requirements. Water line improvements as shown in CIP 2300 will also be coordinated with this project.

Operating Budget Impact: This project will reduce maintenance costs over the long term by reducing the amount of temporary patching and other maintenance of the deteriorated pavement.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
250-50-2700	STREET CAPITAL RESERVES	\$650,000
Total:		\$650,000



Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Airport

CIP #	Phase	Year	Title	Projected Total
1697	1	0	REHABILITATE THE FIXED BASE OPERATOR BUILDING	\$218,000
1697	2	0	REHABILITATE THE FIXED BASE OPERATOR BUILDING	\$246,000
1697	3	0	REHABILITATE THE FIXED BASE OPERATOR BUILDING	\$293,000
1700		0	ACQUIRE PROPERTY - RUNWAY 16 RPZ	\$37,000
1880		0	SEWER EXTENSION TO NORTH HANGARS	\$739,000
1881		0	RUNWAY 34 SAFETY OVERRUN PROTECTION	\$394,000
1926		0	ALBANY AIRPORT SEWER EXTENSION	\$200,000
1953		0	AIRPORT MASTER PLAN UPDATE & ENVIRONMENTAL ASSESSMENT	\$350,000
2163		0	WEATHER REPORTING EQUIPMENT & INSTALLATION	\$200,000
2164		0	CONSTRUCT TAXIWAY	\$162,500
2166		0	APRON REHABILITATION	\$682,500
Total for Unfunded Airport:				\$3,522,000

Bicycle Projects

CIP #	Phase	Year	Title	Projected Total
2010		0	14TH AVENUE SHARROWS (B1)	\$2,000
2011		0	WAVERLY DRIVE BIKE SHARROWS (B2)	\$5,000
2013		0	24TH AVENUE BIKE SHARROWS (B4)	\$5,000
2014		0	JACKSON STREET BIKE LANES (B5)	\$674,000
2015		0	CENTER STREET BIKE SHARROWS (B6)	\$6,000
2016		0	US 20, NORTH ALBANY SHOULDER TO BIKE LANES (B7)	\$31,000
2017		0	1ST AVENUE BIKE BOULEVARD (B8)	\$43,000
2018		0	2ND AVENUE BIKE BOULEVARD (B9)	\$43,000
2019		0	MADISON STREET - 7TH AVENUE BIKE BOULEVARD (B10)	\$40,000
2020		0	7TH AVENUE BIKE BOULEVARD (B11)	\$95,000
2021		0	TAKENA BIKE BOULEVARD (B12)	\$53,000
2022		0	LIBERTY - LAKEWOOD BIKE BOULEVARD (B13)	\$76,000
2023		0	12TH AVENUE (WEST) BIKE BOULEVARD (B14)	\$32,000
2024		0	BAIN STREET BIKE BOULEVARD (B15)	\$49,000
2025		0	SOUTH SHORE DRIVE BIKE BOULEVARD (B16)	\$33,000
2026		0	SHORTRIDGE STREET BIKE BOULEVARD (B17)	\$27,000
2027		0	24TH AVENUE BIKE BOULEVARD (B18)	\$44,000
2028		0	38TH AND 39TH AVENUE BIKE BOULEVARDS (B19)	\$106,000
2029		0	LYON STREET SHARROWS (B20)	\$2,000
2030		0	ELLSWORTH STREET SHARROWS (B21)	\$4,000
Total for Unfunded Bicycle Projects:				\$1,370,000

CIP #	Phase	Year	Title	Projected Total
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Bridges

CIP #	Phase	Year	Title	Projected Total
1063		0	7TH AVENUE AT ALBANY CANAL	\$75,000
1064		0	9TH AVENUE AT ALBANY CANAL	\$69,000
1065		0	10TH AVENUE AT ALBANY CANAL	\$48,000
1066		0	11TH AVENUE AT ALBANY CANAL	\$41,000
1069		0	SALEM AVENUE AT PERIWINKLE CREEK	\$55,000

Total for Unfunded Bridges: \$288,000

Intersection Projects

CIP #	Phase	Year	Title	Projected Total
2036		0	WAVERLY AVENUE/QUEEN AVENUE INTERSECTION ADD LANE(S) (16)	\$72,000
2037		0	WAVERLY AVENUE/GRAND PRAIRIE INTERSECTION ADD LANE(S) (17)	\$175,000
2038		0	US 20/NORTH ALBANY ROAD INTERSECTION ADD LANE(S) (18)	\$40,000
2039		0	US 20/SPRINGHILL DRIVE INTERSECTION ADD LANE(S) (19)	\$14,000
2040		0	KNOX BUTTE/CENTURY DRIVE INTERSECTION CONTROL CHANGE (110)	\$345,000
2042		0	US 20 (LYON STREET)/2ND AVENUE INTERSECTION ADD LANE(S) (112)	\$23,000
2043		0	US 20/CLAY STREET SAFETY (113)	\$185,000
2044		0	OR 99E/34TH AVENUE INTERSECTION ADD LANE(S) (114)	\$192,000
2046		0	ELLINGSON ROAD/COLUMBUS STREET INTERSECTION CONTROL CHANGE (116)	\$345,000
2047		0	WAVERLY AVENUE/14TH AVENUE INTERSECTION ADD LANE(S) (117)	\$77,000
2048		0	QUEEN AVENUE/GEARY STREET INTERSECTION ADD LANE(S) (118)	\$1,901,000
2049		0	WAVERLY AVENUE/34TH AVENUE INTERSECTION ADD LANE(S) (119)	\$42,000
2050		0	US 20 (ELLSWORTH STREET) INTERSECTION ADD LANE(S) (120)	\$18,000
2051		0	US 20 (LYON STREET)/1ST AVENUE INTERSECTION ADD LANE(S) (121)	\$11,000
2053		0	US 20 (ELLSWORTH STREET) INTERSECTION ADD LANE(S) (123)	\$17,000
2054		0	OR 99E/WAVERLY AVENUE INTERSECTION ADD LANE(S) (124)	\$959,000
2055		0	US 20/WAVERLY DRIVE INTERSECTION ADD LANE(S) (125)	\$853,000
2056		0	US 20/WAVERLY DRIVE INTERSECTION ADD LANE(S) (126)	\$240,000
2057		0	OR 99E/QUEEN AVENUE INTERSECTION ADD LANE(S) (127)	\$894,000
2058		0	OR 99E/34TH AVENUE INTERSECTION ADD LANE(S) (128)	\$456,000
2059		0	OR 99E/KILLDEER AVENUE INTERSECTION ADD LANE(S) (129)	\$3,207,000
2060		0	US 20/TIMBER STREET INTERSECTION ADD LANE(S) (130)	\$571,000
2061		0	US 20/TIMBER STREET INTERSECTION ADD LANE(S) (131)	\$619,000
2063		0	SPRINGHILL DRIVE/HICKORY STREET INTERSECTION CONTROL CHANGE (134)	\$345,000
2065		0	TIMBER STREET EXTENSION/18TH AVENUE INTERSECTION CONTROL CHANGE (136)	\$1,513,000
2066		0	OR 99E/29TH AVENUE INTERSECTION ADD LANE(S) (137)	\$106,000
2067		0	SALEM AVENUE/GEARY STREET INTERSECTION CONTROL CHANGE (138)	\$845,000
2068		0	OR 99E/LYON STREET INTERSECTION ADD LANE(S) (139)	\$205,000
2069		0	OR 99E/53RD AVENUE INTERSECTION ADD LANE(S) (140)	\$550,000

Total for Unfunded Intersection Projects: \$14,820,000

CIP #	Phase	Year	Title	Projected Total
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Link Projects

CIP #	Phase	Year	Title	Projected Total
2070		0	53RD AVENUE EXTENSION (L1)	\$17,986,000
2071		0	WAVERLY DRIVE ADD LANE(S) (L2)	\$1,394,000
2072		0	WASHINGTON/CALAPOOIA/1ST/2ND AVENUE SAFETY (L3)	\$100,000
2073		0	TIMBER STREET EXTENSION (L4)	\$3,674,000
2074		0	MAIN STREET/7TH AVENUE/HILL STREET URBAN UPGRADE (L5)	\$1,292,000
2076		0	LOCHNER - COLUMBUS CONNECTOR (L8)	\$2,742,000
2078		0	NEW NORTH ALBANY CONNECTOR (L10)	\$5,818,000
2079		0	SPICER DRIVE EXTENSION (WEST OF TIMBER STREET) (L11)	\$982,000
2080		0	SPICER DRIVE EXTENSION (EAST OF TIMBER STREET) (L12)	\$1,666,000
2081		0	GOLDFISH FARM ROAD EXTENSION (L13)	\$1,013,000
2082		0	DOGWOOD AVENUE EXTENSION (L14)	\$3,294,000
2083		0	NEW NORTH/SOUTH COLLECTOR (L15)	\$7,497,000
2084		0	NEW EAST/WEST COLLECTOR (L16)	\$3,723,000
2085		0	EXPO PARKWAY EXTENSION (SOUTH OF DUNLAP) (L17)	\$996,000
2086		0	TIMBER STREET EXTENSION TO SOMERSET AVENUE (L18)	\$1,720,000
2087		0	SOMERSET AVENUE EXTENSION (L19)	\$1,653,000
2088		0	SANTA MARIA AVENUE EXTENSION (L20)	\$1,872,000
2089		0	KNOX BUTTE ROAD WIDENING (L21)	\$4,647,000
2090		0	KNOX BUTTE ROAD WIDENING (L22)	\$856,000
2091		0	KNOX BUTTE ROAD WIDENING (L23)	\$1,256,000
2092		0	KNOX BUTTE ROAD WIDENING (L24)	\$7,688,000
2093		0	DUNLAP AVENUE EXTENSION (L25)	\$1,045,000
2094		0	SPRINGHILL DRIVE WIDENING (L26)	\$3,406,000
2095		0	US 20 WIDENING (L27)	\$8,351,000
2096		0	ELLINGSON ROAD EXTENSION (L28)	\$4,430,000
2097		0	OAK STREET (L30)	\$1,830,000
2098		0	FESCUE STREET TO THREE LAKES ROAD CONNECTOR (L31)	\$886,000
2099		0	FESCUE STREET EXTENSION (L32)	\$3,054,000
2100		0	THREE LAKES ROAD REALIGNMENT (L33)	\$2,617,000
2101		0	LOONEY LANE EXTENSION (L34)	\$914,000
2102		0	ALBANY AVENUE WIDENING (L35)	\$1,177,000
2103		0	WEST THORNTON LAKE DRIVE, NORTH ALBANY ROAD & NORTH ALBANY MIDDLE SCHOOL (L36)	\$565,000
2104		0	SPRINGHILL DRIVE URBAN UPGRADE (L37)	\$4,158,000
2105		0	SCENIC DRIVE URBAN UPGRADE (L38)	\$6,842,000
2106		0	CENTURY DRIVE URBAN UPGRADE (L39)	\$3,199,000
2107		0	GIBSON HILL ROAD URBAN UPGRADE (L40)	\$3,816,000
2108		0	SKYLINE DRIVE URBAN UPGRADE (L41)	\$1,523,000
2109		0	CROCKER LANE URBAN UPGRADE (L42)	\$4,529,000
2110		0	VALLEY VIEW DRIVE URBAN UPGRADE (L43)	\$3,695,000
2111		0	WEST THORNTON LAKE DRIVE URBAN UPGRADE (L44)	\$6,097,000
2112		0	ALLEN LANE URBAN UPGRADE (L45)	\$2,689,000
2113		0	COLUMBUS STREET URBAN UPGRADE (L46)	\$2,727,000
2114		0	GRAND PRAIRIE ROAD URBAN UPGRADE (L47)	\$2,260,000
2115		0	SPICER DRIVE URBAN UPGRADE (L48)	\$868,000
2116		0	SCRAVEL HILL ROAD URBAN UPGRADE (L49)	\$9,699,000

CIP #	Phase	Year	Title	Projected Total
2117		0	QUARRY ROAD URBAN UPGRADE (L50)	\$3,493,000
2118		0	SPICER ROAD URBAN UPGRADE (L51)	\$676,000
2119		0	GOLDFISH FARM ROAD URBAN UPGRADE (L52)	\$4,444,000
2120		0	ELLINGSON ROAD URBAN UPGRADE (L53)	\$5,847,000
2121		0	LOCHNER ROAD URBAN UPGRADE (L54)	\$5,756,000
2122		0	THREE LAKES ROAD URBAN UPGRADE (L55)	\$4,856,000
2123		0	US 20 - EAST OF I-5 URBAN UPGRADE (L56)	\$2,068,000
2124		0	SANTA MARIA AVENUE URBAN UPGRADE (L57)	\$694,000
2125		0	OAK STREET URBAN UPGRADE (L58)	\$2,445,000
2126		0	WATER AVENUE URBAN UPGRADE (L59)	\$4,070,000
2127		0	US 20 SUPERELEVATION AND WIDENING (L60)	\$3,122,000
2128		0	THREE LAKES ROAD URBAN UPGRADE (L61)	\$1,879,000
Total for Unfunded Link Projects:				\$191,596,000

Miscellaneous - Transportation

CIP #	Phase	Year	Title	Projected Total
2343		0	QUIET ZONE AT RAIL CROSSINGS	\$15,000,000
Total for Unfunded Miscellaneous - Transportation:				\$15,000,000

Multi-Use Path Projects

CIP #	Phase	Year	Title	Projected Total
2129		0	QUEEN/GEARY PERIWINKLE PATH CROSSING IMPROVEMENT (M1)	\$46,000
2130		0	OAK CREEK TRAIL (M2)	\$2,645,000
2131		0	WEST TIMBER-LINN TRAIL (M3)	\$161,000
2132		0	SOUTH WATERFRONT TRAIL (M4)	\$76,000
2133		0	ALBANY-CORVALLIS MULTIUSE PATH (M5)	\$435,000
2134		0	ALBANY-CORVALLIS MULTIUSE PATH (M6)	\$761,000
2135		0	EAST TIMBER-LINN TRAIL (M7)	\$277,000
2136		0	BAIN STREET/WAVERLY LAKE TRAIL (M8)	\$153,000
2137		0	LEBANON TRAIL (M9)	\$581,000
2138		0	PERIWINKLE TRAIL EXTENSION (M10)	\$1,528,000
2139		0	EAST ALBANY WILLAMETTE RIVER BRIDGE (M11)	\$7,657,000
2140		0	99E/OAK CREEK CROSSING IMPROVEMENT (M12)	\$129,000
2141		0	US 20/99E UNDERCROSSING (M13)	\$1,500,000
Total for Unfunded Multi-Use Path Projects:				\$15,949,000

Pavement Preservation

CIP #	Phase	Year	Title	Projected Total
2233		0	5TH AVENUE OVERLAY – LYON STREET TO MAIN STREET	\$264,000
Total for Unfunded Pavement Preservation:				\$264,000

Pedestrian & Bikeway

CIP #	Phase	Year	Title	Projected Total
1993		0	TAKENA STREET BIKE BOULEVARD	\$64,000

CIP #	Phase	Year	Title	Projected Total
Total for Unfunded Pedestrian & Bikeway:				\$64,000

Pedestrian Projects

CIP #	Phase	Year	Title	Projected Total
2142		0	SPRINGHILL DRIVE SIDEWALK (P1)	\$542,000
2143		0	99E/24TH AVENUE CROSSING IMPROVEMENT (P2)	\$129,000
2144		0	OR 99E: BURKHART TO WAVERLY CROSSING IMPROVEMENT (P3)	\$129,000
2145		0	FERRY STREET SIDEWALK (P4)	\$725,000
2146		0	COLUMBUS STREET SIDEWALK (P5)	\$277,000
2147		0	GEARY STREET SIDEWALK (P6)	\$791,000
2148		0	AIRPORT ROAD SIDEWALK (P7)	\$485,000
2149		0	KILLDEER AVENUE SIDEWALK (P8)	\$174,000
2150		0	WAVERLY DRIVE SIDEWALK (P9)	\$88,000
2151		0	ALBANY-SANTIAM CANAL PEDESTRIAN ESPLANADE (P10)	\$1,232,000
2152		0	THURSTON STREET CANAL PEDESTRIAN ESPLANADE (P11)	\$1,863,000
2153		0	GIBSON HILL ROAD SIDEWALK (P12)	\$220,000
2208		0	KNOX BUTTE ROAD PEDESTRIAN IMPROVEMENT	\$70,000
Total for Unfunded Pedestrian Projects:				\$6,725,000

Street Reconstruction/Improvements

CIP #	Phase	Year	Title	Projected Total
2182		0	BROADWAY STREET OVERLAY: 9TH AVENUE TO QUEEN AVENUE	\$286,000
2183		0	FERRY STREET REPAIR AND OVERLAY: QUEEN AVENUE TO 34TH AVENUE	\$512,000
2184		0	WAVERLY DRIVE OVERLAY: SANTIAM HIGHWAY TO QUEEN AVENUE	\$298,000
2227		0	24TH AVENUE REHABILITATION – LIBERTY STREET TO PACIFIC BOULEVARD	\$460,000
2230		0	THURSTON STREET REHABILITATION – QUEEN AVENUE TO SOUTH OF 19TH AVENUE	\$570,000
2232		0	38TH AVENUE REHABILITATION – 35TH AVENUE TO THURSTON STREET	\$321,000
2234		0	2ND AVENUE OVERLAY: ELLSWORTH STREET TO MAIN STREET	\$270,000
2235		0	QUEEN AVENUE OVERLAY: BROADWAY STREET TO PACIFIC BOULEVARD	\$259,000
2236		0	34TH AVENUE OVERLAY: PACIFIC BOULEVARD TO LYON STREET	\$345,000
2237		0	HICKORY STREET OVERLAY: NORTH ALBANY ROAD TO SPRINGHILL DRIVE	\$172,000
2238		0	TIMBER STREET OVERLAY: KNOX BUTTE ROAD TO DOGWOOD AVENUE	\$155,000
2239		0	DOGWOOD AVENUE OVERLAY: PRICE ROAD TO GOLDFISH FARM ROAD	\$161,000
2240		0	GEARY STREET OVERLAY: 24TH AVENUE TO 34TH AVENUE	\$276,000
2241		0	1ST AVENUE OVERLAY: LYON STREET TO MAIN STREET	\$270,000
2242		0	QUEEN AVENUE OVERLAY: SHERMAN STREET TO WAVERLY DRIVE	\$402,000
2243		0	GEARY STREET OVERLAY: 17TH AVENUE TO 24TH AVENUE	\$287,000
2244		0	PRICE ROAD OVERLAY: DOGWOOD AVENUE TO BLUE OX RV PARK	\$201,000
2245		0	LOCHNER ROAD OVERLAY: OREGON YOUTH AUTHORITY FRONTAGE	\$126,000
2246		0	GRAND PRAIRIE ROAD OVERLAY: GEARY STREET TO WAVERLY DRIVE	\$287,000
2247		0	QUEEN AVENUE OVERLAY: MARION STREET TO SHERMAN STREET	\$287,000

CIP #	Phase	Year	Title	Projected Total
2248		0	SALEM AVENUE OVERLAY: UNION PACIFIC RAILROAD TO CITY LIMITS	\$500,000
2249		0	21ST AVENUE OVERLAY: WAVERLY DRIVE TO LEXINGTON STREET	\$115,000
2250		0	LEXINGTON STREET OVERLAY: 21ST AVENUE TO GRAND PRAIRIE ROAD	\$230,000
2251		0	53RD AVENUE OVERLAY: CHINOOK DRIVE TO ELK RUN DRIVE	\$115,000
2252		0	CHINOOK DRIVE OVERLAY: COUGAR DRIVE TO 53RD AVENUE	\$126,000
2253		0	14TH AVENUE OVERLAY: SHORTRIDGE STREET TO END OF CONCRETE	\$34,000
2254		0	ELM STREET OVERLAY: 5TH AVENUE TO 24TH AVENUE	\$460,000
2255		0	SANTIAM ROAD OVERLAY: MAIN STREET TO CLEVELAND STREET	\$149,000
2256		0	MARION STREET OVERLAY: 24TH AVENUE TO 34TH AVENUE	\$190,000
2257		0	34TH AVENUE OVERLAY: LYON STREET TO WAVERLY DRIVE	\$603,000
2258		0	NORTH ALBANY ROAD OVERLAY: PORTLAND & WESTERN RAILROAD TO U.S. HIGHWAY 20	\$172,000
2259		0	KILLDEER AVENUE OVERLAY: PACIFIC BOULEVARD TO AIRPORT ROAD	\$155,000
2260		0	5TH AVENUE OVERLAY: ELM STREET TO WASHINGTON STREET	\$126,000
2261		0	GEARY/14TH/CLAY OVERLAYS	\$632,000
2262		0	CLOVER RIDGE ROAD OVERLAY: KNOX BUTTE ROAD TO TRUAX CREEK BRIDGE	\$236,000
2263		0	53RD AVENUE OVERLAY: PACIFIC BOULEVARD TO ELK RUN DRIVE	\$155,000
2264		0	NORTH ALBANY ROAD OVERLAY: GIBSON HILL ROAD TO WEST OF GALE STREET	\$276,000
2265		0	HILL STREET OVERLAY: 9TH AVENUE TO QUEEN AVENUE	\$270,000
2266		0	GOLDFISH FARM ROAD OVERLAY: U.S. HIGHWAY 20 TO CREEL AVE	\$172,000
2267		0	NORTH ALBANY ROAD OVERLAY: PORTLAND & WESTERN RAILROAD TO U.S. HIGHWAY 20	\$172,000
2268		0	SOMERSET DRIVE OVERLAY: TIMBER RIDGE STREET TO KNOX BUTTE ROAD	\$155,000
2269		0	MARION STREET OVERLAY: 34TH AVENUE TO ALBANY & EASTERN RAILROAD TRACKS	\$86,000
2270		0	GOLDFISH FARM ROAD OVERLAY: KNOX BUTTE ROAD TO DOGWOOD AVENUE	\$149,000
2271		0	WAVERLY DRIVE OVERLAY: GRAND PRAIRIE ROAD TO 36TH AVENUE	\$259,000
2272		0	GRAND PRAIRIE ROAD OVERLAY: WAVERLY DRIVE TO EAST OF LEXINGTON STREET	\$195,000
2273		0	SALEM AVENUE OVERLAY: SHERMAN STREET TO UNION PACIFIC RAILROAD	\$184,000
2274		0	GEARY STREET OVERLAY: FRONT AVENUE TO 6TH AVENUE	\$144,000
2275		0	LIBERTY STREET OVERLAY: QUEEN AVENUE 24TH AVENUE	\$184,000
2276		0	WAVERLY DRIVE OVERLAY: PACIFIC BOULEVARD TO SANTIAM HIGHWAY	\$172,000
2277		0	WAVERLY DRIVE OVERLAY: QUEEN AVENUE TO GRAND PRAIRIE ROAD	\$264,000
2278		0	DEL RIO AVENUE OVERLAY: COLUMBUS STREET TO WAVERLY DRIVE	\$86,000
2279		0	TIMBER RIDGE STREET OVERLAY: SOMERSET DRIVE TO KNOX BUTTE ROAD	\$230,000
Total for Unfunded Street Reconstruction/Improvements:				\$12,941,000

Study Projects

CIP #	Phase	Year	Title	Projected Total
2154		0	ADA ACCESSIBILITY AUDIT (S1)	\$25,000
2155		0	HIGHWAY 20 CORRIDOR AND DOWNTOWN REFINEMENT PLAN (S2)	\$250,000

CIP #	Phase	Year	Title	Projected Total
2156		0	SAFETY AUDIT (S3)	\$30,000
2157		0	ALBANY TSP MPO UPDATE (S6)	\$350,000
2158		0	WAYFINDING (S8)	\$25,000
2159		0	INTERSTATE 5/OR 99E/KNOX BUTTE REFINEMENT PLAN (S9)	\$100,000
2160		0	INTERSTATE 5/US 20 (SANTIAM) REFINEMENT PLAN (S10)	\$100,000
Total for Unfunded Study Projects:				\$880,000

Transit Projects

CIP #	Phase	Year	Title	Projected Total
2174		0	PURCHASE OF BUS MAINTENANCE FACILITY PROPERTY	\$750,000
2175		0	DESIGN AND CONSTRUCTION OF BUS MAINTENANCE FACILITY	\$500,000
2303		0	LAND ACQUISITION, ALBANY TRAIN/MULTIMODAL STATION ADDITIONAL PARKING LOT	\$1,500,000
2304		0	DESIGN AND CONSTRUCTION OF ALBANY TRAIN/MULTIMODAL STATION ADDITIONAL PARKING LOT	\$1,500,000
Total for Unfunded Transit Projects:				\$4,250,000

Grand Total for Unfunded Transportation: \$267,669,000

Catching Up on Deferred Maintenance

Replacement Needs Prominent

Recent large capital investments in Albany's treatment system, required by the Oregon Department of Environmental Quality (DEQ), resulted in deferral of perpetual life replacement projects within Albany's wastewater collection system.

The City's wastewater system consists of a collection system that is made up of 211 miles of gravity flow pipes, 7.6 miles of pressure pipes, 4,212 manholes, 11 sewer lift stations, the Water Reclamation facility, and Talking Water Gardens wetlands.

In 2012 City staff initiated an extensive condition assessment of the City's wastewater system in order to invest in collection system infrastructure in a prioritized and efficient manner. Of the City's 211 miles of gravity sewer pipes, approximately 25 miles are anticipated to require replacement or major repair within the next 10 years, or risk complete failures with interruption of service and potential overflows into basements. City staff will continue to reassess collection system infrastructure in order to identify and prioritize the perpetual life replacement of the infrastructure.

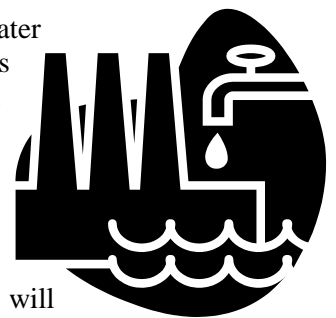
The Albany City Council has set five-year planning goals for funding perpetual life replacement to avoid wastewater main failures and disruption of sewer service to Albany citizens. This strategy requires a commitment to seeking additional revenues in the coming years. The City Council will be evaluating revenues, expenditures, system needs, and the state of the local economy annually to determine what future revenue resource increases are appropriate. If wastewater rates are not raised according to the five-year plan, it will not be possible to complete many of the projects listed in the five-year life of the wastewater portion of the CIP and future CIPs will reflect these changes.

The wastewater projects identified in this year's five-year window are consistent with Council's direction and represent the minimum necessary to begin restoring the condition of the collection system with the goal of continued provision of uninterrupted service to the Albany community. Restoration of the collection system helps reduce infiltration of groundwater and inflow of stormwater into the collection system which can impact capacity requirements within the system and require additional capital improvements for transportation and treatment of sewer flows.

Evaluating System Capacity Requirements

The City of Albany conducted a system-wide capacity analysis of the wastewater collection system in 2015. The evaluation identified a number of locations throughout town that are capacity limited and in need of eventual replacement/expansion. A handful of the identified locations are significantly limited and result in rainfall induced overflows that are not permitted under the City's discharge permit with DEQ. The cost to immediately address all of these deficiencies far exceeds the City's financial capabilities. Consequently, Council prioritized improvements based on risks and established a funding strategy to systematically construct improvements over time. However, the funding strategy will

not support the largest required improvement, the Riverfront Interceptor Lift Station and Force Main



Project, which remains unfunded at over \$11 million. Efforts continue to identify a funding source for this important project.

Funding Summary

The following table shows the total value of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected total project costs in the year the project is proposed.

Each year the estimated cost of the projects is adjusted to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle. An annual three percent inflation factor is added to estimate future year costs.

Projected Cost Totals

FUNDING SOURCE	2017	2018	2019	2020	2021	TOTAL
SDC – Improvement – Sewer	\$400,000	\$0	\$636,000	\$0	\$0	\$1,036,000
Sewer Rates/Operating Revenues	\$4,850,000	\$2,000,000	\$3,055,000	\$2,100,000	\$5,075,000	\$17,080,000
GRAND TOTALS:	\$5,250,000	\$2,000,000	\$3,691,000	\$2,100,000	\$5,075,000	\$18,116,000



CITY OF
Albany

O R E G O N

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2016 - 2017		
2201	LATERAL REPLACEMENT & BASEMENT PROTECTION	\$220,000
2204	2017 COLLECTION SYSTEM REHABILITATION PROJECTS	\$900,000
2323	COX CREEK INTERCEPTOR PROJECTS - P7	\$1,430,000
2324	COX CREEK INTERCEPTOR PROJECTS - P8	\$1,200,000
2329	MARION STREET LIFT STATION	\$200,000
2330	COX CREEK INTERCEPTOR PROJECTS - P10A	\$1,300,000
Total for FY 2016 - 2017		\$5,250,000
Plan Year: 2017 - 2018		
2212	LATERAL REPLACEMENT & BASEMENT PROTECTION	\$220,000
2215	2018 COLLECTION SYSTEM REHABILITATION PROJECTS	\$1,780,000
Total for FY 2017 - 2018		\$2,000,000
Plan Year: 2018 - 2019		
2292	LATERAL REPLACEMENT & BASEMENT PROTECTION	\$220,000
2295	2019 COLLECTION SYSTEM REHABILITATION PROJECTS	\$1,880,000
2331	COX CREEK INTERCEPTOR PROJECTS - P10B	\$1,591,000
Total for FY 2018 - 2019		\$3,691,000
Plan Year: 2019 - 2020		
2309	LATERAL REPLACEMENT & BASEMENT PROTECTION	\$220,000
2312	2020 COLLECTION SYSTEM REHABILITATION PROJECTS	\$1,880,000
Total for FY 2019 - 2020		\$2,100,000
Plan Year: 2020 - 2021		
2327	LATERAL REPLACEMENT & BASEMENT PROTECTION	\$220,000
2328	2021 COLLECTION SYSTEM REHABILITATION PROJECTS	\$1,830,000
2341	FERRY STREET INTERCEPTOR PROJECT - P15	\$3,025,000
Total for FY 2020 - 2021		\$5,075,000
Grand Total for Wastewater:		\$18,116,000

Plan FY: 2016-2017 LATERAL REPLACEMENT & BASEMENT PROTECTION

CIP Project #: 2201

Master Plan:

Category: Wastewater
Department: Public Works Department

Plan Element:

Classification: Miscellaneous - Wastewater

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 qualifying sanitary sewer service laterals on private property. 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: 2016-2017 2017 COLLECTION SYSTEM REHABILITATION PROJECTS

CIP Project #: 2204

Master Plan:

Category: Wastewater

Department: Public Works Department

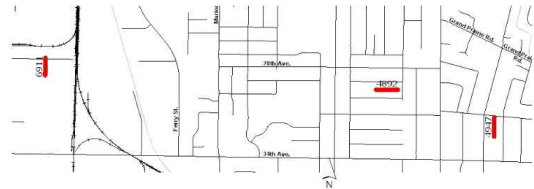
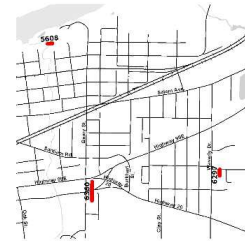
Plan Element:

Classification: Sewer Mains

Total Cost: \$900,000

Cured-in-place Pipe (CIPP) and pipe bursting are effective and cost-efficient ways to rehabilitate existing sewer mains that are at the end of their service. Both are forms of "trenchless technology," which means costly excavations and surface restorations are minimized. For this fiscal year approximately 4,830 feet of sewer mains are proposed for rehabilitation with CIPP or Pipe Bursting. These pipes have been prioritized based on the City's system-wide condition assessment. (ID's for the subject lines are 6360, 6017, 6863, 6206, 6743, 7232, 6850, 7121, 7122, 7317, 5608, 6297, 4892, 5232, 7231, 4947, 6911). A larger map can be found at the end of the CIP document.

Operating Budget Impact: This project will reduce long-term operations and maintenance costs through reduction in emergency responses and reduction in infiltrating groundwater that must be pumped and treated.



Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
601-50-2500	SEWER RATES/OPERATING REVENUES	\$900,000
	Total:	\$900,000

Plan FY: 2016-2017 COX CREEK INTERCEPTOR PROJECTS - P7

CIP Project #: 2323

Master Plan:

Category: Wastewater
Department: Public Works Department

Plan Element:

Classification: Interceptors/Collectors

SDC

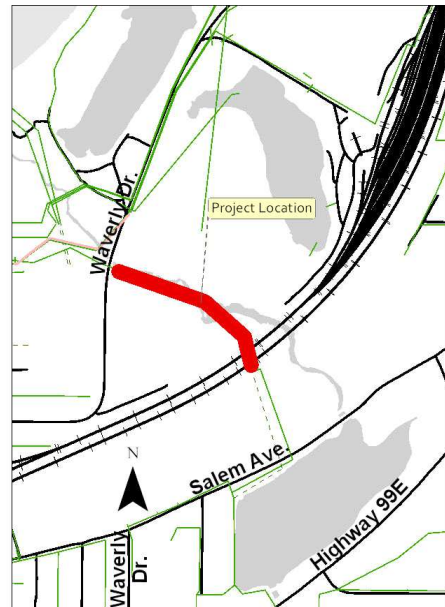
Total Cost: \$1,430,000

The Cox Creek Interceptor projects will provide capacity to reduce existing overflows and to handle peak buildout flows during a 5-year design storm event. With new additional capacity, surcharging in upstream sewer lines will be significantly reduced with a goal of eliminating unpermitted overflows from the sewer system. Construction of these improvements will also allow for continued property development in the upstream sewer basin. This project will replace approximately 1,800 feet of undersized pipe with new 24-inch sewer pipe.

Operating Budget Impact: This project will reduce long-term operations and maintenance costs through reduction in emergency responses and reduction in infiltrating groundwater that must be pumped and treated.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
601-50-2500	SEWER RATES/OPERATING REVENUES	\$1,430,000
Total:		\$1,430,000



Plan FY: 2016-2017 COX CREEK INTERCEPTOR PROJECTS - P8

CIP Project #: 2324

Master Plan:

Category: Wastewater
Department: Public Works Department

Plan Element:

Classification: Interceptors/Collectors

SDC

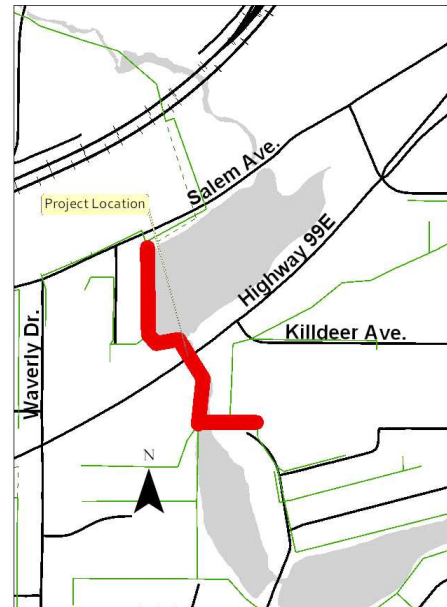
Total Cost: \$1,200,000

The Cox Creek Interceptor projects will provide capacity to reduce existing overflows and to handle peak buildout flows during a 5-year design storm event. With new additional capacity, surcharging in upstream sewer lines will be significantly reduced with a goal of eliminating unpermitted overflows from the sewer system. Construction of these improvements will also allow for continued property development in the upstream sewer basin. This project will replace approximately 1,200 feet of undersized pipe with new 27-inch sewer pipe.

Operating Budget Impact: This project will reduce long-term operations and maintenance costs through reduction in emergency responses and reduction in infiltrating groundwater that must be pumped and treated.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
601-50-2502	SDC - IMPROVEMENT - SEWER	\$400,000
601-50-2500	SEWER RATES/OPERATING REVENUES	\$800,000
Total:		\$1,200,000



Plan FY: 2016-2017 MARION STREET LIFT STATION

CIP Project #: 2329

Master Plan:

Category: Wastewater
Department: Public Works Department

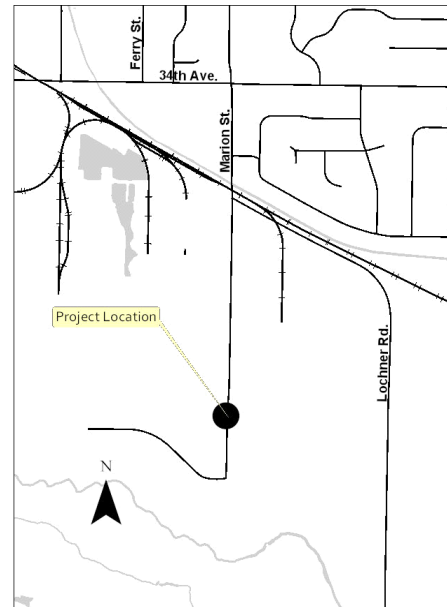
Plan Element:

Classification: Lift Stations

Total Cost: \$200,000

This project provides for improvements to the Marion Street Lift Station. The existing lift station consists of a dry well stacked on top of the wet well and the existing pumps are primed by a vacuum system. These systems are prone to vacuum leaks and plugging which results in additional maintenance costs for crew callouts and monthly cleaning of the wet well. In addition to this lift station exceeding its service life, operational parameters were changed recently with construction of the Oak Creek Lift Station and Force Main Improvements. These changes require the pumps to be run against partially closed valves which increases energy consumption. Improvements to the Marion Street Lift Station will include conversion of the existing lift station to accommodate replacement of the existing pumps with new submersible pumps. Additional improvements include new piping, valves, flow meter, and upgrades to the lift stations control panel.

Operating Budget Impact: This project will reduce maintenance costs over the long term because of more efficient pumps and motors, reduced callouts for plugged vacuum systems and expansion of the wet well cleaning interval.



Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
601-50-2500	SEWER RATES/OPERATING REVENUES	\$200,000
Total:		\$200,000

Plan FY: 2016-2017 COX CREEK INTERCEPTOR PROJECTS - P10A

CIP Project #: 2330

Master Plan:

Category: Wastewater

Department: Public Works Department

Plan Element:

Classification: Interceptors/Collectors

SDC

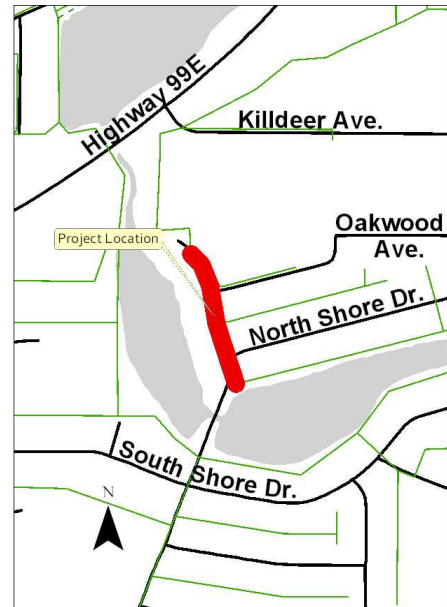
Total Cost: \$1,300,000

The Cox Creek Interceptor projects will provide capacity to reduce existing overflows and to handle peak buildout flows during a 5-year design storm event. With new additional capacity, surcharging in upstream sewer lines will be significantly reduced with a goal of eliminating unpermitted overflows from the sewer system. Construction of these improvements will also allow for continued property development in the upstream sewer basin. This project will replace approximately 1,100 feet of undersized pipe with new 24-inch sewer pipe.

Operating Budget Impact: This project will reduce long-term operations and maintenance costs through reduction in emergency responses and reduction in infiltrating groundwater that must be pumped and treated.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
601-50-2500	SEWER RATES/OPERATING REVENUES	\$1,300,000
Total:		\$1,300,000



Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Interceptors/Collectors

CIP #	Phase	Year	Title	Projected Total
1251		0	KNOX BUTTE ROAD COLLECTOR: UPSIZE LINE FROM CENTURY DRIVE LIFT STATION UPSTREAM TO ONYX STREET	\$2,721,000
1253		0	47TH AVENUE COLLECTOR: UPSIZE LINE FROM COLUMBUS STREET UPSTREAM TO END OF GRAVITY LINE	\$1,029,000
1724		0	FERRY STREET AND 28TH AVENUE	\$1,909,000
1770		0	COX CREEK INTERCEPTOR	\$6,266,000
1771		0	RIVERFRONT INTERCEPTOR	\$11,804,000
2345		0	HILL STREET COLLECTOR: UPSIZE LINE FROM 7TH AVENUE TO 13TH AVENUE	\$1,800,000
2346		0	MARION STREET COLLECTORS	\$216,000
2348		0	COLUMBUS STREET EXTENSION	\$1,720,000
2349		0	SOMERSET DRIVE COLLECTORS	\$1,439,000
2351		0	THREE LAKES ROAD COLLECTORS	\$4,584,000
2353		0	HIGWAY 20 COLLECTORS	\$2,964,000
2356		0	KNOX BUTTE ROAD COLLECTORS	\$3,420,000
2359		0	SPRINGHILL DRIVE COLLECTORS	\$3,322,000
2362		0	WEST THORNTON LAKE COLLECTORS	\$1,843,000
2364		0	COLUMBUS STREET COLLECTORS	\$412,000
2366		0	CENTURY DRIVE - DRAPERVILLE COLLECTORS	\$10,830,000
Total for Unfunded Interceptors/Collectors:				\$56,279,000

Lift Stations

CIP #	Phase	Year	Title	Projected Total
1255		0	NEW LIFT STATIONS: THORNTON LAKE, AND SPRING HILL DRIVE	\$870,000
1753		0	CHARLOTTE STREET LIFT STATION REMOVAL	\$51,000
2344		0	NORTH ALBANY LIFT STATION	\$2,500,000
2347		0	MARION STREET LIFT STATION IMPROVEMENTS	\$1,000,000
2352		0	THREE LAKES ROAD LIFT STATION IMPROVEMENTS	\$850,000
2354		0	HIGHWAY 20 LIFT STATION IMPROVEMENTS	\$850,000
2357		0	KNOX BUTTE ROAD LIFT STATION IMPROVEMENTS	\$850,000
2358		0	BURKHART CREEK LIFT STATION IMPROVEMENTS	\$850,000
2360		0	SPRINGHILL DRIVE LIFT STATION IMPROVEMENTS	\$850,000
2361		0	QUARRY ROAD LIFT STATION IMPROVEMENTS	\$850,000
2363		0	WEST THORNTON LAKE LIFT STATION IMPROVEMENTS	\$850,000
2365		0	COLUMBUS STREET LIFT STATION IMPROVEMENTS	\$105,000
2367		0	CENTURY DRIVE LIFT STATION IMPROVEMENTS	\$1,650,000
Total for Unfunded Lift Stations:				\$12,126,000

CIP #	Phase	Year	Title	Projected Total
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Sewer Mains

CIP #	Phase	Year	Title	Projected Total
2340		0	ANNUAL COLLECTION SYSTEM REHABILITATION PROJECTS (\$/YR)	\$2,600,000
2350		0	MARION STREET SEWER MAIN EXTENSION	\$1,204,000
2355		0	TIMBER LINN SEWER MAINS	\$3,261,000
Total for Unfunded Sewer Mains:				\$7,065,000

Talking Water Gardens

CIP #	Phase	Year	Title	Projected Total
2190		0	TALKING WATER GARDENS: COMPLETE ENTRANCE/PARKING LOT LANDSCAPING	\$130,000
2191		0	TALKING WATER GARDENS: COMPLETE BRIDGE IMPROVEMENTS AND LANDSCAPING	\$125,000
2192		0	TALKING WATER GARDENS: REROUTE OVERHEAD POWER LINES	\$400,000
2193		0	TALKING WATER GARDENS: ENTRANCE ROAD IMPROVEMENTS	\$700,000
Total for Unfunded Talking Water Gardens:				\$1,355,000

Grand Total for Unfunded Wastewater: \$76,825,000

Water Sustains All

Looking to the Future

As a result of the City's partnership with the City of Millersburg, investments in transmission main capacity, and targeting replacement of leaky steel water lines, Albany water customers enjoy the security of two safe reliable sources of drinking water, a distribution system with capacity ready to serve growth, and stable operation and maintenance expenses. These benefits are not shared by all other Oregon communities.



The City's water system consists of a robust network of pipes, reservoirs, and pump stations. In all, the water system is made up of 263 miles of pipes, seven pump stations, seven reservoirs, 18,748 service lines, 1,805 hydrants, 7,138 valves, an 18-mile canal, and two water treatment plants.

In reviewing this year's CIP document, it is evident that water system investments in the coming years are primarily driven by perpetual life replacement needs. These projects are critical for realizing the full benefits of past investments in our water system, meeting regulatory requirements, and providing safe and reliable water service to our customers. The Albany City Council recognizes the importance of maintaining our system and has provided direction regarding five-year planning goals for perpetual life replacement. Meeting those goals requires a commitment to seeking additional revenues. The City Council evaluates revenues, expenditures, system needs, and the state of the local economy annually to determine what revenue increases are appropriate. If water rates are not raised according to the five-year plan, it will not be possible to complete many of the projects listed in the five-year life of the water portion of the CIP and future CIPs will reflect these changes.

The water system projects identified in this year's five-year CIP are consistent with Council's direction and represent the minimum necessary for continued consistent quality water services and to support economic development in the City.

Funding Summaries

The following table shows the total value of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected total project costs in the year the project is proposed.

Each year the estimated cost of the projects is adjusted to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle. An annual three percent inflation factor is added to estimate future year costs.

Projected Cost Totals

FUNDING SOURCE	2017	2018	2019	2020	2021	TOTAL
SDC – Improvement – Water	\$0	\$0	\$0	\$934,000	\$0	\$934,000
Water Rates/Operating Revenues	\$2,356,000	\$2,582,000	\$1,882,000	\$2,735,000	\$1,914,000	\$11,469,000
GRAND TOTALS:	\$2,356,000	\$2,582,000	\$1,882,000	\$3,669,000	\$1,914,000	\$12,403,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2016 - 2017		
2300	OAK STREET WATER LINE - 34TH AVENUE TO 38TH AVENUE	\$231,000
2317	DOWNTOWN WATER LINE IMPROVEMENTS	\$546,500
2318	INDUSTRIAL WAY WATER LINE	\$340,500
2332	BACKWASH PONDS IMPROVEMENTS	\$328,000
2333	MAPLE, BROADWAY, AND A-M WTP RESERVOIRS SEISMIC VALVES	\$150,000
2335	VINE STREET WATER TREATMENT PLANT IMPROVEMENTS	\$310,000
2337	SANTIAM-ALBANY CANAL BANK REPAIR: 4TH AVENUE TO 5TH AVENUE	\$450,000
Total for FY 2016 - 2017		\$2,356,000
Plan Year: 2017 - 2018		
1596	LINCOLN STREET, 12TH AVENUE TO 15TH AVENUE	\$309,000
1606	LAFAYETTE, CLOVERDALE, PEACH TREE, CHERRY AND FAIRWAY AREA	\$975,000
2290	PINE MEADOWS WATERLINE REPLACEMENT	\$868,000
2319	VINE STREET WTP ACCELATOR IMPROVEMENTS	\$430,000
Total for FY 2017 - 2018		\$2,582,000
Plan Year: 2018 - 2019		
1570	CALAPOOIA STREET BETWEEN 5TH AND 6TH AVENUES	\$62,000
2188	JEFFERSON STREET WATERLINE REPLACEMENT	\$189,000
2220	18TH AVENUE: WAVERLY DRIVE TO WEST END	\$130,000
2221	BELMONT AVENUE AREA WATER LINE REPLACEMENTS	\$850,000
2336	CANAL DREDGING - VINE STREET WTP TO 22ND AVENUE	\$531,000
2338	VINE STREET WATER TREATMENT PLANT CHECK VALVE IMPROVEMENTS	\$120,000
Total for FY 2018 - 2019		\$1,882,000
Plan Year: 2019 - 2020		
1002	2 HILL STREET: 24TH AVENUE TO 34TH AVENUE	\$1,436,000
2302	ERMINE AREA WATER LINE - 22ND TO 27TH AVENUES & CLAY COURT TO WAVERLY DRIVE	\$1,741,000
2342	SANTIAM-ALBANY CANAL BANK REPAIR: 5TH AVENUE TO 6TH AVENUE	\$492,000
Total for FY 2019 - 2020		\$3,669,000
Plan Year: 2020 - 2021		
1587	6TH AVENUE, ELM TO MAPLE AND WALNUT STREET, 6TH TO 7TH	\$173,000
1594	WASHINGTON AND FERRY STREETS AREA; 9TH TO 14TH	\$930,000
2003	24TH AVENUE WATER LINE, HILL TO GEARY STREET	\$642,000
2301	DAVIDSON WATER LINE - 14TH AVENUE TO 16TH AVENUE	\$169,000
Total for FY 2020 - 2021		\$1,914,000
Grand Total for Water:		\$12,403,000

Plan FY: 2016-2017 OAK STREET WATER LINE - 34TH AVENUE TO 38TH AVENUE

CIP Project #: 2300

Master Plan:

Category: Water

Department: Public Works Department

Plan Element:

Classification: Water Mains

Total Cost: \$231,000

This project will replace approximately 1,300 linear feet of 6-inch asbestos cement water line with a new 8-inch ductile iron water line. The existing water lines are near the end of their life and will be replaced in advance of street maintenance work. Installation of these new, larger, water lines will also improve available fire flows in the area. Street improvements as shown in CIP 2225 in the Transportation section of the CIP will also be coordinated with this project.

Operating Budget Impact: This project will reduce maintenance costs over the long term by avoiding the costs associated with large scale pipe failures common to asbestos cement water mains.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$231,000
Total:		\$231,000



Plan FY: 2016-2017 DOWNTOWN WATER LINE IMPROVEMENTS

CIP Project #: 2317

Master Plan:

Category: Water

Department: Public Works Department

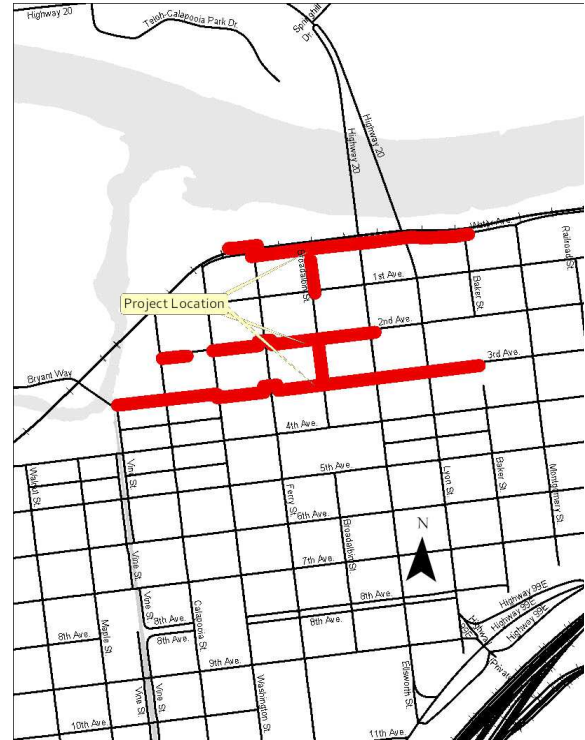
Plan Element:

Classification: Water Mains

Total Cost: \$546,500

This project will replace 4-inch and 6-inch deteriorated steel water lines located downtown with new 8-inch and 12-inch ductile iron water lines. The existing water lines are near the end of their life and will be replaced in advance of potential future CARA street improvements. The near-term benefit of upsizing these water lines will be better service in the downtown area and improved fire flow. Although planned ahead of potential CARA street improvements, funding for the new water lines will be entirely through the water utility. Work is located on 2nd Avenue: Calapooia to Lyon Street, Water Avenue: Washington to Lyon Street, 3rd Avenue: Broadalbin to Lyon Street, Broadalbin Street: Water to 1st Avenue and 2nd Avenue to 3rd Avenue, Washington Street: Water to 1st Avenue, 1st Avenue: Calapooia to Washington Street; and Calapooia: 1st to 2nd 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	\$546,500
Total:		\$546,500

Plan FY: 2016-2017 INDUSTRIAL WAY WATER LINE

CIP Project #: 2318

Master Plan:

Category: Water

Department: Public Works Department

Plan Element:

Classification: Water Mains

Total Cost: \$340,500

This project will replace approximately 1,400 feet of 12-inch asbestos cement water line with a new 12-inch ductile iron water line. The existing asbestos cement water line has required several emergency repairs to address breaks that significantly impacted adjacent businesses.

Operating Budget Impact: This project will reduce maintenance costs over the long term by avoiding the costs associated with large scale pipe failures common to asbestos cement water mains.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$340,500
Total:		\$340,500



Plan FY: 2016-2017 BACKWASH PONDS IMPROVEMENTS

CIP Project #: 2332

Master Plan:

Category: Water

Department: Public Works Department

Plan Element:

Classification: Water Supply & Storage

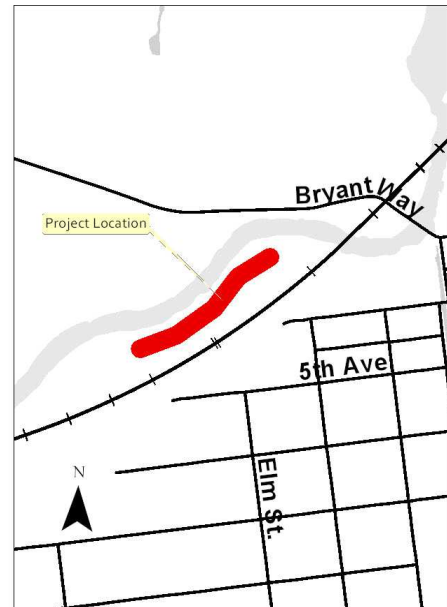
Total Cost: \$328,000

This project reshapes and relines the two existing backwash ponds to improve storage capacity and minimize leaching. The project also includes installation of a sump on each of the ponds. In addition to improved solids handling at the Vine Street WTP, this project will help ensure continued compliance with NPDES permit requirements.

Operating Budget Impact: This project reduces maintenance costs in the long term by completing improvements to the backwash.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$328,000
Total:		\$328,000



Plan FY: 2016-2017 MAPLE, BROADWAY, AND A-M WTP RESERVOIRS SEISMIC VALVES

CIP Project #: 2333

Master Plan:

Plan Element:

Category: Water

Classification: Miscellaneous - Water

Department: Public Works Department

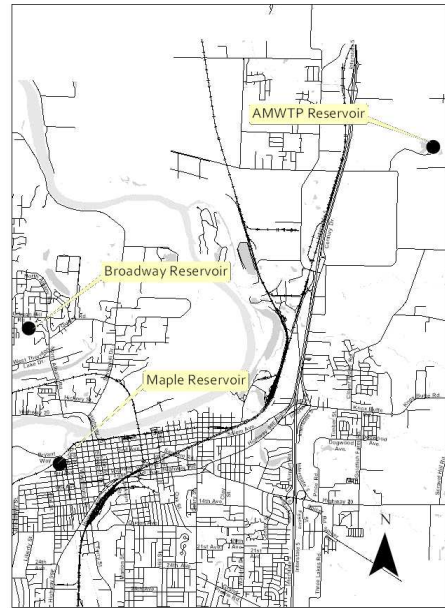
Total Cost: \$150,000

During a seismic event, nearly all reservoirs are likely to experience some damage at the connection between the buried pipe system and the reservoir structure. Installation of seismically-actuated valves will help reduce the vulnerability of the Maple, Broadway, and A-M WTP reservoirs in the event an earthquake occurs. Installing earthquake shutoff valves at the most critical reservoirs will help reduce the risk of water loss during an earthquake.

Operating Budget Impact: These improvements will slightly increase operating costs by adding new valves to the distribution system.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$150,000
Total:		\$150,000



Plan FY: 2016-2017 VINE STREET WATER TREATMENT PLANT IMPROVEMENTS
CIP Project #: 2335

Master Plan: **Plan Element:**
Category: Water **Classification:** Miscellaneous - Water
Department: Public Works Department

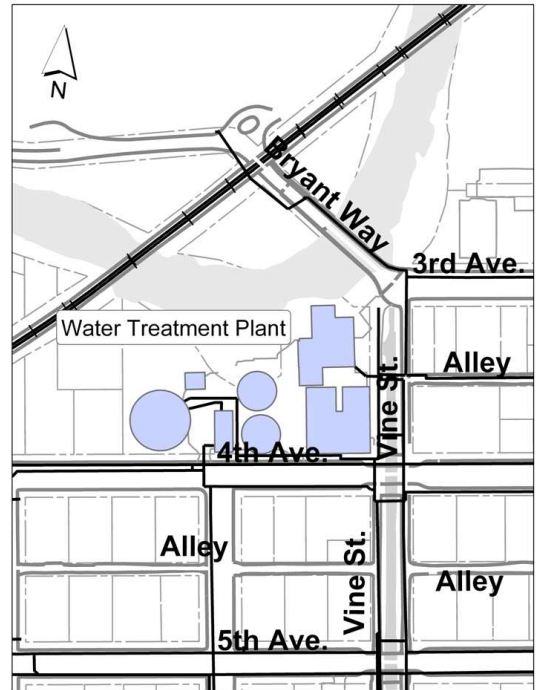
Total Cost: \$310,000

This project includes plantwide improvements at the Vine Street Water Treatment Plant including pipe inspection and cleaning, construction of secondary containment for Alum, installation of filter media surveillance, and repair of the leak between large filters 9 and 10.

Operating Budget Impact: This project will reduce maintenance costs in the long term by completing improvements to the Vine Street Water Treatment Plant.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$310,000
Total:		\$310,000



Plan FY: 2016-2017 SANTIAM-ALBANY CANAL BANK REPAIR: 4TH AVENUE TO 5TH AVENUE

CIP Project #: 2337

Master Plan:

Category: Water

Department: Public Works Department

Plan Element:

Classification: Miscellaneous - Water

Total Cost: \$450,000

This project includes repair of the existing timber retaining walls that are failing or susceptible to failing along the Santiam-Albany Canal between 4th Avenue and 5th Avenue. Proposed improvements include removal of the existing timber wall and installation of a new retaining wall consisting of h-pile, concrete panels, timber lagging, and tie-back earth anchors.

Operating Budget Impact: This project will reduce costs by avoiding costly damages to property adjacent to the canal.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$450,000
	Total:	\$450,000



Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Miscellaneous - Water

CIP #	Phase	Year	Title	Projected Total
1790	1	2017	WATER FACILITY PLAN UPDATE	\$426,000
2320		2020	SANTIAM-ALBANY CANAL BANK REPAIR: 4TH AVENUE TO 12TH AVENUE	\$2,118,000
1790	2	2027	WATER FACILITY PLAN UPDATE	\$572,000
Total for Unfunded Miscellaneous - Water:				\$3,116,000

New Construction - Water

CIP #	Phase	Year	Title	Projected Total
1311		0	MARION STREET & 41ST AVENUE TO COLLEGE PARK DRIVE	\$300,000
1640		0	CENTRAL ALBANY TRANSMISSION PROJECT	\$6,050,000
1641		0	DEVELOPMENT DRIVEN TRANSMISSION/DISTRIBUTION PROJECTS	\$5,622,000
1862		0	SOUTH NEBERGALL LOOP WATER LINE	\$293,000
1866		0	THREE LAKES ROAD WATERLINE EXTENSION (21ST AVE TO 2,500 FEET SOUTH)	\$701,000
Total for Unfunded New Construction - Water:				\$12,966,000

Water Mains

CIP #	Phase	Year	Title	Projected Total
1002	4	0	HILL STREET: 34TH TO 38TH AVENUE	\$378,000
1314		0	STEEL LINE REPLACEMENT PROGRAM	\$9,864,000
1558		0	SPRINGHILL DRIVE OFF COUNTRYMAN CIRCLE	\$135,000
1559		0	RIDGEVIEW LANE NW	\$121,000
1560		0	KOUNS DRIVE AREA TO SCENIC DRIVE	\$937,000
1561		0	RONDO STREET AREA, HIGHWAY 20 TO KOUNS DRIVE	\$1,247,000
1562		0	COUNTRYMAN CIRCLE, WEST SIDE	\$746,000
1564		0	SCENIC DRIVE NW, VALLEY VIEW DRIVE TO DEAD END NORTH OF PALESTINE AVENUE	\$1,100,000
1565		0	KNOLLWOOD DRIVE, SOUTH OF POWERS AVENUE NW	\$101,000
1566		0	SOX LANE NW, SOUTH OF POWERS AVENUE	\$114,000
1568		0	OAK GROVE DRIVE, NORTH OF POWERS AND ALONG PALESTINE DRIVE	\$728,000
1569		0	VINE STREET, 6TH TO 7TH	\$56,000
1571		0	THORNTON LAKE DRIVE NW, REPLACE SERVICE CONNECTION	\$21,000
1573		0	PARK TERRACE NW, OFF GIBSON HILL ROAD	\$191,000
1575		0	LYON STREET; 1ST TO 9TH	\$762,000
1578		0	FRANKLIN AVENUE WATER LINE REPLACEMENT	\$125,000
1580		0	FRONT AVENUE, MAIN TO SHERMAN	\$37,000
1581		0	MONTGOMERY STREET, WATER AVENUE TO 1ST AVENUE	\$33,000

CIP #	Phase	Year	Title	Projected Total
1583		0	PACIFIC BOULEVARD, WAVERLY DRIVE TO ALBANY AVENUE	\$502,000
1585		0	SKYLINE DRIVE, GIBSON HILL ROAD TO ORCHARD HEIGHTS DRIVE	\$193,000
1592		0	JEFFERSON, MONTGOMERY, JACKSON AND 6TH AVENUE AREA	\$647,000
1597		0	WILLAMETTE AVENUE AND BURKHART; GEARY TO DAVIDSON STREET AREA	\$275,000
1608		0	BROADALBIN STREET: 1ST TO 2ND AVENUE AND 3RD TO 4TH AVENUE	\$115,000
1746		0	UNDERSIZED PIPELINES WITH HYDRANTS REPLACEMENT PROGRAM	\$4,777,000
1747		0	PERPETUAL LIFE REPLACEMENT PROGRAM	\$101,161,000
1782		0	CENTURY DRIVE WATER SYSTEM	\$1,381,000
1783		0	DRAPERVILLE WATER SYSTEM	\$947,000
1974		0	CEDAR CIRCLE WATER LINE	\$38,000
1975		0	PRAIRIE PLACE WATER LINE	\$57,000
1976		0	15TH AVENUE WATER LINE	\$79,000
1977		0	PARK TERRACE WATER LINE	\$121,000
1978		0	LAUREL COURT WATER LINE	\$53,000
2218		0	THURSTON STREET: QUEEN AVENUE TO 20TH AVENUE	\$127,000
2222		0	WILLAMETTE AVENUE: GEARY STREET TO DAVIDSON STREET	\$247,000
Total for Unfunded Water Mains:				\$127,416,000

Water Supply & Storage

CIP #	Phase	Year	Title	Projected Total
1300	1	0	KNOX BUTTE RESERVOIR PROJECT, PHASE 1	\$8,285,000
1300	2	0	KNOX BUTTE RESERVOIR PROJECT, PHASE 2	\$4,817,000
1634		0	INCREASE LEVEL 2 PUMP STATION CAPACITY	\$14,000
1636	1	0	VINE STREET WTP IMPROVEMENTS, PHASE 1	\$1,353,000
1636	2	0	VINE STREET WTP PROJECTS, PHASE 2	\$6,214,000
1639	1	0	ELLINGSON ROAD RESERVOIR PROJECT	\$5,935,000
1639	2	0	ELLINGSON ROAD RESERVOIR PROJECT	\$4,658,000
1644		0	JOINT WATER PROJECT, PHASE 2	\$5,367,000
1675	11	0	SANTIAM-ALBANY CANAL IMPROVEMENTS	\$250,000
1675	12	0	SANTIAM-ALBANY CANAL IMPROVEMENTS	\$250,000
1675	13	0	SANTIAM-ALBANY CANAL IMPROVEMENTS	\$298,000
1749	2	0	MAPLE STREET RESERVOIR IMPROVEMENTS	\$279,000
1751	3	0	NORTH ALBANY DISTRIBUTION PROJECTS	\$28,000
Total for Unfunded Water Supply & Storage:				\$37,748,000

Grand Total for Unfunded Water: \$181,246,000



CITY OF
Albany

O R E G O N

APPENDIX

RESOLUTION NO. 6513

BE IT RESOLVED that the Albany City Council hereby adopts the approved 2016-17 budget in the total sum of \$189,634,900 now on file at the Albany City Hall.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2016 , and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Nondepartmental	
Materials & Services	\$ 310,200
Municipal Court	762,700
Public Safety Levy: Fire	1,174,000
Fire & Life Safety	839,300
Fire Emergency Services	12,315,400
Police	14,007,900
Public Safety Levy: Police	1,213,800
Planning	1,000,700
Library	2,705,200
Transfers Out	783,600
Contingency	1,514,900
Total GENERAL FUND	\$ 36,627,700

SPECIAL REVENUE FUNDS

PARKS & RECREATION

Sports Services	\$ 258,900
Children/Youth/Family Rec Services	359,600
Resource Dev. Marketing Services	393,100
Park Maintenance Services	2,101,000
Parks & Recreation Admin	1,298,000
Aquatic Services	831,100
Adult Recreation Services	596,800
Performance and Cultural Arts	655,600
Park SDC Projects	1,675,000
Senior Center Foundation	18,400
Parks Capital Improvement Program	113,500
Transfers Out	296,800
Contingency	200,000
Total PARKS & RECREATION	\$ 8,797,800

GRANTS

Personnel	\$ 193,600
Materials & Services	580,200
Capital	818,800
Total GRANTS	\$ 1,592,600

SPECIAL REVENUE FUNDS, continued

BUILDING

Building Inspection	\$ 2,595,200
Electrical Permit Program	240,200
Total BUILDING	\$ 2,835,400

RISK MANAGEMENT

Risk Management Reserve	\$ 1,201,200
PepsiCo Settlement Projects	2,709,300
Total RISK MANAGEMENT	\$ 3,910,500

ECONOMIC DEVELOPMENT

Economic Development Activities	\$ 987,300
Albany Municipal Airport	310,600
Municipal Airport Capital Projects	264,000
Transfers Out	566,100
Total ECONOMIC DEVELOPMENT	\$ 2,128,000

PUBLIC TRANSIT

Albany Transit System	\$ 1,192,700
Linn-Benton Loop	1,103,900
Paratransit System	582,000
Total PUBLIC TRANSIT	\$ 2,878,600

PUBLIC SAFETY LEVY

Transfers Out	\$ 3,236,300
Total PUBLIC SAFETY LEVY	\$ 3,236,300

CAPITAL REPLACEMENT

Equipment Replacement	\$ 5,520,100
City Facilities Replacement	121,600
GF Facilities Maintenance Projects	109,500
IT Equipment Replacement	1,810,000
Facilities Replacement	347,400
Total CAPITAL REPLACEMENT	\$ 7,908,600

STREETS

Personnel	\$ 797,600
Materials & Services	2,469,600
Capital	5,514,500
Transfers Out	1,022,500
Contingency	148,700
Total STREETS	\$ 9,952,900

DEBT SERVICE FUNDS

DEBT SERVICE

2002 LTD Tax Pension Bonds	\$ 832,800
2004 Revenue Obligations	183,300
Total DEBT SERVICE	\$ 1,016,100

GO DEBT SERVICE

2015 Public Safety Facilities Bonds	1,009,000
Total GO DEBT SERVICE	\$ 1,009,000

CAPITAL PROJECT FUND

CAPITAL PROJECTS

LID Construction Projects	\$ 1,526,100
Public Safety Facilities	24,085,000
Transfers Out	33,300
Total CAPITAL PROJECTS	\$ 25,644,400

PERMANENT FUNDS

SENIOR CENTER ENDOWMENT

Materials & Services	\$ 200
Unappropriated	51,800
Total SENIOR CENTER ENDOWMENT	\$ 52,000

LIBRARY TRUST

V. O. Torney Trust	\$ 13,500
Manela Trust	70,500
Total LIBRARY TRUST	\$ 84,000

ENTERPRISE FUNDS

SEWER

Personnel	\$ 2,324,900
Materials & Services	6,921,800
Capital	17,907,900
Transfers Out	2,759,800
Debt Service	9,013,500
Contingency	975,000
Total SEWER	\$ 39,902,900

ENTERPRISE FUNDS, continued

WATER

Personnel	\$ 2,471,800
Materials & Services	6,580,400
Capital	11,365,300
Transfers Out	1,043,400
Debt Service	3,533,400
Contingency	961,000
Total WATER	\$ 25,955,300

STORMWATER

Personnel	\$ 338,000
Materials & Services	570,400
Capital	194,200
Contingency	54,300
Total STORMWATER	\$ 1,156,900

INTERNAL SERVICE FUNDS

CENTRAL SERVICES

Finance Department	\$ 1,503,800
Council & Nondepartmental	211,700
City Manager's Office	862,500
Information Technology Services	1,618,700
GIS Services	440,900
Permit Tracking	123,700
Human Resources	844,600
Facilities Maintenance	761,300
Total CENTRAL SERVICES	\$ 6,367,200

PUBLIC WORKS CENTRAL SERVICES

PW Administration	\$ 1,303,200
Engineering Services	2,964,500
Operations Admin	561,500
Water Quality Control Service	391,700
PW Customer Services	1,379,300
Facilities & Maintenance Engineering	1,978,500
Total PUBLIC WORKS CENTRAL SERVICES	\$ 8,578,700

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 \$1.15 per one thousand of assessed value, bonded debt service in the amount of \$1,078,528, 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, 2016.

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	\$1.15 per \$1,000 of Assessed Value	
Debt Service		\$ 1,078,528
Linn/Benton Sewer Certification		\$ 100,700

Passed by the Council: June 8, 2016

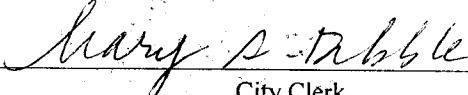
Approved by the Mayor: June 8, 2016

Effective Date: June 8, 2016



 Mayor

ATTEST:



 City Clerk

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60000049 City of Albany/City Managers Office

Order Nbr 55276

<u>Publication</u>	Democrat Herald	<u>PO Number</u>	
<u>Contact</u>	City of Albany/City Managers Office	<u>Rate</u>	Legal Non Profit
<u>Address 1</u>	PO BOX 490	<u>Order Price</u>	1074.00
<u>Address 2</u>		<u>Amount Paid</u>	0.00
<u>City St Zip</u>	ALBANY OR 97321	<u>Amount Due</u>	1074.00
<u>Phone</u>	5419177523		
<u>Fax</u>			
<u>Section</u>	Public Notices	<u>Start/End Dates</u>	06/01/2016 - 06/01/2016
<u>SubSection</u>		<u>Insertions</u>	1
<u>Category</u>	990 Public Notice	<u>Size</u>	360
<u>Ad Key</u>	55276-1	<u>Salesperson(s)</u>	09 LEGAL SALESPERSON
<u>Keywords</u>	Notice of Budget Hearing	<u>Taken By</u>	Pam Burrignt

Notes
 Dibble, Mary <Mary.Dibble@cityofalbany.net>
 [Pam Burrignt 5/26/2016 5:45:46 PM]
 [Pam Burrignt 5/27/2016 11:32:41 AM]
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 [Pam Burrignt 5/27/2016 11:49:20 AM]
 [Pam Burrignt 5/27/2016 11:59:10 AM]
 [Pam Burrignt 5/27/20]

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CITY OF ALBANY NOTICE OF BUDGET HEARING

The City Council of the City of Albany will hold a PUBLIC HEARING on Wednesday, June 08, 2016, 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, 2016, as approved by the City of Albany Budget Committee on May 19, 2016. The public is invited to present any written or oral testimony at this time. Written testimony may be addressed to the Finance Director's 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. at City Hall, 333 Broadalbin Street SW, Albany.

A summary of the budget is presented below. The budget includes \$592,800 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.

FINANCIAL SUMMARY - RESOURCES

	2014-15 Actual	2015-16 Adopted	2016-17 Approved
Property taxes	\$ 25,021,690	\$ 25,122,500	\$ 26,988,100
Other taxes	5,065,200	6,087,500	6,105,200
Licenses & fees	5,184,181	3,034,100	3,668,200
Intergovernmental resources	9,794,572	10,169,100	10,526,900
Charges for service	45,120,300	47,843,800	49,857,500
Fines & forfeitures	713,592	632,700	671,500
Assessment payments	868,106	174,700	55,900
Other resources	1,033,028	18,924,700	916,900
Investment earnings	353,392	205,400	353,800
Total Current Resources	\$ 93,159,061	\$ 112,199,500	\$ 99,144,000
Transfers in	7,173,495	14,059,300	10,240,600
Beginning balance	61,837,557	59,647,200	78,250,700
Reserved beginning balance	1,901,822	2,102,500	1,911,100
Beginning balance held in trust	84,036	79,500	79,500
Total Resources	\$ 164,160,971	\$ 188,088,000	\$ 189,634,900

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

	2014-15 Actual	2015-16 Adopted	2016-17 Approved
Personnel Services	\$ 42,955,478	\$ 47,265,300	\$ 50,142,800
Materials and Services	29,364,565	37,828,100	38,574,200
Capital Projects	10,510,321	72,154,100	72,373,300
Transfers Out	6,915,943	12,438,300	9,989,700
Debt Service	9,616,018	14,479,800	14,569,700
Contingencies	-	3,791,400	3,853,900
Unappropriated	-	131,000	131,300
Total Requirements	\$ 99,362,325	\$ 188,088,000	\$ 189,634,900

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT

	2014-15 Actual	2015-16 Adopted	2016-17 Approved

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10 - Finance	\$ 11,162,792	\$ 49,355,700	\$ 45,442,700
FTE	14.125	14.375	14.375
11 - City Manager's Office	2,051,798	2,565,000	2,627,600
FTE	13.700	13.700	11.700
13 - Information Technology	1,960,572	3,713,500	3,993,300
FTE	11.000	12.000	13.000
14 - Human Resources	585,277	670,800	844,600
FTE	4.000	4.000	4.000
25 - Fire	12,948,728	13,253,600	14,491,200
FTE	79.200	78.400	75.600
30 - Police	12,836,609	14,056,500	15,284,600
FTE	87.875	87.875	88.875
35 - Parks & Recreation	6,822,393	9,112,100	9,611,100
FTE	30.025	30.150	30.275
40 - Community Development	2,538,413	4,230,900	4,695,200
FTE	14.750	12.600	12.600
45 - Library	2,531,301	2,836,200	2,994,500
FTE	20.925	20.925	20.925
50 - Public Works	45,924,442	88,293,700	89,650,100
FTE	114.175	117.850	118.850
Total Requirements	\$ 99,362,325	\$ 188,088,000	\$ 189,634,900
Total FTE	389.775	391.875	390.200

Prominent Changes

Property tax estimates are based on continued slow growth of assessed values and the effects of compression on the Public Safety Levy.

On May 17, 2016, voters renewed a five-year Public Safety Levy of \$1.15 per thousand in assessed value.

Statement of Indebtedness (Debt Service)

The City has a General Obligation Bond rating of "A2" from Moody's Investors Service and a rating of "AA-" 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 \$71,625.

As of July 1, 2016, the City will have a number of debt issues outstanding:

Total Debt Outstanding

Water Revenue	25,570,000
2015 Public Safety Facility General Obligation Bonds	17,605,000
Limited Tax Pension Obligations	5,101,484
Revenue Obligations	<u>655,000</u>
TOTAL	\$ 48,931,484

Other Debt:

State Revolving Fund (SRF) Loan	\$51,882,125
2010 Wetlands	1,899,035
2011 SRF ARRA Loan	<u>1,550,000</u>
	\$55,321,160

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, 2016, the City's net General Obligation Bonded debt will be well below the estimated limit of \$109 million.

Summary of Property Tax Levies

The Budget Committee approved a total gross tax levy of \$6.3984/\$1,000 of the assessed valuation.

The estimated assessed valuation for Fiscal Year 2016-2017 is \$3,552,360,778.

Gross tax levy:

Subject to the General Government Limitation	\$6.3984/\$1000 of Assessed Value
Public Safety Levy	\$1.15/\$1,000 of Assessed Value

Stewart Taylor
Finance Director

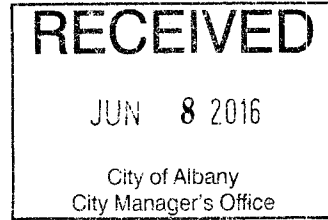
DATED THIS 1st DAY OF JUNE 2016.

#55276

PUBLISH: June 1, 2016

*** Proof of Publication ***

State of Oregon
ss)
County of Linn



City of Albany/City Managers Office
PO Box 490
Albany, OR 97321

ORDER NUMBER 55276

I, Pam Burrigh, being first duly sworn depose and say, 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 600 Lyon St S. Albany, OR, in the aforesaid county and state; that a copy is hereto Annexed, was published in the entire issue of said newspaper.

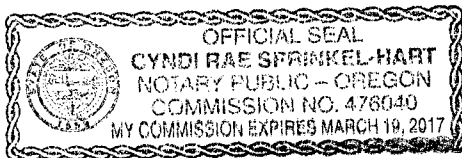
PUBLISHED ON: 06/01/2016

TOTAL AD COST: 1074.00

FILED ON: 6/2/2016

Pam Burrigh
Pam Burrigh
Legal Clerk

Cyndi Rae Sprinkel-Hart
Subscribed and sworn to before me on June 2,
2016
Cyndi Rae Sprinkel-Hart, Notary



GLOSSARY

City of Albany

FY 2016-2017

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 a specific identified program strategy or action.

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 become 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.

AMEDC - Albany/Millersburg Economic Development Corporation. A non-profit organization 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.

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.

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.

Balanced Budget - A balanced budget means the total resources, including transfers in, less total expenditures, including transfers out, net to zero.

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 was July 1, 1991.

Ballot Measure 47 - A statewide property tax limitation measure approved by voters in November 1996. The measure rolled back taxes to individual properties by either the amount paid in 1995 less 10 percent or the amount paid in 1994, whichever was less. It limited future tax increases to not more than 3 percent per year. It placed limits on the kinds of purchases that can be made with general obligation bonds. It imposed a double majority (50 percent turnout and 50 percent approval) requirement to approve new bonds or property tax levies (this portion of the measure was removed through voter approval in May 2010).

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.

GLOSSARY

City of Albany

FY 2016-2017

Bancroft - (also referred to as Bancroft Bonding Act). Oregon law (ORS 223.205) which allows property owners to make installment payments on assessments to specific property benefited by a City improvement. Property owners make scheduled payments to the City until assessment has been paid in full.

Basis of Accounting – The method employed in the recording and reporting of transactions. Three bases are commonly recognized: the cash basis, the modified accrual basis, and 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.

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 for 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.

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**.

Capital Equipment - Operating equipment with unit costs of more than \$5,000 and a useful life of more than one year.

Capital Improvements - Expenditures related to acquisition, construction, expansion, or rehabilitation for improving an element of the government's physical plant and/or infrastructure.

Capital Improvement Program (CIP) - 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.

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.

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.

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.

Contingency - 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 between the City and an individual, legal, or political entity, agreeing 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 sale agreement, or loan agreement.

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 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 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 of America and Canada to encourage governments to prepare effective and exceptional budget documents. Receiving 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.

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.

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.

Expenditure - For accounts that are kept on the *accrual basis*, the total charge incurred, whether paid or unpaid, including provision for retirement of unreported debt as a liability of a fund from which retained, and capital outlay. The modified accrual basis shows decreases in net financial resources and may include encumbrances.

For accounts kept on the *cash basis*, the term covers only actual disbursement and the drawing of the check or warrant for these purposes, but 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.

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 \$5,000.

Franchise Fees - Fees charged to utilities for the use of public right-of-way.

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.

GLOSSARY

City of Albany

FY 2016-2017

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 in 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.

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 for 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.

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 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.

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).

GLOSSARY

City of Albany

FY 2016-2017

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.

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 value.

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 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, or any other public or quasi-public corporation 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 programs operation.

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.

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.

GLOSSARY

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Performance Measure - Data collected to determine how effective or efficient a program is in achieving its objectives.

Effectiveness Measure - A qualitative and/or quantitative measure of the extent to which the performance of a series of related tasks achieves 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.

Input Measure - Measures the volume of resources, both monetary and non-monetary, 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.

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.

Resources and Requirements - In budgeting, resources turn into revenues when the money is received. Requirements turn into expenditures when the money is spent. Requirements define what is needed to perform the functions of the City (fire, police, library, sewer, water, etc.)

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.

SDCs - System Development Charges - Charges 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.

Sinking Fund Reserves - A collection of restricted assets that will be used to meet future debt service requirements.

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.

Special Revenue Fund - A fund properly authorized and used to finance particular activities from the receipts of specific taxes or other revenues.

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**).

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.

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 direct receipt of a public service by the one that benefits from the service.

ACRONYMS

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AAMPO – Albany Area Metropolitan Planning Organization

ACP – Albany Community Pool

ACWA – Association of Clean Water Agencies

ADA – Albany Downtown Association

ADA – Americans with Disabilities Act

ADC – Albany Development Code

AFSCME – American Federation of State, County, and Municipal Employees

AMBAC – American Municipal Bonds Assurance Corporation

AMC – Albany Municipal Code

AMEDC – Albany Millersburg Economic Development Corporation

AM WRF – Albany-Millersburg Water Reclamation Facility

APAK – Albany Police & Kids

APWA – American Public Works Association

APD – Albany Police Department

ARA – Albany Revitalization Agency

ARRA – American Recovery and Reinvestment Act

ATS – Albany Transit System

AV – Assessed Value

AVA – Albany Visitor’s Association

BCSWD – Benton County Soil and Water District

BEST – Building Exceptional Service Together

BLM – Bureau of Land Management

BULB – Bringing Up Learning & Behavior

CAFR - Comprehensive Annual Financial Report

CAPER – Consolidated Annual Performance Evaluation Report

CARA – Central Albany Revitalization Area

CD – Community Development

CDBG - Community Development Block Grant

CIP - Capital Improvement Program

CLG – Certified Local Government

CMOM – Capacity Management Operation Maintenance

COG – Oregon Cascades West Council of Governments

COLA – Cost of Living Adjustment

COPS – Community Oriented Policing Services

CPAS – Children’s Performing Arts Series

CRS – Community Rating System

CMMS – Computerized Maintenance Management System

CYF – Children, Youth, and Families

CZ – Crown Zellerbach

DARE – Drug Abuse Resistance Education

DEQ – Department of Environmental Quality

DFM – Deputy Fire Marshal

DLCD – Department of Land Conservation and Development

DMV – Department of Motor Vehicles

DOJ – Department of Justice

DUII – Driving Under the Influence of Intoxicants

ELA – Engineering, Legal, & Administrative Fees

EMMA – Electronic Municipal Market Access

EMS - Emergency Medical Services

EMT - Emergency Medical Technician

EPA – Environmental Protection Agency

ACRONYMS

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EPSC – Erosion Prevention Sediment Control

ESD – Educational Service District

FAA – Federal Aviation Administration

FEMA – Federal Emergency Management Agency

FGP – Foster Grandparent

FM – Force Main

FMLA – Family Medical Leave Act

FOG – Fats, Oils, and Grease Program

FTA – Federal Transit Administration

FTE - Full-Time Equivalent position

FY – Fiscal Year

GAAP - Generally Accepted Accounting Principles

GAPS – Greater Albany Public Schools

GASB – Governmental Accounting Standards Board

GF – General Fund

GFOA – Government Finance Officers Association

GIS – Geographic Information System

GO – General Obligation

HBRR – Highway Bridge Replacement & Rehabilitation

HPF – Historic Preservation Fund

HUD – Housing and Urban Development

HMEP – Hazardous Materials Emergency Preparedness

IAC – Information Access Corporation

IAF – Improvement Assurance Fee

IAFF – International Association of Fire Fighters

ICMA – International City Managers Association

IGA – Intergovernmental Agreement

ILFF – In Lieu of Franchise Fees

ILS – Integrated Library System

IOF – Immediate Opportunity Fund

IP – International Paper

IT – Information Technology

ITB – Invitation to Bid

JWP – Joint Water Project

LBCC – Linn-Benton Community College

LCDC – Land Conservation & Development Commission

LEML – Law Enforcement Medical Liability Assessment

LID - Local Improvement District

LS – Lift Station

LT2 Rule– Long Term 2 Enhanced Surface Water Treatment Rule

LTD – Limited

MPO – Metropolitan Planning Organization

NBI – National Bridge Inventory

NDCIU – Number of Non-Discharging Categorical Industrial User

NPDES – National Pollution Discharge Elimination System

NWAAF – Northwest Art & Air Festival

OAR – Oregon Administrative Rules

OCF – Oregon Community Foundation

ODOT – Oregon Department of Transportation

OECD – Oregon Economic & Community Development

ACRONYMS

City of Albany

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OEDD – Oregon Economic Development Department

SAFER – Staffing for Adequate Fire and Emergency Response

OEM – Oregon Emergency Management

SCADA – Supervisory Control & Data Acquisition

OHSU – Oregon Health Sciences University

SCBA – Self-Contained Breathing Apparatus

OLCC – Oregon Liquor Control Commission

SCF – Sewer Connection Fees

O&M – Operation & Maintenance

SDCi – System Development Charge-Improvement

ORS – Oregon Revised Statutes

SCDr – System Development Charge-Reimbursement

OS – Operating System

SDCs – System Development Charges

OSFM – Oregon State Fire Marshal

SHPO – State Historic Preservation Office

OSU – Oregon State University

SI – Site Improvement

OTIA – Oregon Transportation Investment Act

SIU – Significant Industrial User

OWEB – Oregon Water Enhancement Board

SRF – State Revolving Fund

P&R – Parks and Recreation

STF – Special Transportation Fund

PERS – Public Employees Retirement System

STP – Surface Transportation Program

PAFR – Popular Annual Financial Report

TCV – True Cash Value

PE – Professional Engineer

TDY – Teledyne Industries

PNCWA – Pacific Northwest Clean Water Association

TE – Transportation Enhancement

PW – Public Works

TEA – Transportation Equity Act

REA – Railway Express Agency

TGM – Transportation and Growth Management

RFD – Rural Fire District

TIC – True Interest Costs

RFI – Riverfront Interceptor

TLT – Transient Lodging Tax

RFP – Request for Proposal

TMDL – Total Maximum Daily Load

RMTC – Regional Multimodal Transportation Center

TRT – Transient Room Tax

RMV – Real Market Value

TSDC – Transportation System Development Charge

ROW – Right of Way

TWG – Talking Water Gardens

RRP – Rental Rehabilitation Program

UCR – Uniform Crime Reporting

RSVP – Retired Senior Volunteer Program

UGM – Urban Growth Management

ACRONYMS

City of Albany

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USAR – Urban Search and Rescue

UZA – Urbanized Area

WL – Wetlands

WRF – Water Reclamation Facility

WTP – Water Treatment Plant

WWTP – Wastewater Treatment Plant

YMCA – Young Men’s Christian
Association