



CITY OF ALBANY, OREGON

2011

2012



BUDGET

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**CITY OF ALBANY, OREGON
ADOPTED BUDGET**

Fiscal Year 2011 - 2012



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GFOA Budget Award



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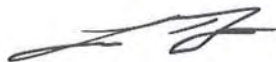
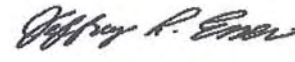
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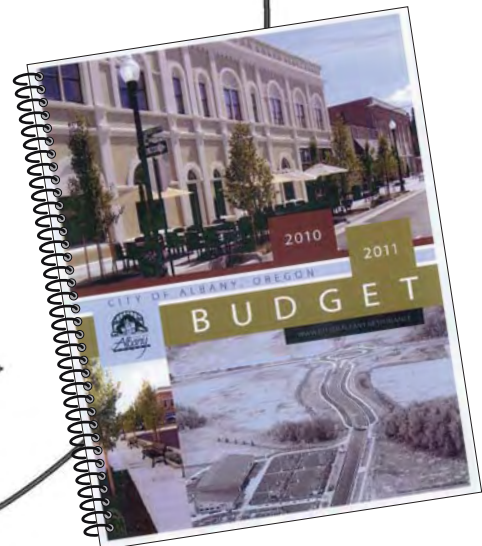
PRESENTED TO

**City of Albany
Oregon**

For the Fiscal Year Beginning

July 1, 2010

 
President Executive Director



The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to the City of Albany for its annual budget for the fiscal year beginning July 1, 2010.

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

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

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EXECUTIVE SUMMARY
BUDGET MESSAGE FY 2011-2012

Albany's decisions over the past two years to reduce staff and limit expenditures during a time of constrained resources have helped position the City to maintain essential services in the coming year. While we are continuing to offer our Voluntary Separation Incentive Program (VSIP), we do not anticipate the need for further staff reductions, furloughs, or other extreme cost-cutting measures. It is important to note, however, that the adopted General Fund budget will potentially reduce our year-ending fund balance to five percent, the lowest limit set by our financial policies. I do not believe we will reach this limit because we never spend the total amount we budget, and we often receive additional revenue. Our past practice of underbudgeting revenue has changed in recent years; so we cannot assume there will be a positive difference between our budgeted and actual figures.

The Adopted Fiscal Year 2011-2012 Budget retains Albany's commitment to high quality emergency services with nearly 83 percent of the General Fund dedicated to Police, Fire, and Municipal Court. Perhaps the most significant change in the General Fund is the decision to stop the transfer of approximately \$250,000 to the Street Fund for lighting. The City will be receiving additional Street Fund revenue from a recently implemented statewide gas tax increase that will more than compensate for the loss of the General Fund transfer. This decision was a policy choice for the Budget Committee, and I believe that if the transfer is restored it would not be necessary to significantly reduce General Fund expenditures. Maintaining emergency services at existing levels will require passage of our emergency services levy within the next two years. Collections from this levy have already declined due to passage of competing countywide levies.

*The Adopted
Fiscal Year 2012
Budget retains
Albany's
commitment to
high quality
emergency
services...*

Our Water and Sewer Funds are more immediately affected by local economic conditions than property-tax-supported services. Consumers predictably use less water during a difficult economy, and we have seen an approximate five percent reduction in revenue during the past year. The Council has opted to forgo rate increases over the past two years but will almost certainly need to implement raises in the coming year to ensure appropriate operation and maintenance of our distribution and collection systems. Work on our storm water master plan will also require difficult choices in the future as federal mandates will compel compliance with more rigorous water quality standards.

The FY 2011-2012 Budget does little to directly address the need for new fire and police stations, although large reserve funds are maintained in accordance with Council direction to fund economic development and facility projects. These reserves were established with revenue from a legal settlement, and there is no likelihood they will be replenished when the funds are exhausted.


Despite a variety of concerns about the future financial health of the City, I believe it is accurate to say we are fortunate to have sufficient resources to meet current service level expectations; and it is reasonable to forecast that we can meet future needs without large revenue increases or extreme cuts to service levels. We anticipate a significant health insurance savings in the coming year, and we will see even greater savings from changes in our workforce beginning in FY 2013. Citizens who may be interested in fully understanding the City's budget and the rationale that supports it have powerful tools available on the City's award-winning website. Detailed financial information, performance measures, forecasts, and the Strategic Plan are accessible through the "Dashboard" and the City's budget document. A simplified explanation of where and how tax revenues are expended is also available through the "Where Does My Money Go?" link. Albany's website has been recognized with the League of Oregon Cities' Good Governance Award, the Sunshine Review's "Sunny" Award, the American Society of News Editors "Local Hero Award," and *Government Computer News'* rating as one of the ten best in the nation. These awards recognize the transparency of the City's financial information which has been awarded

**EXECUTIVE SUMMARY
BUDGET MESSAGE FY 2011-2012**

the Government Finance Officers Association Award of Excellence for more than 20 years. Making this information available does not guarantee financial perfection, but it greatly increases the credibility of the City while decreasing the likelihood of financial mischief.

I believe the FY 2011-2012 Budget at \$164,961,200 represents the best efforts of City staff to present a responsible and responsive budget to our elected and appointed Budget Committee members. City employees recognize that final decisions are appropriately made by the citizens of Albany through their representatives. All Budget Committee meetings are open to the public, and citizens are encouraged to share their thoughts about the plan. Hearings were conducted May 17-19 at City Hall, and questions can be directed to City staff through the website, phones, or in person. It is unfortunate, in my opinion, that we invest so much to produce and implement an annual City budget yet receive so little commentary on the effort. Alexis de Toqueville, the great 19th Century French commentator on American government, is often credited with the observation that, "In a democracy, the people get the government they deserve." I believe people in Albany receive good value for their investment in local government, but I also believe they could do better with greater public involvement.

Respectfully submitted,

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

Wes Hare, City Manager

EXECUTIVE SUMMARY

Overview

The budget for Fiscal Year 2011-2012 reflects revenue growth that continues to lag behind growth in expenditures. Sources of revenue continue to be impacted by the general slowing of the economy, and increases in expenditures are largely fixed by bargaining agreements and steadily increasing benefits costs. The result is a budget that for the third consecutive year draws down reserves and reallocates resources to maintain targeted levels of service.

This year's approach to developing the budget is the second year in which current revenues were identified first and then departments were given a target number within which to build their operating budgets. Two very favorable dynamics have resulted from this approach. First, operating budgets are funded with current revenues and are therefore sustainable at current levels. Second, Department Directors had greater flexibility to evaluate needs and allocate scarce resources to priority activities and programs. The challenge in future budgets will again be based on expected increases in expenditures growing faster than expected increases in revenues.

Economic Conditions

The global economic downturn continues to be felt in Albany. A couple of key indicators are described below.

Unemployment. In February 2011, both Linn and Benton Counties saw decreases in their seasonally adjusted unemployment rate. Benton County's rate dropped to 6.5% in February, from its revised rate of 6.9% in January. Linn County's rate decreased to 12.0% in February, from a revised rate of 12.8% in January. According to the Oregon Employment Department, the two counties combined had a seasonally adjusted unemployment rate of 9.6% in February, down from its revised rate of 10.2% in January. The two counties' combined unemployment rate was lower than the statewide rate of 10.2% in February.

Development. Albany's Building Inspection Division reports that permits for new construction remained relatively low the past year as indicated in the following table:

February Fiscal YTD	2008	2009	2010	2011
New Residential Permits	144	65	119	54
New Commercial Permits	25	19	5	12
Total	2,184	1,629	1,560	1,512

The reduced number of permits continues to impact the revenues for the Building Inspection Division and foreshadows a reduction in the growth of 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 demand for services.

Budgeted FTEs per 1,000 Population. The number of authorized full-time equivalent (FTE) City employees per thousand of population has remained fairly constant over the past ten years. However, for the past two years a distinction has been made between authorized positions and budgeted positions. Authorized positions are those that have previously been approved by the City Council but may or may not be funded in the budget. Budgeted positions are authorized positions that are actually funded. The expectation is that authorized positions that are not funded in the budget could be filled as revenues become available or other expenditures are reduced.

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 population in the corresponding budget year.

EXECUTIVE SUMMARY

Budgeted FTEs per 1,000 Population											
FY ending June 30	2003	2004*	2005	2006**	2007	2008	2009	2010	2011	2012***	10-Year % Change
Population	42,280	43,600	44,030	45,360	46,610	47,470	48,770	49,165	49,530	50,158	18.63%
Budgeted FTEs	345.725	366.400	371.250	385.988	406.073	416.850	428.826	421.768	399.068	398.543	15.28%
Budgeted FTEs per 1,000 pop	8.177	8.404	8.432	8.509	8.712	8.781	8.793	8.579	8.057	7.946	-2.82%
*First year of Public Safety Levy – PS Levy (9 Police FTE, 8 Fire FTE) **First year of Albany Community Pool – ACP (3.575-4.575 FTE) ***2010 census estimated population											

The population has increased over the ten years by 18.63% while the number of budgeted FTEs has grown by 15.28%. Overall, the City has maintained approximately 8.1 to 8.7 FTEs per thousand of population. The 7.946 FTEs per thousand in 2011-2012 demonstrates a deliberate reduction in staffing to stay within available resources.

Cost-Saving Strategies

Department budgets for 2011-2012 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 incorporated into the budget.

Voluntary Separation Incentive Program. A second Voluntary Separation Incentive Program (VSIP II) was offered to employees to create vacancies and reduce staffing. The primary objective of the program was to reduce staffing in a way that avoids the dislocation of employees and families typically associated with layoffs. Twenty-eight employees applied for the incentive program, resulting in several vacancies and significant budget savings.

Authorized and Budgeted FTEs											
	General Fund					Parks & Recreation					
	Court	Fire	Police	Planning	Library	C/Y/F	Adult R	P Maint	Admin	Res Dev	Aquatics
Authorized	5.375	55.600	85.250	9.500	21.775	3.575	3.400	12.500	4.200	3.200	4.575
Budgeted	4.375	52.600	82.250	8.500	21.525	3.100	2.400	10.500	4.000	2.675	3.500
Difference	1.000	3.000	3.000	1.000	0.250	0.475	1.000	2.000	0.200	0.525	1.075
	Community Dev		Public Works		Central Services						
	Bld Insp	Elec Per	Sewer	W Qual	City Man	Finance	GIS	HR			
Authorized	13.158	1.500	2.000	4.000	6.800	12.000	3.500	5.000			
Budgeted	6.500	1.000	1.000	3.000	6.600	10.500	2.500	4.000			
Difference	6.658	0.500	1.000	1.000	0.200	1.500	1.000	1.000			

EXECUTIVE SUMMARY

Hiring Chill. A hiring chill continues to be imposed for all departments. No vacancies will be 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.

VSIP II and the ongoing hiring chill account for 26.383 FTEs authorized but not budgeted in 2011-2012.

Cost of Living Adjustments (COLAs). COLAs for non-represented employees are included in the budget following two years of no adjustments. Bargaining units are being asked to forgo COLAs in year one of contract renewals.

Leave Buy-back. For the third consecutive year, non-represented employees will not 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.

Estimated savings associated with the above strategies over the past two years exceed \$3,000,000.

Closing Statement

The budget includes several strategies to reduce staffing levels and maintain levels of service in an increasingly uncertain environment. The combination of strategies stretches resources and in some cases reallocates resources to preserve priority levels of service. The budget also attempts to be sustainable in Fiscal Year 2012-2013, but does not solve the problem of revenues continuing to be outpaced by the growth of expenditures. A combination of increased revenue growth and additional reductions in expenditures may continue to be needed to maintain existing levels of service in future years.

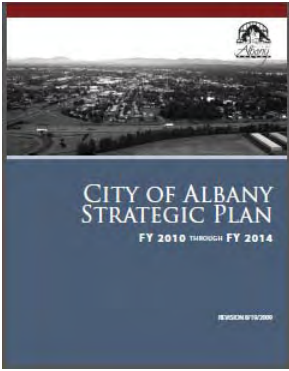


CITY OF
Albany

O R E G O N



EXECUTIVE SUMMARY



City of Albany Strategic Plan and the Program Budgets

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

The City Council has maintained the policy direction and leadership role in the strategic planning process by reviewing the plan on a regular basis. The most recent review was conducted in a work session on February 14, 2011. The direction provided in the strategic plan is followed by the City Manager and Department Directors developing the 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 and specific strategies to implement them in various operating programs.

Police Department

Strategic Plan Theme – A Safe City

- Objective 18: Maintain police patrol response times to top priority calls for service to four minutes, forty-five seconds or less.

Police Program Strategy: Maintain police patrol response times to top priority calls for service to four minutes, forty-five seconds or less.

Strategic Plan Theme – A Safe City

- Objective 20: Maintain or reduce the number of fatal and injury accidents involving the use of alcohol to 0.20 accidents per thousand residents through 2014.

Police Program Strategy: Maintain rate of 5 DUI arrests per 1,000 population.

Strategic Plan Theme – A Safe City

- Objective 16: By the end of FY 2014, complete the process to build replacement public safety facilities for Police Department (new headquarters) and Fire Department (Station 11 replacement).

Police Program Strategy: Complete needs assessment/architectural design for new Police facility.

Fire Department

Strategic Plan Theme – A Safe City

- Objective 35: Meet state water quality standards for temperature control at the Albany-Millersburg Water Reclamation Facility.

Fire Suppression Program Strategy: Complete Station 12 (120 34th Avenue SE) water reclamation plan.

Strategic Plan Theme – A Safe City

- Objective 15: Complete seismic and remodeling upgrades to Fire Station 12 by September, 2013.
- Actions: Funding is currently secured; identify seismic and remodeling needs; request invitations to bid; select contractor; initiate construction.

Fire Suppression Program Strategy: Complete Station 12 (120 34th Avenue SE) seismic rehabilitation and needed improvements.

EXECUTIVE SUMMARY

City of Albany Strategic Plan and the Program Budgets (continued)

Strategic Plan Theme – A Safe City

- Objective 16: By the end of FY 2014, complete the process to build replacement public safety facilities for Police Department (new headquarters) and Fire Department (Station 11 replacement).
 - Actions: Achieve this objective by completing a needs assessment/architectural design; purchasing land; securing financing for construction; and final occupancy by 2014.
- Fire Suppression Program Strategy: Secure property for replacement of Station 11 (110 Sixth Avenue SE).

Library Department

Strategic Plan Theme – Great Neighborhoods

- Objective 14: By the end of 2014, increase library visits by 22 percent.
- Actions: Add five new programs across all service areas.

Library Program Strategies:

- Collaborate with School District to offer Summer Library services.
- Continue Six Sigma project to improve Technical Services processes.
- Explore Open-Source and other ILS options.

Community Development Department

Strategic Plan Theme – Great Neighborhoods

- Objective 2: Complete a comprehensive area plan for South Albany, using State of Oregon Transportation Growth Management grant funding.

Planning Program Strategy: Develop an integrated plan for South Albany that creates a vibrant new neighborhood with a feasible and efficient mix of uses, densities, and amenities.

Strategic Plan Theme – A Safe City

- Objective 17: Participate in the Federal Emergency Management Agency (FEMA) National Flood Insurance Program and improve the City's rating.
- Actions: Form and maintain a cross-departmental team to continuously improve the City's floodplain management. Participate in FEMA's Community Rating Program.

Planning Program Strategy: Ensure a safe community by protecting people and property through continuously improving the City's floodplain management.

Strategic Plan Theme – Great Neighborhoods

- Objective 4: Ensure that streets, sidewalks, and public transportation provide an accessible means of travel for the disabled and the community as a whole.
- Actions: Identify deficient areas of sidewalks and curb ramps for priority inclusion in the City's accessibility improvement plan.

Community Development Program Strategy: Evaluate curb ramps in public rights-of-way for prioritization in Curb Ramp Transition Plan.

City Manager's Office

Strategic Plan Theme – A Healthy Economy

- Objective 37: Provide the supply of commercial and industrial land identified in the Economic Opportunities Analysis and maintain a needs-based inventory of employment lands, including infrastructure needs with links to regional and state economic development agencies.
- Actions: Increase the number of state-certified industrial properties. Participate in the regional wetlands permitting and mitigation project to increase the supply of available employment lands.

City Manager Program Strategy: Form the Oak Creek Urban Renewal Agency.

EXECUTIVE SUMMARY

City of Albany Strategic Plan and the Program Budgets (continued)

Strategic Plan Theme – An Effective Government

- Objective 49: Continue participation in national performance benchmarking for comparison with other jurisdictions.
 - Actions: Prepare annual report to detail participation and compliance to appropriate national benchmarks.
- City Manager Program Strategy: Improve quality of decision-making data through continued participation in International City/County Management Association Consortium and internal upgrades.

Strategic Plan Theme – A Healthy Economy

- Objective 41: Maintain the ability to provide incentives, such as Enterprise Zone tax abatements, to qualifying businesses that create jobs in Albany.
 - Actions: Maintain participation in the statewide Enterprise Zone program.
- City Manager Program Strategy: Collaborate with regional partners to create jobs by increasing the number of suitable industrial sites.

Public Works Department

Strategic Plan Theme – A Safe City

- Objective 33: Meet state water quality standards for Sanitary Sewer Overflow control.
- Actions: Develop an infiltration and inflow reduction program to measure and monitor the infiltration in the wastewater system.

Wastewater Administration Program Strategy: Develop a Capacity Management, Operation and Maintenance Program for inflow/infiltration control in conjunction with Department of Environmental Quality requirements.

Strategic Plan Theme – Great Neighborhoods

- Objective 8: By the end of 2014, increase the number of transit riders by five percent.
- Actions: Measure and monitor the number of rides provided. Identify opportunities to increase operating revenue and improve service efficiencies. Identify and implement route improvements to serve more citizens, as funding allows.

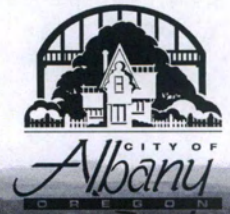
Albany Transit System Program Strategy: Implement Elm Street and Lexington Street recommendation from Kittelson Transit Plan.



CITY OF
Albany

O R E G O N





CITY OF ALBANY STRATEGIC PLAN

FY 2011 THROUGH **FY 2015**

REVISION 2/07/2011



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."

WHY WE HAVE A STRATEGIC PLAN

Albany's 30-page Strategic Plan is the kind of document most people never read. According to the Central Intelligence Agency's World Fact Book, the U.S. has a 99 percent literacy rate; so it's safe to assume that most people in Albany could read the Strategic Plan if they were motivated to do so. I believe the Plan is not widely read because it competes against much more attractive ways for citizens to spend their time.

My hope is that if people are not willing to take the hour or so it might take to read the Strategic Plan, they may accept reading the following short summary:

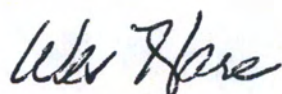
The City Council adopted mission, vision, and value statements for the organization that communicate aspirations to provide "...quality public services for a better Albany community." Our values could easily be labeled "Things our Parents Taught Us," as they include honesty, dedication, responsibility, excellence, teamwork, and compassion. If we continually work to accomplish our mission while observing our values, we believe we will achieve our vision of "a vital and diverse community that promotes a high quality of life, great neighborhoods, balanced growth, and quality public services."

Our plan is organized under the four themes of "Great Neighborhoods, A Safe City, A Healthy Economy, and An Effective Government." Each theme includes goals and objectives to help make the themes reality. Most of the objectives are very specific, such as increasing the number of transit system riders by five percent by the end of 2014 or reducing the cost per item circulated at the library by 15 percent by 2014. Ideally, departments allocate resources to achieve the goals and objectives, although I believe this is still a work in progress. Some of the goals were set when resources were more plentiful and achieving them would not necessarily come at the expense of potentially higher priorities.

The Strategic Plan is not engraved on stone tablets, meaning it is designed to accommodate changing circumstances while retaining a commitment to its primary themes and goals. The Plan's performance measurements track the different departments' progress (or lack of it) toward achieving important objectives. Our Finance Department, for example, recognizes that receiving the Government Finance Officers Association annual awards for excellence in financial reporting and distinguished budget presentation are an important part of being an effective government. We commit the time and resources necessary to achieve these benchmarks, and there would be consequences if we did not. Meeting or exceeding accepted standards for excellence is a good way both to achieve and demonstrate an effective government.

I have often used a quotation attributed to former President Dwight Eisenhower, who said, "Planning is everything; the plan is nothing." I think he meant that the time and effort associated with creating and sustaining a plan provide the common understanding and teamwork needed to accomplish important goals. Albany's Strategic Plan exists to achieve this purpose.

Respectfully submitted,



Wes Hare
City Manager

OUR VALUES

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

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

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

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

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

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

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

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

Why Do Strategic Planning?

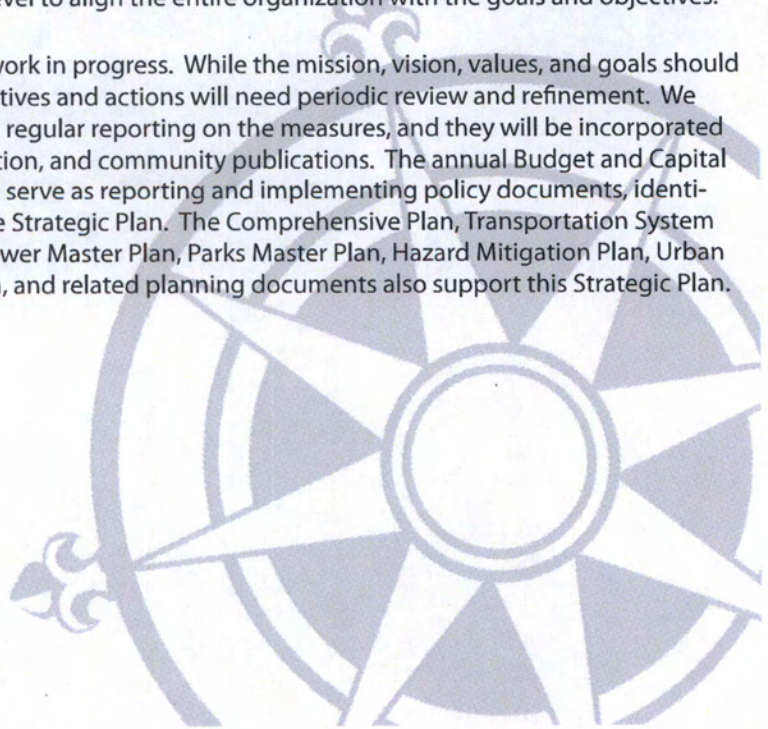
If our Mission and Vision Statements are to have any meaning, they must be accompanied by deliberate planning efforts to move the organization and the community toward a desired future. This requires clearly defined goals, proactive objectives, committed leadership, and effective management. Above all, 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:

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

Great Neighborhoods Objectives:

Goal 1: Create and sustain a city of diverse neighborhoods where residents can find and afford the values, lifestyles, and services they seek.

Objective 1: 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 2: Complete a comprehensive area plan for South Albany, using state of Oregon Transportation Growth Management (TGM) grant funding, Spring 2013. [Community Development]

Actions: Adopt Comprehensive Plan and Albany Development Code amendments.

Objective 3: Assure that the Albany Development Code remains updated and responsive to changing conditions. [Community Development]

Actions: Provide reviews and updates at least annually.

OBJECTIVE	MEASURE	Current	FY2011	FY2012	FY2013	FY2014	FY2015
1	Applications for State Historic Preservation Office grants.			1		1	
1	Number of Albany grants made and houses improved funded by state grants.	3	5	5	5	5	
2	Council plan adoption.				1		
3	Annual update rounds.		1	1	1	1	1

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

Objective 4: Ensure streets, sidewalks, and public transportation provide an accessible means of travel for the disabled and the community as a whole. [Community Development, Public Works]

Actions: Identify deficient areas of sidewalks and curb ramps for priority inclusion in City's accessibility improvement plan.

I. GREAT NEIGHBORHOODS (CONTINUED)

Objective 5: Assess transportation system needs and issues; adjust plans and implement policies. [Community Development, Public Works]

Actions: Update Transportation System Plan and develop a viable financial plan to fund priority projects. Update Comprehensive Plan and Development Code.

Objective 6: Increase City streets in satisfactory or better condition to 61 percent in FY2014. [Public Works]

Actions: Measure, monitor, and report street condition. Identify and prioritize street condition improvement projects. Implement the 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 7: By 2014, realize a 15 percent reduction in high priority sidewalk gaps on collector and arterial streets; a 15 percent reduction in high-priority multiuse trail gaps; and a 15 percent reduction in high-priority bicycle system gaps as identified in the Transportation System Plan. [Community Development, Public Works]

Actions: Develop a sidewalk and multiuse path inventory and condition rating system to be used in Capital Improvement Project development and selection. Develop a transition plan for ADA compliance in capital projects. Annually, identify and prioritize sidewalk infill, ramp, multiuse trail, and bicycle system improvement projects. Implement the repair program within the annual Street Maintenance program budget. Plan for capital projects with the annual five-year Capital Improvement Program and implement capital projects with the annual Street Capital budget.

Objective 8: By the end of 2014, increase the number of transit system riders by five percent. [Public Works]

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



Objective 9: By the end of FY2014, construct 10 of 26 high-priority safety projects identified in the Transportation System Plan. [Public Works]

Actions: Review crash data, identify, and prioritize safety improvement projects. Plan for safety improvement capital projects with the annual five-year Capital Improvement Program and implement capital projects with the annual Street Capital budget.

I. GREAT NEIGHBORHOODS (CONTINUED)

OBJECTIVE	MEASURE	Current	FY2011	FY2012	FY2013	FY2014	FY2015
4	Correct accessibility deficiencies at transit stops.				June 2014		
5	Update Transportation System Plan.						
5	Complete Transportation System Plan Financing.		May 2011				
5	Complete Periodic Review work plan.			1			
6	Overall percentage of streets in satisfactory or better condition.	56%	61%	64%	65%	66%	67%
	Current data by classification:						
	Arterial	82%	77%	80%			
	Collector	70%	65%	66%			
	Residential	52%	58%	61%			
7	Develop sidewalk/path inventory and rating system.		40% Complete	60% Complete	80% Complete	100% Complete	100% Complete
7	Reduce miles of high-priority sidewalk gaps to:	23.6	23.4	22.8	20.8	20.1	19.4
7	Reduce miles of high-priority trail gaps to:	10.6	10.6	10.6	9.6	9.3	9
7	Reduce miles of high-priority bicycle system gaps to:	22.4	22.4	21.6	20.4	19.7	19
8	Increase transit system ridership to:						
	Albany Transit System	94,286	93,330	94,000	96,000	97,500	99,000
	Linn-Benton Loop	102,380	113,000	105,000	106,000	107,000	107,500
	Paratransit	18,382	15,750	16,800	17,900	18,500	19,300
9	Construct 10 of 26 identified high-priority transportation safety projects.		0	4	3	0	0
9	Cumulative total of high-priority safety projects completed.	0	0	4	7	7	7

I. GREAT NEIGHBORHOODS (CONTINUED)

Goal 3: Provide effective stewardship of Albany’s significant natural resources.

Objective 10: Establish effective measures to protect and restore key natural resources within and around the Albany Urban Growth Boundary. [Community Development]

Actions: Complete the Goal 5 review and receive Oregon State Department of Land Conservation and Development (DLCD) approval by the end of FY2011. Identify significant upland, wetland, and riparian areas. Amend the Albany Development Code to establish protections. Complete acquisition of the East Thornton Lake Natural Area and work with volunteers to develop usage and maintenance plan.

OBJECTIVE	MEASURE	Current	FY2011	FY2012	FY2013	FY2014	FY2015
10	Complete Goal 5 review.			October 2011			
10	DLCD approval of Goal 5 plan.			January 2012			
10	Complete upland, wetland, and riparian areas inventory.	June 2009					
10	Amend Albany Development Code to improve natural resource protections.			December 2011			



I. GREAT NEIGHBORHOODS (CONTINUED)

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

Objective 11: Maintain total City-managed park land inventory at an annual average of 15.0 acres 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 12: Sustain total developed parks and recreation lands at 9.0 acres 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 13: By the end of 2014, increase library visits by 22 percent. [Library]

Actions: Add five new programs across all service areas. Increase the percentage of operating dollars spent on collections to 20 percent, beginning with a Lean Six Sigma project involving purchasing and processing.

OBJECTIVE	MEASURE	Current	FY2011	FY2012	FY2013	FY2014	FY2015
11	Average total acres of park land per 1,000 residents.	15.8	16.3	16.0	15.8	15.8	15.8
12	Average acres of developed parks and recreation land per 1,000 residents.	8.6	8.61	7.9	7.9	8.5	8.5
13	Annual number of library visits.	402,000	408,000	415,000	425,000	435,000	445,000
13	Number of discrete Library programs across all service areas.	12	13	14	15	16	17
13	Percentage of Library operating expenditures spent on collections.	10%	12%	13%	15%	20%	21%

II. A SAFE CITY

Goals:

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

Safe City Objectives:

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

Objective 14: Complete seismic and remodeling upgrades to Fire Station 12 by August 2012. [Fire]

Actions: Funding is secured; currently identifying seismic and remodeling needs; request Invitations to bid; select contractor; initiate construction.

Objective 15: By the end of FY2014, complete the process to build replacement public safety facilities for Police Department (new headquarters) and Fire Department (Station 11 replacement). [Fire, Police]

Actions: Achieve this objective by completing a needs assessment/architectural design; purchasing land; securing financing for construction; and final occupancy by 2014.

Objective 16: Participate in the FEMA National Flood Insurance Program and improve and maintain the city's rating. [Fire, Community Development]

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

OBJECTIVE	MEASURE	Current	FY2011	FY2012	FY2013	FY2014	FY2015
14	Fire Station 12 seismic upgrades and renovations.		Design June 2011	Award July 2011	Complete March 2012		
15	Replace Fire Station 11.	Needs Assessment Completed	Second Phase Architectural Study started June 2011	Site Acquisition January 2012	Financing December 2011		Occupancy January 2015
15	Replace Police Department building. De-	First Phase needs assessment update completed	Second Phase Architectural Study started		Financing December 2012		Occupancy January 2015
16	Improve CRS rating.	7	6	6	5	5	5

II. A SAFE CITY (CONTINUED)

Objective 17: Maintain police patrol response times to top priority calls for service to four minutes, forty-five seconds or less. [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 18: Maintain overall number of traffic accidents resulting in injuries/fatalities at less than the state average of 5.5 per thousand residents. Consider using new technologies as they become available. [Police]

Actions: Achieve this objective through maintaining the traffic unit at current staffing levels and continued emphasis on aggressive enforcement efforts.

Objective 19: Maintain or reduce the number of fatal and injury accidents involving the use of alcohol to 0.20 accidents per thousand residents through 2014. [Police]

Actions: Maintain or increase proactive DUI enforcement efforts through the traffic and patrol teams to meet the standard.

Objective 20: Achieve a 70 percent clearance rate for violent crime and a 25 percent clearance rate for property crimes by 2014. [Police]

Actions: Achieve this objective through maintaining current staffing levels and incremental increases in the detective unit related to demand/case load.

Objective 21: Achieve a total 75 percent or better rating of excellent or good in citizen surveys related to citizen satisfaction of overall police services. [Police]

Actions: Complete citizen survey once each calendar year.

Objective 22: Explore construction of regional public safety training center. [Fire, Police, Public Works, other jurisdictions]

Actions: Explore partnerships, funding options, and property locations.

Objective 23: Update a Standards of Coverage document for the Fire Department to identify the distribution, concentration, and reliability of department resources. [Fire]

Actions: Research and compile applicable information; draft written document; review and adoption by City Council.

Objective 24: Identify short-term and long-term vehicle and significant equipment needs and determine funding options. [Fire]

Actions: Evaluate equipment replacement schedule and identify specific purchase needs during annual budget process and determine funding options for each purpose.

II. A SAFE CITY (CONTINUED)

OBJECTIVE	MEASURE	Current	FY2011	FY2012	FY2013	FY2014	FY2015
17	Patrol Unit: Maintain 4:45 response time or less.	4:44	4:40	4:40	4:40	4:40	
18	Traffic Unit: Full-time equivalent positions to maintain 5.5/1,000 traffic fatality/injury rate.	5.08	5.5	5.5	5.5	5.5	
19	Fatal/injury accidents related to alcohol per 1,000 residents.	.20	.20	.20	.20	.20	
20	Achieve 70% clearance rate for violent crimes.	60%	68%	70%	70%	70%	
20	Achieve 25% clearance rate for property crimes.	17.4%	22%	25%	25%	25%	
21	Citizen satisfaction service rating of good or excellent	N/A	75%	75%	75%	75%	
22	Construct Regional Public Safety Training Center.			Secure Partners and Funding June 2012	Secure Property December 2011 Design June 2013	Contract Award December 2014	Occupancy June 2015
22	Provide audio/visual connectivity to Fire stations.		Completed				
22	Identify other options for reducing fire response time.			June 2012			
23	Update standards of coverage			June 2012			
24	Formalize fire equipment replacement schedule.		Completed				
24	Secure adequate and sustainable funding for Fire Department vehicle and equipment replacement.				June 2013		

Objective 25: Reduce property code violations, substandard housing conditions, and inadequate infrastructure. [Central Albany Revitalization Area, City Manager, Community Development]

Actions: Identify pockets of substandard housing and respond with a coordinated program of enforcement, rehabilitation, and weatherization. Conduct and evaluate a pilot blight removal program within the Central Albany Revitalization Area (CARA) district.

Objective 26: Reduce the number of vacant properties that present a threat to public safety. [Central Albany Revitalization Area, City Manager, Community Development]

Actions: Aggressively abate dangerous vacant structures.

II. A SAFE CITY (CONTINUED)

Objective 27: Maintain and continue to minimize the impact of fires to the benchmark achieved by comparable communities. [Community Development, Fire]

Actions: Incorporate Fire Department requirements in the development review and approval process. Consider a single-family residential fire sprinkler ordinance. Issue building permits and perform inspections for all new construction. Conduct Fire Code compliance inspections on existing buildings. Provide fire/life safety education on the value of building and fire inspections. Maintain residential fire/life safety equipment programs.

OBJECTIVE	MEASURE	Current	FY2011	FY2012	FY2013	FY2014	FY2015
25 26	Complete pilot blight removal program and evaluation.	Yes					
27	Structure fires per 1,000 residents compared to similar-sized communities.	1.66 / .91	1.66 / .91	1.25 / .91	1.15 / .91	1.10 / .91	1.00 / .91
27	Structure and nonstructure fire incidents per 1,000 residents compared to similar-sized communities.	3.52 / 2.54	3.52 / 2.54	3.00 / 2.50	2.75 / 2.50	2.50 / 2.50	2.50 / 2.50
27	Educate stakeholders to support residential and commercial structure fire sprinklers.				June 2013		
27	Consider fire sprinkler ordinance.					June 2014	
27	Percentage of households receiving life safety equipment.	1.3%	1.3%	1.4%	1.5%	1.5%	1.5%
27	Percentage of population receiving fire/life safety public education presentations.	10.7%	10.7%	15.0%	15.5%	16.5%	17.0%
27	Percentage of annual fire compliance inspections of commercial and industrial structures compared to similar-sized communities.	11% / 52%	38% / 52%	20% / 52%	40% / 52%	45% / 52%	50% / 52%

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

Objective 28: By the end of 2010, meet all current regulatory requirements for Household Corrosion Compliance. Maintain existing 100 percent compliance for Water Distribution System. [Public Works]

Actions: Measure and monitor the water quality parameters for compliance. Investigate and implement additional corrosion control measures to protect the household plumbing and to gain compliance with the Lead rule by 2010.

II. A SAFE CITY (CONTINUED)

Objective 29: Reduce steel pipe used in the water distribution system to nine miles by 2014. [Public Works]

Actions: Plan for leak reduction capital projects with the annual five-year Capital Improvement Program and implement capital projects with the annual Water Capital budget, as funding allows.

Objective 30: By the end of 2014, meet all water quality requirements for Biochemical Oxygen Demand and Chlorine Residual. Maintain existing 100 percent compliance on all other water quality, pretreatment, and biosolids regulatory requirements. [Public Works]

Actions: Measure and monitor the water quality and biosolids parameters for compliance. Investigate and implement additional temperature control measures for compliance with the Willamette River Total Maximum Daily Load. Implement programs through the annual budget for operating and capital needs.

Objective 31: By the end of 2010, meet state water quality standards for Sanitary Sewer Overflow control. [Public Works]

Actions: Develop an infiltration and inflow reduction program to measure and monitor the infiltration and inflow in the wastewater system. Identify and prioritize infiltration and inflow reduction projects to reduce the groundwater and storm water being transported and treated. Implement a proactive condition assessment, cleaning, and spot repair maintenance program with the annual Wastewater Collection system budget. Plan for infiltration capital projects with the annual five-year Capital Improvement Program and implement capital projects with the annual Street Capital budget as funding allows.

Objective 32: By the end of 2014, develop and implement an updated storm water management plan and financial plan. [Public Works]

Actions: Conduct all activities necessary to prepare a storm water management plan and financial plan, as funding allows.

Objective 33: Meet state water quality standards for temperature control at the Albany-Millersburg Water Reclamation Facility. [Public Works]

Actions: Construct and start-up the wetlands treatment project "Talking Water Gardens at Simpson Park".

II. A SAFE CITY (CONTINUED)

Objective 34: Reduce the flooding potential and environmental impact of urban development on the storm water system. [Public Works]

Actions: Review the Municipal and Development Codes to identify barriers; amend codes and engineering standards as appropriate.

OBJECTIVE	MEASURE	Current	FY2011	FY2012	FY2013	FY2014	FY2015
28	Achieve Household Corrosion Lead Standard compliance by 2010.	No	Yes	Yes	Yes	Yes	Yes
29	Reduce miles of steel water main remaining in the distribution system to:	15.3	12.78	11.52	10.26	9	7.25
30	Achieve Biochemical Oxygen Demand regulatory compliance.	99.4%	100%	100%	100%	100%	100%
30	Achieve Chlorine Residual regulatory compliance.	99.75%	100%	100%	100%	100%	100%
31	Develop infiltration and inflow reduction program and priorities.		June 2011				
31	Total number of sanitary sewer overflow events in <5-yr-design storm.	11	0	0	0	0	0
31	Total gallons of raw sewage discharged in <5 yr-design storm 90 (in millions of gallons).	145.6	0	0	0	0	0
31	Percent compliance with SSO regulatory standards.	0%	100%	100%	100%	100%	100%
32	Update Storm Water Management Plan.				June 2013		
33	Construct wetlands treatment project.			Construction complete July 2011	Thermal compliance July 2012		
34	Adopt updates to Engineering Standards and the AMC as appropriate.		100%	100%	100%	100%	100%



III. A HEALTHY ECONOMY

Goals:

- Build and maintain a healthy economy.
- Create a readily identifiable downtown core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses.
- Achieve a healthy balance of housing and jobs.

Healthy Economy Objectives:

Goal 1: Build and maintain a healthy economy.

Objective 35: Provide the supply of commercial and industrial land identified in the Economic Opportunities Analysis and maintain a web-based inventory of employment lands, including infrastructure needs with links to regional and state economic development agencies. [Community Development, City Manager, Public Works]

Actions: Participate in the regional wetlands permitting and mitigation project to increase the supply of available employment lands.

Objective 36: Promptly respond to information requests from the Albany-Millersburg Economic Development Corporation (AMEDC) in economic development activities. [All departments]

Actions: Maintain key department contacts for immediate response to information requests. Provide accurate and timely assistance within the requested time frames.

Objective 37: Stimulate business and development opportunities through participation in the Historic Albany Recovery Program (HARP).

Actions: Provide financial and administrative support to HARP team and projects.

OBJECTIVE	MEASURE	Current	FY2011	FY2012	FY2013	FY2014	FY2015
35	Achieve new state-certified industrial sites.	1	1	1	1	1	1
36	Respond to AMEDC information inquiries within requested timelines.		100%	100%	100%	100%	100%
37	Complete one significant development project.	1	None				

Goal 2: 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 38: Reduce commercial vacancies and increase residential opportunities. [Central Albany Revitalization Area, City Manager, Community Development]

Actions: Continue rehabilitation and improvement investments through the Central Albany Revitalization Area (CARA). Implement Oregon Main Street Program.

III. A HEALTHY ECONOMY (CONTINUED)

Goal 3: Achieve a healthy balance of housing and jobs.

Objective 39: Maintain the ability to provide incentives, such as Enterprise Zone tax abatements, to qualifying businesses which create jobs in Albany.

Actions: Maintain participation in the statewide Enterprise Zone program. Continue job-related improvement investments through the Central Albany Revitalization Area (CARA). [Central Albany Revitalization Area, City Manager, Community Development]

OBJECTIVE	MEASURE	Current	FY2011	FY2012	FY2013	FY2014	FY2015
35 36	Total annual value of CARA investments.	\$2,111,707	\$2,000,000	\$500,000	\$50,000	\$500,000	\$250,000
38	Total cumulative value of CARA investments.	\$10,005,347	\$14,005,347	\$14,505,347	\$15,005,347	\$15,505,347	\$15,755,000
38	Value of CARA improvements within Oregon Main Street area.	\$1,297,675	\$1,200,200	\$250,000	\$250,000	\$250,000	\$250,000
38	Cumulative value within Oregon Main Street area	\$3,909,249	\$6,309,249	\$6,559,249	\$6,809,249	\$7,059,249	\$7,100
38	Number of businesses in Oregon Main Street area.	163	180	189	198	208	210
38	Number of full-time/part-time jobs in Oregon Main Street area.	458/318	505/351	530/368	557/387	585/406	600/425
38	Average rental rate per sq. ft./month for commercial space in Oregon Main Street area.	\$1.00	\$1.10	\$1.16	\$1.22	\$1.28	\$1.30
38	Number of buildings with vacant first floor.	12	9	8	7	6	5
38	Square footage of vacant first floor space.	28,000	17,920	14,336	11,469	9,175	9,000
38	Number of upper floor housing units above commercial space.	30	32	32	33	34	35
38	Reduce upper level building vacancy to 23% by FY2013.	25%	24%	24%	23%	23%	23%
39	Participation in statewide Enterprise Zone program.	Yes	Yes	Yes	Yes	Yes	Yes

IV. AN EFFECTIVE GOVERNMENT

Goals:

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

Effective Government Objectives:

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

Objective 40: Reduce the percentage of total annual Parks & Recreation Fund expenditures subsidized with property tax revenues to 45 percent or lower by 2015. [Parks & Recreation]

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

Objective 41: Increase revenues received from gifts, grants, and endowments to \$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 42: Maintain P&R Department staffing levels at or below 1.0 FTE per 1,000 residents. [Parks & Recreation]

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

OBJECTIVE	MEASURE	Current	FY2011	FY2012	FY2013	FY2014	FY2015
40	Property tax as a percent of Parks Fund revenues	41%	51%	47%	47%	45%	45%
41	Parks per-capita revenue received through grants, gifts, and endowments.	\$7.98	\$7.93	\$8.50	\$9.00	\$10.00	\$10.00
42	Parks & Recreation full-time equivalents per 1,000 residents.	0.7	0.54	0.54	0.6	0.6	0.7

Objective 43: Provide responsive, efficient, customer-oriented service to fee payers. [Community Development]

Actions: Meet or exceed state requirements for timely issuance of reviews and permits. Complete building inspections as requested. [State has suspended on-line permitting project due to lack of resources.]

IV. AN EFFECTIVE GOVERNMENT (CONTINUED)

Objective 44: By the end of FY2014, reduce "Non-Revenue Water" (water loss) by five percent. [Public Works]

Actions: Implement a Non-Revenue Water (NRW) program to reduce non-revenue generating water use from leaks, meter or billing inaccuracies, and unauthorized uses. Identify and prioritize NRW projects to improve the water distribution system, leak monitoring, meter accuracy, and billing. Implement a proactive leak detection and repair program, large meter testing, and water meter maintenance program with the annual Water Distribution system budget. Plan for leak reduction capital projects with the annual five-year Capital Improvement Program and implement capital projects with the annual Water Capital budget as funding allows.

Objective 45: By 2014, stabilize average annual single-family residential water bills to one percent of median household income. Continue to better EPA drinking water affordability standard of two percent of median household income. [Public Works]

Actions: Balance water system operating and capital investment needs to meet community expectations. Implement programs through the annual budget for operating and capital needs.

Objective 46: By the end of FY2014, stabilize average annual single family residential sewer bills to 1 percent of median house income. Continue to better EPA wastewater affordability standard of two percent of median household income. [Public Works]

Actions: Balance wastewater system operating and capital investment needs to meet community expectations. Implement programs through the annual budget for operating and capital needs.

Objective 47: Continue participation in national performance benchmarking for comparison with other jurisdictions. Implement process improvement projects to reduce processing time and costs or increase revenues. [All Departments]

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 48: By the end of FY2014, reduce the cost/item circulated by 15 percent. [Library]

Actions: Issue RFP for purchase of all library collections.

Objective 49: Seek \$100,000 of outside funding for new library program support by 2014. [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 50: 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	MEASURE	Current	FY2011	FY2012	FY2013	FY2014	FY2015
43	Residential plan reviews completed within 10 days.		99%	99%	99%	99%	100%
43	Land use decisions issued within 120 days.		100%	100%	100%	100%	100%
43	Complete inspections within same day of request (when called in by 7:00 a.m.)		90%	95%	99%	99%	95%
44	Reduce non-revenue water percentage of total production to 10%.	24%	22%	21%	20%	19%	18%
45 46	Median household income.	\$46,635 2007	\$45,745 2009				
45	Annual water bill (based on an average 8 units of water per month usage).	\$515	\$515				
45	Percent of average annual water bill to median household income.	1.1%	1.13%			1%	
46	Annual sewer bill (based on an average 8 units of water per month usage).	\$413	\$525				
46	Percent average annual sewer bill to median household income.	0.89%	1.15%			1%	
47	Annual report of performance benchmarking progress.		November 2010	November 2011	November 2012	November 2013	November 2014
47	Completed process improvement studies.	0	3	3	3	3	3
47	Cost savings or cost avoidance from completed studies.	0	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
47	Average % reduction in process time in completed studies.	0	50%	50%	50%	50%	50%
48	Cost per library item circulated.	\$3.00	\$2.90	\$2.85	\$2.80	\$2.75	
49	Non-General Fund program support for the Library.	\$35,182	\$114,000	\$20,000	\$20,000	\$20,000	\$20,000

IV. AN EFFECTIVE GOVERNMENT (CONTINUED)

OBJECTIVE	MEASURE	Current	FY2011	FY2012	FY2013	FY2014	FY2015
50	Receive "Excellence in Financial Reporting" award.	Yes	Yes	Yes	Yes	Yes	Yes
50	Receive "Distinguished Budget Presentation" award.	Yes	Yes	Yes	Yes	Yes	Yes
50	Reportable audit findings of noncompliance.	None	None	None	None	None	None

Goal 2: Work forward implementing sustainable practices.

Objective 51: Advance current administrative efforts in enacting sustainability practices within city operations. [City Manager, Community Development, Parks & Recreation, Public Works]

Actions: Increase employee involvement in sustainable practices and increase awareness. Develop and implement a program of model practices for city staff.

OBJECTIVE	MEASURE	Current	FY2011	FY2012	FY2013	FY2014	FY2015
51	Implement and maintain model sustainability practices program.	1					



EXECUTIVE SUMMARY

PROPERTY TAXES

The total property taxes to be levied for operations and debt service are estimated to be \$25,733,063.

Assumptions:

- (1) The assessed valuation of the City is estimated to be \$3,308,939,853, an increase of 3.5 percent from last year.
- (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 \$1,379,266, a tax rate of \$0.41683 per \$1,000 of assessed value.
- (5) The Public Safety Local Option Levy is estimated to net \$2,755,234, a tax rate of \$0.95 per \$1,000 of assessed value.
- (6) The loss of tax revenues due to compression is estimated to be \$384,900 for the Public Safety Local Option Levy.
- (7) The Fiscal Year 2011-2012 estimated tax collection rate will be 93.47 percent.

CAPITAL PROJECTS

The City prepares a separate five-year Capital Improvement Program (CIP). On June 8, 2011, the City Council adopted the 2012-2015 CIP as a planning document, following a public hearing.

For Fiscal Year 2011-2012 the CIP identified capital projects totaling \$10,756,000.

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

DEBT MANAGEMENT

The City has a General Obligation Bond rating of "A2" from Moody's Investors Service, and a rating of "A+" from Standard and Poor's. The ratings reflect the City's growing tax base, stable financial position, and moderate debt burden. Full value per capita is a respectable \$86,837.

The City's direct debt burden is 0.20 percent of the true cash value, and the overall debt burden is 3.01 percent of the true cash value.

Debt Principal Outstanding as of July 1, 2011

General Obligation	\$4,855,000
Less: Sinking Fund Reserves	<u>(90,500)</u>
Net General Obligation Debt	\$4,764,500

Other Bonds:

Water Revenue	31,800,000
Limited Tax Assessments	197,735
Revenue Obligations	2,000,000
Limited Tax Pension	<u>5,606,507</u>
Total Other Bonds	\$39,604,242

Other Debt:

Certificates of Participation	75,678
State Revolving Fund (SRF) Loans,	
Sewer	66,356,540
SRF, Talking Waters	<u>2,000,000</u>
Total Other Debt	\$68,432,218

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, 2010, that limit was \$128 million on \$4.269 billion TCV. The City's legal debt margin for General Obligation Debt is \$121 million. It is anticipated that the margin will increase to \$123 million for Fiscal Year 2011-2012.

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:

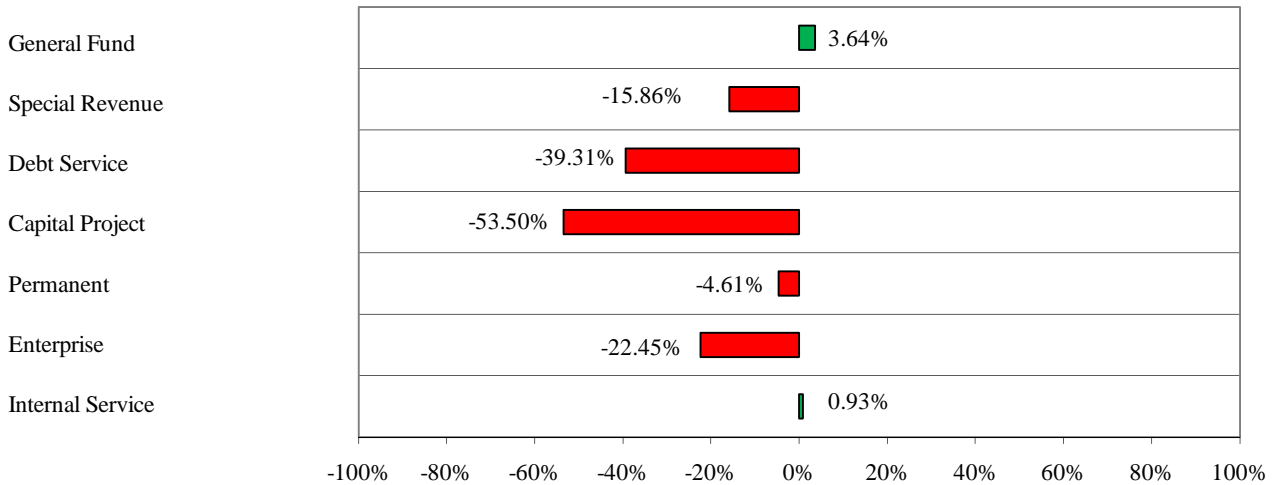
- 1) Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP), as opposed to being expended when paid (Budget).
- 2) Principal payments on long-term debt within the Enterprise Funds are applied to outstanding 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 2011-12 Fiscal Year

Fund Type2010-11.....	2011-12.....			Over (under) 2010-11 Revised Budget	Percent of Total Budget
	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget	Adopted Budget		
General Fund	\$ 29,401,100	\$ 29,410,225	\$ 30,479,300	\$ -	\$ -	3.64%	18.48%
Special Revenue	62,316,800	64,720,803	54,458,600	-	-	-15.86%	33.01%
Debt Service	3,956,100	4,746,100	2,880,400	-	-	-39.31%	1.75%
Capital Project	5,386,600	10,656,000	4,954,800	-	-	-53.50%	3.00%
Permanent	141,000	141,000	134,500	-	-	-4.61%	0.08%
Enterprise	70,952,700	75,902,100	58,862,100	-	-	-22.45%	35.68%
Internal Service	13,070,200	13,070,200	13,191,500	-	-	0.93%	8.00%
Totals, All Fund Types	\$ 185,224,500	\$ 198,646,428	\$ 164,961,200	\$ -	\$ -	-16.96%	100.00%

Percentage Change in the 2011-12 Proposed Budget from the 2010-11 Revised Budget



EXECUTIVE SUMMARY

APPROVED BUDGET
for the 2011-12 Fiscal Year

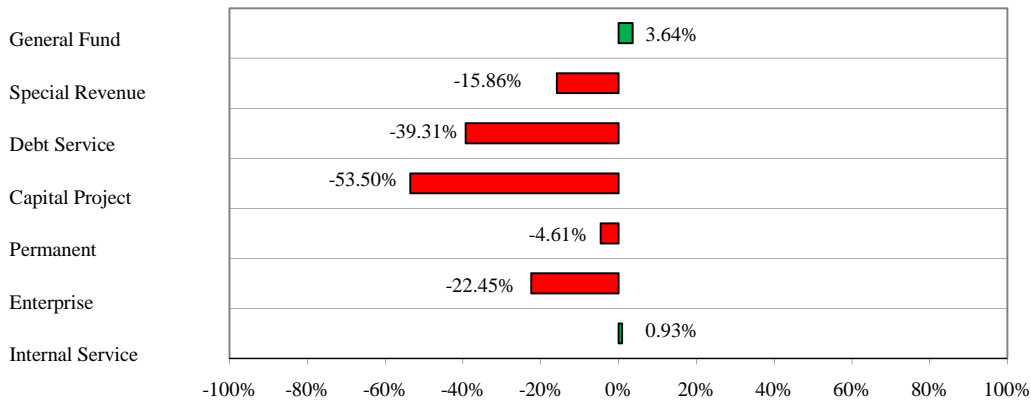
ADJUSTMENTS AS APPROVED BY THE BUDGET COMMITTEE

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, and considered public input. The 2011-12 Budget was approved as proposed.

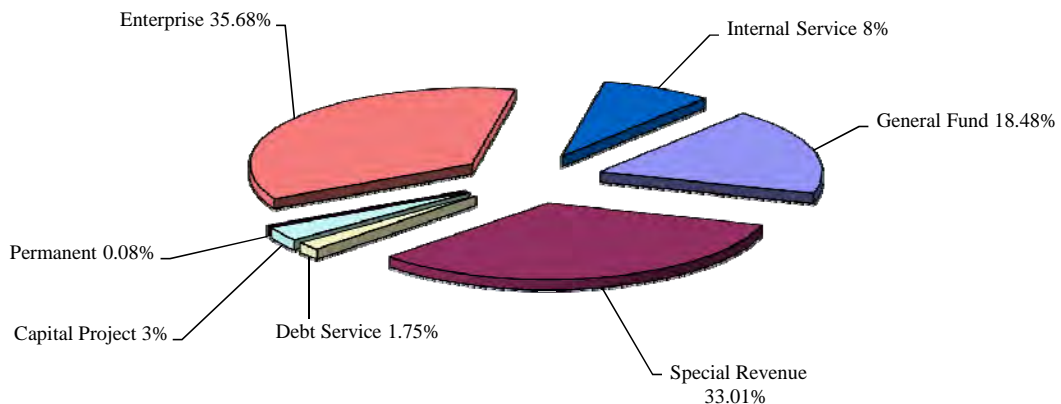
**COMPARISON OF 2010-11 REVISED BUDGET TO 2011-12 APPROVED BUDGET
AND PERCENT OF TOTAL BUDGET BY FUND**

Fund Type2010-11.....	2011-12.....		Over (under) 2010-11 Revised Budget	Percent of Total Budget
	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget		
General Fund	\$ 29,401,100	\$ 29,410,225	\$ 30,479,300	\$ 30,479,300	\$ - 3.64%	18.48%
Special Revenue	62,316,800	64,720,803	54,458,600	54,458,600	- -15.86%	33.01%
Debt Service	3,956,100	4,746,100	2,880,400	2,880,400	- -39.31%	1.75%
Capital Project	5,386,600	10,656,000	4,954,800	4,954,800	- -53.50%	3.00%
Permanent	141,000	141,000	134,500	134,500	- -4.61%	0.08%
Enterprise	70,952,700	75,902,100	58,862,100	58,862,100	- -22.45%	35.68%
Internal Service	13,070,200	13,070,200	13,191,500	13,191,500	- 0.93%	8.00%
Totals	\$ 185,224,500	\$ 198,646,428	\$ 164,961,200	\$ 164,961,200	\$ - -16.96%	100.00%

**PERCENTAGE CHANGE IN THE 2011-12 APPROVED BUDGET
FROM THE 2010-11 REVISED BUDGET**



APPROVED BUDGET BY FUND TYPE, PERCENTAGE OF TOTAL BUDGET



EXECUTIVE SUMMARY

ADOPTED BUDGET
for the 2011-12 Fiscal Year

ADJUSTMENTS AS ADOPTED BY THE CITY COUNCIL

RESOURCES:

Grant Fund: Increase LEPC HazMat Functional Exercise Program Grant and Contractual Services for the Program by \$5,000.

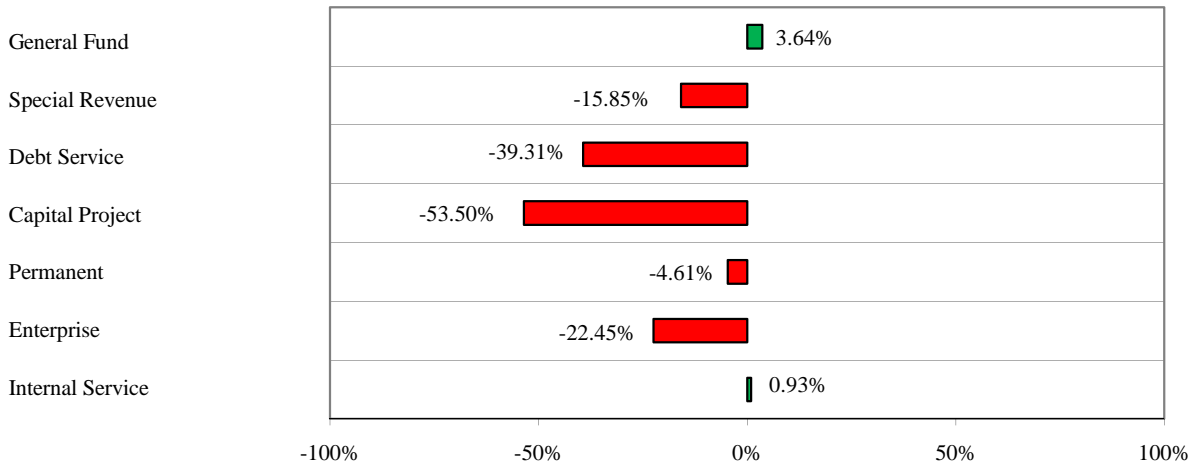
REQUIREMENTS:

No Changes.

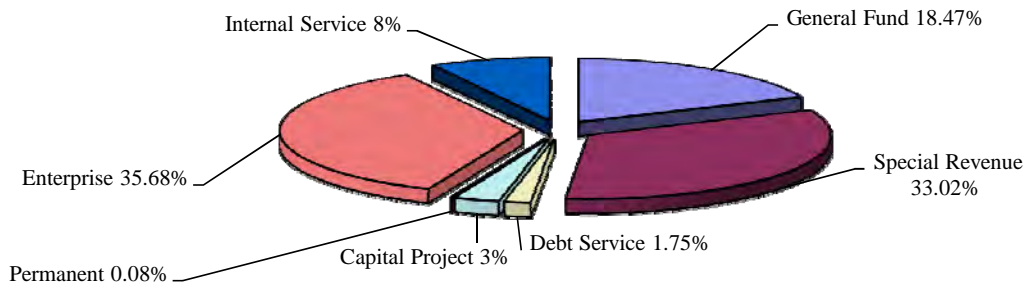
**COMPARISON OF 2010-11 REVISED BUDGET TO 2011-12 ADOPTED BUDGET
AND PERCENT OF TOTAL BUDGET BY FUND**

Fund Type2010-11.....	2011-12.....		Adopted Budget	Over (under) 2010-11 Revised Budget	Percent of Total Budget
	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget			
General Fund	\$ 29,401,100	\$ 29,410,225	\$ 30,479,300	\$ 30,479,300	\$ 30,479,300	3.64%	18.47%
Special Revenue	62,316,800	64,720,803	54,458,600	54,458,600	54,463,600	-15.85%	33.02%
Debt Service	3,956,100	4,746,100	2,880,400	2,880,400	2,880,400	-39.31%	1.75%
Capital Project	5,386,600	10,656,000	4,954,800	4,954,800	4,954,800	-53.50%	3.00%
Permanent	141,000	141,000	134,500	134,500	134,500	-4.61%	0.08%
Enterprise	70,952,700	75,902,100	58,862,100	58,862,100	58,862,100	-22.45%	35.68%
Internal Service	13,070,200	13,070,200	13,191,500	13,191,500	13,191,500	0.93%	8.00%
Totals, All Fund Types	\$ 185,224,500	\$ 198,646,428	\$ 164,961,200	\$ 164,961,200	\$ 164,966,200	-16.95%	100.00%

Percentage Change in the 2011-12 Adopted Budget from the 2010-11 Revised Budget



Adopted Budget by Fund Type, Percentage of Total Budget





City of Albany

City Council Wards

Population Estimate 49,165
(JULY 2009, PSU POPULATION RESEARCH CENTER)

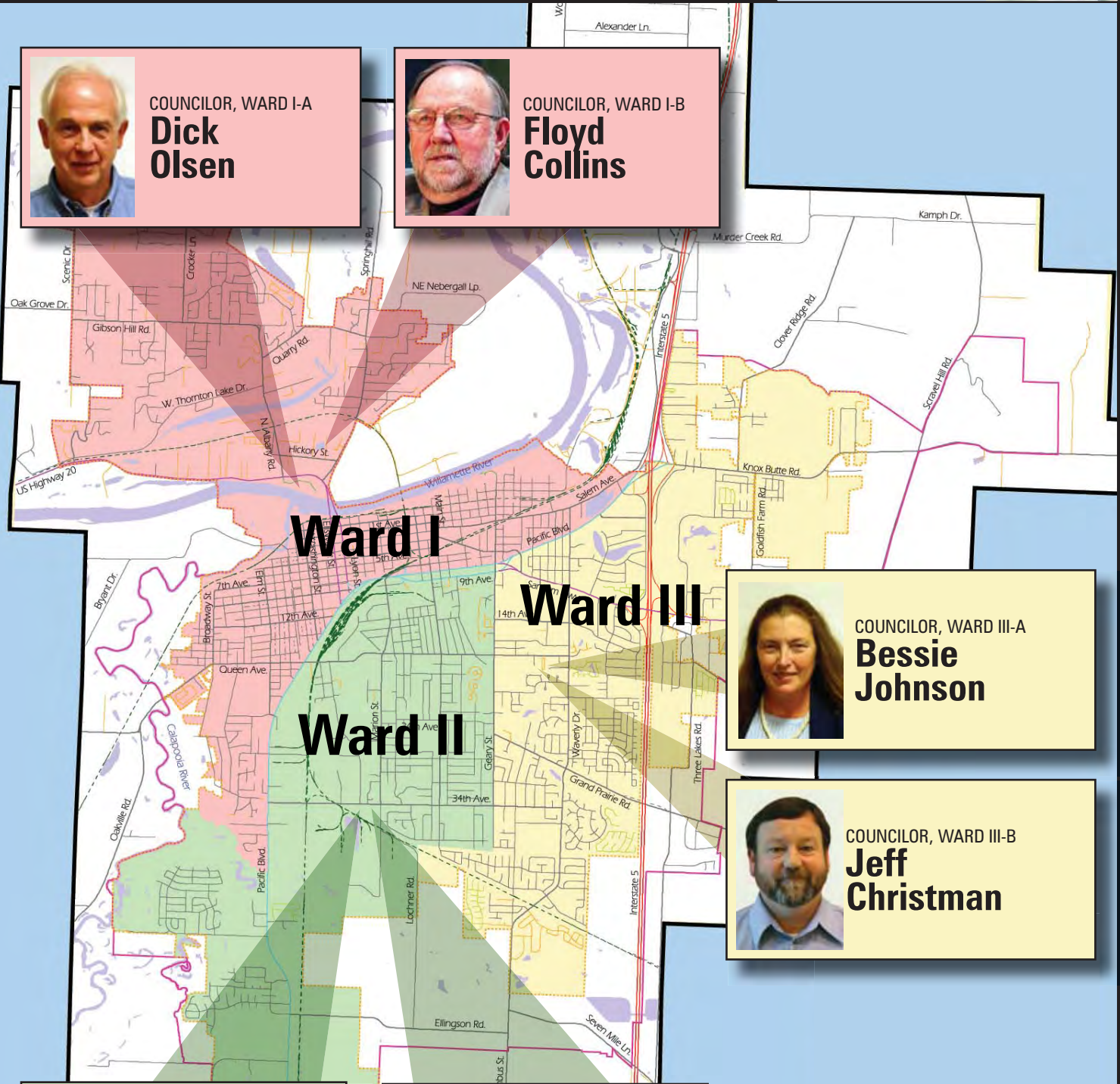
MAYOR
**Sharon
Konopa**



COUNCILOR, WARD I-A
**Dick
Olsen**



COUNCILOR, WARD I-B
**Floyd
Collins**



Ward I

Ward III

Ward II



COUNCILOR, WARD III-A
**Bessie
Johnson**



COUNCILOR, WARD III-B
**Jeff
Christman**



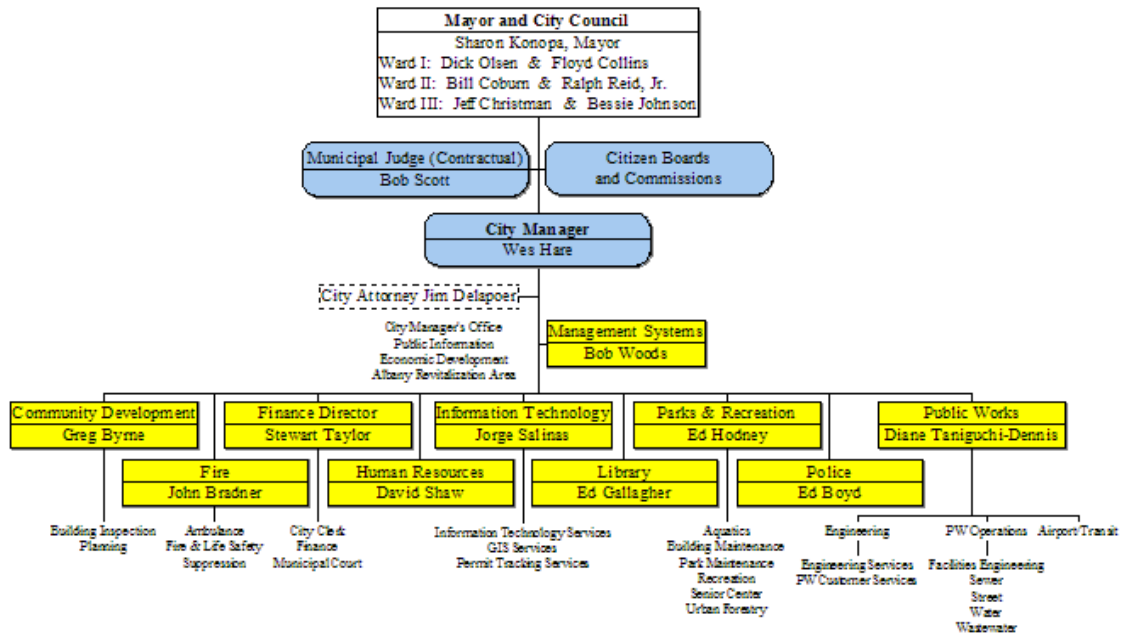
COUNCILOR, WARD II-A
**Ralph
Reid, Jr.**



COUNCILOR, WARD II-B
**Bill
Coburn**

EXECUTIVE SUMMARY

Citizens of the City of Albany



Elected

Appointed by Council

Recommended by City Manager and ratified by Council

Appointed by City Manager

EXECUTIVE SUMMARY

PERSONNEL CHANGE REPORT

The proposed budget for Fiscal Year 2010-2011 authorized 424.925 full-time equivalent (FTE) positions. During the year, the following personnel position adjustments were approved:

1. Reclassified the Transit Planning Supervisor position to Paratransit Services Supervisor (213-50-1106, 213-50-1107, and 213-50-1108).
2. Revised the job title of the Inventory Clerk position to Inventory Specialist (705-50-2805).
3. Restored remaining 20 percent funding to authorized 1.00 FTE Clerk III position that was only budgeted at 80 percent in Parks & Recreation (202-35-1408).
4. Revised the job title of Lead Canal Operator to Lead Water Operator (615-50-2204).
5. Revised the job title of Lead Water Facilities Technician to Lead Water Operator (615-50-2206).
6. Revised the job title of Lead Water Treatment Plant Operator to Lead Water Operator (615-50-2207).
7. Revised the job title of Benefits Coordinator to Human Resources Benefits Coordinator (701-14-1032).
8. Revised the job title of Human Resources Generalist to Human Resources Program Coordinator (701-14-1032).
9. Reclassified the Facilities Project Coordinator position to Facilities Maintenance Coordinator (705-50-2809).
10. Reclassified the Recreation Programs Supervisor position to Parks Operations Supervisor (202-35-1409).
11. Reclassified a vacant 1.00 FTE Street Maintenance II position (*VSIP*) to Street Maintenance I (250-50-2602).
12. Reclassified a vacant 1.00 FTE Wastewater Maintenance II position (*VSIP*) to Wastewater Maintenance I (601-50-2405).

With the above adjustments, the current authorized FTE remained at 424.925 FTE positions as of April 30, 2011.

The proposed budget for Fiscal year 2011-2012 authorizes 424.925 FTE positions, which is no change from the current authorized FTE. Proposed changes are:

- Reclassify 0.60 FTE Office Clerk (confidential) position to Administrative Assistant (confidential) and authorize FTE at 0.80 with funding remaining at 0.60

COMMUNITY DEVELOPMENT DEPARTMENT

Building Inspection

- Increase salary range for Assistant Building Official classification and restore funding for the 1.00 FTE position
- Reclassify 1.00 FTE Code Compliance Inspector position to Senior Code Compliance Inspector

FINANCE DEPARTMENT

Finance Office

- Increase salary range for Accounting Specialist classification

Municipal Court

- Increase salary range for Accounting Specialist classification

FIRE DEPARTMENT

Fire Suppression

- Add 1.00 FTE Firefighter/EMT position as a transfer from Ambulance
- Transfer vacant 1.00 FTE Firefighter/EMT position to Public Safety Levy-Fire

Public Safety Levy-Fire

- Add vacant 1.00 FTE Firefighter/EMT position as a transfer from Fire Suppression
- Transfer vacant 1.00 FTE Deputy Fire Marshal I/II - Public Education position to Fire & Life Safety

Fire & Life Safety

- Add vacant 1.00 FTE Deputy Fire Marshall I/II position as a transfer from Public Safety Levy-Fire

Ambulance

- Transfer 1.00 FTE Firefighter/EMT position to Fire Suppression

CITY MANAGER'S OFFICE

EXECUTIVE SUMMARY

PERSONNEL CHANGE REPORT

HUMAN RESOURCES DEPARTMENT

- Reclassify 1.00 FTE Human Resources Benefits Coordinator position to Senior Human Resources Program Coordinator
- Reclassify 1.00 FTE Human Resources Recruitment Coordinator position to Human Resources Program Coordinator

LIBRARY

- Reclassify 1.00 FTE Administrative Assistant I (confidential) position (*VSIP*) to Administrative Assistant I (union) and decrease FTE to 0.80

PARKS & RECREATION DEPARTMENT

Resource Development/Marketing Services

- Reclassify 1.00 FTE Recreation Coordinator position to Event and Program Coordinator
- Add 1.00 FTE Recreation Programs Specialist position as a transfer from Senior Services and restore funding for 0.475 FTE
- Transfer 0.34 FTE Recreation Coordinator position to Adult Recreation Services

Adult Recreation & Fitness Services

- Transfer 0.20 FTE Recreation Programs Manager position to Adult Recreation Services
- Transfer 1.00 FTE Recreation Programs Supervisor position to Adult Recreation Services

Park Maintenance Services

- Reclassify 1.00 FTE Parks and Facilities Maintenance Manager position to Park Maintenance I
- Reclassify 1.00 FTE Park Maintenance III position (*VSIP*) to Park Maintenance I
- Reclassify 1.00 FTE Park Maintenance III position to Parks Operations Supervisor
- Add 0.50 FTE Parks and Facilities Maintenance Manager position as a transfer from Urban Forestry
- Add 1.00 FTE Park Maintenance III position as a transfer from Urban Forestry
- Add 1.00 FTE Park Maintenance II position as a transfer from Urban Forestry
- Add 1.00 FTE Parks Operations Supervisor position as a transfer from Senior Services
- Add 1.00 FTE Building Security/Custodian position as a transfer from Senior Services

PARKS & RECREATION (continued)

Senior Services

- Transfer 0.20 FTE Recreation Programs Manager position to Adult Recreation Services
- Transfer 1.00 FTE Recreation Programs Specialist position to Resource Development/Marketing Services
- Transfer 1.00 FTE Clerk III to Adult Recreation Services
- Transfer 1.00 FTE Parks Operations Supervisor position to Park Maintenance Services
- Transfer 1.00 FTE Building Security/Custodian position to Park Maintenance Services

Northwest Art & Air Festival

- Transfer 0.33 FTE Recreation Coordinator position to Adult Recreation Services

Performance Series

- Transfer 0.33 FTE Recreation Coordinator position to Adult Recreation Services

Adult Recreation Services

- Add 0.20 FTE Recreation Programs Manager position as a transfer from Senior Services
- Add 0.20 FTE Recreation Programs Manager position as a transfer from Adult Recreation & Fitness Services
- Add 1.00 FTE Recreation Programs Supervisor position as a transfer from Adult Recreation & Fitness Services
- Add 0.34 FTE Recreation Coordinator position as a transfer from Resource Development/Marketing Services
- Add 0.33 FTE Recreation Coordinator position as a transfer from Northwest Art & Air Festival
- Add 0.33 FTE Recreation Coordinator position as a transfer from Performance Series
- Add 1.00 FTE Clerk III position as a transfer from Senior Services

Urban Forestry

- Transfer 0.50 FTE Parks and Facilities Maintenance Manager position to Park Maintenance Services
- Transfer 1.00 FTE Park Maintenance III position to Park Maintenance Services
- Transfer 1.00 FTE Park Maintenance II position to Park Maintenance Services

EXECUTIVE SUMMARY

PERSONNEL CHANGE REPORT

POLICE DEPARTMENT

- Reclassify 1.00 FTE Police Officer position to Police Sergeant

PUBLIC WORKS DEPARTMENT

Street Maintenance

- Restore funding for a vacant but previously authorized, unfunded Street Maintenance II position

Sewer Environmental Services

- Reclassify 1.00 FTE Environmental Services Technician II position to Wetlands and Biosolids Reuse Supervisor and transfer to Water Reuse and Biosolids

Wastewater Treatment Plant

- Reclassify 1.00 FTE Treatment Facilities Operator position to Wastewater Maintenance II and transfer to Water Reuse and Biosolids

Wastewater Collection

- Transfer 0.50 FTE Wastewater Maintenance II position to Water Distribution

Wastewater Administration

- Add 0.50 FTE Civil Engineer III position as a transfer from Engineering Services

Water Reuse and Biosolids

- Add 1.00 FTE Wetlands & Biosolids Reuse Supervisor position as a transfer from Sewer Environmental Services (reclassification of an Environmental Services Technician II position)
- Add 1.00 FTE Wastewater Maintenance II position as a transfer from Wastewater Treatment Plant (reclassification of a Treatment Facilities Operator position)

Water Administration

- Add 0.50 FTE Civil Engineer III position as a transfer from Engineering Services

Water Distribution

- Add 0.50 FTE Wastewater Maintenance II position as a transfer from Wastewater Collection

Albany-Millersburg Water Treatment Plant

- Reclassify 1.00 FTE Lead Water Operator position to Treatment Facilities Operator

PUBLIC WORKS (continued)

Engineering Services

- Reclassify 1.00 FTE Civil Engineer II position to Engineering Associate I and restore funding for the position
- Transfer 0.50 FTE Civil Engineer III position to Wastewater Administration
- Transfer 0.50 FTE Civil Engineer III position to Water Administration

Operations Administration

- Reclassify 1.00 FTE Data Systems Analyst position (VSIP) to Public Works Data Technician
- Add 1.00 FTE Special Projects Coordinator position as a transfer from Facilities & Maintenance Engineering

Facilities & Maintenance Engineering

- Transfer 1.00 FTE Special Projects Coordinator position to Operations Administration

Albany Municipal Airport

- Transfer 0.02 FTE Airport & Transit Manager position to Albany Transit System
- Transfer 0.02 FTE Airport & Transit Manager position to Linn-Benton Loop
- Transfer 0.01 FTE Airport & Transit Manager position to Paratransit System

Albany Transit System

- Add 0.02 FTE Airport & Transit Manager position as a transfer from Albany Municipal Airport
- Add 0.17 FTE Transit Programs Supervisor position as a transfer from Paratransit System
- Transfer 0.33 FTE Paratransit Services Supervisor position to Paratransit System

Linn-Benton Loop System

- Add 0.02 FTE Airport & Transit Manager position as a transfer from Albany Municipal Airport
- Add 0.17 FTE Transit Programs Supervisor position as a transfer from Paratransit System
- Transfer 0.33 FTE Paratransit Services Supervisor position to Paratransit System

Paratransit System

- Add 0.01 FTE Airport & Transit Manager position as a transfer from Albany Municipal Airport
- Transfer 0.17 FTE Transit Programs Supervisor position to Albany Transit System

EXECUTIVE SUMMARY

PERSONNEL CHANGE REPORT

PUBLIC WORKS (continued)

- Transfer 0.17 FTE Transit Programs Supervisor to Linn-Benton Loop
- Add 0.33 FTE Paratransit Services Supervisor position as a transfer from Albany Transit System
- Add 0.33 FTE Paratransit Services Supervisor positions as a transfer from Linn-Benton Loop

VSIP = Voluntary Separation Incentive Program

EXECUTIVE SUMMARY

Authorized Positions and Monthly Salary Schedule

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

Position	2009-2010 Adopted Positions	2010-2011 Adopted Positions	2011-2012 Adopted Positions	2011-2012 Salary Schedule	
				Minimum	Maximum
City Manager's Office					
Council & Nondepartmental – 701-11-1027					
Mayor	1.0	1.0	1.0	\$165	N/A
Councilor	6.0	6.0	6.0	\$110	N/A
TOTAL	7.0	7.0	7.0		
City Manager's Office – 701-11-1028					
City Manager	1.0	1.0	1.0	\$10,663	N/A
Management Systems Director	1.0	1.0	1.0	\$7,206	\$8,917
Executive Assistant to the City Manager	1.0	1.0	1.0	\$4,392	\$5,404
Management Assistant/Public Information Officer	1.0	1.0	1.0	\$4,264	\$5,246
Graphics and Web Specialist	1.0	1.0	1.0	\$4,049	\$5,166
Administrative Assistant I (confidential)	1.0	1.0	1.0	\$3,175	\$3,903
Administrative Assistant (confidential)	0.0	0.0	0.8	\$2,906	\$3,573
Office Clerk (confidential)	0.6	0.6	0.0	N/A	N/A
TOTAL	6.6	6.6	6.8		
Economic Development Activities – 211-11-1101					
Urban Renewal Manager	1.0	1.0	1.0	\$5,566	\$6,848
TOTAL	1.0	1.0	1.0		
Community Development Department					
Planning – 100-40-1601					
Community Development Director	1.0	1.0	1.0	\$7,620	\$9,525
Planning Manager	1.0	1.0	1.0	\$5,733	\$7,053
Planner III	1.0	1.0	1.0	\$4,901	\$6,252
Planner II	2.0	2.0	2.0	\$4,453	\$5,669
Planner I	1.0	1.0	1.0	\$3,693	\$4,715
Infrastructure Analyst	1.0	1.0	1.0	\$4,453	\$5,669
Administrative Services Supervisor	0.5	0.5	0.5	\$4,020	\$4,945
Administrative Assistant I	1.0	1.0	1.0	\$3,202	\$4,088
Administrative Assistant	1.0	1.0	1.0	\$2,897	\$3,695
TOTAL	9.5	9.5	9.5		
Building Inspection – 204-40-1602					
Building Official Manager	1.0	1.0000	1.0000	\$5,733	\$7,053
Assistant Building Official	1.0	1.0000	1.0000	\$5,566	\$6,848
Administrative Services Supervisor	0.5	0.5000	0.5000	\$4,020	\$4,945
Building Inspector	5.0	5.0000	5.0000	\$3,950	N/A
Senior Code Compliance Inspector	0.0	0.0000	1.0000	\$4,015	\$5,188
Code Compliance Inspector	2.0	2.0000	1.0000	\$3,771	N/A
Disability Access Coordinator	0.1575	0.1575	0.1575	\$3,693	\$4,715
Permit Technician	2.0	2.0000	2.0000	\$3,202	\$4,088
Permit Clerk	0.5	0.5000	0.5000	\$2,616	\$3,393
Administrative Assistant I	1.0	1.0000	1.0000	\$3,202	\$4,088
TOTAL	13.1575	13.1575	13.1575		
Electrical Permit Program – 204-40-1603					
Building Inspector	1.0	1.0	1.0	\$3,950	N/A
Permit Clerk	0.5	0.5	0.5	\$2,616	\$3,393
TOTAL	1.5	1.5	1.5		
ADA Code Enforcement – 204-40-1607					
Disability Access Coordinator	0.8425	0.8425	0.8425	\$3,693	\$4,715
TOTAL	0.8425	0.8425	0.8425		

EXECUTIVE SUMMARY

Authorized Positions and Monthly Salary Schedule

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

Position	2009-2010 Adopted Positions	2010-2011 Adopted Positions	2011-2012 Adopted Positions	2011-2012 Salary Schedule	
				Minimum	Maximum
Finance Department					
Municipal Court – 100-10-1029					
Municipal Court Judge	0.25	0.250	0.250	N/A	\$6,141
Senior Court Clerk	1.00	1.000	1.000	\$3,160	\$4,017
Accounting Specialist	1.00	1.000	1.000	\$2,889	\$3,682
Court Clerk	3.125	3.125	3.125	\$2,495	\$3,174
TOTAL	5.375	5.375	5.375		
Finance Office – 701-10-1035					
Finance Director	1.0	1.0	1.0	\$8,002	\$10,002
Assistant Finance Director	1.0	0.0	0.0	N/A	N/A
Senior Accountant	1.0	2.0	2.0	\$5,404	\$6,647
City Clerk	1.0	1.0	1.0	\$4,141	\$5,092
Deputy City Clerk	1.0	1.0	1.0	\$3,368	\$4,141
Payroll Supervisor	1.0	1.0	1.0	\$4,141	\$5,092
Purchasing Coordinator	1.0	1.0	1.0	\$4,015	\$5,188
Accounting Specialist	4.0	4.0	4.0	\$2,889	\$3,682
Clerk III	1.0	1.0	1.0	\$2,495	\$3,174
TOTAL	12.0	12.0	12.0		
Fire Department					
Fire Suppression – 100-25-1201					
Fire Chief	1.0	1.0	1.0	\$7,620	\$9,525
Assistant Fire Chief	1.0	1.0	1.0	\$6,848	\$8,421
Training Division Chief	1.0	1.0	1.0	\$6,265	\$7,706
Training Lieutenant	0.5	0.5	0.5	\$5,062	\$6,423
				\$5,176	\$6,568
Battalion Chief	3.0	3.0	3.0	\$5,905	\$7,264
Lieutenant	12.0	12.0	12.0	\$5,062	\$6,423
				\$5,176	\$6,568
Apparatus Operator	12.0	12.0	12.0	\$4,568	\$5,758
				\$4,671	\$5,888
Firefighter/EMT	16.0	16.0	16.0	\$4,258	\$5,382
				\$4,354	\$5,503
Administrative Services Supervisor	1.0	1.0	1.0	\$4,020	\$4,945
Administrative Assistant I	1.0	1.0	1.0	\$3,175	\$3,903
Clerk III	1.6	1.6	1.6	\$2,495	\$3,174
TOTAL	50.1	50.1	50.1		
Public Safety Levy - Fire – 100-25-1202					
Firefighter/EMT	6.0	6.0	7.0	\$4,258	\$5,382
				\$4,354	\$5,503
Deputy Fire Marshal I/II - Compliance or Public Education	2.0	2.0	1.0	--	--
Deputy Fire Marshal I - Compliance or Public Education	N/A	N/A	N/A	\$4,525	\$5,686
				\$4,627	\$5,814
Deputy Fire Marshal II - Compliance or Public Education	N/A	N/A	N/A	\$4,863	\$6,165
				\$4,972	\$6,304
TOTAL	8.0	8.0	8.0		

EXECUTIVE SUMMARY

Authorized Positions and Monthly Salary Schedule

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

Position	2009-2010 Adopted Positions	2010-2011 Adopted Positions	2011-2012 Adopted Positions	2011-2012 Salary Schedule		
				Minimum	Maximum	
Fire & Life Safety – 100-25-1203						
Training Lieutenant	0.0	0.5	0.5	\$5,062	\$6,423	7-1-11 thru 12-31-11
				\$5,176	\$6,568	1-1-12 thru 6-30-12
Fire Marshal	1.0	1.0	1.0	\$6,265	\$7,706	
Deputy Fire Marshal III	1.0	1.0	1.0	\$5,371	\$6,806	7-1-11 thru 12-31-11
				\$5,492	\$6,959	1-1-12 thru 6-30-12
Deputy Fire Marshal I/II - Compliance or Public Education	2.0	2.0	3.0	--	--	
Deputy Fire Marshal I - Compliance or Public Education	N/A	N/A	N/A	\$4,525	\$5,686	7-1-11 thru 12-31-11
				\$4,627	\$5,814	1-1-12 thru 6-30-12
Deputy Fire Marshal II - Compliance or Public Education	N/A	N/A	N/A	\$4,863	\$6,165	7-1-11 thru 12-31-11
				\$4,972	\$6,304	1-1-12 thru 6-30-12
TOTAL	4.0	4.5	5.5			
Ambulance – 212-25-1206						
EMS/Operations Division Chief	1.0	1.0	1.0	\$6,265	\$7,706	
Training Lieutenant	0.5	0.0	0.0	N/A	N/A	
				N/A	N/A	
Firefighter/EMT	14.0	14.0	13.0	\$4,258	\$5,382	07-1-11 thru 12-31-11
				\$4,354	\$5,503	1-1-12 thru 6-30-12
Ambulance Billing Specialist III	1.0	1.0	1.0	\$2,891	\$3,692	
Ambulance Billing Specialist II	1.0	1.0	1.0	\$2,616	\$3,393	
TOTAL	17.5	17.0	16.0			
Human Resources Department						
Human Resources – 701-14-1032						
Human Resources Director	1.0	1.0	1.0	\$7,206	\$9,006	
Senior Human Resources Program Coordinator	0.0	0.0	1.0	\$4,524	\$5,566	
Human Resources Benefits Coordinator	0.0	1.0	0.0	N/A	N/A	
Human Resources Generalist	1.0	0.0	0.0	N/A	N/A	
Human Resources Programs Coordinator	0.0	1.0	2.0	\$3,791	\$4,660	
Benefits Coordinator	1.0	0.0	0.0	N/A	N/A	
Human Resources Recruitment Coordinator	1.0	1.0	0.0	N/A	N/A	
HRIS Coordinator	1.0	1.0	1.0	\$3,368	\$4,141	
TOTAL	5.0	5.0	5.0			
Information Technology Department						
Information Technology Services – 701-13-1030						
Information Technology Director	1.0	1.0	1.0	\$7,206	\$9,006	
Information Technology Project Manager	1.0	1.0	1.0	\$5,566	\$6,848	
Network Engineer	1.0	1.0	1.0	\$4,261	\$5,443	
Database Administrator	1.0	1.0	1.0	\$4,261	\$5,443	
Network Administrator	1.0	1.0	1.0	\$4,261	\$5,443	
System Administrator	1.0	1.0	1.0	\$4,261	\$5,443	
Information Systems Technician	2.0	2.0	2.0	\$3,346	\$4,278	
IT Help Desk Specialist	1.0	1.0	1.0	\$3,202	\$4,088	
TOTAL	9.0	9.0	9.0			
Geographic Information Services – 701-50-2010						
Data Systems Manager	1.0	1.0	1.0	\$5,566	\$6,848	
Geographic Information System Analyst	2.0	2.0	2.0	\$4,261	\$5,443	
Data Systems Analyst	0.5	0.5	0.5	\$4,261	\$5,443	
TOTAL	3.5	3.5	3.5			
Permit Tracking Services – 701-50-2011						
Data Systems Analyst	0.5	0.5	0.5	\$4,261	\$5,443	
TOTAL	0.5	0.5	0.5			

EXECUTIVE SUMMARY

Authorized Positions and Monthly Salary Schedule

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

Position	2009-2010 Adopted Positions	2010-2011 Adopted Positions	2011-2012 Adopted Positions	2011-2012 Salary Schedule	
				Minimum	Maximum
<i>Library Department</i>					
Library – 100-45-1701					
Library Director	1.0000	1.0000	1.0000	\$7,206	\$9,006
Supervising Librarian	1.0000	1.0000	1.0000	\$4,800	\$5,905
Library Resources Coordinator	0.7500	0.7500	0.7500	\$4,015	\$5,188
Librarian II	2.0000	2.0000	2.0000	\$3,640	\$4,637
Librarian I	5.0000	5.0000	5.0000	\$3,235	\$4,113
Senior Library Assistant	1.0000	1.0000	1.0000	\$3,131	\$3,988
Library Assistant	2.6625	2.6625	2.6625	\$2,822	\$3,601
System Administrator	1.0000	1.0000	1.0000	\$4,261	\$5,443
Administrative Assistant I (confidential)	1.0000	1.0000	0.0000	N/A	N/A
Administrative Assistant I	0.0000	0.0000	0.8000	\$3,202	\$4,088
Library Aide	6.3125	6.3125	6.3125	\$2,299	\$2,922
Library Page	0.2500	0.2500	0.2500	\$1,852	\$2,359
TOTAL	21.9750	21.9750	21.7750		
<i>Parks & Recreation Department</i>					
Sports Services – 202-35-1402					
Recreation Coordinator	1.0	1.0	1.0	\$3,821	\$4,869
TOTAL	1.0	1.0	1.0		
Children, Youth, & Family Recreation Services – 202-35-1403					
Recreation Programs Manager	0.200	0.200	0.200	\$5,246	\$6,453
Recreation Programs Supervisor	1.000	1.000	1.000	\$4,020	\$4,945
Maple Lawn Preschool Teaching Assistant II	1.500	1.500	1.500	\$1,975	\$2,511
Maple Lawn Preschool Teaching Assistant I	0.875	0.875	0.875	\$1,790	\$2,276
TOTAL	3.575	3.575	3.575		
Resource Development/Marketing Services – 202-35-1404					
Recreation Programs Manager	0.20	0.20	0.2	\$5,246	\$6,453
Resource Development Coordinator	1.00	1.00	1.0	\$4,015	\$5,188
Event and Program Coordinator	0.00	0.00	1.0	\$4,015	\$5,188
Recreation Coordinator	1.34	1.34	0.0	N/A	N/A
Recreation Programs Specialist	0.00	0.00	1.0	\$3,359	\$4,289
TOTAL	2.54	2.54	3.2		
Adult Recreation & Fitness Services – 202-35-1405					
Recreation Programs Manager	0.2	0.2	0.0	N/A	N/A
Recreation Programs Supervisor	1.0	1.0	0.0	N/A	N/A
TOTAL	1.2	1.2	0.0		
Park Maintenance Services – 202-35-1407					
Parks and Facilities Maintenance Manager	1.0	1.0	0.5	\$5,246	\$6,453
Parks Operations Supervisor	0.0	0.0	2.0	\$4,020	\$4,945
Park Maintenance III	2.0	2.0	1.0	\$3,442	\$4,374
Park Maintenance II	3.0	3.0	4.0	\$3,235	\$4,113
Park Maintenance I	2.0	2.0	4.0	\$2,981	\$3,787
Building Security/Custodian	0.0	0.0	1.0	\$2,580	\$3,295
TOTAL	8.0	8.0	12.5		
Parks & Recreation Administration – 202-35-1408					
Parks & Recreation Director	1.0	1.0	1.0	\$7,206	\$9,006
Recreation Programs Manager	0.2	0.2	0.2	\$5,246	\$6,453
Administrative Assistant I	1.0	1.0	1.0	\$3,202	\$4,088
Clerk III	2.0	2.0	2.0	\$2,495	\$3,174
TOTAL	4.2	4.2	4.2		

EXECUTIVE SUMMARY

Authorized Positions and Monthly Salary Schedule

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

Position	2009-2010 Adopted Positions	2010-2011 Adopted Positions	2011-2012 Adopted Positions	2011-2012 Salary Schedule	
				Minimum	Maximum
Senior Services – 202-35-1409					
Recreation Programs Manager	0.2	0.2	0.0	N/A	N/A
Parks Operations Supervisor	0.0	1.0	0.0	N/A	N/A
Recreation Programs Supervisor	1.0	0.0	0.0	N/A	N/A
Recreation Programs Specialist	1.0	1.0	0.0	N/A	N/A
Building Security/Custodian	1.0	1.0	0.0	N/A	N/A
Clerk III	1.0	1.0	0.0	N/A	N/A
TOTAL	4.2	4.2	0.0		
Aquatic Services – 202-35-1410					
Recreation Programs Manager	1.000	1.000	1.000	\$5,246	\$6,453
Building Maintenance II	1.000	1.000	1.000	\$3,235	\$4,113
Aquatic Programs Leader	2.000	2.000	2.000	\$2,773	\$3,532
Administrative Assistant	0.575	0.575	0.575	\$2,897	\$3,695
TOTAL	4.575	4.575	4.575		
Northwest Art & Air Festival – 202-35-1411					
Recreation Coordinator	0.33	0.33	0.00	N/A	N/A
TOTAL	0.33	0.33	0.00		
Performance Series – 202-35-1412					
Recreation Coordinator	0.33	0.33	0.00	N/A	N/A
TOTAL	0.33	0.33	0.00		
Adult Recreation Services – 202-35-1413					
Recreation Programs Manager	0.000	0.000	0.4	\$5,246	\$6,453
Recreation Programs Supervisor	0.000	0.000	1.0	\$4,020	\$4,945
Recreation Coordinator	0.000	0.000	1.0	\$3,821	\$4,869
Clerk III	0.000	0.000	1.0	\$2,495	\$3,174
TOTAL	0.000	0.000	3.4		
Urban Forestry – 202-35-1419					
Parks and Facilities Maintenance Manager	0.5	0.5	0.0	N/A	N/A
Park Maintenance III	1.0	1.0	0.0	N/A	N/A
Park Maintenance II	1.0	1.0	0.0	N/A	N/A
TOTAL	2.5	2.5	0.0		
Facilities Maintenance – 701-35-1033					
Parks and Facilities Maintenance Manager	0.5	0.5	0.5	\$5,246	\$6,453
Building Maintenance Lead Worker	1.0	1.0	1.0	\$3,642	\$4,641
Building Maintenance II	2.0	2.0	2.0	\$3,235	\$4,113
TOTAL	3.5	3.5	3.5		
<i>Police Department</i>					
Police – 100-30-1301					
Police Chief	1.0	1.00	1.00	\$7,620	\$9,525
Police Captain	3.0	3.00	3.00	\$6,265	\$7,706
Police Lieutenant (changed from Sergeant to Lieutenant)	7.0	7.00	7.00	\$5,404	\$6,647
Police Sergeant (changed from Corporal to Sergeant)	5.0	5.00	6.00	\$4,546	\$5,739
Police Officer	43.0	43.00	42.00	\$4,073	\$5,129
Police Records and Systems Supervisor	1.0	1.00	1.00	\$4,264	\$5,246
Police Communications Supervisor	1.0	1.00	1.00	\$4,392	\$5,404
Police Communications Specialist	10.0	10.00	10.00	\$3,314	\$4,209
Community Education Specialist	2.0	2.00	2.00	\$3,522	\$4,514
Community Service Officer	1.0	1.00	1.00	\$3,420	\$4,383
Property and Evidence Specialist	2.0	2.00	2.00	\$3,030	\$3,793
Administrative Services Supervisor	1.0	1.00	1.00	\$4,020	\$4,945
Administrative Assistant I (confidential)	1.0	1.00	1.00	\$3,175	\$3,903
Police Clerk	7.25	7.25	7.25	\$2,578	\$3,285
TOTAL	85.25	85.25	85.25		

EXECUTIVE SUMMARY

Authorized Positions and Monthly Salary Schedule

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

Position	2009-2010 Adopted Positions	2010-2011 Adopted Positions	2011-2012 Adopted Positions	2011-2012 Salary Schedule	
				Minimum	Maximum
Public Safety Levy - Police – 100-30-1302					
Police Officer	4.0	4.0	4.0	\$4,073	\$5,129
Crime Analyst	1.0	1.0	1.0	\$3,965	\$5,061
Community Service Officer	3.0	3.0	3.0	\$3,420	\$4,383
Police Communications Specialist	1.0	1.0	1.0	\$3,314	\$4,209
TOTAL	9.0	9.0	9.0		
Public Works Department					
Street Maintenance – 250-50-2602					
Street Maintenance Supervisor	1.0	1.0	1.0	\$4,945	\$6,082
Street Field Services Supervisor	1.0	1.0	1.0	\$3,679	\$4,524
Street Maintenance II	6.0	4.0	4.0	\$3,235	\$4,113
Street Maintenance I	0.0	2.0	2.0	\$2,981	\$3,787
TOTAL	8.0	8.0	8.0		
Sewer Environmental Services – 601-50-2402					
Environmental Services Manager	1.0	1.0	1.0	\$5,092	\$6,265
Environmental Services Technician II	4.0	4.0	3.0	\$3,821	\$4,869
TOTAL	5.0	5.0	4.0		
Wastewater Treatment Plant – 601-50-2404					
Treatment Plant Supervisor	1.0	1.0	1.0	\$4,945	\$6,082
Lead Wastewater Facilities Technician	1.0	1.0	1.0	\$3,782	\$4,825
Treatment Facilities Operator	4.5	5.5	4.5	\$3,301	\$4,209
TOTAL	6.5	7.5	6.5		
Wastewater Collection – 601-50-2405					
Wastewater Collection Manager	1.0	1.0	1.0	\$5,092	\$6,265
Water/Wastewater Field Services Supervisor	1.0	1.0	1.0	\$3,791	\$4,660
Wastewater Maintenance II	8.0	6.0	5.5	\$3,235	\$4,113
Wastewater Maintenance I	0.0	1.0	1.0	\$2,981	\$3,787
TOTAL	10.0	9.0	8.5		
Wastewater Administration – 601-50-2407					
Civil Engineer III	0.0	0.0	0.5	\$5,483	\$6,996
TOTAL	0.0	0.0	0.5		
Water Reuse and Biosolids – 601-50-2410					
Wetlands & Biosolids Reuse Supervisor	0.0	0.0	1.0	\$4,945	\$6,082
Wastewater Maintenance II	0.0	0.0	1.0	\$3,235	\$4,113
TOTAL	0.0	0.0	2.0		
Water Administration – 615-50-2202					
Civil Engineer III	0.0	0.0	0.5	\$5,483	\$6,996
Water Superintendant	1.0	1.0	1.0	\$5,092	\$6,265
TOTAL	1.0	1.0	1.5		
Water Canal Maintenance – 615-50-2204					
Lead Water Operator	0.0	1.0	1.0	\$3,782	\$4,825
Lead Canal Operator	1.0	0.0	0.0	N/A	N/A
Water Maintenance II	1.0	1.0	1.0	\$3,235	\$4,113
Water Maintenance I	1.0	1.0	1.0	\$2,981	\$3,787
TOTAL	3.0	3.0	3.0		
Vine Street Water Treatment Plant – 615-50-2205					
Treatment Plant Supervisor	0.31	0.31	0.31	\$4,945	\$6,082
Treatment Facilities Operator	2.40	2.90	2.90	\$3,301	\$4,209
TOTAL	2.71	3.21	3.21		

EXECUTIVE SUMMARY

Authorized Positions and Monthly Salary Schedule

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

Position	2009-2010 Adopted Positions	2010-2011 Adopted Positions	2011-2012 Adopted Positions	2011-2012 Salary Schedule	
				Minimum	Maximum
Water Distribution – 615-50-2206					
Water/Wastewater Field Services Supervisor	1.0	0.0	0.0	N/A	N/A
Lead Water Operator	0.0	1.0	1.0	\$3,782	\$4,825
Water Maintenance II	10.0	9.0	9.0	\$3,235	\$4,113
Wastewater Maintenance II	0.0	0.0	0.5	\$2,981	\$3,787
TOTAL	11.0	10.0	10.5		
Albany-Millersburg Water Treatment Plant – 615-50-2207					
Treatment Plant Supervisor	0.69	0.69	0.69	\$4,945	\$6,082
Lead Water Operator	0.00	1.00	0.00	N/A	N/A
Lead Water Treatment Plant Operator	1.00	0.00	0.00	N/A	N/A
Water Treatment Plant Operator III	1.00	1.00	1.00	\$3,599	\$4,595
Treatment Facilities Operator	3.10	2.60	3.60	\$3,301	\$4,209
TOTAL	5.79	5.29	5.29		
Public Works Administration – 705-50-2802					
Public Works Director	1.0	1.0	1.0	\$8,002	\$10,002
Senior Accountant	1.0	1.0	1.0	\$5,404	\$6,647
Public Works Executive Assistant	1.0	1.0	1.0	\$4,020	\$4,945
TOTAL	3.0	3.0	3.0		
Engineering Services – 705-50-2803					
Assistant Public Works Director/City Engineer	1.0	1.0	1.0	\$6,848	\$8,421
Assistant City Engineer	1.0	1.0	1.0	\$5,905	\$7,264
Utilities Services Manager	1.0	1.0	1.0	\$6,265	\$7,706
Airport & Transit Manager	1.0	0.0	0.0	N/A	N/A
Transportation Systems Analyst	1.0	1.0	1.0	\$4,901	\$6,252
Civil Engineer III	6.0	5.0	4.0	\$5,483	\$6,996
Civil Engineer II	1.0	3.0	2.0	\$4,901	\$6,252
Engineering Associate I	1.0	0.0	1.0	\$4,261	\$5,443
Engineering Technician IV	2.0	2.0	2.0	\$4,261	\$5,443
Engineering Technician III	1.0	1.0	1.0	\$3,876	\$4,938
Engineering Technician II	1.0	1.0	1.0	\$3,421	\$4,356
Public Works Project Accountant	1.0	1.0	1.0	\$3,346	\$4,278
Public Works Project Coordinator	1.0	1.0	1.0	\$3,398	\$4,325
Administrative Assistant I	1.0	1.0	1.0	\$3,202	\$4,088
Clerk III	1.0	1.0	1.0	\$2,495	\$3,174
TOTAL	21.0	20.0	19.0		
Operations Administration – 705-50-2805					
Assistant Public Works Director/Operations Manager	1.0	1.0	1.0	\$6,848	\$8,421
Special Projects Coordinator	0.0	0.0	1.0	\$5,733	\$7,053
Program Management Supervisor	1.0	1.0	1.0	\$4,141	\$5,092
Public Works Data Systems Analyst	1.0	1.0	1.0	\$4,261	\$5,443
Public Works Data Technician	3.0	2.0	2.0	\$3,693	\$4,715
Inventory Specialist	0.0	1.0	1.0	\$2,773	\$3,532
Administrative Assistant	1.0	1.0	1.0	\$2,897	\$3,695
Clerk III	1.0	0.0	0.0	N/A	N/A
Clerk II	0.0	1.0	1.0	\$2,299	\$2,922
TOTAL	8.0	8.0	9.0		
Water Quality Control Services – 705-50-2806					
Water Quality Control Supervisor	1.0	0.0	0.0	N/A	N/A
Environmental Services Technician II	1.0	2.0	2.0	\$3,821	\$4,869
WWTP Laboratory Technician	1.0	2.0	2.0	\$3,782	\$4,825
Environmental Services Technician II	1.0	0.0	0.0	N/A	N/A
TOTAL	4.0	4.0	4.0		

EXECUTIVE SUMMARY

Authorized Positions and Monthly Salary Schedule

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

Position	2009-2010 Adopted Positions	2010-2011 Adopted Positions	2011-2012 Adopted Positions	2011-2012 Salary Schedule	
				Minimum	Maximum
Public Works Customer Services – 705-50-2807					
Public Works Customer Services Supervisor	1.0	1.0	1.0	\$4,800	\$5,905
Field Representative II	2.0	2.0	2.0	\$2,960	\$3,782
Billing/Collection Specialist II	3.0	3.0	3.0	\$2,616	\$3,393
Billing/Collection Specialist I	1.0	1.0	1.0	\$2,495	\$3,174
Public Works Customer Service Representative	2.0	2.0	2.0	\$2,495	\$3,174
TOTAL	9.0	9.0	9.0		
Facilities & Maintenance Engineering – 705-50-2809					
Special Projects Coordinator	1.0	1.0	0.0	N/A	N/A
Facilities Engineering Manager	1.0	1.0	1.0	\$5,566	\$6,848
Facilities Field Services Supervisor	1.0	1.0	1.0	\$3,791	\$4,660
Facilities Automation Analyst	2.0	1.0	1.0	\$4,548	\$5,801
Facilities Instrument Technician	0.0	1.0	1.0	\$3,346	\$4,278
Facilities Project Coordinator	1.0	0.0	0.0	N/A	N/A
Facilities Maintenance Coordinator	0.0	1.0	1.0	\$3,642	\$4,641
Wastewater Facilities Technician III-Flow Monitoring Specialist	1.0	1.0	1.0	\$3,599	\$4,595
Facilities Automation Technician	1.0	1.0	1.0	\$3,346	\$4,278
Facilities Maintenance Electrician	1.0	1.0	1.0	\$3,642	\$4,641
Facilities Mechanic I	2.0	2.0	2.0	\$3,271	\$4,163
TOTAL	11.0	11.0	10.0		
Title XIX Transportation Grant – 203-50-5014					
Transportation Assistant	0.375	0.375	0.375	\$2,495	\$3,174
TOTAL	0.375	0.375	0.375		
Albany Municipal Airport – 211-50-1103					
Airport & Transit Manager	0.0	0.5	0.45	\$5,733	\$7,053
TOTAL	0.0	0.5	0.45		
Albany Transit System – 213-50-1106					
Airport & Transit Manager	0.0	0.165	0.185	\$5,733	\$7,053
Transit Programs Supervisor	0.50	0.330	0.500	\$4,264	\$5,246
Paratransit Services Supervisor	0.00	0.330	0.000	\$4,020	\$4,945
Operations Maintenance I	0.25	0.250	0.250	\$2,981	\$3,787
Transit Operator	2.68	2.680	2.680	\$2,889	\$3,682
Clerk III	0.33	0.330	0.330	\$2,495	\$3,174
TOTAL	3.76	4.085	3.945		
Linn-Benton Transit Loop – 213-50-1107					
Airport & Transit Manager	0.0	0.165	0.185	\$5,733	\$7,053
Transit Programs Supervisor	0.50	0.330	0.500	\$4,264	\$5,246
Paratransit Services Supervisor	0.00	0.330	0.000	N/A	N/A
Operations Maintenance I	0.25	0.250	0.250	\$2,981	\$3,787
Transit Operator	3.57	2.070	2.070	\$2,889	\$3,682
Clerk III	0.33	0.330	0.330	\$2,495	\$3,174
TOTAL	4.65	3.475	3.335		
Paratransit System – 213-50-1108					
Airport & Transit Manager	0.0	0.17	0.18	\$5,733	\$7,053
Transit Programs Supervisor	0.0	0.34	0.00	N/A	N/A
Paratransit Services Supervisor	1.00	0.34	1.00	\$4,020	\$4,945
Transportation Assistant	1.55	1.55	1.55	\$2,495	\$3,174
Clerk III	0.34	0.34	0.34	\$2,495	\$3,174
TOTAL	2.89	2.74	3.07		
ALL DEPARTMENTS TOTAL	427.425	424.925	424.925		



CITY OF
Albany

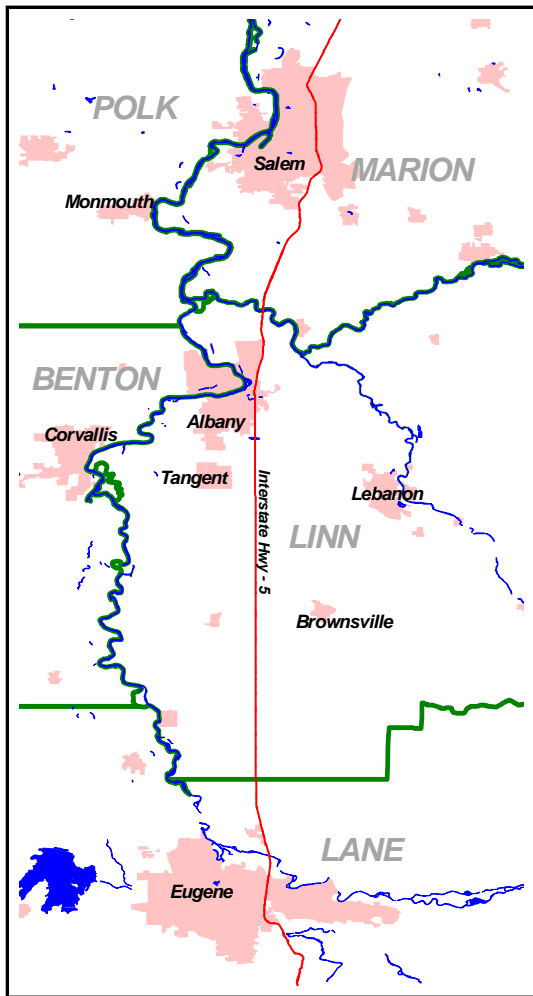
O R E G O N



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, Oregon’s largest city. 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 north Albany portion of the City of Albany.



Population

Albany has a population of 50,158. Nearly 83 percent of the City’s population resides in Linn County, with the remainder in Benton County. The City saw growth in population in the 1980s, at around 10%. In the 1990s, the increase was around 39%. From 2000 to 2010 the increase was around 20%. The increases for the last six years are:

<u>As of</u>	<u>Population</u>	<u>% Change</u>
2006	45,360	3.0%
2007	46,610	2.8%
2008	47,470	1.8%
2009	48,770	2.7%
2010	49,165	0.8%
2011*	50,158	2.1%

Source: Center for Population Research and Census at Portland State University. *Source: 2010 United States Census Report

Demographics

City Boundary Land Area

2008	17.70 sq. mi.
2009	17.70 sq. mi.
2010	17.70 sq. mi.

Urban Growth Boundary Land Area

2008	21.72 sq. mi.
2009	21.72 sq. mi.
2010	21.72 sq. mi.

Assessed Value (\$Millions)

2008 - 09	2,530
2009 - 10	3,079
2010 - 11	3,309

Source: Linn and Benton County Assessor’s Offices

Greater Albany Public School Enrollment

2007	8,891
2008	9,197
2009	9,213
2010	9,262

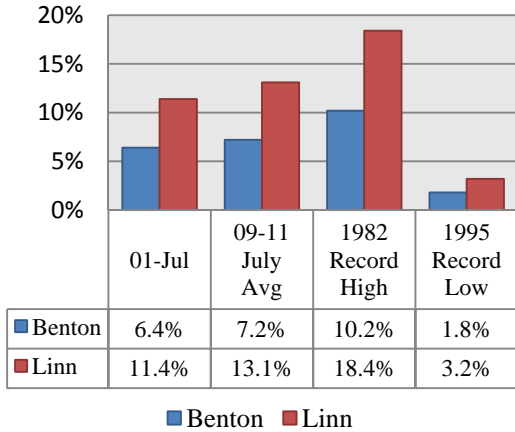
Infrastructure (as of June 30, 2011)

Police Stations	1
Fire Stations	4
Libraries	2
Number of Parks	33
Miles of improved streets	163
Miles of unimproved streets	28
Miles of Water Lines	286
Miles of Sewer Lines	227
Miles of Storm Drains	120

Economics

Unemployment Rate, Linn County

2009	15.2%
2010	12.8%
2011	11.4%



Unemployment Rate, Benton County

2009	8.3%
2010	7.0%
2011	6.4%

Source: State of Oregon Employment Division – July 2011.

Top Ten Taxpayers to the City of Albany in 2010.

<u>Taxpayer</u>	<u>Tax Imposed</u>
Dayton Hudson (Target) Corp.	\$1,338,186
Oregon Metallurgical Corporation	1,135,074
Oregon Freeze Dry Foods Inc.	505,314
Steadfast Heritage LLC	431,799
Waverly Land Management	431,751
PacifiCorp (PP&L)	420,678
Comcast Corporation	419,611
Pacific Cast Technologies Inc.	384,666
Northwest Natural Gas Co.	355,731
Metropolitan Life Insurance Co.	310,554

Major Employers

Education, including Oregon State University (OSU), located in Corvallis; Linn Benton Community College (LBCC), located in Albany and Corvallis; and the 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 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 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 using seven Fund types: General Fund, Special Revenue Funds, Debt Service Fund, Capital Projects Fund, Permanent Funds, Enterprise Funds, and Internal Services Funds.

General Fund

The General Fund accounts for resources 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

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
- Charges for Services

Primary Services

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

Debt Service Fund

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

Major Revenues

- Property Tax
- Transient Room tax
- Special Assessments

Primary Services

- Payment of principal and interest on outstanding bonds.

Capital Projects Fund

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

Major Revenues

- Transfers from other funds
- Special Assessments
- Federal and State Grants

Primary Services

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

Permanent Funds

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

Major Revenues

- Endowments
- Gifts and Donations

Primary Services

- To account for and spend monies in the manner 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

- User Charges
- Revenue Bonds
- Property Taxes
- Assessments
- Development Fees

Primary Services

- Water Treatment and Distribution
- Sewage Collection and Disposal
- Sewer and Water Infrastructure Maintenance and Improvements

Internal Services Funds

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

Major Revenues

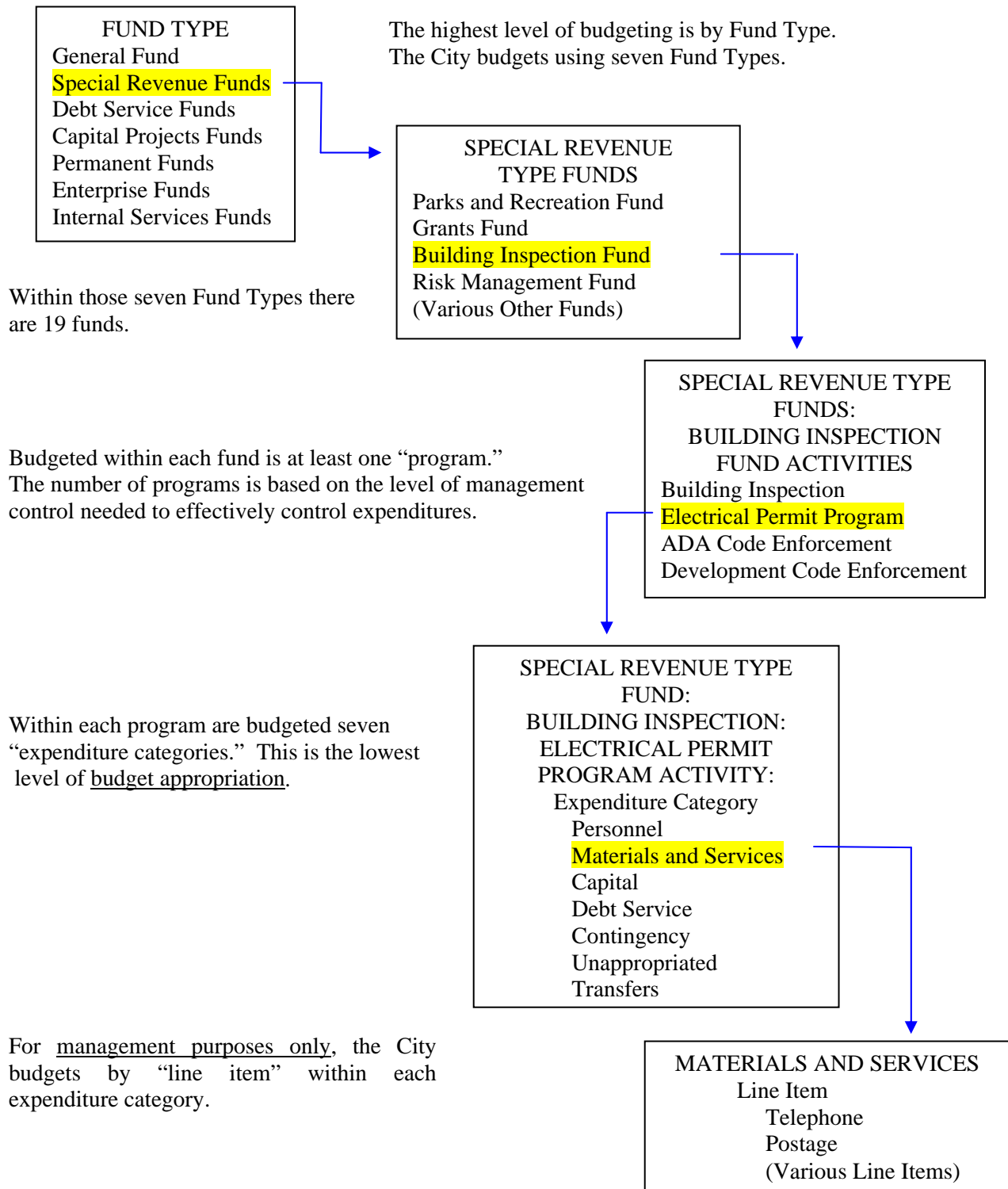
- Charges to other City Departments

Primary Services

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

BUDGET DOCUMENT STRUCTURE

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



CITY OF ALBANY BUDGET PROCESS

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

Revenue Forecast

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

Council's Strategic Plan Themes

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

Department Strategies/Actions

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

Oregon Local Budget Law

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

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

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

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

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

USER'S GUIDE

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

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

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

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

USER'S GUIDE

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

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.

USER'S GUIDE

FISCAL YEAR 2011-2012
BUDGET CALENDAR

Send Budget Committee Work Session notice to paperJanuary 11
Council/Budget Committee Work Session..... 6:30 p.m. Tues., January 18

Outside agency grant applications sent out.....February 15
Outside agency grant requests due.....March 08

Departmental budget reviews with City Manager and Finance Director.....March 11-29
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 12*

Publish Notice of Budget Committee Meeting April 15, April 22
Budget Committee (Proposed Budget, Message, and review)..... May 17, 18, 19

Publish CIP Public Hearing Notice, and Approved Budget and Public Hearing Notice
..... June 01
CIP Public Hearing and adoption by CC June 08
Public Hearing on 2011-2012 Approved Budget..... June 08

Public Hearing on 2010-2011 Supplemental Budget..... June 22
Adoption of FY 2010-2011 Supplemental Budget June 22

File FY 2011-2012 Budget (LB-50) with Linn County and Benton CountyJuly 15

USER'S GUIDE

BUDGET ASSUMPTIONS

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

Economic

- **Interest:** The average rate of return for City investments will be 2.0 percent.
- **Assessed Value Growth:** The assessed value of property within the City of Albany will increase by 3.50 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 21 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 12 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 the same level as the prior year.

Capital Project 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 7.0 percent will be offset by litigation settlement proceeds.
- Water revenue will stay flat.



CITY OF
Albany

O R E G O N



	<p>City of Albany Finance Policy Policy #: F-07-08-003 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.

Financial Policies

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

Financial Policies

- statement, and bond prospectus.
3. The City will strive to maintain its high bond ratings, currently A2 from Standard and Poors and A from Moodys, and will receive credit ratings on all its bond issues.
 4. General obligation debt will not be used for self-supporting enterprise activities.
 5. The City shall ensure that its general obligation debt margins are within the 3% true cash value limitation as set forth in ORS 287.004.
 6. 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.
 7. 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.
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.

Financial Policies

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.

	<p>City of Albany Finance Policy Policy #: F-06-08-003 Title: Investment Policy</p>	
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I. POLICY STATEMENT

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

II. SCOPE

This policy applies to activities of the City of Albany with regard to investing the financial assets of all funds. In addition, funds held by trustees or fiscal agents are excluded from these rules; however, all funds are subject to regulations established by the state of Oregon. Other than bond proceeds or other unusual situations, the total of all funds ranges from \$50 million to \$80 million.

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 Fund
- Capital Projects Fund
- 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.

III. OBJECTIVES AND STRATEGY

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

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

Investment Policy

2. **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.
3. **Liquidity.** The City's investment portfolio will remain sufficiently liquid to enable it to meet all operating requirements that might be reasonably anticipated.
4. **Diversification.** 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.
5. **Yield.** The City's investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the City's risk constraints and the cash flow of the portfolio. "Market rate of return" may be defined as the average yield of the current three-month U.S. Treasury bill or any other index that most closely matches the average maturity of the portfolio.

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

IV. STANDARDS OF CARE

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

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

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

4. **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 Chapter 244.

V. 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:
 - a. U.S. Treasury Obligations (ORS 294.035 (3)(a))
 - b. Government Sponsored Enterprises (GSEs) (ORS 294.035 (3)(a))* - Federal Instrumentality Securities which include, but are not limited to the Federal National Mortgage Association (FNMA), the Federal Home Loan Mortgage Corporation (FHLMC), Federal Home Loan Banks (FHLB) and the Federal Farm Credit Bureau (FFCB). Federal Land Bank (FLB), Tennessee Valley Authority (TVA).
 - c. Senior unsecured debt obligations guaranteed by the Federal Deposit Insurance Corporation under the Temporary Liquidity Guarantee Program (TLGP).
 - d. Commercial Paper (ORS 294.035 (3)(i)) 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.
 - e. Bankers Acceptances (ORS 294.035 (3)(h))
 - f. Corporate Indebtedness* (ORS 294.035 (3)(i)) that has a minimum long term debt rating of AA- by Standard and Poor's and a Aa3 rating by Moody's.
 - g. Local Government Investment Pool (ORS 294.810 (1))
 - h. Certificate of Deposits/ Bank Deposits and savings accounts held in qualified Oregon Depositories in accordance with ORS Chapter 295. Collateralization met through Oregon Depository standards.
 - i. Obligations of the States of Oregon, California, Idaho, and Washington with a minimum rating of AA- by Standard and Poor's and Aa3 by Moody's. (ORS 294.035 (3)(c))

Investment Policy

*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.

3. **Collateralization.** Time deposit open accounts, Certificates of Deposit and savings accounts shall be collateralized through the state collateral pool for any excess over the amount insured by an agency of the United States government in accordance with ORS 295.018, as revised on 7/1/08. 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.
4. **Restricted Securities.** The purchase of derivatives and use of reverse repurchase agreements are specifically prohibited by this policy.

VI. 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:

<u>ISSUER TYPE</u>	<u>% of TOTAL PORTFOLIO</u>
US Treasury Obligations	100%
GSE-Agency Securities	100%
Limit per Issuer	33%
FDIC – Temporary Liquidity Guarantee Securities	30%
Commercial Paper*	10%
Bankers Acceptance*	10%
Corporate Indebtedness	20%
Local Government Investment Pool	ORS 294.810
Certificates of Deposit/Bank Deposits/Savings *	10%
Obligations of the States (municipal securities) *	10%
*Limit per Issuer	5%

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

Investment Policy

- 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 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:

Under 30 days	10% minimum
Under 1 year	25% minimum
Five years	Maximum
1.5 Years	Weighted Average Maturity on total portfolio

Exception to 5 year maturity maximum: 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.

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 subsequent to the purchase of a particular issuer or investment type may be exceeded. Securities need not be liquidated to realign the portfolio; however, consideration should be given to this matter when future reinvestments occur.

3. **Prohibited Investments.** The City shall not lend securities nor directly participate in a securities lending or reverse repurchase program.

VII. SAFEKEEPING, CUSTODY AND AUTHORIZED DEALERS

1. **Safekeeping and Custody of 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 third-party custodian shall be required to issue original safekeeping receipts to the City listing each specific security, rate, description, maturity, and cusip number. Each safekeeping receipt will clearly state that the security is held for the City or pledged to the City.

All securities pledged to the City for certificates of deposit or demand deposits shall be held by an independent third-party bank. The safekeeping bank may not be within the same holding company as the bank from which the securities are pledged.

Investment Policy

2. **Authorized Financial Dealers.** 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 advisor to provide investment management services, the advisor 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.

3. **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 advisor must provide documentation of competitive pricing execution on each transaction. The advisor will retain documentation and provide upon request.

VIII. CONTROLS

1. **Accounting Method.** 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).

Pooling of Funds: Except for cash in certain restricted and special funds, the City will consolidate balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

2. **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

Investment Policy

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.

3. **External Controls.** The City of Albany may enter into contracts with external investment management firms on a non-discretionary basis. These services will apply to the investment of the City's short-term operating funds and capital funds including bond proceeds and bond reserve funds.

If an investment advisor is hired, the advisor 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.

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

- a. The firm's major business
- b. Ownership and organization of the firm
- c. The background and experience of key members of the firm, including the portfolio manager expected to be responsible for the City's account
- d. The size of the firm's assets base, and the portion of that base which would be made up by the City's portfolio if the firm were hired
- e. Management Fees
- f. Cost Analysis of advisor
- g. Performance of the investment advisory firm, net of all fees, versus the Local Government Investment Pool over a given period of time.

IX. PERFORMANCE EVALUATION AND REPORTING

The performance of the City of Albany will be measured against the performance of the Local Government Investment Pool, using monthly net yield of both portfolios as the yardstick. Preservation of capital and maintenance of sufficient liquidity will be considered prior to attainment of market return performance. Given these considerations, the City's portfolio should provide a net yield that is equal or better to that attained by the Local Government Investment Pool 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 advisor will provide return comparisons of the portfolio to the benchmark on a

Investment Policy

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.

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.

At minimum, this report shall contain:

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

X. INVESTMENT POLICY ADOPTION BY GOVERNING BOARD

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

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

	<p>City of Albany Finance Policy Policy #: F-08-08-002 Title: Risk Management</p>	
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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.

Risk Management Policy

- 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 \$5,000 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	2% of value \$100,000 min
	(Limit	\$100,000,000)
	Flood	\$100,000
	(Limit	Same as earthquake)

Tort Liability

Limit: \$5,000,000

Auto Liability

Limit: \$5,000,000

Auto Physical Damage

Deductibles:	Comprehensive	\$100
	Collision	\$500

Senior Center Trips

Risk Management Policy

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

Risk Management Policy

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.

Risk Management Policy

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.



CITY OF
Albany

O R E G O N



Table 1
SUMMARY OF RESOURCES AND REQUIREMENTS BY FUND TYPE AND CATEGORY
 Adopted for Fiscal Year 2011-12

Fund/Program	General	Special Revenue	Debt Service	Capital Projects	Permanent	Enterprise	Internal Service	Totals
RESOURCES								
Property taxes	\$16,550,500	\$ 6,781,000	\$1,309,200	\$ -	\$ -	\$ -	\$ -	\$ 24,640,700
Transient room taxes	-	638,700	-	-	-	-	-	638,700
Franchise fees/privilege taxes	3,970,800	-	-	-	-	-	-	3,970,800
Licenses & fees	170,600	1,372,300	-	-	-	450,100	-	1,993,000
Intergovernmental resources	2,696,200	6,726,600	-	836,000	-	550,000	-	10,808,800
Charges for service	423,400	4,443,700	505,300	-	-	23,501,100	12,689,400	41,562,900
Fines & forfeitures	679,400	-	-	-	-	-	-	679,400
Assessment payments	-	-	1,600	2,182,700	-	25,000	-	2,209,300
Other resources	109,700	506,900	-	-	200	12,000	40,000	668,800
Investment earnings	18,000	212,800	11,100	1,200	1,000	210,000	4,200	458,300
Total Current Resources	24,618,600	20,682,000	1,827,200	3,019,900	1,200	24,748,200	12,733,600	87,630,700
Transfers in	2,639,500	5,339,100	453,600	500,000	-	1,193,000	-	10,125,200
Beginning balance	2,983,900	28,442,500	170,700	1,434,900	54,300	31,341,400	457,900	64,885,600
Reserved beginning balance	237,300	-	428,900	-	-	1,579,500	-	2,245,700
Beginning balance held in trust	-	-	-	-	79,000	-	-	79,000
TOTAL RESOURCES	\$30,479,300	\$54,463,600	\$2,880,400	\$4,954,800	\$134,500	\$58,862,100	\$13,191,500	\$164,966,200
REQUIREMENTS								
Personnel	\$21,863,400	\$ 7,542,800	\$ -	\$ -	\$ -	\$ 4,503,400	\$ 9,873,000	\$ 43,782,600
Materials & Services	6,252,900	10,897,700	1,500	87,700	4,700	12,613,500	3,318,500	33,176,500
Capital	-	29,845,600	-	2,739,400	-	22,483,600	-	55,068,600
Transfers Out	823,700	5,830,100	-	2,127,700	-	1,234,000	-	10,015,500
Debt Service	-	43,500	2,878,900	-	-	17,207,600	-	20,130,000
Contingency	1,539,300	303,900	-	-	-	820,000	-	2,663,200
Unappropriated	-	-	-	-	129,800	-	-	129,800
TOTAL REQUIREMENTS	\$30,479,300	\$54,463,600	\$2,880,400	\$4,954,800	\$134,500	\$58,862,100	\$13,191,500	\$164,966,200

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.	54.30%	12.45%	45.45%	-	-	-	-	14.94%
Current resources as a percentage of Personnel and Materials & Services.	87.56%	112.16%	-	-	25.53%	144.58%	96.53%	113.87%
Personnel as a percentage of the total fund type budget.	71.73%	13.85%	-	-	-	7.65%	74.84%	26.54%
Personnel and Materials & Services as a percentage of the total fund type budget.	92.25%	33.86%	0.05%	1.77%	3.49%	29.08%	100.00%	46.65%
Capital as a percentage of the total fund budget.	-	54.80%	-	55.29%	-	38.20%	-	33.38%

Table 2
SUMMARY OF MAJOR RESOURCES BY FUND TYPE
 Adopted Budget for Fiscal Year 2011-12

Fund type/Fund name		2010-11.....		Adopted 2011-12 Budget	% Change from 2010-11	Percent of Fund Type Budget
	2008-09 Actual	2009-10 Actual	Adopted Budget	Revised Budget			
GENERAL FUND							
Property taxes	\$ 14,577,623	\$ 15,223,744	\$ 15,648,700	\$ 15,648,700	\$ 16,550,500	5.76%	54.30%
Franchise fees/privilege taxes	3,957,164	3,652,696	3,934,000	3,934,000	3,970,800	0.94%	13.03%
Licenses & fees	176,602	181,091	169,200	169,200	170,600	0.83%	0.56%
Intergovernmental resources	2,764,821	2,825,005	2,677,500	2,677,500	2,696,200	0.70%	8.85%
Charges for service	428,000	435,675	423,400	423,400	423,400	-	1.39%
Fines & forfeitures	927,897	839,470	869,900	869,900	679,400	(21.90%)	2.23%
Other resources	121,620	136,860	149,400	150,100	109,700	(26.92%)	0.35%
Investment earnings	149,202	74,289	75,000	75,000	18,000	(76.00%)	0.06%
Total Current Resources	23,102,929	23,368,830	23,947,100	23,947,800	24,618,600	2.80%	80.77%
Transfers in	2,661,481	2,408,154	3,121,600	3,121,600	2,639,500	(15.44%)	8.66%
Beginning balance	4,661,362	3,764,799	2,072,100	2,080,525	2,983,900	43.42%	9.79%
Reserved beginning balance	309,776	258,252	260,300	260,300	237,300	(8.84%)	0.78%
Total General Fund	30,735,548	29,800,035	29,401,100	29,410,225	30,479,300	3.64%	100.00%
SPECIAL REVENUE FUNDS							
Property taxes	6,191,741	6,434,405	6,599,500	6,599,500	6,781,000	2.75%	12.47%
Transient room taxes	478,150	382,054	507,800	507,800	638,700	25.78%	1.17%
Franchise fees/privilege taxes	942,711	1,016,465	908,700	908,700	-	(100.00%)	-
Licenses & fees	1,576,777	1,540,624	1,790,800	1,790,800	1,372,300	(23.37%)	2.52%
Intergovernmental resources	4,084,889	24,302,309	7,676,200	7,820,903	6,726,600	(13.99%)	12.35%
Charges for service	4,675,100	4,104,397	3,813,500	3,813,500	4,443,700	16.53%	8.16%
Other resources	1,029,842	570,700	439,800	439,800	506,900	15.26%	0.92%
Investment earnings	634,760	437,932	485,600	485,600	212,800	(56.18%)	0.39%
Total Current Resources	19,613,970	38,788,886	22,221,900	22,366,603	20,682,000	(7.53%)	37.98%
Transfers in	3,334,634	2,617,171	3,056,800	5,316,100	5,339,100	0.43%	9.80%
Beginning balance	23,174,547	19,446,476	37,038,100	37,038,100	28,442,500	(23.21%)	52.22%
Total Special Revenue Funds	46,123,151	60,852,533	62,316,800	64,720,803	54,463,600	(15.85%)	100.00%
DEBT SERVICE FUND							
Property taxes	995,531	1,294,417	2,136,700	2,136,700	1,309,200	(38.73%)	45.44%
Transient room taxes	196,593	213,175	-	-	-	-	-
Charges for service	518,114	516,671	531,100	531,100	505,300	(4.86%)	17.54%
Assessment payments	9,393	1,123	3,500	3,500	1,600	(54.29%)	0.06%
Investment earnings	39,416	25,113	18,500	18,500	11,100	(40.00%)	0.39%
Total Current Resources	1,759,047	2,050,499	2,689,800	2,689,800	1,827,200	(32.07%)	63.43%
Transfers in	423,277	419,564	414,300	1,204,300	453,600	(62.33%)	15.75%
Beginning balance	404,548	332,167	469,300	469,300	170,700	(63.63%)	5.93%
Reserved beginning balance	752,031	583,226	382,700	382,700	428,900	12.07%	14.89%
Total Debt Service Fund	3,338,903	3,385,456	3,956,100	4,746,100	2,880,400	(39.31%)	100.00%
CAPITAL PROJECT FUND							
Intergovernmental resources	-	196,429	2,600,000	2,600,000	836,000	(67.85%)	16.88%
Assessment payments	73,260	63,481	1,600,000	1,600,000	2,182,700	36.42%	44.05%
Other resources	1,593,588	5,000	-	-	-	-	-
Investment earnings	51,540	13,965	26,000	26,000	1,200	(95.38%)	0.02%
Total Current Resources	1,718,388	278,875	4,226,000	4,226,000	3,019,900	(28.54%)	60.95%
Transfers in	896,690	4,390,415	-	5,269,400	500,000	(90.51%)	10.09%
Beginning balance	2,557,413	596,098	1,160,600	1,160,600	1,434,900	23.63%	28.96%
Total Capital Project Fund	5,172,491	5,265,388	5,386,600	10,656,000	4,954,800	(53.50%)	100.00%

continued

Table 2
SUMMARY OF MAJOR RESOURCES BY FUND TYPE, continued
 Adopted Budget for Fiscal Year 2011-12

Fund type/Fund name2010-11.....		Adopted Budget	Revised Budget	Adopted 2011-12 Budget	% Change from 2010-11	Percent of Fund Type Budget
	2008-09 Actual	2009-10 Actual					
PERMANENT FUNDS							
Other resources	133	160	500	500	200	(60.00%)	0.15%
Investment earnings	4,128	2,470	2,800	2,800	1,000	(64.29%)	0.74%
Total Current Resources	4,261	2,630	3,300	3,300	1,200	(63.64%)	0.89%
Beginning balance	61,637	60,617	58,200	58,200	54,300	(6.70%)	40.37%
Beginning balance held in trust	79,427	79,427	79,500	79,500	79,000	(0.63%)	58.74%
Total Permanent Funds	145,325	142,674	141,000	141,000	134,500	(4.61%)	100.00%
ENTERPRISE FUNDS							
Property taxes	800,750	656,587	-	-	-	-	-
Licenses & fees	921,873	943,999	802,700	802,700	450,100	(43.93%)	0.76%
Intergovernmental resources	687,354	4,227,732	8,917,000	8,917,000	550,000	(93.83%)	0.93%
Charges for service	22,463,596	23,143,719	24,336,100	24,336,100	23,501,100	(3.43%)	39.93%
Assessment payments	38,042	29,465	30,000	30,000	25,000	(16.67%)	0.04%
Other resources	7,667,305	14,114,675	20,000	20,000	12,000	(40.00%)	0.02%
Investment earnings	842,604	625,125	509,400	509,400	210,000	(58.78%)	0.36%
Total Current Resources	33,421,524	43,741,302	34,615,200	34,615,200	24,748,200	(28.50%)	42.04%
Transfers in	4,058,500	10,799,990	1,038,000	5,987,400	1,193,000	(80.07%)	2.03%
Beginning balance	29,059,545	22,790,742	33,656,300	33,656,300	31,341,400	(6.88%)	53.25%
Reserved beginning balance	1,248,998	2,768,945	1,643,200	1,643,200	1,579,500	(3.88%)	2.68%
Total Enterprise Funds	67,788,567	80,100,979	70,952,700	75,902,100	58,862,100	(22.45%)	100.00%
INTERNAL SERVICE FUNDS							
Charges for service	12,185,527	13,002,633	12,693,400	12,693,400	12,689,400	(0.03%)	96.20%
Other resources	56,877	77,357	45,000	45,000	40,000	(11.11%)	0.30%
Investment earnings	28,837	8,886	6,000	6,000	4,200	(30.00%)	0.03%
Total Current Resources	12,271,241	13,088,876	12,744,400	12,744,400	12,733,600	(0.08%)	96.53%
Beginning balance	842,617	433,057	325,800	325,800	457,900	40.55%	3.47%
Total Internal Service Funds	13,113,858	13,521,933	13,070,200	13,070,200	13,191,500	0.93%	100.00%
ALL FUNDS							
Property taxes	\$ 22,565,645	\$ 23,609,153	\$ 24,384,900	\$ 24,384,900	\$ 24,640,700	1.05%	14.93%
Transient room taxes	674,743	595,229	507,800	507,800	638,700	25.78%	0.39%
Franchise fees/privilege taxes	4,899,875	4,669,161	4,842,700	4,842,700	3,970,800	(18.00%)	2.41%
Licenses & fees	2,675,252	2,665,714	2,762,700	2,762,700	1,993,000	(27.86%)	1.21%
Intergovernmental resources	7,537,064	31,553,898	21,870,700	22,015,403	10,808,800	(50.90%)	6.55%
Charges for service	40,270,337	41,205,912	41,797,500	41,797,500	41,562,900	(0.56%)	25.19%
Fines & forfeitures	927,897	839,470	869,900	869,900	679,400	(21.90%)	0.41%
Assessment payments	120,695	94,069	1,633,500	1,633,500	2,209,300	35.25%	1.34%
Other resources	10,469,365	14,904,752	654,700	655,400	668,800	2.04%	0.41%
Investment earnings	1,750,487	1,187,780	1,123,300	1,123,300	458,300	(59.20%)	0.28%
Total Current Resources	91,891,360	121,325,138	100,447,700	100,593,103	87,630,700	(12.89%)	53.12%
Transfers in	11,374,582	20,635,294	7,630,700	20,898,800	10,125,200	(51.55%)	6.14%
Beginning balance	60,761,669	47,423,956	74,780,400	74,788,825	64,885,600	(13.24%)	39.33%
Reserved beginning balance	2,310,805	3,610,423	2,286,200	2,286,200	2,245,700	(1.77%)	1.36%
Beginning balance held in trust	79,427	79,427	79,500	79,500	79,000	(0.63%)	0.05%
TOTALS, ALL FUNDS	\$166,417,843	\$193,074,238	\$185,224,500	\$198,646,428	\$164,966,200	(16.95%)	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 2011-12

Fund type/Requirement type	2008-09 Actual	2009-10 Actual2010-11.....		2011-12 Adopted Budget	% Change from 2010-11	% of Fund Type Budget
			Adopted Budget	Revised Budget			
GENERAL FUND							
Personnel	\$ 18,840,096	\$ 19,838,227	\$ 21,212,500	\$ 21,212,500	\$ 21,863,400	3.07%	71.73%
Materials & Services	6,376,208	5,801,082	5,707,400	5,716,525	6,252,900	9.38%	20.52%
Capital	330,670	37,405	-	-	-	-	-
Transfers Out	1,165,523	1,468,545	1,130,900	1,130,900	823,700	(27.16%)	2.70%
Contingency	-	-	1,350,300	1,350,300	1,539,300	14.00%	5.05%
Total General Fund	26,712,497	27,145,259	29,401,100	29,410,225	30,479,300	3.64%	100.00%
SPECIAL REVENUE FUNDS							
Personnel	7,176,533	6,877,683	7,284,400	7,300,600	7,542,800	3.32%	13.85%
Materials & Services	8,859,759	8,797,709	9,470,300	10,658,103	10,897,700	2.25%	20.01%
Capital	5,039,658	4,270,121	40,040,500	32,081,800	29,845,600	(6.97%)	54.80%
Transfers Out	5,563,144	3,635,077	5,232,900	14,391,600	5,830,100	(59.49%)	10.70%
Debt Service	37,591	36,490	44,600	44,600	43,500	(2.47%)	0.08%
Contingency	-	-	244,100	244,100	303,900	24.50%	0.56%
Total Special Revenue Funds	26,676,685	23,617,080	62,316,800	64,720,803	54,463,600	(15.85%)	100.00%
DEBT SERVICE FUND							
Materials & Services	2,404	2,352	1,100	1,100	1,500	36.36%	0.05%
Debt Service	2,421,107	2,520,414	3,955,000	4,745,000	2,878,900	(39.33%)	99.95%
Total Debt Service Fund	2,423,511	2,522,766	3,956,100	4,746,100	2,880,400	(39.31%)	100.00%
CAPITAL PROJECT FUND							
Materials & Services	248,392	2,639	57,000	57,000	87,700	53.86%	1.77%
Capital	4,143,525	3,213,286	5,329,600	6,489,600	2,739,400	(57.79%)	55.29%
Transfers Out	184,474	100,429	-	4,109,400	2,127,700	(48.22%)	42.94%
Total Capital Project Fund	4,576,391	3,316,354	5,386,600	10,656,000	4,954,800	(53.50%)	100.00%
PERMANENT FUNDS							
Materials & Services	5,280	6,176	10,100	10,100	4,700	(53.47%)	3.49%
Unappropriated	-	-	130,900	130,900	129,800	(0.84%)	96.51%
Total Permanent Funds	5,280	6,176	141,000	141,000	134,500	(4.61%)	100.00%
ENTERPRISE FUNDS							
Personnel	3,570,788	3,718,080	4,132,200	4,132,200	4,503,400	8.98%	7.65%
Materials & Services	10,970,625	11,633,080	13,600,900	13,600,900	12,613,500	(7.26%)	21.43%
Capital	18,880,184	13,458,434	31,365,500	36,314,900	22,483,600	(38.09%)	38.20%
Transfers Out	4,262,248	15,279,243	1,163,000	1,163,000	1,234,000	6.10%	2.10%
Debt Service	4,545,034	9,136,127	19,154,400	19,154,400	17,207,600	(10.16%)	29.23%
Contingency	-	-	1,536,700	1,536,700	820,000	(46.64%)	1.39%
Total Enterprise Funds	42,228,879	53,224,964	70,952,700	75,902,100	58,862,100	(22.45%)	100.00%

continued

Table 3
ADOPTED BUDGET BY FUND TYPE AND REQUIREMENT TYPE, continued
 Adopted Budget for Fiscal Year 2011-12

Fund type/Requirement type	2008-09 Actual	2009-10 Actual2010-11.....		2011-12 Adopted Budget	% Change from 2010-11	% of Fund Type Budget
			Adopted Budget	Revised Budget			
INTERNAL SERVICE FUNDS							
Personnel	8,805,698	9,204,507	9,661,900	9,661,900	9,873,000	2.18%	74.84%
Materials & Services	3,851,688	3,540,996	3,408,300	3,408,300	3,318,500	(2.63%)	25.16%
Capital	23,379	-	-	-	-	-	-
Total Internal Service Funds	12,680,765	12,745,503	13,070,200	13,070,200	13,191,500	0.93%	100.00%
Total All Funds Types	\$ 115,304,008	\$ 122,578,102	\$ 185,224,500	\$ 198,646,428	\$ 164,966,200	(16.95%)	
ALL FUND TYPES							
Personnel	\$ 38,393,115	\$ 39,638,497	\$ 42,291,000	\$ 42,307,200	\$ 43,782,600	3.49%	26.55%
Materials & Services	30,314,356	29,784,034	32,255,100	33,452,028	33,176,500	(0.82%)	20.11%
Capital	28,417,416	20,979,246	76,735,600	74,886,300	55,068,600	(26.46%)	33.38%
Transfers Out	11,175,389	20,483,294	7,526,800	20,794,900	10,015,500	(51.84%)	6.07%
Debt Service	7,003,732	11,693,031	23,154,000	23,944,000	20,130,000	(15.93%)	12.20%
Contingency	-	-	3,131,100	3,131,100	2,663,200	(14.94%)	1.61%
Unappropriated	-	-	130,900	130,900	129,800	(0.84%)	0.08%
Total All Fund Types	\$ 115,304,008	\$ 122,578,102	\$ 185,224,500	\$ 198,646,428	\$ 164,966,200	(16.95%)	100.00%

2011-12 Adopted Budget by Requirement Type

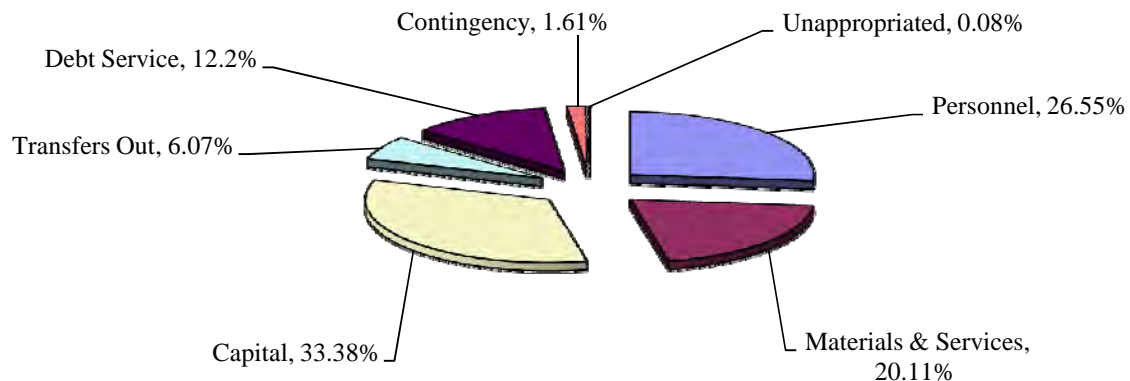


Table 4
BUDGET BY FUND AND REQUIREMENT TYPE
 Adopted Budget for Fiscal Year 2011-12

RESOURCES.....		
	Beginning Fund Balance	Resources	Total Resources
GENERAL FUND	\$ 3,221,200	\$ 27,258,100	\$ 30,479,300
SPECIAL REVENUE FUNDS			
Parks & Recreation	2,158,100	6,720,100	8,878,200
Grants	255,800	2,306,900	2,562,700
Building Inspection	173,700	1,127,900	1,301,600
Risk Management	11,212,800	2,197,500	13,410,300
Economic Development	374,200	1,058,900	1,433,100
Ambulance	40,000	2,204,300	2,244,300
Public Transit	220,000	1,384,700	1,604,700
Public Safety Levy	110,200	2,643,400	2,753,600
Capital Replacement	5,934,700	1,430,900	7,365,600
Street	7,963,000	4,946,500	12,909,500
Total Special Revenue Funds	28,442,500	26,021,100	54,463,600
SPECIAL REVENUE FUND			
Debt Service	599,600	2,280,800	2,880,400
Total Special Revenue Fund	599,600	2,280,800	2,880,400
CAPITAL PROJECT FUND			
Capital Projects	1,434,900	3,519,900	4,954,800
Total Capital Project Fund	1,434,900	3,519,900	4,954,800
PERMANENT FUNDS			
Senior Center Endowment	50,100	500	50,600
Library Trust	83,200	700	83,900
Total Permanent Funds	133,300	1,200	134,500
ENTERPRISE FUNDS			
Sewer	18,200,900	13,644,100	31,845,000
Water	14,720,000	12,297,100	27,017,100
Total Enterprise Funds	32,920,900	25,941,200	58,862,100
INTERNAL SERVICE FUNDS			
Central Services	457,900	5,404,500	5,862,400
Public Works Services	-	7,329,100	7,329,100
Total Internal Service Funds	457,900	12,733,600	13,191,500
ADOPTED BUDGET FOR 2011-12	\$67,210,300	\$ 97,755,900	\$164,966,200
Percent change from 2010-11	-12.89%	-19.54%	-16.95%
Percent of 2011-12 budget	40.74%	59.26%	100.00%
REVISED BUDGET FOR 2010-11	\$77,154,525	\$121,491,903	\$198,646,428
Percent of 2010-11 budget	38.84%	61.16%	100.00%

Table 4 summarizes resources and requirements by fund. The revised budget amounts for 2010-11 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
\$21,863,400	\$ 6,252,900	\$ -	\$ 823,700	\$ -	\$ 1,539,300	\$ -	\$ 30,479,300
2,799,700	2,700,000	1,696,400	1,378,200	-	303,900	-	8,878,200
33,500	813,000	1,716,200	-	-	-	-	2,562,700
907,000	382,100	-	12,500	-	-	-	1,301,600
26,800	1,600,000	10,943,500	840,000	-	-	-	13,410,300
179,800	822,700	210,000	177,100	43,500	-	-	1,433,100
1,884,800	359,500	-	-	-	-	-	2,244,300
871,500	678,200	55,000	-	-	-	-	1,604,700
-	-	-	2,753,600	-	-	-	2,753,600
-	552,000	6,808,900	4,700	-	-	-	7,365,600
839,700	2,990,200	8,415,600	664,000	-	-	-	12,909,500
7,542,800	10,897,700	29,845,600	5,830,100	43,500	303,900	-	54,463,600
-	1,500	-	-	2,878,900	-	-	2,880,400
-	1,500	-	-	2,878,900	-	-	2,880,400
-	87,700	2,739,400	2,127,700	-	-	-	4,954,800
-	87,700	2,739,400	2,127,700	-	-	-	4,954,800
-	300	-	-	-	-	50,300	50,600
-	4,400	-	-	-	-	79,500	83,900
-	4,700	-	-	-	-	129,800	134,500
2,124,900	6,192,900	9,198,500	388,500	13,535,500	404,700	-	31,845,000
2,378,500	6,420,600	13,285,100	845,500	3,672,100	415,300	-	27,017,100
4,503,400	12,613,500	22,483,600	1,234,000	17,207,600	820,000	-	58,862,100
4,192,800	1,669,600	-	-	-	-	-	5,862,400
5,680,200	1,648,900	-	-	-	-	-	7,329,100
9,873,000	3,318,500	-	-	-	-	-	13,191,500
\$43,782,600	\$33,176,500	\$ 55,068,600	\$10,015,500	\$20,130,000	\$2,663,200	\$ 129,800	\$164,966,200
3.49%	-0.82%	-26.46%	-51.84%	-15.93%	-14.94%	-0.84%	-16.95%
26.55%	20.11%	33.38%	6.07%	12.20%	1.61%	0.08%	100.00%
\$42,307,200	\$33,452,028	\$ 74,886,300	\$20,794,900	\$23,944,000	\$3,131,100	\$ 130,900	\$198,646,428
21.29%	16.84%	37.70%	10.47%	12.05%	1.58%	0.07%	100.00%

Table 5
BUDGET BY FUND/PROGRAM AND REQUIREMENT TYPE

Adopted Budget for Fiscal Year 2011-12

Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Conti- gency	Unappro- priated	Totals
GENERAL FUND								
Nondepartmental	\$ -	\$ 281,500	\$ -	\$ 823,700	\$ -	\$ 1,539,300	\$ -	\$ 2,644,500
Municipal Court	387,900	264,300	-	-	-	-	-	652,200
Code Enforcement	-	21,000	-	-	-	-	-	21,000
Fire Suppression	6,730,400	1,718,300	-	-	-	-	-	8,448,700
Public Safety Levy: Fire	911,900	80,300	-	-	-	-	-	992,200
Fire & Life Safety	607,300	159,100	-	-	-	-	-	766,400
Police	9,683,800	2,368,200	-	-	-	-	-	12,052,000
Public Safety Levy: Police	896,300	116,900	-	-	-	-	-	1,013,200
Planning	948,700	240,900	-	-	-	-	-	1,189,600
Housing	-	248,800	-	-	-	-	-	248,800
Library	1,697,100	753,600	-	-	-	-	-	2,450,700
Total General Fund	21,863,400	6,252,900	-	823,700	-	1,539,300	-	30,479,300
PARKS & RECREATION FUND								
Sports Services	135,400	100,500	-	-	-	-	-	235,900
Children/Youth/Family Rec Services	229,800	35,600	-	-	-	-	-	265,400
Resource Development/Marketing Services	252,900	43,700	-	-	-	-	-	296,600
Park Maintenance Services	914,400	909,400	20,000	-	-	-	-	1,843,800
Parks & Recreation Administration	422,200	685,300	-	218,200	-	303,900	-	1,629,600
Aquatic Services	493,100	229,800	52,000	-	-	-	-	774,900
Adult Recreation Services	299,800	202,700	-	-	-	-	-	502,500
Performance and Cultural Arts	49,100	353,200	-	-	-	-	-	402,300
Park SDC Projects	3,000	120,200	552,000	1,160,000	-	-	-	1,835,200
Senior Center Foundation	-	19,600	-	-	-	-	-	19,600
Parks Capital Improvement Program	-	-	1,072,400	-	-	-	-	1,072,400
Total Parks & Recreation Fund	2,799,700	2,700,000	1,696,400	1,378,200	-	303,900	-	8,878,200
GRANTS FUND								
911 Emergency Dispatch	-	244,200	-	-	-	-	-	244,200
Fire Station #12 Seismic Rehab Grant	-	-	265,200	-	-	-	-	265,200
Vista Volunteer	-	10,000	-	-	-	-	-	10,000
Regional US&R Exercise Phase 2	16,200	5,700	-	-	-	-	-	21,900
LEPC HazMat Funct Exer (20.703)	-	5,000	-	-	-	-	-	5,000
DOJ Bulletproof Vest	-	13,700	-	-	-	-	-	13,700
Periwinkle Path and Bridge	-	-	113,800	-	-	-	-	113,800
E Thornton Lake Nat Area Acquisition	-	-	1,000,000	-	-	-	-	1,000,000
10-11 SHPO Historic Preservation Grant	-	8,000	-	-	-	-	-	8,000
10-11 Oregon CDBG Housing Rehab Grant	-	205,200	-	-	-	-	-	205,200
2011-13 Transportation Growth Mgmt	-	175,000	-	-	-	-	-	175,000
Library Foundation	-	41,000	25,200	-	-	-	-	66,200
Oregon Community Foundation	-	99,600	-	-	-	-	-	99,600
State Library Grant	400	5,600	-	-	-	-	-	6,000
FAA Annual Capital Grant	-	-	312,000	-	-	-	-	312,000
Title XIX Grant	16,900	-	-	-	-	-	-	16,900
Total Grants Fund	33,500	813,000	1,716,200	-	-	-	-	2,562,700
BUILDING INSPECTION FUND								
Building Inspection	754,600	347,800	-	12,500	-	-	-	1,114,900
Electrical Permit Program	91,400	27,800	-	-	-	-	-	119,200
ADA Code Enforcement	61,000	6,500	-	-	-	-	-	67,500
Total Building Inspection Fund	907,000	382,100	-	12,500	-	-	-	1,301,600
RISK MANAGEMENT FUND								
Risk Management	-	1,578,800	-	-	-	-	-	1,578,800
PepsiCo Settlement Projects	-	-	10,943,500	840,000	-	-	-	11,783,500
HARP	26,800	21,200	-	-	-	-	-	48,000
Total Risk Management Fund	26,800	1,600,000	10,943,500	840,000	-	-	-	13,410,300

continued

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

Adopted Budget for Fiscal Year 2011-12

Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Conti- gency	Unappro- priated	Totals
ECONOMIC DEVELOPMENT FUND								
Target Utilities	-	-	-	-	43,500	-	-	43,500
Economic Development Activities	124,800	622,200	-	161,500	-	-	-	908,500
Albany Municipal Airport	55,000	200,500	163,600	-	-	-	-	419,100
Municipal Airport Capital Projects	-	-	46,400	15,600	-	-	-	62,000
Total Economic Development Fund	179,800	822,700	210,000	177,100	43,500	-	-	1,433,100
AMBULANCE FUND								
Ambulance	1,884,800	359,500	-	-	-	-	-	2,244,300
Total Ambulance Fund	1,884,800	359,500	-	-	-	-	-	2,244,300
PUBLIC TRANSIT FUND								
Albany Transit System	353,800	320,300	10,000	-	-	-	-	684,100
Linn-Benton Loop	284,700	224,400	-	-	-	-	-	509,100
Paratransit System	233,000	133,500	45,000	-	-	-	-	411,500
Total Public Transit Fund	871,500	678,200	55,000	-	-	-	-	1,604,700
PUBLIC SAFETY LEVY FUND								
Public Safety Levy	-	-	-	2,753,600	-	-	-	2,753,600
Total Public Safety Levy Fund	-	-	-	2,753,600	-	-	-	2,753,600
CAPITAL REPLACEMENT FUND								
Equipment Replacement	-	400,000	3,461,500	4,700	-	-	-	3,866,200
City Facilities Replacement	-	-	531,000	-	-	-	-	531,000
GF Facilities Maintenance Projects	-	-	383,600	-	-	-	-	383,600
IT Equipment Replacement	-	152,000	1,722,100	-	-	-	-	1,874,100
Facilities Replacement	-	-	710,700	-	-	-	-	710,700
Total Capital Replacement Fund	-	552,000	6,808,900	4,700	-	-	-	7,365,600
STREET FUND								
Street Maintenance	839,700	1,523,000	11,500	-	-	-	-	2,374,200
Street Administration	-	999,900	-	114,000	-	-	-	1,113,900
Street Capital & Restoration	-	460,500	2,029,400	50,000	-	-	-	2,539,900
N. Albany Frontage Fee Projects	-	-	758,200	-	-	-	-	758,200
Transportation SDC Imp Fee	-	6,000	5,568,700	500,000	-	-	-	6,074,700
Transportation SDC Reimb Fee	-	800	47,800	-	-	-	-	48,600
Total Street Fund	839,700	2,990,200	8,415,600	664,000	-	-	-	12,909,500
DEBT SERVICE FUND								
Bancroft Debt Service	-	-	-	-	206,900	-	-	206,900
1995 Fairgrounds Revenue Bonds	-	-	-	-	-	-	-	-
2002 LTD Tax Pension Bonds	-	-	-	-	845,400	-	-	845,400
2004 Revenue Obligations	-	600	-	-	419,000	-	-	419,600
2007 GO Refunding Bonds	-	900	-	-	1,407,600	-	-	1,408,500
Total Debt Service Fund	-	1,500	-	-	2,878,900	-	-	2,880,400
CAPITAL PROJECTS FUND								
Albany Data Integration Project	-	87,700	7,400	-	-	-	-	95,100
LID Construction Projects	-	-	1,580,000	2,127,700	-	-	-	3,707,700
Albany Station REA Building	-	-	110,000	-	-	-	-	110,000
Albany Station Pathway	-	-	157,000	-	-	-	-	157,000
North Albany Park & Ride	-	-	885,000	-	-	-	-	885,000
ST-07-03 53rd Ave Bridge/Roadway	-	-	-	-	-	-	-	-
Total Capital Projects Fund	-	87,700	2,739,400	2,127,700	-	-	-	4,954,800
SENIOR CENTER ENDOWMENT FUND								
Senior Center Endowment	-	300	-	-	-	-	50,300	50,600
Total Senior Center Endowment Fund	-	300	-	-	-	-	50,300	50,600
LIBRARY TRUST FUND								
V. O. Torney Trust	-	2,900	-	-	-	-	10,000	12,900
Manela Trust	-	1,500	-	-	-	-	69,500	71,000
Total Library Trust Fund	-	4,400	-	-	-	-	79,500	83,900

continued

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

Adopted Budget for Fiscal Year 2011-12

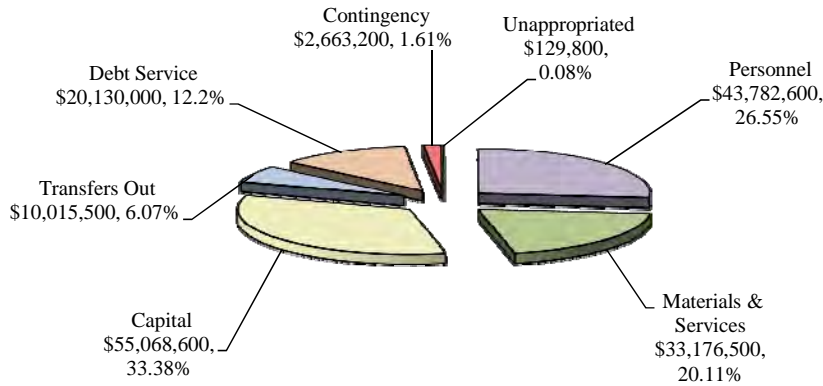
Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Conti- gency	Unappro- priated	Totals
SEWER FUND								
Sewer Environmental Services	437,500	162,300	-	-	-	-	-	599,800
Wastewater Treatment Plant	684,800	1,719,600	-	-	-	-	-	2,404,400
Wastewater Collection	819,700	1,019,600	70,000	-	-	-	-	1,909,300
Wastewater Administration	69,500	2,230,000	-	326,000	-	404,700	-	3,030,200
Water Reuse and Biosolids	102,000	254,400	60,000	-	-	-	-	416,400
Sewer System Capital Projects	-	807,000	5,483,300	-	-	-	-	6,290,300
Sewer Equipment Replacement	-	-	1,224,600	-	-	-	-	1,224,600
Sewer SDC Improvement Fee Projects	-	-	914,400	-	-	-	-	914,400
Sewer SDC Reimbursement Fee Projects	-	-	235,500	-	-	-	-	235,500
Sewer Debt Service	-	-	-	-	13,535,500	-	-	13,535,500
Sewer Economic Development	-	-	410,700	62,500	-	-	-	473,200
Wastewater Facilities Improvement	-	-	-	-	-	-	-	-
Wetlands Treatment Project	11,400	-	800,000	-	-	-	-	811,400
Total Sewer Fund	2,124,900	6,192,900	9,198,500	388,500	13,535,500	404,700	-	31,845,000
WATER FUND								
Water Administration	167,500	2,458,700	-	430,000	-	415,300	-	3,471,500
Water Canal Maintenance	319,700	422,700	110,000	-	-	-	-	852,400
Vine Street Water Treatment Plant	302,000	569,700	55,000	-	-	-	-	926,700
Water Distribution	975,900	902,400	40,000	-	-	-	-	1,918,300
Albany-Millersburg WTP	613,400	957,000	-	-	-	-	-	1,570,400
Water SDC Improvement Fee Projects	-	-	1,362,600	353,000	-	-	-	1,715,600
Water SDC Reimbursement Fee Projects	-	-	1,139,100	-	-	-	-	1,139,100
2003 Water Bond Projects	-	78,000	2,466,300	-	-	-	-	2,544,300
Water Debt Service	-	600	-	-	3,672,100	-	-	3,672,700
Water GO Debt Service	-	-	-	-	-	-	-	-
Water Capital: Canal	-	-	72,200	-	-	-	-	72,200
Water System Capital Projects	-	1,031,500	6,119,600	-	-	-	-	7,151,100
Water Economic Development	-	-	645,000	62,500	-	-	-	707,500
North Albany Water Capital Projects	-	-	538,200	-	-	-	-	538,200
Water Equipment Replacement	-	-	737,100	-	-	-	-	737,100
Total Water Fund	2,378,500	6,420,600	13,285,100	845,500	3,672,100	415,300	-	27,017,100
CENTRAL SERVICES FUND								
Finance	1,128,100	264,000	-	-	-	-	-	1,392,100
Council & Nondepartmental	15,900	256,700	-	-	-	-	-	272,600
City Manager's Office	810,500	339,000	-	-	-	-	-	1,149,500
Information Technology Services	1,033,300	221,200	-	-	-	-	-	1,254,500
GIS Services	326,000	112,400	-	-	-	-	-	438,400
Permit Tracking	54,300	42,600	-	-	-	-	-	96,900
Human Resources	485,300	131,000	-	-	-	-	-	616,300
Facilities Maintenance	339,400	302,700	-	-	-	-	-	642,100
Total Central Services Fund	4,192,800	1,669,600	-	-	-	-	-	5,862,400
PUBLIC WORKS SERVICES FUND								
PW Administration	406,700	201,400	-	-	-	-	-	608,100
Engineering Services	2,301,300	342,400	-	-	-	-	-	2,643,700
Operations Administration	916,500	432,200	-	-	-	-	-	1,348,700
Water Quality Control Services	288,100	79,800	-	-	-	-	-	367,900
PW Customer Services	685,600	438,500	-	-	-	-	-	1,124,100
Facilities & Maintenance Engineering	1,082,000	154,600	-	-	-	-	-	1,236,600
Total Engineering/Water Quality Fund	5,680,200	1,648,900	-	-	-	-	-	7,329,100
Grand Totals	\$ 43,782,600	\$33,176,500	\$55,068,600	\$ 10,015,500	\$20,130,000	\$2,663,200	\$ 129,800	\$164,966,200

Table 5 summarizes the 2011-12 budget by fund, program, and requirement type.

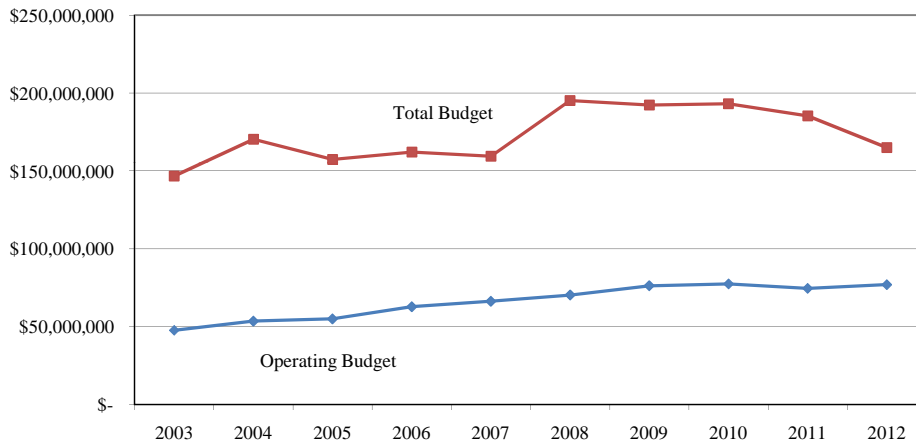
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Table 5
BUDGET BY FUND/PROGRAM AND REQUIREMENT TYPE, continued
 Adopted Budget for Fiscal Year 2011-12

2011-12 Budget by Requirement Type



**Operating Budget and Total Budget for Fiscal Years
 Ended/Ending June 30, 2003, through 2012**



Fiscal Year June 30,	Personnel	Materials & Supplies	Total Operating Budget	Total Budget	Operating Budget as % of Total Budget
2003	\$ 24,192,300	\$23,497,200	\$47,689,500	\$146,612,800	32.53%
2004	27,298,800	26,244,660	53,543,460	170,380,760	31.43%
2005	29,026,900	26,024,200	55,051,100	157,374,800	34.98%
2006	32,478,700	30,358,200	62,836,900	162,127,100	38.76%
2007	35,058,800	31,266,900	66,325,700	159,328,600	41.63%
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%

Table 6

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

Adopted Budget for Fiscal Year 2011-12

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	\$ 1,539,300	U Designated for General Fund activities
Total General Fund	1,539,300	5.05% of General Fund budget
PARKS & RECREATION FUND		
202-35-1408-99005 Contingencies	303,900	U Designated for Parks activities
202-35-1500-90012 Reserve: Capital Projects	552,000	R Restricted to Parks SDC projects
202-35-1507-90014 Reserve: Parks Capital Projects	52,400	U Designated for Parks capital projects
Total Parks & Recreation Fund	908,300	10.23% of Parks & Recreation Fund budget
RISK MANAGEMENT FUND		
208-10-1005-69016 Reserve: Risk Management	1,550,800	U Designated for potential risk management liabilities
208-10-1037-90015 Reserve: PepsiCo Settlement	10,943,500	U Designated for City Council approved projects
Total Risk Management Fund	12,494,300	93.17% of Risk Management Fund budget
ECONOMIC DEVELOPMENT FUND		
211-10-1007-95000 Reserve: Debt Service	4,200	R Restricted to debt service
211-11-1101-69020 Reserve: Economic Development	100,000	U Designated for economic development activities
211-50-1103-90017 Reserve: Facilities Maintenance	163,600	U Designated for airport facilities maintenance
211-50-1115-90012 Reserve: Capital Projects	46,400	U Designated for airport capital projects
Total Economic Development Fund	314,200	21.92% of Economic Development Fund budget
PUBLIC TRANSIT FUND		
213-50-1106-69015 Reserve: Operating	34,200	U Designated for Albany Transit operations
213-50-1106-69019 Reserve: Grant Match	45,900	U Designated for matching grant
213-50-1106-69022 Reserve: Bus Barn	20,000	U Designated for bus barn
213-50-1107-69015 Reserve: Operating	21,500	U Designated for Loop operations
213-50-1108-69015 Reserve: Operating	18,000	U Designated for Paratransit operations
213-50-1108-69019 Reserve: Grant Match	15,500	U Designated for matching grant
Total Public Transit Fund	155,100	9.67% of Public Transit Fund budget
CAPITAL REPLACEMENT FUND		
217-10-1010-90004 Reserve: Replacement	2,846,500	U Designated for equipment replacement
217-10-1034-90008 Reserve: Building Replacement	341,000	U Designated for building replacement
217-10-2002-90010 Reserve: Building Maintenance	350,800	U Designated for building maintenance projects
217-10-2002-90020 Reserve: Monteith House	7,800	U Designated for Monteith House projects
217-13-1031-90004 Reserve: Replacement	1,722,100	U Designated for Information Technology equipment
217-50-2018-90019 Reserve: Facilities Replacement	500,700	U Designated for Public Works facilities replacement
Total Capital Replacement Fund	5,768,900	78.32% of Capital Replacement Fund budget
STREET FUND		
250-50-2700-90009 Reserve: Street Connection Fees	39,600	U Designated for street capital projects
250-50-2700-90012 Reserve: Capital Projects	57,800	U Designated for street capital projects
250-50-2701-90012 Reserve: Capital Projects	507,200	U Designated for capital projects
250-50-2703-90012 Reserve: Capital Projects	5,315,700	U Designated for capital projects
250-50-2704-90012 Reserve: Capital Projects	47,800	U Designated for capital projects
Total Street Fund	5,968,100	46.23% of Street Fund budget
DEBT SERVICE FUND		
301-10-1021-95000 Reserve: Debt Service	340,100	R Restricted to debt service
301-10-1050-95000 Reserve: Debt Service	118,400	R Restricted to debt service
Total Debt Service Fund	458,500	15.92% of Debt Service Fund budget

continued

Table 6

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

Adopted Budget for Fiscal Year 2011-12

Fund/Account#/Description	Reserved Amount	Description/Percent of Fund Budget
CAPITAL PROJECTS FUND		
402-10-1011-90012 Reserve: Capital Projects	7,400	U Designated for LID construction projects
402-10-1012-90012 Reserve: Capital Projects	880,000	U Designated for LID construction projects
Total Capital Projects Fund	887,400	17.91% of Capital Projects Fund budget
SENIOR CENTER ENDOWMENT FUND		
501-35-1418-99505 Unappropriated Surplus	50,300	R Restricted endowment donations
Total Senior Center Endowment Fund	50,300	99.41% of Senior Center Endowment Fund budget
LIBRARY TRUST FUND		
502-45-1703-99505 Unappropriated Surplus	10,000	R Restricted endowment donations
502-45-1704-99505 Unappropriated Surplus	69,500	R Restricted endowment donations
Total Library Trust Fund	79,500	94.76% of Library Trust Fund budget
SEWER FUND		
601-50-2407-99005 Contingencies	404,700	U Designated for sewer operations
601-50-2500-90003 Reserve: Connection Fees	590,800	U Designated for sewer system capital projects
601-50-2500-90011 Reserve: Storm Drain Collection Fees	40,800	U Designated for sewer system capital projects
601-50-2500-90012 Reserve: Capital Projects	1,120,000	U Designated for sewer system capital projects
601-50-2500-90016 Reserve: Land	175,000	U Designated for sewer system capital projects
601-50-2501-90007 Reserve: Equipment Replacement	966,600	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	267,100	R Restricted SDC - capacity increasing projects
601-50-2503-90012 Reserve: Capital Projects	235,500	R Restricted SDC - general capital improvements
601-50-2504-95001 Reserve: SDC-I	3,615,300	U Designated for debt service
601-50-2504-95002 Reserve: Rates	1,858,700	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	410,700	U Designated for sewer capital projects
Total Sewer Fund	12,148,200	38.15% of Sewer Fund budget
WATER FUND		
615-50-2202-99005 Contingencies	415,300	U Designated for water operations
615-50-2300-90001 Reserve: Pipe Over-sizing	10,000	U Designated for water system pipe over-sizing
615-50-2300-90012 Reserve: Capital Projects	1,145,200	R Restricted to SDC - improvement fee projects
615-50-2301-90012 Reserve: Capital Projects	934,300	R Restricted to SDC - reimbursement fee projects
615-50-2305-95007 Bond Payment Stabilization Reserve	1,145,200	U Designated for debt service
615-50-2307-90002 Reserve: Canal Capital	72,200	U Designated for water canal maintenance
615-50-2308-90003 Reserve: Connection Fees	518,300	U Designated for water capital projects
615-50-2308-90012 Reserve: Capital Projects	1,512,400	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	238,200	R Restricted to North Albany water projects
615-50-2311-90007 Reserve: Equipment Replacement	737,100	U Designated for water equipment replacement
Total Water Fund	7,228,200	26.75% of Water Fund budget
TOTAL RESTRICTED RESERVES	3,974,800	
TOTAL DESIGNATED RESERVES	44,025,500	
TOTAL RESERVES	\$48,000,300	

Table 7
HISTORICAL FINANCIAL INFORMATION BY FUND AND FUND TYPE
 Adopted Budget for Fiscal Year 2011-12

Fund type/Fund name	2008-09 Actual	2009-10 Actual2010-11.....		2011-12 Adopted Budget	% Change from 2010-11
			Adopted Budget	Revised Budget		
GENERAL FUND	\$ 26,712,497	\$ 27,145,259	\$ 29,401,100	\$ 29,410,225	\$ 30,479,300	3.64%
SPECIAL REVENUE FUNDS						
Parks & Recreation	8,050,062	5,634,819	9,328,900	10,578,900	8,878,200	(16.08%)
Grants	1,955,018	2,512,700	5,160,800	5,223,452	2,562,700	(50.94%)
Building Inspection	1,552,246	1,278,901	1,413,000	1,413,000	1,301,600	(7.88%)
Risk Management	757,499	499,939	19,273,000	20,273,000	13,410,300	(33.85%)
Economic Development	1,022,762	941,260	1,204,600	1,204,600	1,433,100	18.97%
Ambulance	2,200,640	2,142,409	2,217,000	2,217,000	2,244,300	1.23%
Public Transit	1,019,282	1,221,611	1,273,300	1,363,300	1,604,700	17.71%
Public Safety Levy	2,586,766	2,527,658	2,977,500	2,977,500	2,753,600	(7.52%)
Capital Replacement	1,968,880	2,835,716	7,010,800	7,012,151	7,365,600	5.04%
Street	5,563,530	4,022,067	12,457,900	12,457,900	12,909,500	3.63%
Total Special Revenue Funds	26,676,685	23,617,080	62,316,800	64,720,803	54,463,600	(15.85%)
DEBT SERVICE FUNDS						
Debt Service	2,423,511	2,522,766	3,956,100	4,746,100	2,880,400	(39.31%)
Total Debt Service Funds	2,423,511	2,522,766	3,956,100	4,746,100	2,880,400	(39.31%)
CAPITAL PROJECT FUND						
Capital Projects	4,576,391	3,316,354	5,386,600	10,656,000	4,954,800	(53.50%)
Total Capital Project Fund	4,576,391	3,316,354	5,386,600	10,656,000	4,954,800	(53.50%)
PERMANENT FUNDS						
Senior Center Endowment	2,400	385	53,400	53,400	50,600	(5.24%)
Library Trust	2,880	5,791	87,600	87,600	83,900	(4.22%)
Total Permanent Funds	5,280	6,176	141,000	141,000	134,500	(4.61%)
ENTERPRISE FUNDS						
Sewer	25,395,487	36,093,241	42,671,400	45,616,200	31,845,000	(30.19%)
Water	16,833,392	17,131,723	28,281,300	30,285,900	27,017,100	(10.79%)
Total Enterprise Funds	42,228,879	53,224,964	70,952,700	75,902,100	58,862,100	(22.45%)
INTERNAL SERVICE FUNDS						
Central Services	5,874,021	5,880,365	5,800,400	5,800,400	5,862,400	1.07%
Public Works Services	6,806,744	6,865,138	7,269,800	7,269,800	7,329,100	0.82%
Total Internal Service Funds	12,680,765	12,745,503	13,070,200	13,070,200	13,191,500	0.93%
Totals for All Fund Types	\$115,304,008	\$122,578,102	\$185,224,500	\$198,646,428	\$164,966,200	(16.95%)

Table 7 summarizes the 2011-12 Budget by fund and fund type. Also included are the actual expenditures for the 2008-09 and the 2009-10 fiscal years as well as the 2010-11 adopted and revised budgets.

Table 8
PROJECTED FUND BALANCES
 Adopted Budget for Fiscal Year 2011-12

Fund Type/Fund Name	July 1, 2011 Fund BalanceResources.....		Operating:	Capital (2)	Transfers Out	Debt Service (3)	Projected June 30, 2012, Fund Balance
		Current	Transfers In	Personnel, Materials & Services (1)				
GENERAL FUND	\$ 3,221,200	\$ 24,618,600	\$ 2,639,500	\$28,116,300	\$ -	\$ 823,700	\$ -	\$ 1,539,300
SPECIAL REVENUE FUNDS								
Parks & Recreation	2,158,100	5,383,800	1,336,300	5,499,700	1,092,000	1,378,200	-	908,300
Grants	255,800	2,102,300	204,600	846,500	1,716,200	-	-	-
Building Inspection	173,700	1,060,400	67,500	1,289,100	-	12,500	-	-
Risk Management	11,212,800	69,800	2,127,700	76,000	-	840,000	-	12,494,300
Economic Development	374,200	887,400	171,500	902,500	-	177,100	39,300	314,200
Ambulance	40,000	1,959,000	245,300	2,244,300	-	-	-	-
Public Transit	220,000	1,013,900	370,800	1,394,600	55,000	-	-	155,100
Public Safety Levy	110,200	2,643,400	-	-	-	2,753,600	-	-
Capital Replacement	5,934,700	1,373,100	57,800	552,000	1,040,000	4,700	-	5,768,900
Street	7,963,000	4,188,900	757,600	3,829,900	2,447,500	664,000	-	5,968,100
Total Special Revenue Funds	28,442,500	20,682,000	5,339,100	16,634,600	6,350,700	5,830,100	39,300	25,608,900
DEBT SERVICE FUND								
Debt Service	599,600	1,827,200	453,600	1,500	-	-	2,420,400	458,500
Total Debt Service Fund	599,600	1,827,200	453,600	1,500	-	-	2,420,400	458,500
CAPITAL PROJECT FUND								
Capital Projects	1,434,900	3,019,900	500,000	87,700	1,852,000	2,127,700	-	887,400
Total Capital Project Fund	1,434,900	3,019,900	500,000	87,700	1,852,000	2,127,700	-	887,400
PERMANENT FUNDS								
Senior Center Endowment	50,100	500	-	300	-	-	-	50,300
Library Trust	83,200	700	-	4,400	-	-	-	79,500
Total Permanent Funds	133,300	1,200	-	4,700	-	-	-	129,800
Total Governmental Fund Types	33,831,500	50,148,900	8,932,200	44,844,800	8,202,700	8,781,500	2,459,700	28,623,900
ENTERPRISE FUNDS								
Sewer	18,200,900	12,804,100	840,000	8,317,800	5,382,000	388,500	5,608,500	12,148,200
Water	14,720,000	11,944,100	353,000	8,799,100	7,617,400	845,500	2,526,900	7,228,200
Total Enterprise Funds	32,920,900	24,748,200	1,193,000	17,116,900	12,999,400	1,234,000	8,135,400	19,376,400
INTERNAL SERVICE FUNDS								
Central Services	457,900	5,404,500	-	5,862,400	-	-	-	-
Public Works Services	-	7,329,100	-	7,329,100	-	-	-	-
Total Internal Service Funds	457,900	12,733,600	-	13,191,500	-	-	-	-
Total Proprietary Fund Types	33,378,800	37,481,800	1,193,000	30,308,400	12,999,400	1,234,000	8,135,400	19,376,400
Total All Fund Types	\$67,210,300	\$ 87,630,700	\$10,125,200	\$75,153,200	\$21,202,100	\$10,015,500	\$10,595,100	\$ 48,000,300

The projected June 30, 2012, fund balance is determined by subtracting the total requirements from the sum of the total resources and the Beginning Balance for July 1, 2011. Amounts held in reserve for future operating requirements, debt service, and capital projects total \$1,805,900, \$33,866,500, and \$9,534,900, respectively. The reserved amounts are included in the projected June 30, 2012, fund balance.

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

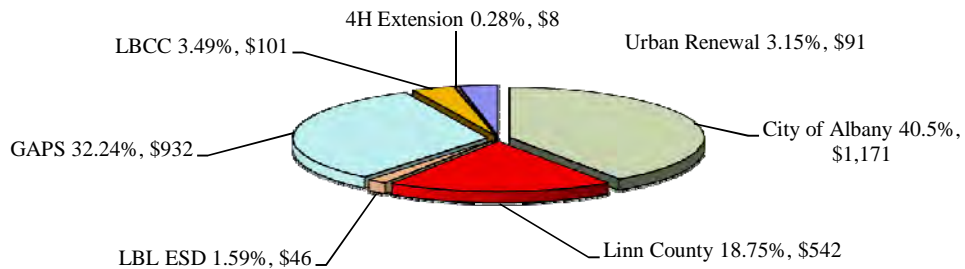
Table 9

PROPERTY TAX RATES - ALL OVERLAPPING DISTRICTS

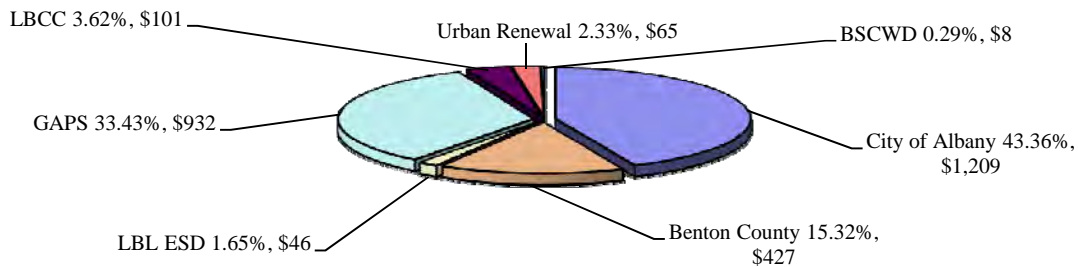
Per \$1,000 of Assessed Value

Fiscal Year 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
2002	Linn	7.30	3.05	0.30	5.07	0.72	-	-	-	16.44
	Benton	7.30	2.85	0.30	5.07	0.70	-	-	-	16.22
2003	Linn	7.23	3.04	0.30	4.93	0.69	-	0.18	-	16.37
	Benton	7.23	2.85	0.30	4.93	0.70	-	0.18	-	16.19
2004	Linn	8.12	3.34	0.30	4.93	0.67	-	0.20	-	17.56
	Benton	8.12	2.86	0.28	4.64	0.64	-	0.15	-	16.69
2005	Linn	8.0355	3.3680	0.3005	4.8902	0.6706	-	0.2650	-	17.53
	Benton	8.0355	2.4929	0.3005	4.8902	0.6706	-	-	-	16.39
2006	Linn	7.9573	3.3122	0.2999	4.8447	0.6746	-	0.2961	-	17.3848
	Benton	7.9573	2.4934	0.2999	4.8447	0.6746	-	0.2050	0.0500	16.5249
2007	Linn	7.8663	3.3123	0.2992	4.7964	0.6678	-	0.3373	-	17.2793
	Benton	7.8663	2.4641	0.2992	4.7964	0.6678	-	0.2295	0.0500	16.3733
2008	Linn	7.8618	3.5969	0.2984	6.0328	0.6589	-	0.4229	-	18.8717
	Benton	7.8618	2.4652	0.2984	6.0328	0.6589	-	0.2608	0.0500	17.6279
2009	Linn	7.7737	3.5129	0.2964	6.0349	0.6577	-	0.5233	-	18.7989
	Benton	7.7994	3.1052	0.2977	6.0552	0.6606	-	0.3271	0.0500	18.2952
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	-	0.3628	0.0500	18.0001
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	-	0.4359	0.0500	18.5828

**City of Albany (Linn County)
2010-11 Property Taxes, \$150,000 Assessed Value
Total Property Tax Imposed \$2,891**



**City of Albany (Benton County)
2010-11 Property Taxes, \$150,000 Assessed Value
Total Property Tax Imposed \$2,788**



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

Table 10

PROPERTY TAX INFORMATION - 2011-12 ADOPTED BUDGET**2011-12 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
2010-11 Actual tax to be collected (amount levied)	\$ 16,884,697	\$ 3,983,480	\$ 20,868,177
Estimated increase in the amount to be levied in 2011-12	3.50%	3.50%	3.50%
Estimated 2011-12 tax levy	\$ 17,475,661	\$ 4,122,902	\$ 21,598,563
Estimated Collection Rate	93.47%	93.47%	93.47%
Total Estimated Tax Collections (General & Parks Funds)	\$ 16,334,500	\$ 3,853,676	\$ 20,188,177
Allocation of Estimated Tax to be Collected			
General Fund (80%)			\$ 16,150,542
Parks Fund (20%)			\$ 4,037,635
Estimated Rate Per \$1,000 of Assessed Value (AV)			\$ 6.53

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

Public Safety Levy Property Tax Data	Linn	Benton	Total
2010-11 Actual tax to be collected (amount levied)	\$ 2,138,608	\$ 523,454	\$ 2,662,062
Estimated % increase in the amount to be levied in 2011-12	3.50%	3.50%	3.50%
Estimated 2011-12 tax levy	\$ 2,213,459	\$ 541,775	\$ 2,755,234
Estimated Collection Rate	93.47%	93.47%	93.47%
Total Estimated tax collections for the Public Safety Levy	\$ 2,068,920	\$ 506,397	\$ 2,575,317
Estimated Rate \$1,000 of Assessed Value			\$ 0.83266

General Obligation Debt Service Property Tax Requirements for Fiscal Year 2011-12

General Obligation Debt Service Requirements	Levy Amount*	Budget
Debt Service Fund: 2007 GO Refunding Bonds	\$ 1,379,266	\$ 1,289,200
Total General Obligation Debt Service Requirements	\$ 1,379,266	\$ 1,289,200

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

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

2007 GO Refunding Bonds	\$ 0.41683
Total Estimated Rate per \$1,000 of assessed value	\$ 0.41683

Estimated Total Taxes to be Levied for Fiscal Year 2011-12

General Fund	\$ 17,278,850
Parks & Recreation Fund	4,319,713
Public Safety Levy	2,755,234
General Obligation Debt Service	1,379,266
Estimated Total Taxes to be levied	\$ 25,733,063
Estimated Collection Rate	93.47%
Estimated Current Tax Collections	\$ 24,052,694

Table 10

PROPERTY TAX INFORMATION - 2011-12 ADOPTED BUDGET, continued**Estimated 2011-12 City Assessed Value for Linn and Benton Counties**

Assessed Value	Linn	Benton	Total
2010-11 actual assessed value	\$ 2,618,801,545	\$ 578,241,790	\$3,197,043,335
Estimated increase in assessed value	3.50%	3.50%	3.50%
Estimated 2011-12 assessed value	\$ 2,710,459,599	\$ 598,480,253	\$3,308,939,852

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

2010-11 Actual Assessed Value

County	City AV	Percent of Total
Linn	\$ 2,618,801,545	81.91%
Benton	578,241,790	18.09%
Totals	\$ 3,197,043,335	100.00%

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

2010-11 Actual Assessed Value

County	Total City AV	Total County AV	City % of Total County AV
Linn	\$2,618,801,545	\$ 7,786,116,833	33.63%
Benton	578,241,790	6,355,074,797	9.10%
Totals	\$3,197,043,335	\$14,141,191,630	22.61%

Budgeted Current and Delinquent Property Tax Collections for 2011-12

Fund Name (Percent of Total Collections)	Current	Delinquent	Total
General Fund (67.17%)	\$ 16,150,500	\$ 400,000	\$ 16,550,500
Parks & Recreation Fund (16.81%)	4,037,600	105,000	4,142,600
Public Safety Levy Fund (10.71%)	2,568,400	70,000	2,638,400
Debt Service Fund (5.31%)	1,289,200	20,000	1,309,200
Total budgeted property tax collections	\$ 24,045,700	\$ 595,000	\$ 24,640,700

Use of Property Tax Resources for 2011-12

Description	Total Taxes	Percent of Total
General obligation debt service	\$ 1,309,200	5.31%
General Fund, Parks & Recreation Fund	20,693,100	83.98%
Public Safety Local Option Levy	2,638,400	10.71%
Totals	\$ 24,640,700	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
2003	14,898,722	\$ 10,182,095	\$ 2,873,152	\$ -	\$ 1,069,307	\$ 774,168
2004	17,493,832	10,782,290	3,041,580	1,797,480	1,077,292	795,190
2005	18,130,825	11,440,187	2,872,603	1,973,168	1,063,905	780,962
2006	19,693,856	12,505,234	3,133,826	2,171,708	1,113,145	769,943
2007	20,591,504	13,193,675	3,300,794	2,349,289	988,952	758,794
2008	21,829,001	13,989,405	3,498,175	2,462,996	1,055,622	822,803
2009	22,565,645	14,577,623	3,643,784	2,547,957	995,531	800,750
2010	23,609,153	15,223,744	3,806,005	2,628,400	1,294,417	656,587
2011	24,384,900	15,648,700	3,901,200	2,698,300	2,136,700	-
2012	24,640,700	16,550,500	4,142,600	2,638,400	1,309,200	-

¹ Actual tax receipts for fiscal years ended June 30, 2003, through 2010. Budgeted receipts for fiscal years ending June 30, 2011, and 2012.

² Current plus delinquent taxes.

Percent of Total Current and Delinquent Taxes Received by Fund
Last Ten Fiscal Years ¹

Fiscal Year June 30,	Total Property Taxes Received	General Fund	Parks & Recreation	Public Safety Levy	General Obligation Debt Service	General Obligation Debt-Water
2003	100.00%	68.34%	19.28%	na	7.18%	5.20%
2004	100.00%	61.63%	17.39%	10.27%	6.16%	4.55%
2005	100.00%	63.10%	15.84%	10.88%	5.87%	4.31%
2006	100.00%	63.50%	15.91%	11.03%	5.65%	3.91%
2007	100.00%	64.08%	16.03%	11.41%	4.80%	3.68%
2008	100.00%	64.08%	16.03%	11.28%	4.84%	3.77%
2009	100.00%	64.60%	16.15%	11.29%	4.41%	3.55%
2010	100.00%	64.49%	16.12%	11.13%	5.48%	2.78%
2011	100.00%	64.17%	16.00%	11.07%	8.76%	0.00%
2012	100.00%	67.17%	16.81%	10.71%	5.31%	0.00%

**Percent of Estimated Total Current and Delinquent Taxes
to be Received by Fund for Fiscal Year 2011-12**

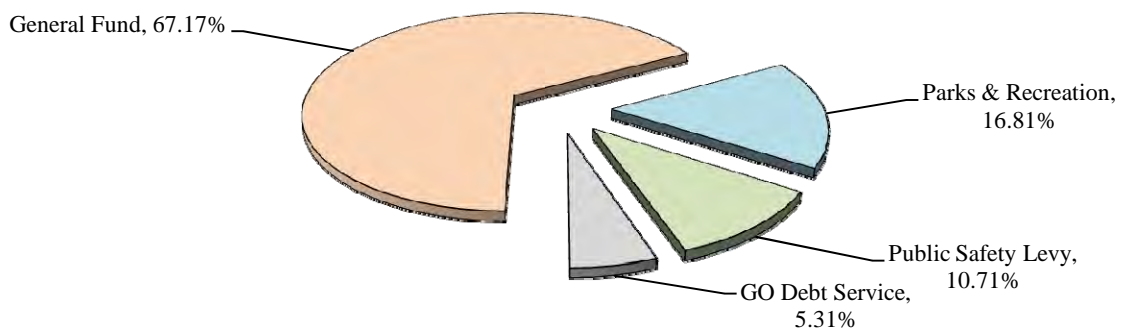
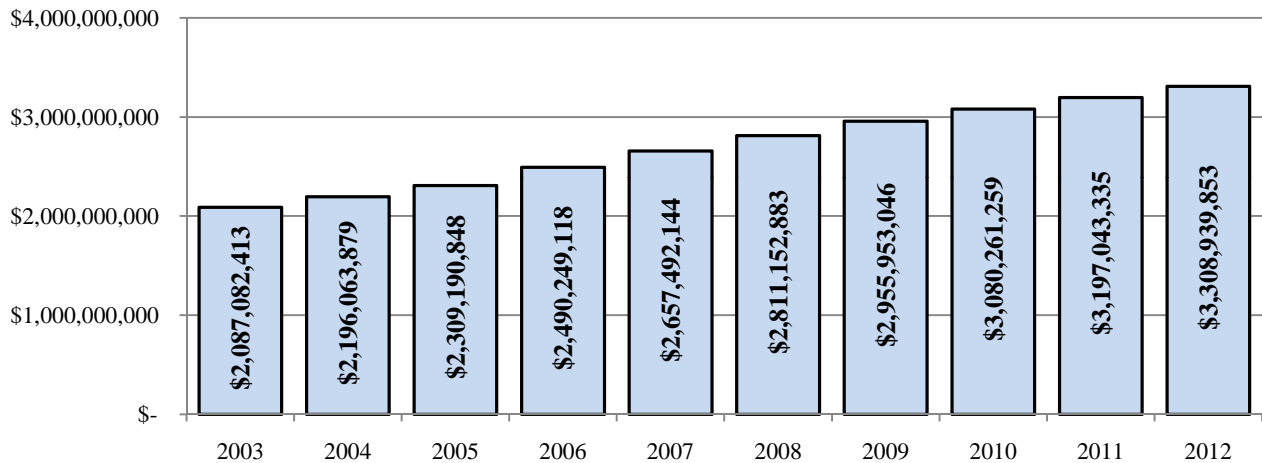


Table 12
Net Assessed Value Used to Compute Property Tax
Last Ten Fiscal Years ¹

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				
2003	\$ 1,775,479,227	\$ 22,646,610	\$ 1,752,832,617	\$ 334,249,796	\$ 2,087,082,413	na
2004	1,861,193,606	24,077,227	1,837,116,379	358,947,500	2,196,063,879	5.22%
2005	1,947,576,161	34,121,937	1,913,454,224	395,736,624	2,309,190,848	5.15%
2006	2,103,172,514	41,571,478	2,061,601,036	428,648,082	2,490,249,118	7.84%
2007	2,253,632,887	50,945,385	2,202,687,502	454,804,642	2,657,492,144	6.72%
2008	2,386,005,384	62,008,472	2,323,996,912	487,155,971	2,811,152,883	5.78%
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	2,815,579,241	105,119,641	2,710,459,600	598,480,253	3,308,939,853	3.50%

¹ Actual assessed values for Fiscal Years 2003 through 2011. Estimated value for Fiscal Year 2012.



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

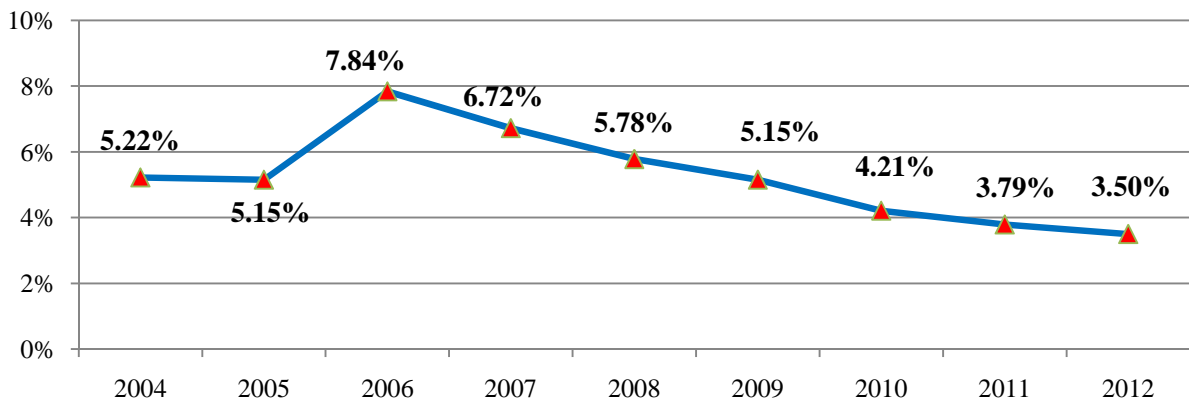
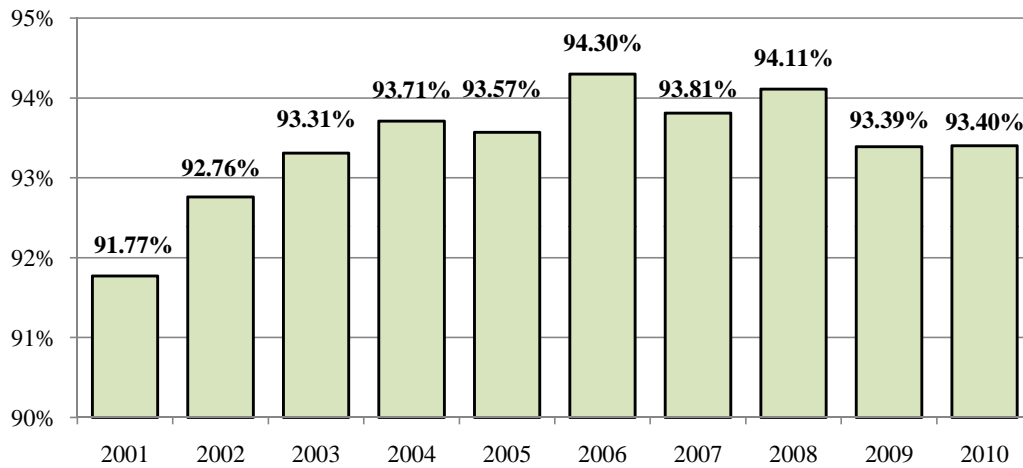


Table 13
Property Taxes Levied, Collected, and Collection Percentage
Ten Fiscal Years from 2001-2010

Fiscal Year Ended June 30,	Property Taxes Levied	Property Taxes Collected in the Year Levied	Annual Collection Percentage	Running Collection Percentage Average
2001	\$14,085,001	\$12,926,133	91.77%	92.18%
2002	14,776,533	13,706,523	92.76%	92.39%
2003	15,245,690	14,226,091	93.31%	92.64%
2004	17,926,099	16,798,310	93.71%	92.90%
2005	18,721,771	17,517,415	93.57%	93.03%
2006	20,026,898	18,885,255	94.30%	93.26%
2007	21,270,329	19,954,676	93.81%	93.34%
2008	22,492,032	21,166,331	94.11%	93.45%
2009	23,516,147	21,961,902	93.39%	93.45%
2010	24,350,079	22,743,124	93.40%	93.44%

Annual Property Tax Collection Percentage
Ten Fiscal Years from 2001-2010



Running Collection Percentage Average

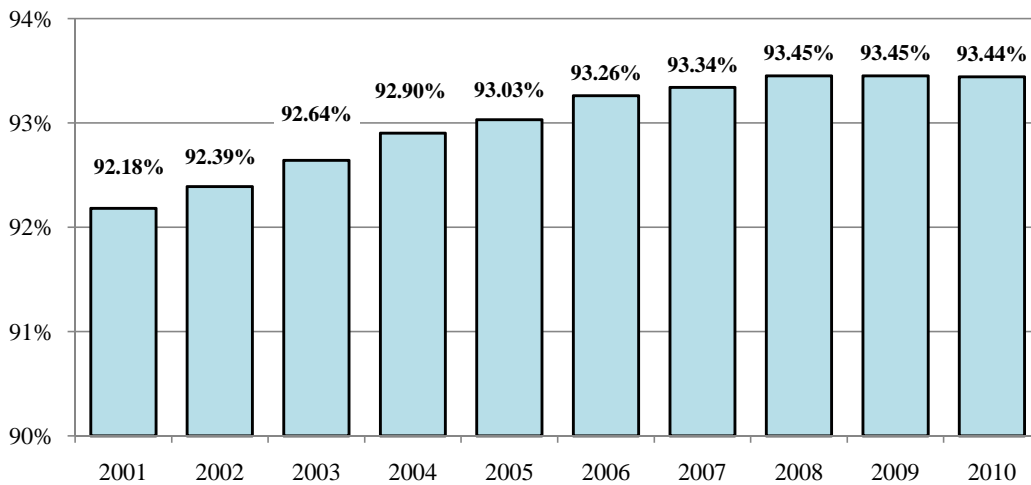


Table 14

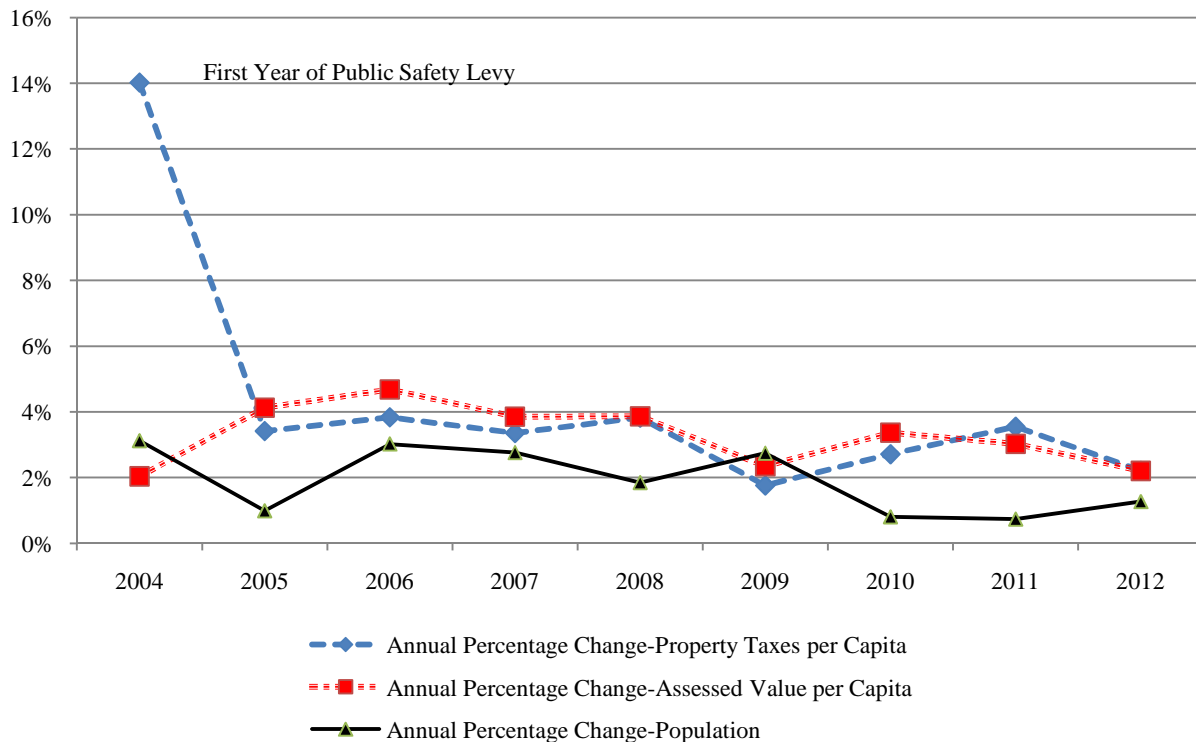
**Total Property Taxes Levied per Capita and Assessed Value per Capita
Ten Fiscal Years from 2003-2012¹**

Fiscal Year Ended June 30,	POPULATION		PROPERTY TAXES			ASSESSED VALUE		
	Amount	Annual Percentage Change	Amount Levied	per Capita	Annual Percentage Change ²	Value Used to Compute the Tax	per Capita	Annual Percentage Change
2003	42,280		\$ 15,245,690	\$ 360.59	n/a	\$ 2,087,082,413	\$ 49,363.35	n/a
2004	43,600	3.12%	17,926,099	411.15	14.02%	2,196,063,879	50,368.44	2.04%
2005	44,030	0.99%	18,721,771	425.20	3.42%	2,309,190,848	52,445.85	4.12%
2006	45,360	3.02%	20,026,898	441.51	3.84%	2,490,249,118	54,899.67	4.68%
2007	46,610	2.76%	21,270,329	456.35	3.36%	2,657,492,144	57,015.49	3.85%
2008	47,470	1.85%	22,492,032	473.82	3.83%	2,811,152,883	59,219.57	3.87%
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%	25,400,768	512.84	3.55%	3,197,043,335	64,547.61	3.03%
2012	50,158	1.27%	26,289,795	524.14	2.20%	3,308,939,853	65,970.33	2.20%

1 Actual amounts for fiscal years ended June 30, 2003, through 2010. Budgeted amounts for fiscal years ending June 30, 2011, and 2012.

2 2004 was the first year of the Public Safety Levy (\$0.95 per \$1,000 of assessed value.)

**Annual Percentage Change
Population, Property Taxes per Capita, and Assessed Value per Capita**



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, 2011:

Short-term	None
Long-term:	
Gross bonded debt (all debt with a General Obligation pledge)	
2007 General Obligation Refunding Bonds	\$ 4,855,000
Pledged from the general revenues of the City	
2002 Limited Tax Pension Obligations	6,376,507
Payable from unobligated, non-property tax, revenues of the City	
2004 Revenue Obligations	<u>2,000,000</u>
Gross Debt (General obligation and general revenue and pledge)	<u>\$ 13,231,507</u>
Net direct debt (all debt paid in whole or in part by taxes)	\$ 4,855,000
Net overlapping debt as of June 30, 2010	<u>87,173,528</u>
Total net direct debt and overlapping debt	<u>\$ 92,028,528</u>

Debt Ratios

		<u>Per Capita</u>	<u>Percent of True Cash Value</u>
2012 Population	50,158		
True Cash Value as of June 30, 2011	\$ 4,037,634,672	\$ 80,498.32	
Gross Bonded Debt	4,855,000	96.79	0.12%
Gross Debt including General Fund Obligations	13,231,507	263.80	0.33%
Net Direct Debt (General Obligation only)	4,855,000	96.79	0.12%
Overlapping Debt	87,173,528	1,737.98	2.16%
Net Direct (General Obligation) and Overlapping Debt	92,028,528	1,834.77	2.28%
Gross Debt and Overlapping Debt	100,405,035	2,001.78	2.49%

Future Bond Plans:

The City does not plan to issue any bonds in Fiscal Year 2011-2012.



CITY OF
Albany

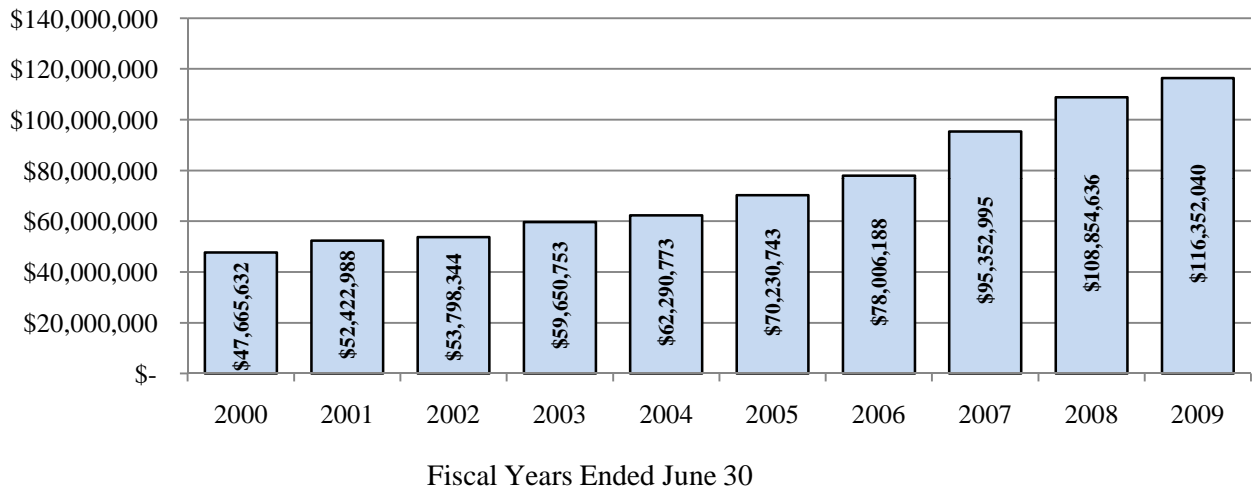
O R E G O N



Debt Service Schedule - Table 15
COMPUTATION OF LEGAL DEBT MARGIN
as of June 30, 2010

True Cash Value for the City of Albany (1)	\$ 4,037,634,672
3% Limitation	<u>3%</u>
General Obligation Debt Limit - 3% of True Cash Value	<u>121,129,040</u>
Gross bonded debt principal:	
2007 General Obligation Refunding Bonds	\$ 4,855,000
Less:	
Sinking Fund Reserve (2)	78,000
Net debt subject to 3% limitation	<u>4,777,000</u>
Legal Debt Margin for General Obligation Debt	<u><u>\$ 116,352,040</u></u>

Historical Trend of Legal Debt Margin



(1) Source: Tax Rolls - Linn and Benton County Tax Assessors as of June 30, 2010.

(2) Sinking Fund Reserve equals \$78,000 in the Debt Service Fund.

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

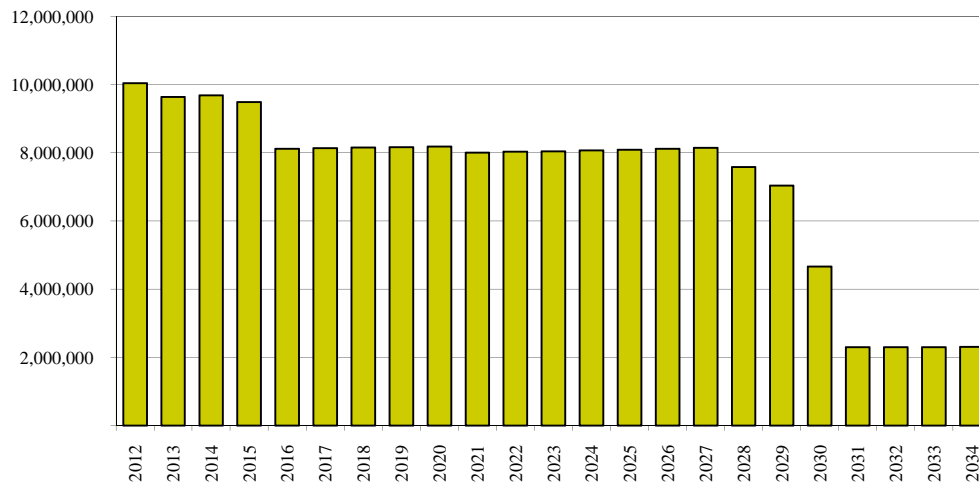
Debt Service Schedule - Table 16

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

as of June 30, 2011

Years of Maturity	Total Requirements			2007 GO Refunding Bonds		2002 Special Assessment Bancroft Bonds		2002 Limited Tax Pension Obligations	
	Total	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2011-2012	10,038,559	5,485,286	4,553,273	1,095,000	194,200	197,735	9,036	92,951	463,106
2012-2013	9,637,467	5,259,703	4,377,764	1,170,000	150,400			97,868	483,189
2013-2014	9,682,795	5,478,965	4,203,830	1,255,000	103,600			101,687	504,371
2014-2015	9,490,058	5,460,344	4,029,714	1,335,000	53,400			105,019	531,038
2015-2016	8,120,057	4,263,554	3,856,503					107,498	558,560
2016-2017	8,138,440	4,409,037	3,729,403					109,483	586,575
2017-2018	8,152,873	4,557,044	3,595,829					111,140	614,918
2018-2019	8,161,877	4,706,449	3,455,428					111,257	644,800
2019-2020	8,178,933	4,917,112	3,261,821					159,604	631,454
2020-2021	8,007,917	5,197,944	2,809,973					460,000	366,605
2021-2022	8,028,567	5,436,596	2,591,971					530,000	335,095
2022-2023	8,040,879	5,678,561	2,362,318					600,000	298,790
2023-2024	8,066,406	5,943,943	2,122,463					685,000	257,690
2024-2025	8,084,056	6,212,843	1,871,213					770,000	210,767
2025-2026	8,113,892	6,505,371	1,608,521					865,000	159,947
2026-2027	8,143,046	6,816,636	1,326,410					970,000	100,694
2027-2028	7,585,577	6,556,754	1,028,823					500,000	34,250
2028-2029	7,033,688	6,275,842	757,846						
2029-2030	4,664,264	4,154,477	509,787						
2030-2031	2,299,000	1,930,000	369,000						
2031-2032	2,300,000	2,030,000	270,000						
2032-2033	2,300,875	2,135,000	165,875						
2033-2034	2,306,250	2,250,000	56,250						
Totals	\$ 164,575,476	\$ 111,661,461	\$ 52,914,015	\$ 4,855,000	\$ 501,600	\$ 197,735	\$ 9,036	\$ 6,376,507	\$ 6,781,849

Annual Principal and Interest Requirements - All Funds



Fiscal Years Ending June 30

continued

Debt Service Schedule - Table 16, continued

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

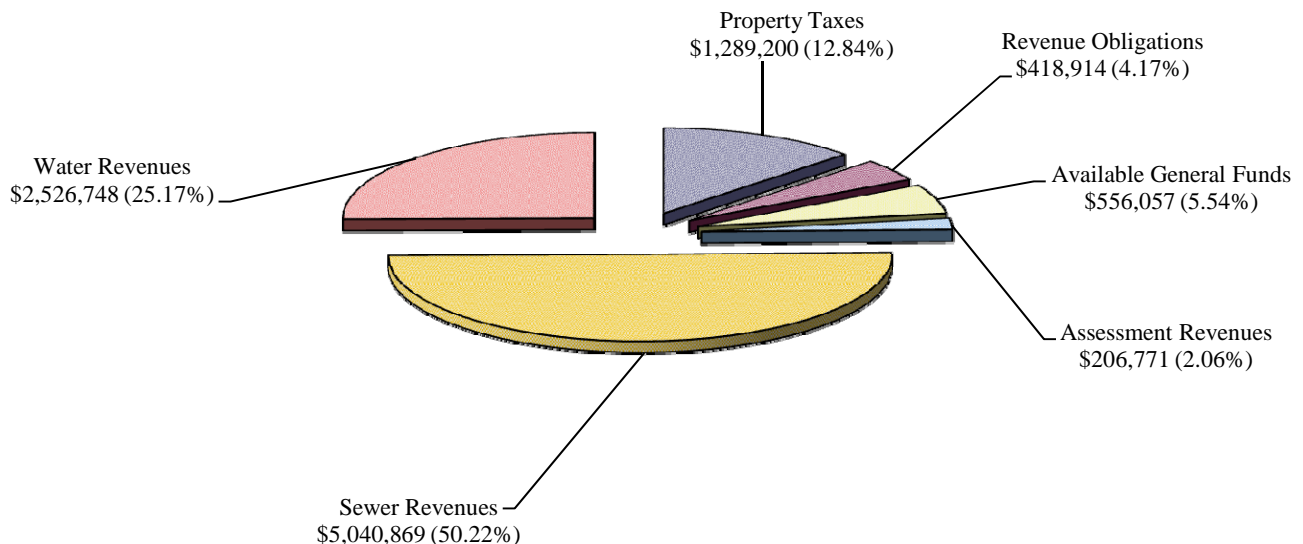
as of June 30, 2011

Years of Maturity	2004 General Revenue Obligations		2003 Water Revenue & Refunding Bonds		2007 State Revolving Fund Loans - Sewer		2002 Water Certificates of Participation	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2011-2012	340,000	78,914	960,000	1,487,919	2,723,921	2,316,948	75,679	3,150
2012-2013	355,000	68,204	830,000	1,455,557	2,806,835	2,220,414		
2013-2014	365,000	52,228	865,000	1,422,694	2,892,278	2,120,937		
2014-2015	140,000	39,454	900,000	1,387,394	2,980,325	2,018,428		
2015-2016	145,000	34,554	940,000	1,350,594	3,071,056	1,912,795		
2016-2017	155,000	27,304	980,000	1,311,581	3,164,554	1,803,943		
2017-2018	160,000	19,554	1,025,000	1,269,587	3,260,904	1,691,770		
2018-2019	165,000	13,394	1,070,000	1,221,056	3,360,192	1,576,178		
2019-2020	175,000	7,000	1,120,000	1,166,306	3,462,508	1,457,061		
2020-2021			1,170,000	1,109,056	3,567,944	1,334,312		
2021-2022			1,230,000	1,049,056	3,676,596	1,207,820		
2022-2023			1,290,000	986,056	3,788,561	1,077,472		
2023-2024			1,355,000	921,625	3,903,943	943,148		
2024-2025			1,420,000	855,719	4,022,843	804,727		
2025-2026			1,495,000	786,488	4,145,371	662,086		
2026-2027			1,575,000	710,622	4,271,636	515,094		
2027-2028			1,655,000	630,956	4,401,754	363,617		
2028-2029			1,740,000	550,325	4,535,842	207,521		
2029-2030			1,835,000	463,125	2,319,477	46,662		
2030-2031			1,930,000	369,000				
2031-2032			2,030,000	270,000				
2032-2033			2,135,000	165,875				
2033-2034			2,250,000	56,250				
Totals	\$2,000,000	\$ 340,606	\$31,800,000	\$20,996,841	\$66,356,540	\$24,280,933	\$ 75,679	\$ 3,150

Debt Service Schedule - Table 17
SUMMARY OF DEBT SERVICE BY TYPE AND FUND
 2011-2012 Fiscal Year Requirements

Fund/Source/Debt Description	Principal	Interest	Total for 2012-2013
DEBT SERVICE FUND:			
General Obligation Bonds			
2007 General Obligation Refunding Bonds	\$ 1,095,000	\$ 194,200	\$ 1,289,200
Revenue Obligation Bonds			
2004 General Revenue Obligations	340,000	78,914	418,914
Limited Tax Pension Obligations (payable from available general funds)			
2002 Limited Tax Pension Obligations	92,951	463,106	556,057
Limited Tax Bancroft Improvement Bonds			
2002 Special Assessment Bancroft Bonds	197,735	9,036	206,771
Total Debt Service Fund	1,725,686	745,256	2,470,942
SEWER FUND:			
State Revolving Fund Loans			
2007 State Revolving Fund Loans - Sewer Treatment Plant	2,723,921	2,316,948	5,040,869
Total Sewer Fund:	2,723,921	2,316,948	5,040,869
WATER FUND:			
Water Revenue Bonds			
2003 Water and Refunding Bonds	1,035,679	1,491,069	2,526,748
Total Water Fund:	1,035,679	1,491,069	2,526,748
Total Requirements for Fiscal Year 2011-2012	\$ 5,485,286	\$ 4,553,273	\$ 10,038,559

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 March 2007, the City issued \$8,335,000 of general obligation bonds to refinance all of the City's outstanding General Obligation Bonds, Series 1996, and a portion of the City's General Obligation Bonds, Series 1999. The Series 1996 bonds were used to finance the construction of two fire substations. The Series 1999 bonds were used to finance reconstruction of portions of Santiam Highway, 34th Avenue, Elm Street, and Salem Avenue. The interest rate is 4 percent for the nine-year bonds. Final maturity is June 2015.

Years Ending June 30	Principal	Interest	Totals
2012	1,095,000	194,200	1,289,200
2013	1,170,000	150,400	1,320,400
2014	1,255,000	103,600	1,358,600
2015	1,335,000	53,400	1,388,400
Totals	\$ 4,855,000	\$ 501,600	\$ 5,356,600

Special Assessment Bancroft Bonds with Government Commitment

The City has established several Local Improvement Districts (LIDs) to finance capital improvements in specific areas through the sale of special assessment bonds. Project costs are assessed to each property benefiting from the improvement, with payments used to pay debt service on the bonds. In the event a deficiency exists because of unpaid or delinquent special assessments at the time debt service is due, the City must provide resources to cover the deficiency.

In June 2002, the City issued \$736,255 of limited tax assessment bonds to finance the following local improvement districts: Alandale, Hickory Street, Marion Street, Riverside Drive, Timber Street, 12th Avenue, and Lehigh/Ryderwood. The interest rate is 5.5 percent for the ten-year bonds. Final maturity is June 2012.

Years Ending June 30	Principal	Interest	Totals
2012	197,735	9,036	206,771
Totals	\$ 197,735	\$ 9,036	\$ 206,771

LONG-TERM DEBT AND SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS**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
2012	92,951	463,106	556,057
2013	97,868	483,189	581,057
2014	101,687	504,371	606,058
2015	105,019	531,038	636,057
2016-2020	598,982	3,036,307	3,635,289
2021-2025	3,045,000	1,468,947	4,513,947
2026-2028	2,335,000	294,891	2,629,891
Totals	\$ 6,376,507	\$ 6,781,849	\$ 13,158,356

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
2012	340,000	78,914	418,914
2013	355,000	68,204	423,204
2014	365,000	52,228	417,228
2015	140,000	39,454	179,454
2016-2020	800,000	101,806	901,806
Totals	\$ 2,000,000	\$ 340,606	\$ 2,340,606

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

In November 2003, the City issued \$40,485,000 of Water Revenue and Refunding Bonds, Series 2003, to refund the Second Lien Water Revenue Advance Refunding Bonds, Series 1993B, and to finance the costs of acquiring real and personal property, and additions, replacements, expansions, or improvements to the City's water system and all necessary equipment and appurtenances. Debt service requirements are payable from water system revenues. Interest rates range from 2 percent to 5.125 percent for the 30-year bonds. Final maturity is August 2033.

Years Ending June 30	Principal	Interest	Totals
2012	960,000	1,487,919	2,447,919
2013	830,000	1,455,557	2,285,557
2014	865,000	1,422,694	2,287,694
2015	900,000	1,387,394	2,287,394
2016-2020	5,135,000	6,319,124	11,454,124
2021-2025	6,465,000	4,921,512	11,386,512
2026-2030	8,300,000	3,141,516	11,441,516
2031-2034	8,345,000	861,125	9,206,125
Totals	\$ 31,800,000	\$ 20,996,841	\$ 52,796,841

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
2012	2,723,921	2,316,948	5,040,869
2013	2,806,835	2,220,414	5,027,249
2014	2,892,278	2,120,937	5,013,215
2015	2,980,325	2,018,428	4,998,753
2016-2020	16,319,214	8,441,747	24,760,961
2021-2025	18,959,887	5,367,479	24,327,366
2026-2030	19,674,080	1,794,980	21,469,060
Totals	\$ 66,356,540	\$ 24,280,933	\$ 90,637,473

LONG-TERM DEBT AND SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS**Water Certificates of Participation**

In March 2002, the City issued certificates of participation in the amount of \$600,000 to finance the cost of acquisition of real and personal property to be used as a water intake, pumping station, and raw water transmission facility. Debt service requirements are payable solely from the net revenues of the City's water system. The interest rate is 5.5 percent for the ten-year certificates. Final maturity is March 2012.

Years Ending June 30	Principal	Interest	Totals
2012	75,679	3,150	78,829
Totals	\$ 75,679	\$ 3,150	\$ 78,829

TOTAL OUTSTANDING BONDS, CERTIFICATES OF PARTICIPATION, AND SRF LOANS

Years Ending June 30	Principal	Interest	Totals
2012	5,485,286	4,553,273	10,038,559
2013	5,259,703	4,377,764	9,637,467
2014	5,478,965	4,203,830	9,682,795
2015	5,460,344	4,029,714	9,490,058
2016-2020	22,853,196	17,898,984	40,752,180
2021-2025	28,469,887	11,757,938	40,227,825
2026-2030	30,309,080	5,231,387	35,540,467
2031-2034	8,345,000	861,125	9,206,125
Totals	\$ 111,661,461	\$ 52,914,015	\$ 164,575,476

FINAL PAYMENTS ON THE FOLLOWING DEBT WERE MADE IN FISCAL YEAR 2010-2011.

Hotel/Motel Revenue Bonds	\$ 216,038
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Debt Service Schedule - Table 19
REVENUE BOND COVERAGE: ENTERPRISE FUNDS
 last 10 fiscal years

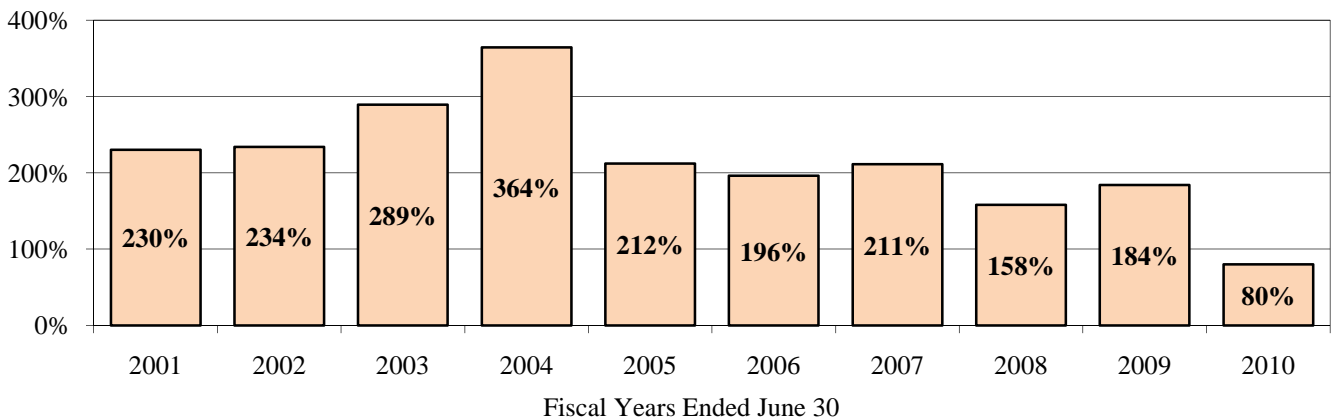
Fiscal Year Ended June 30	Operating Revenue	Operating Expense ¹	Net		Total Debt		Coverage
			Operating Revenue	Debt Requirements ² Principal	Interest	Requirements	
2001	13,195,007	9,599,974	3,595,033	930,000	632,375	1,562,375	230.10%
2002	13,740,259	10,058,642	3,681,617	990,000	584,371	1,574,371	233.85%
2003	15,079,613	10,501,818	4,577,795	1,045,000	536,874	1,581,874	289.39%
2004	18,804,174	11,418,450	7,385,724	1,090,000	940,396	2,030,396	363.76%
2005	18,803,046	10,796,509	8,006,537	1,872,850	1,899,438	3,772,288	212.25%
2006	19,826,801	12,468,959	7,357,842	1,895,738	1,860,210	3,755,948	195.90%
2007	21,844,312	13,935,942	7,908,370	1,933,784	1,815,416	3,749,200	210.93%
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	19,599,964	6,588,343	2,401,143	5,881,196	8,282,339	79.55%

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

¹ Operating expenses less depreciation.

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

Enterprise Funds Bond Coverage





CITY OF
Albany

O R E G O N



GENERAL FUND
PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

PROGRAM FUNCTIONS

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

Nondepartmental

Expenditures which cannot be attributed to other General Fund programs are accounted for in this program. City Hall building maintenance charges are expected to be \$202,000. \$240,400 to the Debt Service Fund to service debt on the 2004 Revenue Obligations; \$176,200 of State Revenue Sharing proceeds to the Albany Transit System; \$171,900 of State Revenue Sharing proceeds to the Paratransit System; and \$147,200 to the Parks & Recreation Fund. Included in this program is the General Fund Contingency of \$1,539,300.

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 Suppression

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

Public Safety Levy-Fire

This program accounts for the Fire personnel and materials funded by the five-year Public Safety Levy passed by the voters in the November, 2006, General Election. Fiscal Year 2011-12 is the fourth 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 the November, 2006, General Election. Fiscal Year 2011-12 is the fourth 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.

Housing

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

Library

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

GENERAL FUND
PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

REVENUE TRENDS AND ASSUMPTIONS

Property Taxes

The estimated 2011-12 collection of current property taxes for the General Fund will be \$16,150,500. 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 2011-12, tax collections are estimated to rise by 3.5 percent. The collection rate is estimated to be 93.47 percent of the taxes levied.

At the General Election of November 2006, Albany voters passed a new local option levy to support public safety. The levy is for five years at \$0.95 per \$1,000 of assessed value starting in 2008-09. For 2011-12, the fourth year of the levy, current tax collections are estimated to be \$2,568,400. The tax revenues will be received into the Public Safety Fund (215) and distributed to the General (100) and Ambulance (212) Funds throughout the year.

Franchise Fees and Privilege Taxes

Franchise fees and privilege taxes account for 13.51 percent of the General Fund budget. It is projected that the 2011-12 level of actual receipts will be similar to that of 2010-11.

Licenses and Fees

Even with the downturn in the housing market, planning fees are forecast to increase by 2 percent (\$14,900).

Intergovernmental Revenues

Intergovernmental revenues are projected to increase by 0.7 percent for Fiscal Year 2011-12. Rural fire district payments will increase by \$51,600 (3.49 percent). State shared revenues, liquor taxes, cigarette taxes, and state revenue sharing, are forecast to decrease by \$27,600 (-2.61 percent).

Charges for Services

The only item in this section is the rental charge for City Hall office space. The rental charges are used to pay for building maintenance and for principal and interest payments on the City Hall construction debt. Primarily due to increased energy costs and maintenance projects as the building ages, rental charges for 2011-12 will remain flat.

Fines and Forfeitures

Court fines are estimated to decrease by 22.28 percent from the 2010-11 estimate. The Photo Red Light enforcement program was implemented at one intersection in 2008-09.

Other Revenues

There are no major changes in this category, as the 2011-12 adopted budget reflects historical levels of activity.

Investment Earnings

For 2011-12, interest earnings are expected to be \$18,000, a decrease of 76 percent from the 2010-11 estimate.

GENERAL FUND

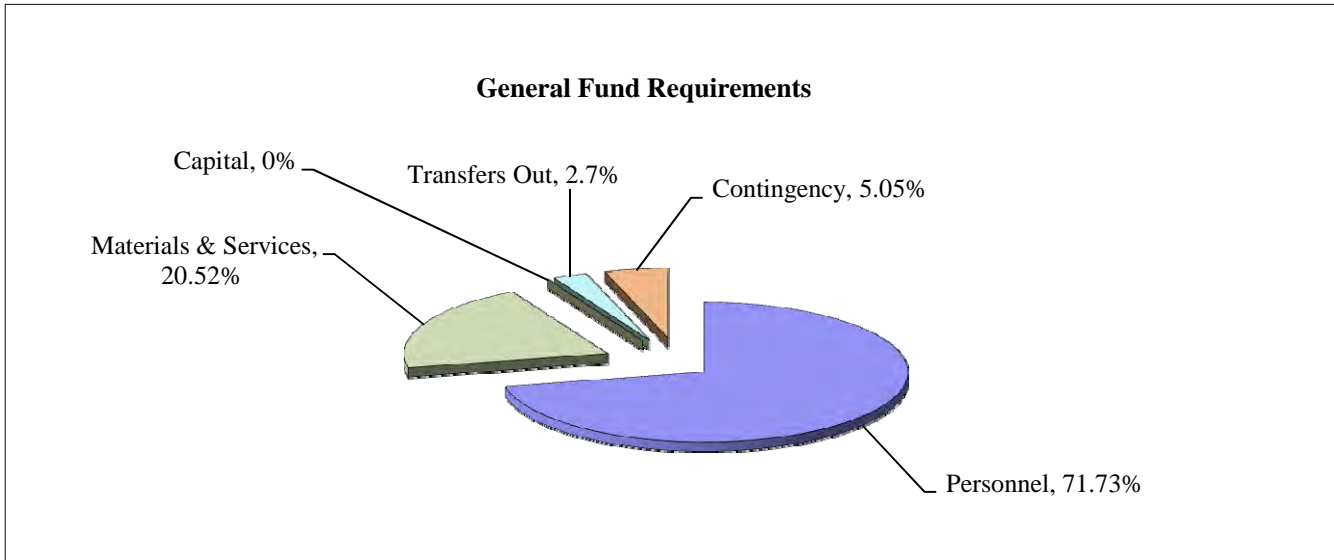
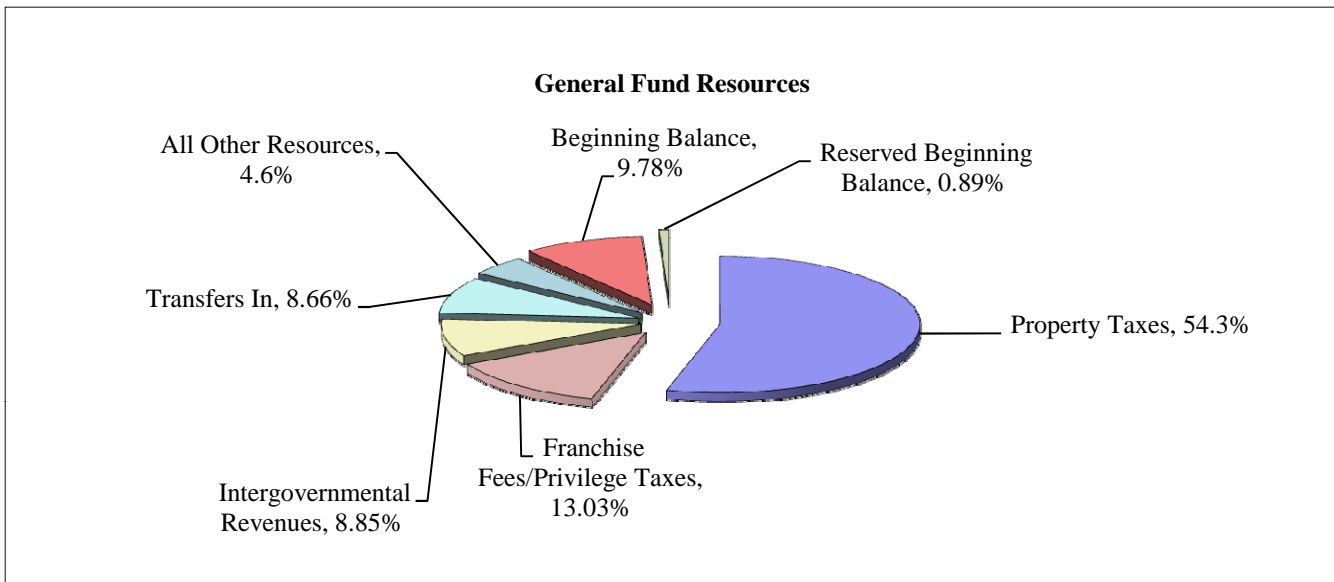
Adopted for the Fiscal Year 2011-12

RESOURCES

Property Taxes	\$ 16,550,500
Franchise Fees/Privilege Taxes	3,970,800
Licenses & Fees	170,600
Intergovernmental Revenues	2,696,200
Charges for Service	423,400
Fines & Forfeitures	679,400
Other Revenues	109,700
Investment Earnings	18,000
Transfers In	2,639,500
Beginning Balance	2,983,900
Reserved Beginning Balance	237,300
Total Resources	\$ 30,479,300

REQUIREMENTS

Personnel	\$ 21,863,400
Materials & Services	6,252,900
Capital	-
Transfers Out	823,700
Contingency	1,539,300
Total Requirements	\$ 30,479,300



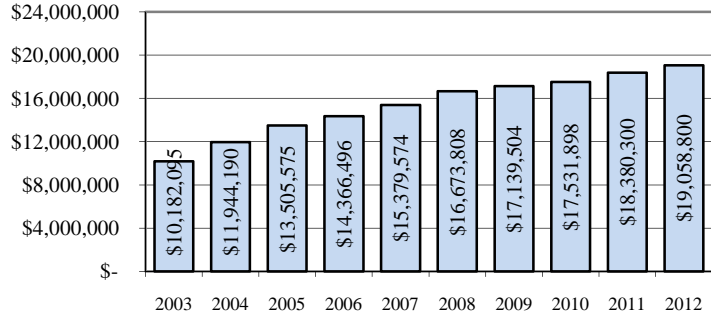
GENERAL FUND

(Amounts for 2003 through 2010 are actual. Budgeted amounts have been used for 2011 and 2012.)

Property Tax Collections

Year Ended/ Ending June 30,	Property Tax Collections	Percentage Increase
2003	\$ 10,182,095	-
2004	11,944,190	17.31%
2005	13,505,575	13.07%
2006	14,366,496	6.37%
2007	15,379,574	7.05%
2008	16,673,808	8.42%
2009	17,139,504	2.79%
2010	17,531,898	2.29%
2011	18,380,300	4.84%
2012	19,058,800	3.69%

Property Tax Collections (Ten Years)



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

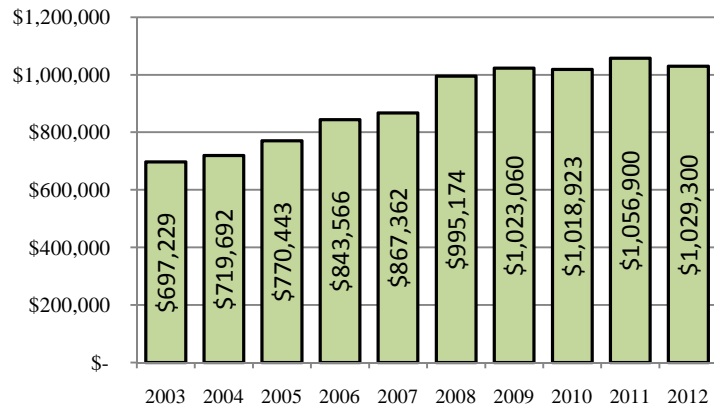
Property taxes collected in the Public Safety Levy Fund and transferred to the General Fund:

2004	\$ 1,161,900	Actual
2005	2,065,388	"
2006	1,861,262	"
2007	2,185,898	"
2008	2,684,403	"
2009	2,561,881	"
2010	2,308,154	"
2011	2,731,600	Budgeted
2012	2,508,300	"

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

Year Ended/ Ending June 30,	State Shared Revenues	Percentage Increase (Decrease)
2003	\$ 697,229	-
2004	719,692	3.22%
2005	770,443	7.05%
2006	843,566	9.49%
2007	867,362	2.82%
2008	995,174	14.74%
2009	1,023,060	2.80%
2010	1,018,923	(0.40%)
2011	1,056,900	3.73%
2012	1,029,300	(2.61%)

State Shared Revenues (Ten Years)

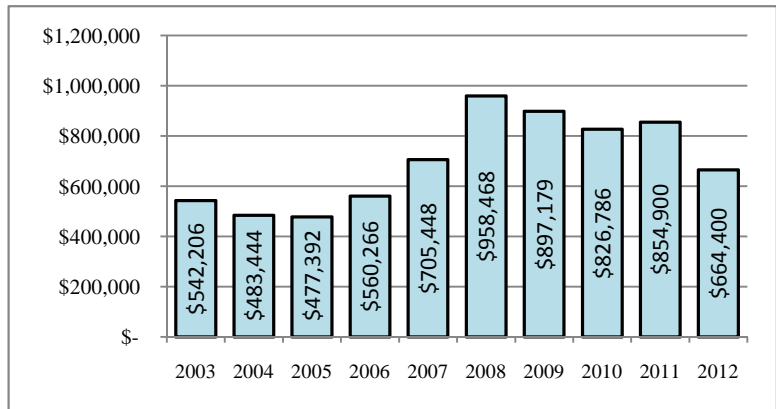


GENERAL FUND

Municipal Court Fines

Year Ended/ Ending June 30,	Fines	Percentage Increase (Decrease)
2003	\$ 542,206	-
2004	483,444	(10.84%)
2005	477,392	(1.25%)
2006	560,266	17.36%
2007	705,448	25.91%
2008	958,468	35.87%
2009	897,179	(6.39%)
2010	826,786	(7.85%)
2011	854,900	3.40%
2012	664,400	(22.28%)

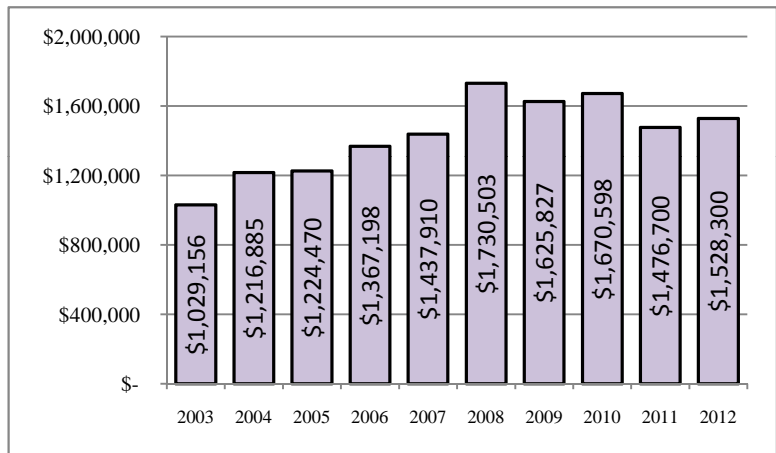
Municipal Court Fines (Ten Years)



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

Year Ended/ Ending June 30,	Rural Fire Districts	Percentage Increase (Decrease)
2003	\$ 1,029,156	-
2004	1,216,885	18.24%
2005	1,224,470	0.62%
2006	1,367,198	11.66%
2007	1,437,910	5.17%
2008	1,730,503	20.35%
2009	1,625,827	(6.05%)
2010	1,670,598	2.75%
2011	1,476,700	(11.61%)
2012	1,528,300	3.49%

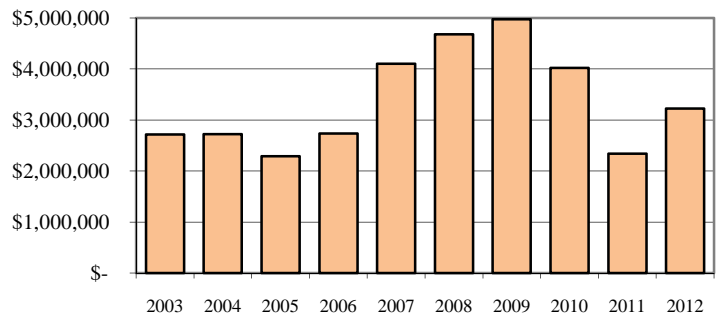
Rural Fire District Revenues (Ten Years)



Beginning Fund Balance

Year Ended/ Ending June 30,	Beginning Fund Balance	Percentage Increase (Decrease)
2003	\$ 2,718,024	-
2004	2,725,434	0.27%
2005	2,292,352	(15.89%)
2006	2,733,586	19.25%
2007	4,103,125	50.10%
2008	4,681,943	14.11%
2009	4,971,138	6.18%
2010	4,023,051	(19.07%)
2011	2,340,825	(41.81%)
2012	3,221,200	37.61%

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
2003	\$ 14,728,289	\$ -	\$ 2,718,024	\$ 17,446,313	15.58%	58.36%	69.13%
2004	15,726,743	24,999	2,725,434	18,477,176	14.75%	64.64%	75.95%
2005	17,825,643	307,546	2,292,352	20,425,541	11.22%	66.12%	75.76%
2006	18,460,745	926,188	2,733,586	22,120,519	12.36%	64.95%	77.82%
2007	20,587,425	99,600	4,103,125	24,790,150	16.55%	62.04%	74.70%
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	25,726,984	50,000	4,023,051	29,800,035	13.50%	58.83%	68.15%
2011	26,729,400	340,000	2,340,825	29,410,225	7.96%	62.50%	68.76%
2012	27,208,100	50,000	3,221,200	30,479,300	10.57%	62.53%	70.05%

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

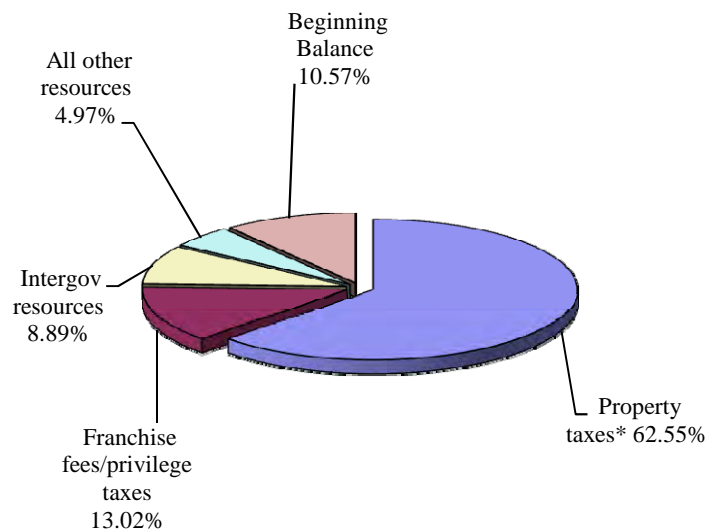
(1) General resources include transfers from the Public Safety Levy Fund. All other transfers in and beginning fund balances are excluded.

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

2011-12 General Fund Resources

Property taxes*	\$ 19,058,800
Franchise fees/privilege taxes	3,970,800
Intergovernmental resources	2,711,400
All other resources	1,517,100
Beginning Balance	3,221,200
Total Resources	\$ 30,479,300

* Property taxes include amounts collected in the Public Safety Levy Fund that are budgeted as General Fund transfers in (\$2,508,300).



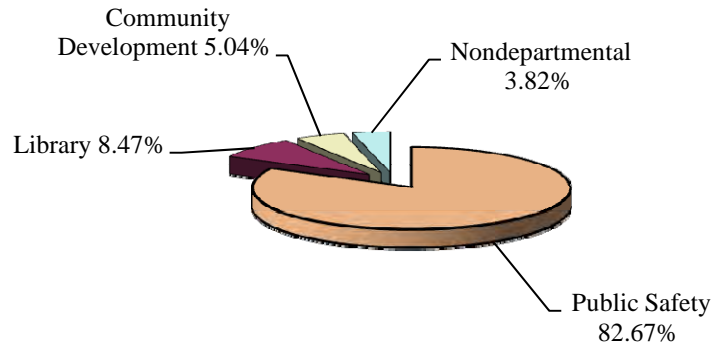
GENERAL FUND

Expenditures/Requirements by Year

Year Ended/ Ending June 30,	Public	Community	Development:			Building Maint.	Total	Percent Change from Previous Year
	Safety: Police, Fire, M. Court	Library	Planning, Housing, Code Enf.	Nondepart- mental (1)				
2003	\$ 11,597,279	\$ 1,324,333	\$ 617,036	\$ 1,859,204	\$ 353,891	\$ 15,751,743	-	
2004	13,524,709	1,433,470	654,991	2,133,265	386,755	18,133,190	15.12%	
2005	14,680,825	1,488,833	735,802	2,285,273	358,259	19,548,992	7.81%	
2006	15,533,561	1,569,892	757,944	2,424,614	401,014	20,687,025	5.82%	
2007	18,649,551	1,898,145	988,195	1,432,817	-	22,968,708	11.03%	
2008	20,527,044	2,124,672	1,174,755	1,423,513	-	25,249,984	9.93%	
2009	21,655,993	2,354,223	1,183,428	1,518,853	-	26,712,497	5.79%	
2010	21,688,797	2,529,451	1,177,672	1,749,339	-	27,145,259	1.62%	
2011	22,869,125	2,367,000	1,415,600	1,408,200	-	28,059,925	3.37%	
2012	23,924,700	2,450,700	1,459,400	1,105,200	-	28,940,000	3.14%	

(1) For Nondepartmental, in Fiscal Years ending June 30, 2011 and 2012, the budgeted contingency amount has not been included.

**2010-11 General Fund Requirements
Percentage of Total Budget**



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

Year Ended June 30,	Public Safety: Police, Fire, M. Court	Library	Planning, Housing, Code Enf.	Nondepart- mental	Building Maint.	Total
2003	73.62%	8.41%	3.92%	11.80%	2.25%	100.00%
2004	74.59%	7.91%	3.61%	11.76%	2.13%	100.00%
2005	75.10%	7.62%	3.76%	11.69%	1.83%	100.00%
2006	75.09%	7.59%	3.66%	11.72%	1.94%	100.00%
2007	81.20%	8.26%	4.30%	6.24%	-	100.00%
2008	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	81.50%	8.44%	5.04%	5.02%	-	100.00%
2012	82.67%	8.47%	5.04%	3.82%	-	100.00%

GENERAL FUND
Franchise Fee/Privilege Tax Collections
for Fiscal Years 2003 thru 2012*

Fiscal Year June 30,Franchise Fees.....		Privilege Taxes....		Total	Annual % Change
	Telephone	Garbage Collection	Cable Television	Electricity	Natural Gas		
2003	\$ 308,889	\$ 281,723	\$ 329,659	\$ 1,393,107	\$ 503,289	\$ 2,816,667	n/a
2004	262,447	290,202	317,940	1,411,916	576,035	2,858,540	1.49%
2005	240,058	310,944	332,307	1,413,840	685,449	2,982,598	4.34%
2006	249,343	356,122	345,621	1,442,287	825,745	3,219,118	7.93%
2007	262,395	386,699	397,307	1,585,536	894,554	3,526,491	9.55%
2008	228,462	390,224	436,050	1,832,595	884,817	3,772,148	6.97%
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	165,300	432,600	494,100	1,905,300	886,700	3,884,000	7.55%
2012	157,000	412,000	504,000	1,943,400	904,400	3,920,800	0.95%

* Actual receipts for years 2003 thru 2010, amount budgeted for 2011 and 2012.

Annual Percentage Change for Each Fee and Tax

Fiscal Year June 30,Franchise Fees.....		Privilege Taxes....		Total Annual % Change
	Telephone	Garbage Collection	Cable Television	Electricity	Natural Gas	
2004	(15.04%)	3.01%	(3.55%)	1.35%	14.45%	1.49%
2005	(8.53%)	7.15%	4.52%	0.14%	18.99%	4.34%
2006	3.87%	14.53%	4.01%	2.01%	20.47%	7.93%
2007	5.23%	8.59%	14.95%	9.93%	8.33%	9.55%
2008	(12.93%)	0.91%	9.75%	15.58%	(1.09%)	6.97%
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	15.85%	5.78%	1.01%	2.58%	24.33%	7.55%
2012	(5.02%)	(4.76%)	2.00%	2.00%	2.00%	0.95%

Average Annual Percentage Change for Each Fee and Tax

from Fiscal Year 2003 to Fiscal Year 2012

.....Franchise Fees.....Privilege Taxes....		Total Average Annual % Change		
	Telephone	Garbage Collection	Cable Television	Electricity	Natural Gas
(4.92%)	4.62%	5.29%	3.95%	7.97%	3.92%

**GENERAL FUND
RESOURCE DETAIL**

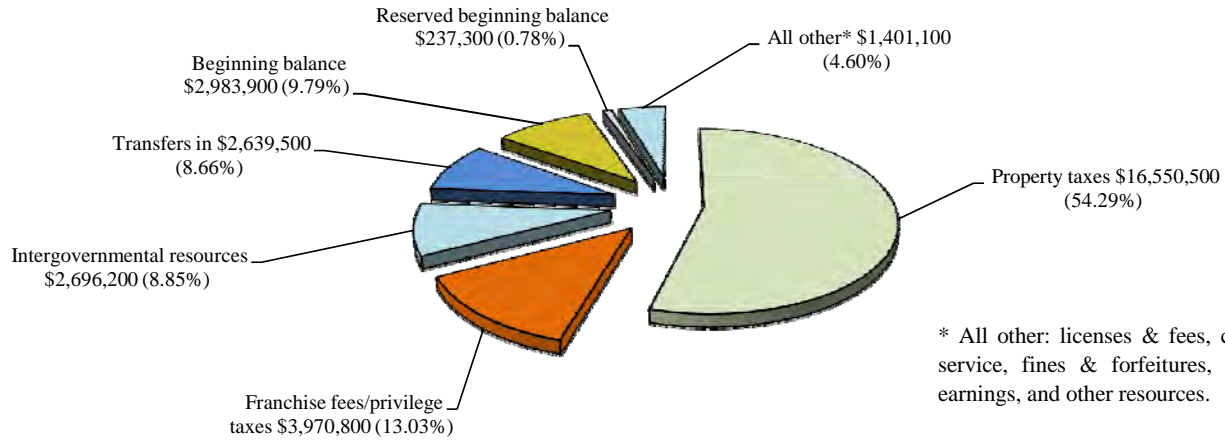
Resources	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Property Taxes - Current	\$14,190,046	\$14,704,978	\$15,188,700	\$15,188,700	\$16,150,500	6.33%	52.99%
Property Taxes - Delinquent	387,577	518,766	460,000	460,000	400,000	(13.04%)	1.31%
Privilege Tax: Electric	1,838,115	1,857,441	1,905,300	1,905,300	1,943,400	2.00%	6.38%
Franchise Fees: R-O-W Carriers	97,559	41,262	50,000	50,000	50,000	-	0.16%
Franchise Fees: Telephone	237,929	142,683	165,300	165,300	157,000	(5.02%)	0.52%
Franchise Fees: Garbage Collection	398,630	408,980	432,600	432,600	412,000	(4.76%)	1.35%
Privilege Tax: Natural Gas	921,177	713,161	886,700	886,700	904,400	2.00%	2.97%
Franchise Fees: Cable TV	463,754	489,169	494,100	494,100	504,000	2.00%	1.65%
Permit Fees	4,050	2,125	1,800	1,800	1,800	-	0.01%
Number of Dogs Permit Fee	-	1,300	1,500	1,500	1,500	-	-
Licenses	10,590	10,350	6,000	6,000	6,000	-	0.02%
Library Fees	72,599	80,288	75,200	75,200	75,200	-	0.25%
Planning Fees	75,622	75,660	69,500	69,500	70,900	2.01%	0.23%
Alarm Fees	13,741	11,368	15,200	15,200	15,200	-	0.05%
DUII/Safety Belt Enf. Grants	17,010	13,510	16,000	16,000	16,000	-	0.05%
Federal Grants & Assistance	-	3,758	5,300	5,300	-	(100.00%)	-
State Liquor Taxes	578,057	552,894	571,100	571,100	591,400	3.55%	1.94%
State Cigarette Taxes	68,476	71,550	68,600	68,600	71,800	4.66%	0.24%
State Revenue Sharing	376,527	394,479	417,200	417,200	366,100	(12.25%)	1.20%
Conflagration Response Reimb.	24,352	23,616	30,000	30,000	30,000	-	0.10%
WComp Wage Subsidy Reimb	6,404	23,075	5,600	5,600	5,600	-	0.02%
Linn County	23,168	26,365	40,000	40,000	40,000	-	0.13%
Albany Rural Fire District	1,191,449	1,229,756	1,054,800	1,054,800	1,091,700	3.50%	3.58%
North Albany Rural Fire District	299,990	300,384	281,400	281,400	291,200	3.48%	0.96%
Palestine Rural Fire District	134,388	140,458	140,500	140,500	145,400	3.49%	0.48%
GAPS Police Grant	40,000	40,000	40,000	40,000	40,000	-	0.13%
Linn County Victim Impact Panel Grant	5,000	5,160	7,000	7,000	7,000	-	0.02%
OSFM/USAR Teams Response Reimb.	20,500	13,075	12,000	12,000	12,000	-	0.04%
Space Rental	407,500	422,600	411,400	411,400	411,400	-	1.35%
Municipal Court Fines	897,179	826,786	854,900	854,900	664,400	(22.28%)	2.18%
Parking Violations	8,918	4,634	4,600	4,600	4,600	-	0.02%
Nuisance Vehicle Admin Fee	21,800	6,650	9,100	9,100	9,100	-	0.03%
Dog Control Assessment	-	1,400	1,300	1,300	1,300	-	-
Gifts & Donations	19,552	12,550	6,000	6,700	17,000	153.73%	0.06%
DARE Donations	1,275	2,031	2,000	2,000	-	(100.00%)	-
Grass Abatement Fee Principal	390	276	300	300	300	-	-
Grass Abatement Fee Interest	9	39	-	-	-	-	-
Miscellaneous Revenue	61,883	75,658	88,700	88,700	40,000	(54.90%)	0.13%
Over & short	225	(2)	-	-	-	-	-
AEID Principal	30,918	32,422	44,000	44,000	44,000	-	0.14%
AEID Interest	242	536	600	600	600	-	-
Loan Repayment-Interest	7,126	13,350	7,800	7,800	7,800	-	0.03%
Interest	149,202	74,289	75,000	75,000	18,000	(76.00%)	0.06%
Total Current Resources	23,102,929	23,368,830	23,947,100	23,947,800	24,618,600	2.80%	80.78%
From Water Fund	49,800	50,000	50,000	50,000	50,000	-	0.16%
From Public Safety Levy Fund	597,100	530,800	766,000	766,000	566,300	(26.07%)	1.86%
From Public Safety Levy-Police	943,978	919,408	1,016,400	1,016,400	1,004,200	(1.20%)	3.29%
From Public Safety Levy-Fire	1,020,803	857,946	949,200	949,200	937,800	(1.20%)	3.08%
From Sewer Fund	49,800	50,000	50,000	50,000	50,000	-	0.16%
From City Facilities Replacement	-	-	290,000	290,000	-	(100.00%)	-
Transfer In: Transient Room Tax	-	-	-	-	31,200	-	0.10%
Total Transfers In	2,661,481	2,408,154	3,121,600	3,121,600	2,639,500	(15.44%)	8.65%
Beginning Balance	4,661,362	3,764,799	2,072,100	2,080,525	2,983,900	43.42%	9.79%
Designated Beg. Balance-Housing	309,776	258,252	260,300	260,300	237,300	(8.84%)	0.78%
Total General Fund Resources	\$30,735,548	\$29,800,035	\$29,401,100	\$29,410,225	\$30,479,300	3.64%	100.00%

**GENERAL FUND
REVENUE/RESOURCE SUMMARY**

Resource type	2008-09	2009-102010-11.....		2011-12	% Change from 2010-11	% of Fund Budget
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget		
Property taxes	\$14,577,623	\$15,223,744	\$15,648,700	\$15,648,700	\$16,550,500	5.76%	54.29%
Franchise fees/privilege taxes	3,957,164	3,652,696	3,934,000	3,934,000	3,970,800	0.94%	13.03%
Licenses & fees	176,602	181,091	169,200	169,200	170,600	0.83%	0.56%
Intergovernmental resources	2,764,821	2,825,005	2,677,500	2,677,500	2,696,200	0.70%	8.85%
Charges for service	428,000	435,675	423,400	423,400	423,400	-	1.39%
Fines & forfeitures	927,897	839,470	869,900	869,900	679,400	(21.90%)	2.23%
Other resources	121,620	136,860	149,400	150,100	109,700	(26.92%)	0.36%
Investment earnings	149,202	74,289	75,000	75,000	18,000	(76.00%)	0.06%
Total Current Resources	23,102,929	23,368,830	23,947,100	23,947,800	24,618,600	2.80%	80.77%
Transfers in	2,661,481	2,408,154	3,121,600	3,121,600	2,639,500	(15.44%)	8.66%
Beginning balance	4,661,362	3,764,799	2,072,100	2,080,525	2,983,900	43.42%	9.79%
Reserved beginning balance	309,776	258,252	260,300	260,300	237,300	(8.84%)	0.78%
TOTAL RESOURCES	\$30,735,548	\$29,800,035	\$29,401,100	\$29,410,225	\$30,479,300	3.64%	100.00%

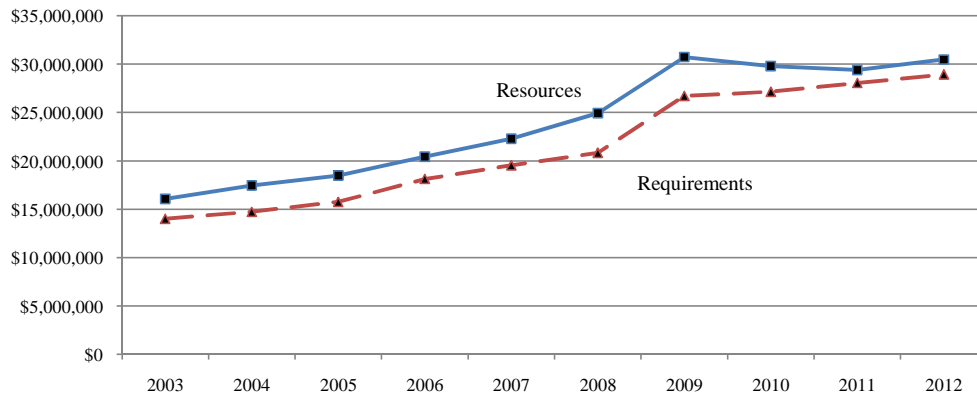
ADOPTED GENERAL FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



GENERAL FUND RESOURCES AND REQUIREMENTS

Ten Fiscal Years



**GENERAL FUND
REQUIREMENT AND STAFFING SUMMARIES**

Program Requirements	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Nondepartmental							
Materials & Services	\$ 382,405	\$ 297,043	\$ 277,300	\$ 277,300	\$ 281,500	\$ 281,500	\$ 281,500
Transfers Out	1,136,448	1,452,296	1,130,900	1,130,900	823,700	823,700	823,700
Contingency	-	-	1,350,300	1,350,300	1,539,300	1,539,300	1,539,300
Municipal Court	632,679	647,408	628,300	628,300	652,200	652,200	652,200
Code Enforcement	24,819	9,721	20,900	20,900	21,000	21,000	21,000
Fire Suppression	7,755,176	7,556,696	7,998,000	8,006,425	8,448,700	8,448,700	8,448,700
Public Safety Levy: Fire	1,020,804	862,276	949,200	949,200	992,200	992,200	992,200
Fire & Life Safety	603,133	632,105	670,100	670,100	766,400	766,400	766,400
Police	10,700,224	11,071,932	11,598,000	11,598,700	12,052,000	12,052,000	12,052,000
Public Safety Levy: Police	943,977	918,380	1,016,400	1,016,400	1,013,200	1,013,200	1,013,200
Planning	1,093,545	1,131,937	1,134,400	1,134,400	1,189,600	1,189,600	1,189,600
Housing	65,064	36,014	260,300	260,300	248,800	248,800	248,800
Library	2,354,223	2,529,451	2,367,000	2,367,000	2,450,700	2,450,700	2,450,700
Total Requirements	\$26,712,497	\$27,145,259	\$29,401,100	\$29,410,225	\$30,479,300	\$30,479,300	\$30,479,300

Requirements by Type

Personnel	\$18,840,096	\$19,838,227	\$21,212,500	\$21,212,500	\$21,863,400	\$21,863,400	\$21,863,400
Materials & Services	6,376,208	5,801,082	5,707,400	5,716,525	6,252,900	6,252,900	6,252,900
Capital	330,670	37,405	-	-	-	-	-
Transfers Out	1,165,523	1,468,545	1,130,900	1,130,900	823,700	823,700	823,700
Contingency	-	-	1,350,300	1,350,300	1,539,300	1,539,300	1,539,300
Total Requirements	\$26,712,497	\$27,145,259	\$29,401,100	\$29,410,225	\$30,479,300	\$30,479,300	\$30,479,300

**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Nondepartmental	\$ -	\$ 281,500	\$ -	\$ 823,700	\$ 1,539,300	\$ 2,644,500	8.68%
Municipal Court	387,900	264,300	-	-	-	652,200	2.14%
Code Enforcement	-	21,000	-	-	-	21,000	0.07%
Fire Suppression	6,730,400	1,718,300	-	-	-	8,448,700	27.72%
Public Safety Levy: Fire	911,900	80,300	-	-	-	992,200	3.26%
Fire & Life Safety	607,300	159,100	-	-	-	766,400	2.51%
Police	9,683,800	2,368,200	-	-	-	12,052,000	39.54%
Public Safety Levy: Police	896,300	116,900	-	-	-	1,013,200	3.32%
Planning	948,700	240,900	-	-	-	1,189,600	3.90%
Housing	-	248,800	-	-	-	248,800	0.82%
Library	1,697,100	753,600	-	-	-	2,450,700	8.04%
Total Requirements	\$21,863,400	\$ 6,252,900	\$ -	\$ 823,700	\$ 1,539,300	\$30,479,300	100.00%
Percent of Fund Budget	71.73%	20.52%	-	2.70%	5.05%	100.00%	

Staffing Summary (FTE)	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Municipal Court	5.375	5.375	4.375	4.375	4.375	4.375	4.375
Fire Suppression	49.000	50.500	48.100	48.100	49.100	49.100	49.100
Public Safety Levy: Fire	8.000	8.000	8.000	8.000	8.000	8.000	8.000
Fire & Life Safety	4.000	4.000	3.500	3.500	3.500	3.500	3.500
Police	85.250	85.250	82.250	82.250	82.250	82.250	82.250
Public Safety Levy: Police	9.000	9.000	9.000	9.000	9.000	9.000	9.000
Planning	9.000	9.500	8.500	8.500	8.500	8.500	8.500
Library	21.975	21.975	21.725	21.725	21.525	21.525	21.525
Total FTE	191.600	193.600	185.450	185.450	186.250	186.250	186.250

PROGRAM NARRATIVE

GENERAL FUND: NONDEPARTMENTAL (100-10-1003)

Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This budget eliminates the General Fund transfer of \$260,000 to the Street Fund for street lights.
- A \$187,200 transfer to the Parks and Recreation Fund provides continued funding for the Boys and Girls Club, YMCA, and Community After School Program.
- A \$40,000 transfer to the Parks & Recreation Fund supports the Urban Forestry Management 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, the Linn-Benton Loop System, and the Paratransit System.
- Payments to the Albany Downtown Association from the collection of the Albany Economic Improvement District assessments are made from this program.
- An outside agency grant to the Senior Meals Program (\$6,500) is included in this budget.
- The Veteran's Association Grant (\$3,000) has been moved to Economic Development.
- \$240,400 will be transferred to the Debt Service Fund to make the annual debt payment related to the construction of City Hall.

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 1003: Nondepartmental

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
EXPENDITURES						
Personnel Services	-	-	-	-	-	- %
Materials & Services	382,404.67	297,042.49	277,300	277,300	281,500	1.51%
Transfers Out	1,136,447.27	1,452,295.73	1,130,900	1,130,900	823,700	-27.16%
Contingencies	-	-	1,350,300	1,350,300	1,539,300	14.00%
TOTAL EXPENDITURES	1,518,851.94	1,749,338.22	2,758,500	2,758,500	2,644,500	-4.13%

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

- Municipal Court employees are responsible for processing the citations issued by the Albany Police Department, the Code Enforcement Division, and by private citizens of the City of Albany. Court is also responsible for scheduling and conducting pretrial conferences and trials, which includes notifying attorneys, police officers, and witnesses.
- Court procedures are administered by the Municipal Court Judge, who is an attorney licensed to practice in Oregon and is appointed by the City Council under a one-year contract and is a .25 FTE.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Effective Government	12/10	Completed	<ul style="list-style-type: none"> • Implement e-ticketing for misdemeanors. • Implement e-transfer of reports. • Process Parkwise parking citations deemed uncollectable by Parkwise.
	12/10	Completed	
	06/11	None Filed	
Budget Year 2011-2012	01/12		
Effective Government			<ul style="list-style-type: none"> • Expand use of Laserfiche to move paper files to digital image as original.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of warrants issued.	1,584	1,347	1,400	1,350
Case numbers issued.	8,834	6,202	6,500	5,200
Percent of pretrials set within 90 days.	98%	98%	98%	98%
Percent of jury trials set within 90 days.	65%	70%	65%	70%
Percent of bench trials set within 90 days.	65%	70%	65%	70%
Percent of charges docketed within one working day.	80%	80%	70%	80%

STAFFING SUMMARY

Authorized FTEs	5.375	5.375	5.375	5.375
Budgeted FTEs	5.375	5.375	4.375	4.375

PROG 1029: Municipal Court

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	321,063.19	386,798.23	369,100	369,100	387,900	5.09%
Materials & Services	311,614.44	260,608.85	259,200	259,200	264,300	1.97%
TOTAL EXPENDITURES	632,677.63	647,407.08	628,300	628,300	652,200	3.80%

PROGRAM NARRATIVE

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

Responsible Manager/Title: Wes Hare, City Manager

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Great Neighborhoods	05/11	Completed	<ul style="list-style-type: none"> • Conduct community cleanup in partnership with Allied Waste and neighborhood volunteers.
Effective Government	06/11	Completed	<ul style="list-style-type: none"> • Close out 50% of complaints per year.
	06/11	In Progress	<ul style="list-style-type: none"> • Initiate time tracking across all departments to quantify code enforcement efforts.
Budget Year 2011-2012			
Great Neighborhoods	06/12		<ul style="list-style-type: none"> • Conduct community cleanup in partnership with Allied Waste and neighborhood volunteers.
Effective Government	06/12		<ul style="list-style-type: none"> • Close out 50% of complaints per year.
	06/12		<ul style="list-style-type: none"> • Initiate time tracking across all departments to quantify code enforcement efforts.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of cases reported.	37	280	98*	100
Number of cases cleared.	21	285	66*	70

* Numbers are through the second quarter of FY 2010-2011.

PROG 1026: Code Enforcement

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	2,991.82	120.56	3,400	3,400	-	-100.00%
Materials & Services	21,827.51	9,600.34	17,500	17,500	21,000	20.00%
TOTAL EXPENDITURES	24,819.33	9,720.90	20,900	20,900	21,000	0.48%

PROGRAM NARRATIVE

GENERAL FUND: FIRE SUPPRESSION (100-25-1201)

Responsible Manager/Title: Shane Wooton, Assistant Fire Chief

FUNCTIONS AND RESPONSIBILITIES

- Train for, respond to, and mitigate natural and manmade disasters and medical, fire, hazardous materials, technical rescue, and water rescue emergencies.
- Services are provided by contract to three rural fire districts.
- Maintain vehicles and equipment in a state of preparedness and condition for proper use during emergencies.
- Assist in determining cause and origin of fires.
- Participate in Department public education programs.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City/Effective Government	09/10	Completed	<ul style="list-style-type: none"> • Develop a storm water reclamation plan for all four stations and begin implementation.
	06/11	In progress	<ul style="list-style-type: none"> • Identify data organization and records management needs, and evaluate software solutions.
	06/11	Ongoing	<ul style="list-style-type: none"> • Secure location for replacement of Station 11 (110 Sixth Avenue SE).
	06/11	In progress	<ul style="list-style-type: none"> • Complete seismic upgrades to Station 12 (120 34th Avenue SE).
	06/11	Ongoing	<ul style="list-style-type: none"> • Identify partners and funding for a training center.
Budget Year 2011-2012			
Safe City/Effective Government	12/11		<ul style="list-style-type: none"> • Complete Station 12 water reclamation plan.
	01/12		<ul style="list-style-type: none"> • Complete options study for Station 11 replacement.
	03/12		<ul style="list-style-type: none"> • Secure funding strategy and property for replacement of Station 11.
	06/12		<ul style="list-style-type: none"> • Complete Station 12 seismic rehabilitation and needed improvements.
	06/12		<ul style="list-style-type: none"> • Evaluate results of the Albany/Corvallis collaboration study.
	06/12		<ul style="list-style-type: none"> • Purchase and implement computer software program for data organization and records management.
	06/12		<ul style="list-style-type: none"> • Purchase aerial truck and command vehicle.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Total Emergency Responses	6,410	6049	6400	6450
Civilian Death/Injuries	0/6	1/7	0/1	0/0
Structure Fires	75	65	83	65
Structure Fires per 1,000 Population vs. ICMA Comparables	1.00/1.12	1.88/1.04	1.22/0.91	1.20/.91
Special Rescue Responses (HazMat, Technical, Water)	57	33	55	55
Value of Property Responded to vs. Value Loss (millions of \$)	\$38/\$2.24	\$15.5/\$3.20	\$96/\$4	\$30/\$3
Fire Response Time (Alarm to Arrival % < 6 min)	76%	76%	78%	78%
Fire Response Mutual Aid Provided vs. Mutual Aid Received	47/17	30/18	41/19	41/19

STAFFING SUMMARY

Authorized FTEs	49	50.5	50.1	50.1
Budgeted FTEs	49	50.5	48.1	49.1

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 1201: Fire Suppression

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
EXPENDITURES						
Personnel Services	5,831,114.48	6,036,384.09	6,491,200	6,491,200	6,730,400	3.68%
Materials & Services	1,649,896.44	1,520,309.97	1,506,800	1,515,225	1,718,300	13.40%
Capital	274,164.31	-	-	-	-	- %
TOTAL EXPENDITURES	7,755,175.23	7,556,694.06	7,998,000	8,006,425	8,448,700	5.52%

PROGRAM NARRATIVE

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

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

FUNCTIONS AND RESPONSIBILITIES

- Provide seven Firefighter/EMT positions for emergency operations.
 - Provide funding for Fire and Ambulance equipment replacement. (Unfunded)
 - Provide one Deputy Fire Marshal - Compliance position to the Fire & Life Safety Division.
 - Provides a portion of the funding for programs associated with these positions.
-

STAFFING SUMMARY

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Authorized FTEs	8	8	8	8
Budgeted FTEs	8	8	8	8

100: General Fund
25: Fire

CITY OF ALBANY, OREGON
Adopted Budget Summary

Budget Fiscal Year: 2012

PROG 1202: Public Safety Levy: Fire

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
EXPENDITURES						
Personnel Services	657,020.42	720,015.99	832,300	832,300	911,900	9.56%
Materials & Services	363,782.63	142,259.51	116,900	116,900	80,300	-31.31%
TOTAL EXPENDITURES	1,020,803.05	862,275.50	949,200	949,200	992,200	4.53%

PROGRAM NARRATIVE

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

Responsible Manager/Title: Michael Trabue, Fire Marshal

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, training, and safety equipment for all-hazard risk reduction in the community.
- Provide public information on regular Department operations and on emergency incidents.
- Services are provided 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 2010-2011			
Safe City/Effective Government	01/11	Ongoing	• Develop and implement Fire Investigation Team protocols and procedures.
	06/11	Unfunded	• Implement revised sixth grade through senior adult public education and assistance programs.
	06/11	Ongoing	• Review and revise kindergarten through fifth grade public education programs to address community needs.
	06/11	Ongoing	• Coordinate compliance inspection program activities with the Operations Preplan Group to identify and preplan target hazard locations.
Budget Year 2011-2012			
Safe City/Effective Government	06/12		• Address potential vacancies due to anticipated retirements.
	06/12		• Implement revised public education programs to address community needs.
	06/12		• Develop and implement Fire Investigation Team training program and succession plan.
	06/12		• Coordinate compliance inspection program activities with AFD Preplan Group to identify and preplan target hazard locations.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of Inspections and Re-Inspections of Fire Code Regulated Occupancies.	1,577	791	1,830	1,200
Fire Code Violations Noted vs. Violations Corrected.	683/345	684/368	922/837	800/500
Number of People Involved in Life Safety Education Programs.	7,560	8,400	2,361	7,500
Number of Life Safety Education Presentations.	403	310	84	400

STAFFING SUMMARY

Authorized FTEs	4	4	4.5	5.5
Budgeted FTEs	4	4	3.5	3.5

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 1203: Fire & Life Safety

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
EXPENDITURES						
Personnel Services	446,761.32	468,087.72	510,700	510,700	607,300	18.92%
Materials & Services	156,371.26	155,005.76	159,400	159,400	159,100	-0.19%
Capital	-	9,012.12	-	-	-	- %
TOTAL EXPENDITURES	603,132.58	632,105.60	670,100	670,100	766,400	14.37%

PROGRAM NARRATIVE

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

Responsible Manager/Title: Edward Boyd, Chief of Police

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City	07/10	Completed	<ul style="list-style-type: none"> • Conduct citywide Citizen Patrol event.
Effective Government	01/11	Completed	<ul style="list-style-type: none"> • Complete reorganization to reflect unfilled Captain position.
Effective Government	02/11	In Progress	<ul style="list-style-type: none"> • Acquire new police patrol vehicle model.
Safe City	06/11	Completed	<ul style="list-style-type: none"> • Maintain patrol response to priority calls of 4:45 minutes or less.
	06/11	Completed	<ul style="list-style-type: none"> • Achieve 19% clearance rate for property crimes.
	06/11	Completed	<ul style="list-style-type: none"> • Achieve 65% clearance rate for violent crimes.
	06/11	Unmet	<ul style="list-style-type: none"> • Maintain rate of 7 DUI arrests per 1,000 population.
Budget Year 2011-2012			
Safe City	09/11		<ul style="list-style-type: none"> • Complete needs assessment/architectural design for new Police facility.
	12/11		<ul style="list-style-type: none"> • Develop financial strategy to fund new Police Department facility
	06/12		<ul style="list-style-type: none"> • Maintain patrol response to priority calls of 4:45 minutes or less.
	06/12		<ul style="list-style-type: none"> • Achieve 22% clearance rate for property crimes.
	06/12		<ul style="list-style-type: none"> • Achieve 68% clearance rate for violent crimes.
	06/12		<ul style="list-style-type: none"> • Maintain rate of 5 DUI arrests per 1,000 population.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of calls for service	66,421	60,972	49,700	59,500
Part 1 Crimes (UCR) (1)	2,059	1,896	1,800	1,525
Part 2 Crimes (UCR) (2)	6,243	6,555	4,750	5,800
Total number of arrests	4,166	4,300	2,930	4,150
Number of uniform traffic citations	8,074	6,600	4,080	6,700
Animal and abandoned vehicle calls	2,669	2,520	2,070	2,300

(1) Part 1 crimes include: homicide, rape, aggravated assault, burglary, larceny, motor vehicle theft, arson.

(2) Part 2 crimes include: simple assault, forgery/fraud, weapons laws, drugs, liquor, sex, family, disorderly conduct.

(3) UCR = Uniform Crime Reporting.

STAFFING SUMMARY

Authorized FTEs	85.25	85.25	85.25	85.25
Budgeted FTEs	85.25	85.25	82.25	82.25

100: General Fund
 30: Police

CITY OF ALBANY, OREGON
Adopted Budget Summary

Budget Fiscal Year: 2012

PROG 1301: Police

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	8,561,414.67	9,046,790.80	9,578,300	9,578,300	9,683,800	1.10%
Materials & Services	2,088,610.52	2,013,847.05	2,019,700	2,020,400	2,368,200	17.21%
Capital	50,199.51	11,293.47	-	-	-	- %
TOTAL EXPENDITURES	10,700,224.70	11,071,931.32	11,598,000	11,598,700	12,052,000	3.91%

PROGRAM NARRATIVE

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

Responsible Manager/Title: Edward Boyd, Chief of Police

FUNCTIONS AND RESPONSIBILITIES

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

STAFFING SUMMARY

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Authorized FTEs	9	9	9	9
Budgeted FTEs	9	9	9	9

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 1302: Public Safety Levy: Police

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	743,677.78	753,206.74	896,200	896,200	896,300	0.01%
Materials & Services	193,994.36	148,071.10	120,200	120,200	116,900	-2.75%
Capital	6,305.76	17,100.46	-	-	-	- %
TOTAL EXPENDITURES	943,977.90	918,378.30	1,016,400	1,016,400	1,013,200	-0.31%

PROGRAM NARRATIVE

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

Responsible Manager/Title: Greg Byrne, Community Development Director

FUNCTIONS AND RESPONSIBILITIES

- Plan for the future of the City. The general plan for the City is the Albany Comprehensive Plan and Map. Planning topics addressed in the Comprehensive Plan include transportation, housing, natural resources, and many others. Planning staff keeps the Comprehensive Plan and Map up to date by making revisions when necessary to reflect changing conditions.
- Review applications for annexations and new development in Albany.
- 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.
- Revise and administer the Albany Development Code. The Development Code includes the regulations that describe how development in Albany should look and function. Planning staff keeps the Development Code up to date by making revisions when necessary.
- Provide staff support to City Council, Planning Commission, Landmarks Advisory Commission, and City departments.
- Prepare general area plans for the City. These plans typically propose new land use designations for property and the location of new public facilities.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Healthy Economy	9/11	In Progress	<ul style="list-style-type: none"> • Develop an inventory of buildable employment lands and an interactive web-based map with site information.
Great Neighborhoods	5/11	In Progress	<ul style="list-style-type: none"> • Implement Statewide Planning Goal 5: Adopt Comp Plan and Development Code revisions.
Budget Year 2011-2012			
Great Neighborhoods & Healthy Economy	12/12		<ul style="list-style-type: none"> • Develop an integrated plan for South Albany that creates a vibrant new neighborhood with a feasible and efficient mix of uses, densities, and amenities.
Effective Government	12/12		<ul style="list-style-type: none"> • Integrate recommendations from the 2007 Economic Opportunities Analysis and the 2006 Housing study.
Safe City	12/12		<ul style="list-style-type: none"> • Ensure a safe community by protecting people and property through continuously improving the City's floodplain management.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of Planning applications.	110	110	120	120
Percent of applications reviewed within state-mandated time limit.	100%	100%	100%	100%

STAFFING SUMMARY

	2008-2009	2009-2010	2010-2011	2011-2012
Authorized FTEs	9.0	9.5	9.5	9.5
Budgeted FTEs	9.0	9.5	8.5	8.5

100: General Fund
40: Community Development

CITY OF ALBANY, OREGON
Adopted Budget Summary

Budget Fiscal Year: 2012

PROG 1601: Planning

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
EXPENDITURES						
Personnel Services	863,067.89	923,278.11	899,100	899,100	948,700	5.52%
Materials & Services	230,479.93	208,655.94	235,300	235,300	240,900	2.38%
TOTAL EXPENDITURES	1,093,547.82	1,131,934.05	1,134,400	1,134,400	1,189,600	4.87%

PROGRAM NARRATIVE

GENERAL FUND: COMMUNITY DEVELOPMENT, HOUSING (100-40-1606)

Responsible Manager/Title: Greg Byrne, Community Development Director

FUNCTIONS AND RESPONSIBILITIES

- Administer the housing program in ways that primarily benefit low- and moderate-income families. The source of the money in the housing fund is repayment of loans that were made with Community Development Block Grant (CDBG) funds by the City to private property owners in the 1970s, and several Rental Rehabilitation loans.
- Provide financial assistance to citizens, groups, and/or agencies that preserve and develop affordable housing.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011 Great Neighborhoods	7/11	In Progress	<ul style="list-style-type: none">• Evaluate requests for affordable housing projects. Award grants to non-profit agencies, such as Albany Area Habitat for Humanity, Albany Partnership for Housing, and Interfaith Volunteer Caregivers.
Budget Year 2011-2012 Great Neighborhoods	7/12		<ul style="list-style-type: none">• Evaluate requests for affordable housing projects. Award grants to non-profit agencies.

PROG 1606: Housing

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
EXPENDITURES						
Personnel Services	-	-	34,800	-	-	- %
Materials & Services	35,989.07	19,765.22	225,500	260,300	248,800	-4.42%
Transfers Out	29,075.32	16,249.48	-	-	-	- %
TOTAL EXPENDITURES	65,064.39	36,014.70	260,300	260,300	248,800	-4.42%

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, 10:00 a.m. to 5:00 p.m.; 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 2010-2011			
Effective Government	06/11	Completed	<ul style="list-style-type: none"> • Utilize outside agencies to support Library materials and programs.
Great Neighborhoods	06/11	Completed	<ul style="list-style-type: none"> • Finish Library Strategic Plan.
	06/11	Completed	<ul style="list-style-type: none"> • Reduce cost/item circulated.
	06/11	Completed	<ul style="list-style-type: none"> • Increase donations to endowments.
Budget Year 2011-2012			
Great Neighborhoods	06/12		<ul style="list-style-type: none"> • Collaborate with School District to offer Summer Library Services.
Effective Government	06/12		<ul style="list-style-type: none"> • Continue Six Sigma project to improve Technical Services processes.
	06/12		<ul style="list-style-type: none"> • Apply for Federal E-rate discounts.
	06/12		<ul style="list-style-type: none"> • Explore open-source and other Integrated Library Systems options.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
ICMA Circulation rate/Registered Borrower.	25	27	28	28
Library visitors.	351,851	402,099	420,000	430,000
ICMA cost/item circulated (Mean= \$3.51).	\$3.25	\$2.52	\$2.40	\$2.35
Children's program attendance.	18,980	16,624	17,000	18,000
Circulation.	696,327	772,960	785,000	800,000

STAFFING SUMMARY

Authorized FTEs	20.225	21.975	21.975	21.775
Budgeted FTEs	20.225	21.975	21.725	21.525

100: General Fund
45: Library

CITY OF ALBANY, OREGON
Adopted Budget Summary

Budget Fiscal Year: 2012

PROG 1701: Library

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
EXPENDITURES						
Personnel Services	1,412,985.28	1,503,540.99	1,632,200	1,632,200	1,697,100	3.98%
Materials & Services	941,236.61	1,025,911.67	734,800	734,800	753,600	2.56%
TOTAL EXPENDITURES	2,354,221.89	2,529,452.66	2,367,000	2,367,000	2,450,700	3.54%



CITY OF
Albany

O R E G O N



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 2011-12, the Parks & Recreation Fund is forecast to receive current property taxes totalling \$4,037,600.

GRANTS FUND

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

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 a continuation of the downturn in building activity. In light of reduced revenues, significant budget cuts have been made in the 2011-12 budget.

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

The Ambulance Fund 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 increase by 2.70 percent to \$1,850,000. Ambulance revenues are limited by federal reimbursement rates.

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 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 November, 2006, General Election. The rate is \$0.95 per \$1,000 of assessed value for a period of five years beginning with the 2008-09 fiscal year. Fiscal Year 2011-12 is the fourth year of the new levy.

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 \$2,700,000 in Fiscal Year 2011-12, an increase of 13.45 percent from the amount projected for 2010-11.

The five-percent sewer and water in-lieu-of franchise fee will generate \$326,000 and \$430,000 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

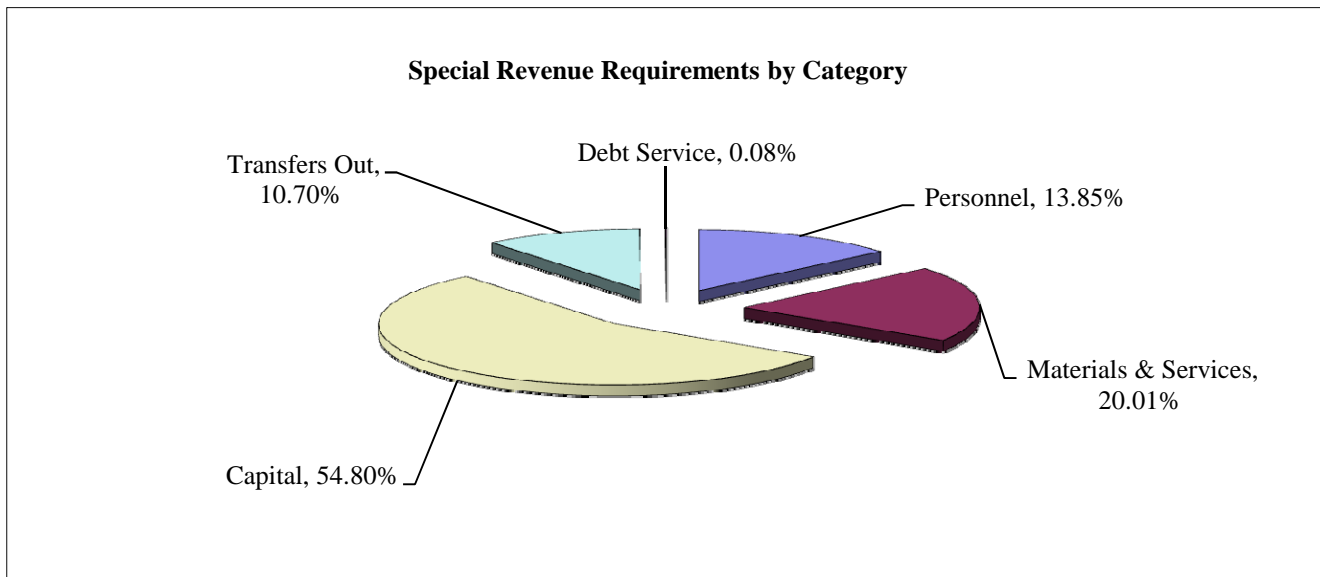
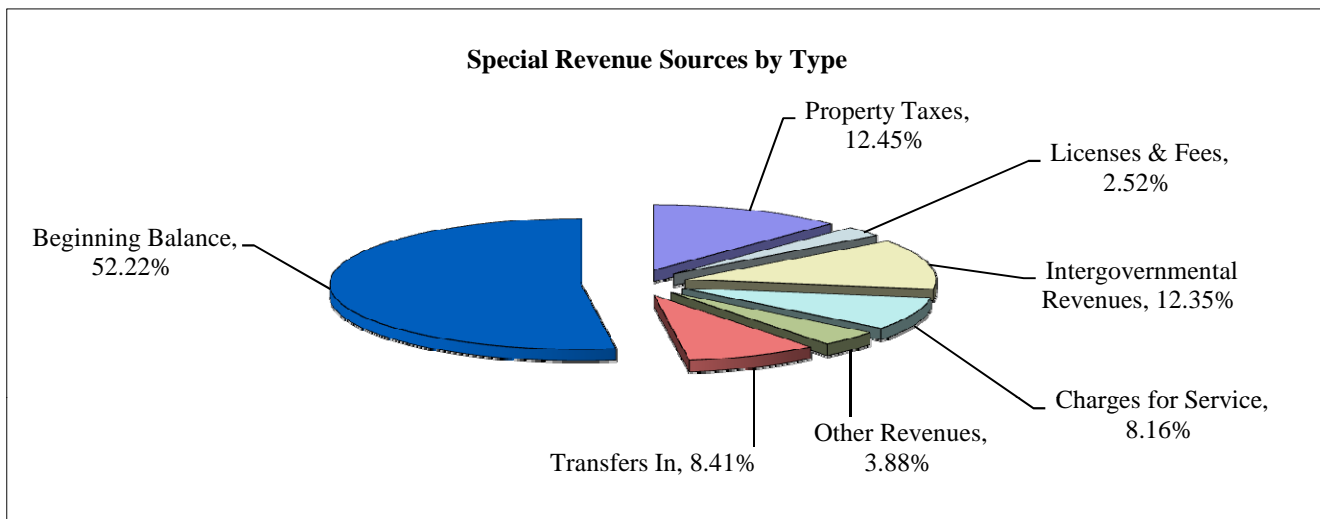
Adopted for the Fiscal Year 2011-12

RESOURCES

Property Taxes	\$ 6,781,000
Transient Room Taxes	638,700
Franchise Fees/Privilege Taxes	756,000
Licenses & Fees	1,372,300
Intergovernmental Revenues	6,726,600
Charges for Service	4,443,700
Other Revenues	506,900
Investment Earnings	212,800
Transfers In	4,583,100
Beginning Balance	28,442,500
Total Resources	\$ 54,463,600

REQUIREMENTS

Personnel	\$ 7,542,800
Materials & Services	10,897,700
Capital	29,845,600
Transfers Out	5,830,100
Debt Service	43,500
Contingency	303,900
Total Requirements	\$ 54,463,600





CITY OF
Albany

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PARKS & RECREATION FUND
RESOURCE DETAIL

Resources		2010-11.....		2011-12	% Change	% of
	2008-09	2009-10	Adopted	Revised	Adopted	from	Fund
	Actual	Actual	Budget	Budget	Budget	2010-11	Budget
Property Taxes - Current	\$ 3,547,125	\$ 3,676,239	\$3,797,200	\$ 3,797,200	\$4,037,600	6.33%	45.48%
Property Taxes - Delinquent	96,659	129,766	104,000	104,000	105,000	0.96%	1.18%
Parks SDC: Principal	4,359	10,852	6,000	6,000	5,000	(16.67%)	0.06%
Parks SDC: Interest	1,807	3,677	2,500	2,500	1,500	(40.00%)	0.02%
Parks Systems Development Charges	163,416	231,581	200,000	200,000	100,000	(50.00%)	1.13%
Street Tree Development Fees	4,715	6,231	-	-	20,000	-	0.23%
State Marine Board	9,000	9,000	9,000	9,000	9,000	-	0.10%
WComp Wage Subsidy Reimb	-	416	-	-	-	-	-
Charges for Services	-	62,800	-	-	-	-	-
Agriculture Lease Payments	-	-	-	-	2,100	-	0.02%
CYF Recreation Fees	41,328	32,331	37,000	37,000	38,200	3.24%	0.43%
CYF Sponsorships	2,198	405	6,500	6,500	5,000	(23.08%)	0.06%
Marketing Fees	14,603	4,233	13,000	13,000	-	(100.00%)	-
Adult Recreation Fees	23,567	25,444	26,000	26,000	25,700	(1.15%)	0.29%
Swimming Pool Receipts	79,637	76,224	82,000	82,000	80,000	(2.44%)	0.90%
Senior Center Rental Fees	29,016	29,284	30,000	30,000	23,400	(22.00%)	0.26%
Maple Lawn Preschool Fees	60,201	68,776	60,000	60,000	63,100	5.17%	0.71%
Sports Program Fees	90,683	96,362	82,000	82,000	93,200	13.66%	1.05%
Waverly Boat Revenues	5,886	4,465	4,500	4,500	5,000	11.11%	0.06%
Park Permits	21,625	26,118	21,900	21,900	6,000	(72.60%)	0.07%
Fitness Program Fees	41,884	62,147	44,900	44,900	68,700	53.01%	0.77%
Preschool Material/Service Fees	2,367	3,450	3,000	3,000	3,300	10.00%	0.04%
Senior Program Fees	15,194	18,037	16,000	16,000	5,000	(68.75%)	0.06%
Extreme Sports Entry Fees	138	-	-	-	-	-	-
Event Souvenir Sales	3,319	4,454	3,000	3,000	-	(100.00%)	-
Event Food Faire Revenues	36,171	20,378	30,000	30,000	-	(100.00%)	-
Preschool Fundraising Proceeds	4,166	2,123	5,200	5,200	-	(100.00%)	-
NWAAF Fees	10,608	8,881	11,100	11,100	11,000	(0.90%)	0.12%
Hot Air Balloon Rides	9,400	15,525	11,900	11,900	10,000	(15.97%)	0.11%
Senior Newsletter	2,601	3,118	3,000	3,000	3,000	-	0.03%
Gift Shop Revenue	6,735	6,142	6,500	6,500	6,500	-	0.07%
Trip Revenue	42,807	35,579	42,000	42,000	43,400	3.33%	0.49%
Merchandise Sales - Aquatics	6,814	4,139	4,500	4,500	4,500	-	0.05%
Cool! Facility Rental Fees	8,444	7,094	5,000	5,000	8,000	60.00%	0.09%
Concession Sales - Aquatic	14,454	14,394	16,000	16,000	15,000	(6.25%)	0.17%
Concession Sales - Sports	2,236	1,770	2,500	2,500	2,500	-	0.03%
Public Arts	196	419	100	100	4,000	3,900.00%	0.05%
Concessions Sales - Fitness	159	619	500	500	-	(100.00%)	-
Swanson Room Rental Fees	2,607	2,830	2,700	2,700	1,000	(62.96%)	0.01%
Track Club Revenue	5,553	3,971	2,500	2,500	2,500	-	0.03%
Facility Enhancement Fee	4,238	5,815	5,000	5,000	5,500	10.00%	0.06%
ACP Swimming Pool Receipts	143,213	158,093	148,700	148,700	155,000	4.24%	1.75%
ACP Facility Rental Fees	20,538	22,959	20,000	20,000	23,100	15.50%	0.26%
Sport Camp Fees	-	-	-	-	500	-	0.01%
Tournament Rental Fees	1,060	5,033	2,500	2,500	5,500	120.00%	0.06%
Event Donations	-	28,932	30,000	30,000	-	(100.00%)	-
Youth Program User Fees	400	5,139	3,500	3,500	3,500	-	0.04%
Community Garden Revenues	-	654	1,000	1,000	500	(50.00%)	0.01%
Pool Room Revenue	-	-	-	-	1,200	-	0.01%
River Rhythms Food Faire	-	-	-	-	8,800	-	0.10%
NWAAF Food Vendors	-	-	-	-	11,500	-	0.13%
Mondays at Monteith Food Vendors	-	-	-	-	1,200	-	0.01%
River Rhythms Souvenir Sales	-	-	-	-	500	-	0.01%
NWAAF Souvenir Sales	-	-	-	-	6,000	-	0.07%
Trolley Rental Charges	1,593	2,545	3,000	3,000	3,000	-	0.03%
Gifts & Donations	7,930	63,255	10,300	10,300	64,000	521.36%	0.72%
River Rhythms Donations	-	-	-	-	13,000	-	0.15%
NWAAF Donations	-	-	-	-	13,500	-	0.15%
Mondays at Monteith Donations	-	-	-	-	2,100	-	0.02%

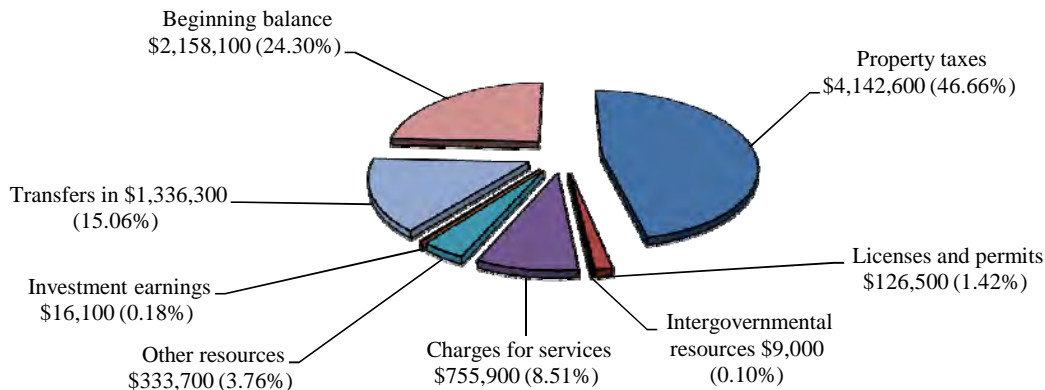
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PARKS & RECREATION FUND
RESOURCE DETAIL, continued

Resources, continued	2008-09 Actual	2009-10 Actual2010-11.....		2011-12 Adopted Budget	% Change from 2010-11	% of Fund Budget
			Adopted Budget	Revised Budget			
Mondays at Monteith Sponsorships	11,718	17,833	15,000	15,000	15,000	-	0.16%
Pass-The-Hat Donations	26,186	-	-	-	-	-	(0.01%)
Park Fixture Donations	770	-	-	-	-	-	(0.01%)
Senior Center Sponsorships	9,592	12,081	7,000	7,000	7,500	7.14%	0.08%
CPAS Sponsorships	11,650	9,450	8,300	8,300	8,300	-	0.09%
River Rhythms Sponsorships	56,795	45,935	55,000	55,000	55,000	-	0.62%
NWAAF Sponsorships	106,467	72,370	70,000	70,000	72,500	3.57%	0.82%
Aquatic Sponsorship	53,500	57,801	3,500	3,500	3,500	-	0.04%
Adult Rec & Fitness Sponsorship	100	1,000	1,000	1,000	1,000	-	0.01%
Sports Sponsorship	2,345	1,250	5,000	5,000	5,000	-	0.06%
Misc Event Sponsorship/Donation	-	11,586	-	-	-	-	-
Aquatic donations	-	-	118,000	118,000	68,000	(42.37%)	0.77%
Miscellaneous Revenue	2,936	7,423	2,000	2,000	2,000	-	0.02%
Over & short	(8)	1	-	-	-	-	-
Brochure Advertising Revenue	4,267	2,320	2,500	2,500	2,500	-	0.03%
General Fundraising	800	860	800	800	800	-	0.01%
Interest	81,838	44,185	31,400	31,400	16,100	(48.73%)	0.18%
Total Current Resources	4,959,606	5,285,794	5,235,500	5,235,500	5,383,800	2.83%	60.63%
From General Fund	187,200	187,200	187,200	187,200	187,200	-	2.11%
From Equipment Replacement	-	82,700	-	-	-	-	-
From Street Fund	130,000	80,000	80,000	80,000	80,000	-	0.90%
From Parks SDC Program	1,247,723	71,924	1,500,000	1,750,000	1,010,000	(42.29%)	11.38%
From Parks Operating Revenues	67,000	164,805	70,000	70,000	-	(100.00%)	-
From Litigation Proceeds	-	-	-	1,000,000	-	(100.00%)	-
Transfer In: Transient Room Tax	-	-	-	-	59,100	-	0.67%
Total Transfers In	1,631,923	586,629	1,837,200	3,087,200	1,336,300	(56.71%)	15.06%
Beginning Balance	3,719,450	2,260,921	2,256,200	2,256,200	2,158,100	(4.35%)	24.31%
Total Resources	\$ 10,310,979	\$ 8,133,344	\$9,328,900	\$ 10,578,900	\$8,878,200	(16.08%)	100.00%

SUMMARY BY SOURCE

Resources	2008-09 Actual	2009-10 Actual2010-11.....		2011-12 Adopted Budget	% Change from 2010-11	% of Fund Budget
			Adopted Budget	Revised Budget			
Property taxes	\$ 3,643,784	\$ 3,806,005	\$3,901,200	\$ 3,901,200	\$4,142,600	6.19%	46.66%
Licenses and permits	174,297	252,341	208,500	208,500	126,500	(39.33%)	1.42%
Intergovernmental resources	9,000	9,416	9,000	9,000	9,000	-	0.10%
Charges for services	755,639	870,682	787,000	787,000	755,900	(3.95%)	8.51%
Other resources	295,048	303,165	298,400	298,400	333,700	11.83%	3.76%
Investment earnings	81,838	44,185	31,400	31,400	16,100	(48.73%)	0.18%
Total Current Resources	4,959,606	5,285,794	5,235,500	5,235,500	5,383,800	2.83%	60.63%
Transfers in	1,631,923	586,629	1,837,200	3,087,200	1,336,300	(56.71%)	15.05%
Beginning balance	3,719,450	2,260,921	2,256,200	2,256,200	2,158,100	(4.35%)	24.32%
Total Resources	\$ 10,310,979	\$ 8,133,344	\$9,328,900	\$ 10,578,900	\$8,878,200	(16.08%)	100.00%



**PARKS & RECREATION FUND
REQUIREMENT SUMMARIES**

Program Requirements	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sports Services	\$ 204,389	\$ 210,209	\$ 200,300	\$ 200,300	\$ 235,900	\$ 235,900	\$ 235,900
Children/Youth/Family Recreation Services	217,806	222,755	246,900	246,900	265,400	265,400	265,400
Resource Development/ Marketing Services	235,418	252,561	282,800	282,800	296,600	296,600	296,600
Adult Recreation & Fitness Services	181,812	187,905	87,300	87,300	-	-	-
Park Maintenance Services	1,279,875	1,342,258	1,299,900	1,299,900	1,843,800	1,843,800	1,843,800
Parks & Recreation Administration	1,254,595	1,395,688	1,597,200	1,597,200	1,629,600	1,629,600	1,629,600
Senior Services	445,154	448,383	448,400	448,400	-	-	-
Aquatic Services	656,655	693,248	737,200	737,200	774,900	774,900	774,900
NW Art & Air Festival	134,076	157,512	184,300	184,300	-	-	-
Performance Series	164,318	132,637	162,200	162,200	-	-	-
Adult Recreation Services	-	-	-	-	502,500	502,500	502,500
Performance and Cultural Arts	-	-	-	-	402,300	402,300	402,300
Urban Forestry	293,544	253,545	240,300	240,300	-	-	-
Park SDC Projects	1,599,366	148,500	1,816,500	1,816,500	1,835,200	1,835,200	1,835,200
Senior Center Foundation	14,345	7,921	19,600	19,600	19,600	19,600	19,600
Parks Capital Improvement Program	1,368,709	181,697	2,006,000	3,256,000	1,072,400	1,072,400	1,072,400
Total Requirements	\$8,050,062	\$5,634,819	\$9,328,900	\$ 10,578,900	\$ 8,878,200	\$ 8,878,200	\$ 8,878,200

Requirements by Type

Personnel	\$2,632,177	\$2,710,245	\$2,612,200	\$ 2,612,200	\$ 2,799,700	\$2,799,700	\$2,799,700
Materials & Services	2,242,373	2,263,451	2,458,200	2,458,200	2,700,000	2,700,000	2,700,000
Capital	1,373,228	181,697	2,230,600	3,230,600	1,696,400	1,696,400	1,696,400
Transfers Out	1,802,284	479,426	1,783,800	2,033,800	1,378,200	1,378,200	1,378,200
Contingency	-	-	244,100	244,100	303,900	303,900	303,900
Total Requirements	\$8,050,062	\$5,634,819	\$9,328,900	\$ 10,578,900	\$ 8,878,200	\$ 8,878,200	\$ 8,878,200

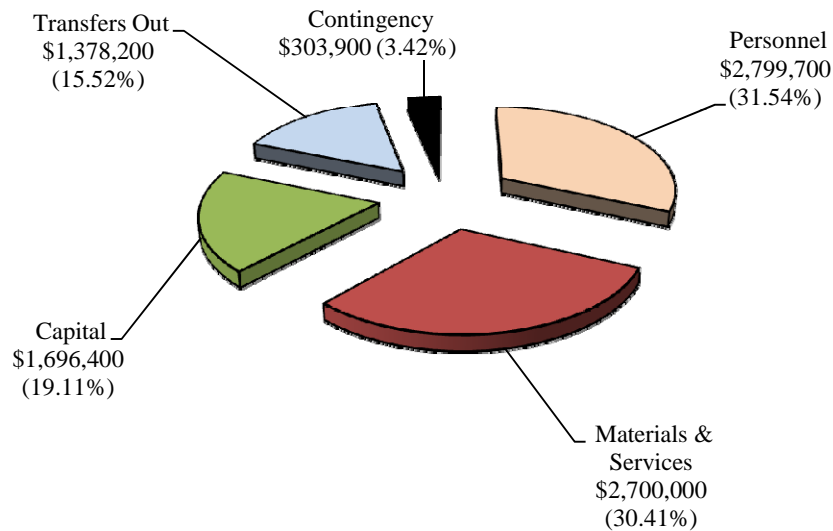
**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Capital	Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
Sports Services	\$ 135,400	\$ 100,500	\$ -	\$ -	\$ -	\$ 235,900	2.66%
Children/Youth/Family Recreation Services	229,800	35,600	-	-	-	265,400	2.99%
Resource Development/ Marketing Services	252,900	43,700	-	-	-	296,600	3.34%
Park Maintenance Services	914,400	909,400	20,000	-	-	1,843,800	20.77%
Parks & Recreation Administration	422,200	685,300	-	218,200	303,900	1,629,600	18.36%
Senior Services	-	-	-	-	-	-	-
Aquatic Services	493,100	229,800	52,000	-	-	774,900	8.73%
Adult Recreation Services	299,800	202,700	-	-	-	502,500	5.66%
Performance and Cultural Arts	49,100	353,200	-	-	-	402,300	4.53%
Park SDC Projects	3,000	120,200	552,000	1,160,000	-	1,835,200	20.67%
Senior Center Foundation	-	19,600	-	-	-	19,600	0.21%
Parks Capital Improvement Program	-	-	1,072,400	-	-	1,072,400	12.08%
Total Requirements	\$2,799,700	\$2,700,000	\$ 1,696,400	\$ 1,378,200	\$ 303,900	\$ 8,878,200	100.00%
Percent of Fund Budget	31.54%	30.41%	19.11%	15.52%	3.42%	100.00%	

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

Staffing Summary (FTE)	2008-09	2009-102010-11.....	2011-12.....		
	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	3.575	3.575	3.100	3.100	3.100	3.100	3.100
Resource Development/ Marketing Services	2.540	2.540	2.540	2.540	2.675	2.675	2.675
Adult Recreation & Fitness Services	1.200	1.200	0.200	0.200	-	-	-
Park Maintenance Services	8.000	8.000	7.000	7.000	10.500	10.500	10.500
Parks & Recreation Administration	4.200	3.800	3.800	3.800	4.000	4.000	4.000
Senior Services	4.200	4.200	3.200	3.200	-	-	-
Aquatic Services	4.575	4.575	3.500	3.500	3.500	3.500	3.500
NW Art & Air Festival	0.330	0.330	0.330	0.330	-	-	-
Performance Series	0.330	0.330	0.330	0.330	-	-	-
Adult Recreation Services	-	-	-	-	2.400	2.400	2.400
Urban Forestry	2.500	2.500	1.500	1.500	-	-	-
Total FTE	32.450	32.050	26.500	26.500	27.175	27.175	27.175

REQUIREMENTS BY TYPE
Category Total and Percent of Budget



PARKS & RECREATION FUND
RESOURCES BY TYPE, TEN FISCAL YEARS

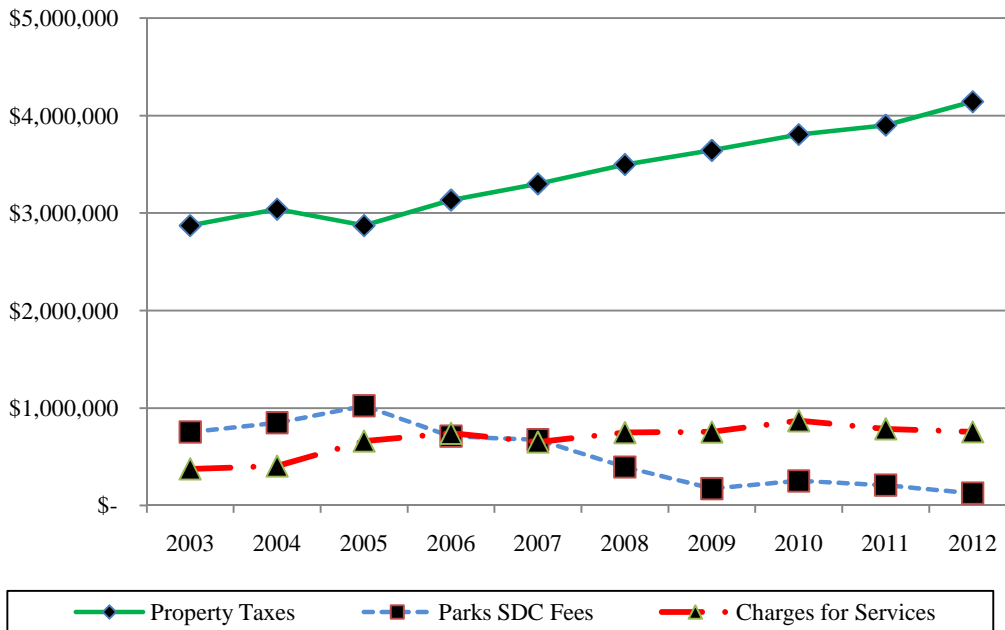
Actual Revenues for 2003 through 2010, Budgeted Resources for 2011 and 2012

Fiscal Years	Property Taxes	Parks SDC	Intergovernmental Resources	Charges for Services	Other Resources	Transfers In	Beginning Balance	Total Resources
2003	\$ 2,873,152	\$ 753,523	\$ 73,400	\$ 375,748	\$ 286,234	\$ 165,542	\$ 1,302,886	\$ 5,830,485
2004	3,041,579	848,574	77,300	403,711	216,257	72,220	2,037,725	6,697,366
2005	2,872,603	1,023,545	33,200	660,981	3,061,274	416,518	2,613,298	10,681,419
2006	3,133,826	710,666	37,760	741,707	448,615	203,550	3,423,345	8,699,469
2007	3,300,794	675,305	47,914	651,684	486,889	316,000	3,506,420	8,985,006
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	3,806,005	252,341	9,416	870,682	347,350	586,629	2,260,921	8,133,344
2011	3,901,200	208,500	9,000	787,000	329,800	3,087,200	2,256,200	10,578,900
2012	4,142,600	126,500	9,000	755,900	349,800	1,336,300	2,158,100	8,878,200

SDC - System Development Charges

- Notes: Fiscal Year 2005: included in Other Resources are long-term debt proceeds of \$2,287,147. The proceeds and other resources were used to construct a new public swimming pool at Swanson Park.
 Fiscal Year 2009: included in Transfers In is an intrafund transfer of \$2,400,000 from the Parks SDC Projects program to the Parks Capital Improvement Program.
 Fiscal Year 2010: included in Transfers In is an intrafund transfer of \$1,200,000 from the Parks SDC Projects program to the Parks Capital Improvement Program.
 Fiscal Year 2011: included in Transfers In is an intrafund transfer of \$1,500,000 from the Parks SDC Projects program and Settlement Proceeds to the Parks Capital Improvement Program.

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 2003-2012 (1)

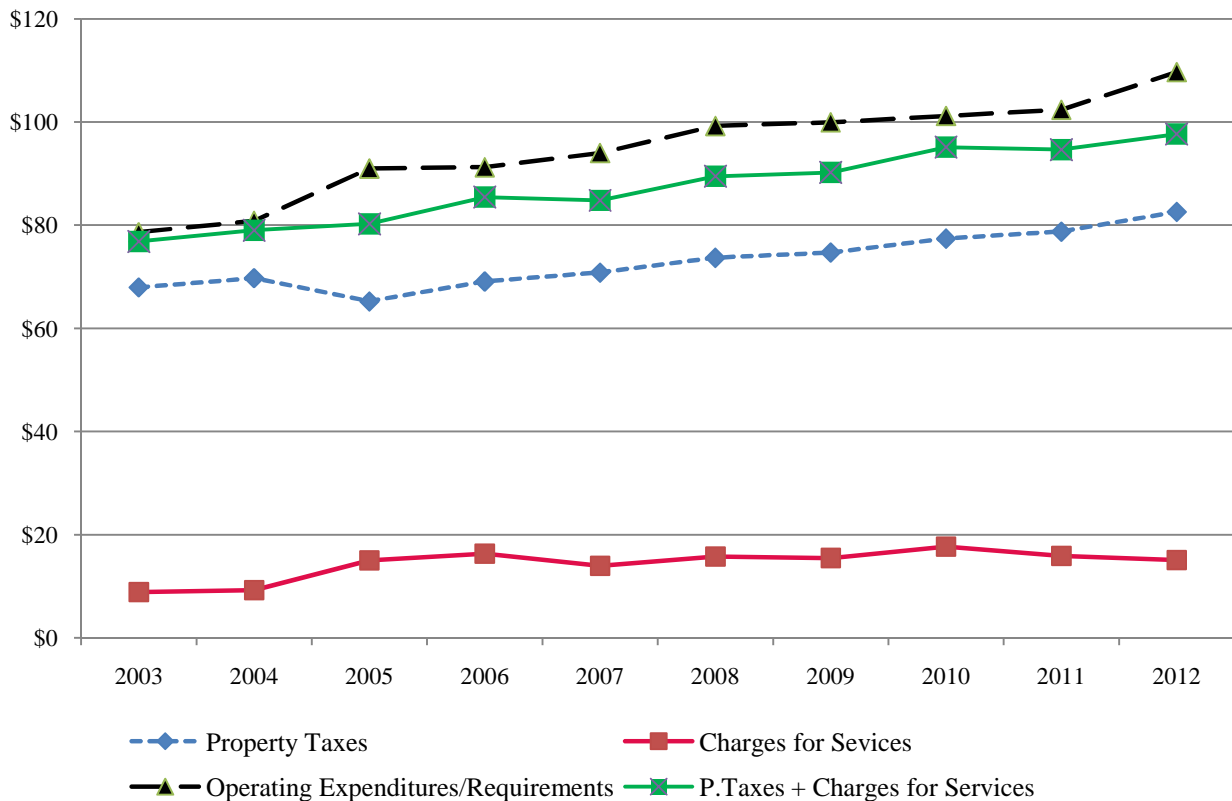
Fiscal Year Ended June 30,	OPERATING EXPENDITURES/ REQUIREMENTS		PROPERTY TAXES (2)		CHARGES FOR SERVICES	
	Amount		Amount		Amount	
	Expended	per Capita	Collected	per Capita	Received	per Capita
2003	\$ 3,324,768	\$ 78.64	\$ 2,873,152	\$ 67.96	\$ 375,748	\$ 8.89
2004	3,525,362	80.86	3,041,579	69.76	403,711	9.26
2005	4,005,953	90.98	2,872,603	65.24	660,981	15.01
2006	4,138,484	91.24	3,133,826	69.09	741,707	16.35
2007	4,381,151	94.00	3,300,794	70.82	651,684	13.98
2008	4,710,249	99.23	3,498,175	73.69	749,017	15.78
2009	4,874,550	99.95	3,643,784	74.71	755,639	15.49
2010	4,973,696	101.16	3,806,005	77.41	870,682	17.71
2011	5,070,400	102.37	3,901,200	78.76	787,000	15.89
2012	5,499,700	109.65	4,142,600	82.59	755,900	15.07

(1) Actual figures used for 2003 through 2010. Budgeted amounts used for 2011 and 2012.

(2) For 2002 through 2004, general property taxes were divided: 78% General Fund and 22% Parks & Recreation Fund. Beginning in 2005, the distribution was changed to 80% General Fund and 20% Parks & Recreation Fund.

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, Adult Recreation & Fitness Services, Park Maintenance Services, Parks & Recreation Administration, Senior Services, Aquatic Services, Northwest Art & Air Festival (NWAAF), Performance Series, and Urban Forestry. These programs represent 67 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	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Property Taxes - Current	\$3,547,125	\$3,676,239	\$3,797,200	\$3,797,200	\$4,037,600	6.33%	67.85%
Property Taxes - Delinquent	96,659	129,766	104,000	104,000	105,000	0.96%	1.76%
Street Tree Development Fees	4,715	6,231	-	-	20,000	-	0.34%
State Marine Board	9,000	9,000	9,000	9,000	9,000	-	0.15%
WComp Wage Subsidy Reimb	-	416	-	-	-	-	-
Charges for Services	-	62,800	-	-	-	-	-
Agriculture Lease Payments	-	-	-	-	2,100	-	0.04%
CYF Recreation Fees	41,328	32,331	37,000	37,000	38,200	3.24%	0.64%
CYF Sponsorships	2,198	405	6,500	6,500	5,000	(23.08%)	0.08%
Marketing Fees	14,603	4,233	13,000	13,000	-	(100.00%)	-
Adult Recreation Fees	23,567	25,444	26,000	26,000	25,700	(1.15%)	0.43%
Swimming Pool Receipts	79,637	76,224	82,000	82,000	80,000	(2.44%)	1.34%
Senior Center Rental Fees	29,016	29,284	30,000	30,000	23,400	(22.00%)	0.39%
Maple Lawn Preschool Fees	60,201	68,776	60,000	60,000	63,100	5.17%	1.06%
Sports Program Fees	90,683	96,362	82,000	82,000	93,200	13.66%	1.57%
Waverly Boat Revenues	5,886	4,465	4,500	4,500	5,000	11.11%	0.08%
Park Permits	21,625	26,118	21,900	21,900	6,000	(72.60%)	0.10%
Fitness Program Fees	41,884	62,147	44,900	44,900	68,700	53.01%	1.15%
Preschool Material/Service Fees	2,367	3,450	3,000	3,000	3,300	10.00%	0.06%
Senior Program Fees	15,194	18,037	16,000	16,000	5,000	(68.75%)	0.08%
Extreme Sports Entry Fees	138	-	-	-	-	-	-
Event Souvenir Sales	3,319	4,454	3,000	3,000	-	(100.00%)	-
Event Food Faire Revenues	36,171	20,378	30,000	30,000	-	(100.00%)	-
Preschool Fundraising Proceeds	4,166	2,123	5,200	5,200	-	(100.00%)	-
NWAAF Fees	10,608	8,881	11,100	11,100	11,000	(0.90%)	0.18%
Hot Air Balloon Rides	9,400	15,525	11,900	11,900	10,000	(15.97%)	0.17%
Senior Newsletter	2,601	3,118	3,000	3,000	3,000	-	0.05%
Trip Revenue	42,807	35,579	42,000	42,000	43,400	3.33%	0.73%
Merchandise Sales - Aquatics	6,814	4,139	4,500	4,500	4,500	-	0.08%
Cool! Facility Rental Fees	8,444	7,094	5,000	5,000	8,000	60.00%	0.13%
Concession Sales - Aquatic	14,454	14,394	16,000	16,000	15,000	(6.25%)	0.25%
Concession Sales - Sports	2,236	1,770	2,500	2,500	2,500	-	0.04%
Public Arts	196	419	100	100	4,000	3,900.00%	0.07%
Concessions Sales - Fitness	159	619	500	500	-	(100.00%)	-
Swanson Room Rental Fees	2,607	2,830	2,700	2,700	1,000	(62.96%)	0.02%
Track Club Revenue	5,553	3,971	2,500	2,500	2,500	-	0.04%
Facility Enhancement Fee	4,238	5,815	5,000	5,000	5,500	10.00%	0.09%
ACP Swimming Pool Receipts	143,213	158,093	148,700	148,700	155,000	4.24%	2.60%
ACP Facility Rental Fees	20,538	22,959	20,000	20,000	23,100	15.50%	0.39%
Sport Camp Fees	-	-	-	-	500	-	0.01%
Tournament Rental Fees	1,060	5,033	2,500	2,500	5,500	120.00%	0.09%
Event Donations	-	28,932	30,000	30,000	-	(100.00%)	-
Youth Program User Fees	400	5,139	3,500	3,500	3,500	-	0.06%

continued

PARKS & RECREATION FUND

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

Resources, continued	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Community Garden Revenues	-	654	1,000	1,000	500	(50.00%)	0.01%
River Rhythms Food Faire	-	-	-	-	8,800	-	0.15%
NWAAF Food Vendors	-	-	-	-	11,500	-	0.19%
Mondays at Monteith Food Vendors	-	-	-	-	1,200	-	0.02%
River Rhythms Souvenir Sales	-	-	-	-	500	-	0.01%
NWAAF Souvenir Sales	-	-	-	-	6,000	-	0.10%
Trolley Rental Charges	1,593	2,545	3,000	3,000	3,000	-	0.05%
River Rhythms Donations	-	-	-	-	13,000	-	0.22%
NWAAF Donations	-	-	-	-	13,500	-	0.23%
Mondays at Monteith Donations	-	-	-	-	2,100	-	0.04%
Gifts & Donations	3,605	59,093	6,000	6,000	-	(100.00%)	-
Mondays at Monteith Sponsorships	11,718	17,833	15,000	15,000	15,000	-	0.25%
Pass-The-Hat Donations	26,186	-	-	-	-	-	-
Park Fixture Donations	770	-	-	-	-	-	-
Senior Center Sponsorships	9,592	12,081	7,000	7,000	7,500	7.14%	0.13%
CPAS Sponsorships	11,650	9,450	8,300	8,300	8,300	-	0.14%
River Rhythms Sponsorships	56,795	45,935	55,000	55,000	55,000	-	0.92%
NWAAF Sponsorships	106,467	72,370	70,000	70,000	72,500	3.57%	1.22%
Aquatic Sponsorship	53,500	57,801	3,500	3,500	3,500	-	0.06%
Adult Rec & Fitness Sponsorship	100	1,000	1,000	1,000	1,000	-	0.02%
Sports Sponsorship	2,345	1,250	5,000	5,000	5,000	-	0.08%
Misc Event Sponsorship/Donation	-	11,586	-	-	-	-	-
Aquatic donations	-	-	118,000	118,000	68,000	(42.37%)	1.14%
Miscellaneous Revenue	2,936	7,423	2,000	2,000	2,000	-	0.03%
Over & short	(8)	1	-	-	-	-	-
Brochure Advertising Revenue	4,267	2,320	2,500	2,500	2,500	-	0.04%
Interest	14,487	8,675	1,300	1,300	1,000	(23.08%)	0.02%
Total Current Resources	4,710,813	4,993,010	4,985,300	4,985,300	5,189,700	4.10%	87.19%
From General Fund	187,200	187,200	187,200	187,200	187,200	-	3.15%
From Equipment Replacement	-	82,700	-	-	-	-	-
Total Current Resources	130,000	80,000	80,000	80,000	80,000	-	1.34%
Total Current Resources	-	-	-	-	59,100	-	0.99%
Total Transfers In	317,200	349,900	267,200	267,200	326,300	22.12%	5.48%
Beginning Balance	491,582	452,020	234,300	234,300	435,000	85.66%	7.33%
Total Resources	\$5,519,595	\$5,794,930	\$5,486,800	\$5,486,800	\$5,951,000	8.46%	100.00%

Adopted Requirements by Program and Type	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Sports Services	\$ 135,400	\$ 100,500	\$ -	\$ -	\$ -	\$ 235,900	3.96%
Children/Youth/Family Rec Services	229,800	35,600	-	-	-	265,400	4.46%
Resource Development/Marketing	252,900	43,700	-	-	-	296,600	4.98%
Adult Recreation & Fitness Services	-	-	-	-	-	-	-
Park Maintenance Services	914,400	909,400	20,000	-	-	1,843,800	30.98%
Parks & Recreation Administration	422,200	685,300	-	218,200	303,900	1,629,600	27.40%
Senior Services	-	-	-	-	-	-	-
Aquatic Services	493,100	229,800	52,000	-	-	774,900	13.02%
Adult Recreation Services	299,800	202,700	-	-	-	502,500	8.44%
Performance and Cultural Arts	49,100	353,200	-	-	-	402,300	6.76%
Total Requirements	\$2,796,700	\$2,560,200	\$ 72,000	\$ 218,200	\$ 303,900	\$5,951,000	100.00%
Percent of Budget	46.99%	43.02%	1.21%	3.67%	5.11%	100.00%	

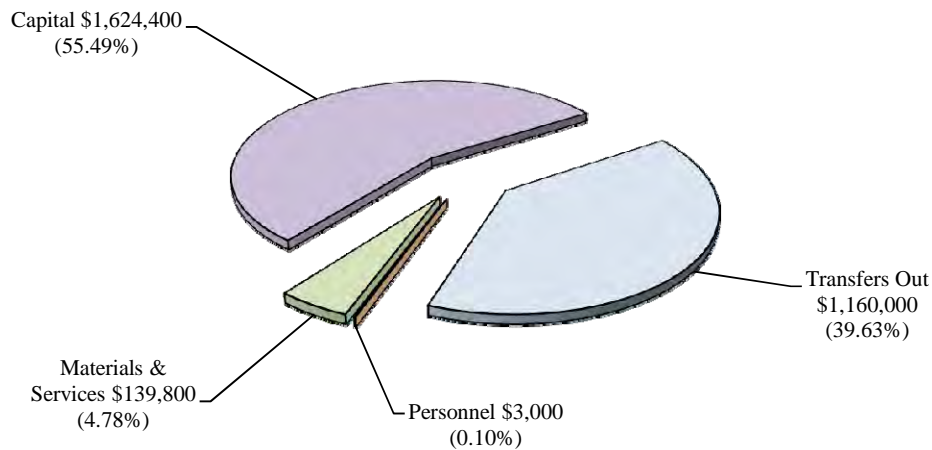
**PARKS & RECREATION FUND
SELF-SUPPORTED SPECIAL PROGRAMS**

Detailed below are the user fees and other resources used to support the following Parks & Recreation Fund programs: Park SDC Projects, Senior Center Foundation, and Parks Capital Improvement Program. These programs represent 33 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	2008-09 Actual	2009-10 Actual2010-11.....		2011-12 Adopted Budget	% Change from 2010-11	% of Fund Budget
			Adopted Budget	Revised Budget			
Parks SDC: Principal	\$ 4,359	\$ 10,852	\$ 6,000	\$ 6,000	\$ 5,000	(16.67%)	0.17%
Parks SDC: Interest	1,807	3,677	2,500	2,500	1,500	(40.00%)	0.05%
Parks Systems Development Charges	163,416	231,581	200,000	200,000	100,000	(50.00%)	3.42%
Gift Shop Revenue	6,735	6,142	6,500	6,500	6,500	-	0.22%
Pool Room Revenue	-	-	-	-	1,200	-	0.04%
Gifts & Donations	4,325	4,162	4,300	4,300	64,000	1,388.37%	2.19%
General Fundraising	800	860	800	800	800	-	0.03%
Interest	67,351	35,510	30,100	30,100	15,100	(49.83%)	0.52%
Total Current Resources	248,793	292,784	250,200	250,200	194,100	(22.42%)	6.64%
From Parks SDC Program	1,247,723	71,924	1,500,000	1,750,000	1,010,000	(42.29%)	34.50%
From Parks Operating Revenues	67,000	164,805	70,000	70,000	-	(100.00%)	-
From Litigation Proceeds	-	-	-	1,000,000	-	(100.00%)	-
Total Transfers In	1,314,723	236,729	1,570,000	2,820,000	1,010,000	(64.18%)	34.50%
Beginning Balance	3,227,868	1,808,901	2,021,900	2,021,900	1,723,100	(14.78%)	58.86%
Total Resources	\$4,791,384	\$2,338,414	\$3,842,100	\$5,092,100	\$2,927,200	(42.51%)	100.00%

Adopted Requirements by Program and Type	Materials			Transfers Out	Adopted Budget	% of Fund Budget
	Personnel	& Services	Capital			
Park SDC Projects	\$ 3,000	\$ 120,200	\$ 552,000	\$ 1,160,000	\$ 1,835,200	62.69%
Senior Center Foundation	-	19,600	-	-	19,600	0.67%
Parks Capital Improvement Program	-	-	1,072,400	-	1,072,400	36.64%
Total Requirements	\$ 3,000	\$ 139,800	\$ 1,624,400	\$ 1,160,000	\$ 2,927,200	100.00%
Percent of Budget	0.10%	4.78%	55.49%	39.63%	100.00%	

REQUIREMENTS BY TYPE
Category Totals and Percent of Budget



PROGRAM NARRATIVE

Parks & Recreation Fund: Parks and Recreation Department Sports Services (202-35-1402)

Responsible Manager/Title: Rob Romancier, Aquatics Program Manager

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Healthy Economy	07/11	In Progress	<ul style="list-style-type: none"> • Capture complete economic impact effect of the sports programs on our community.
Effective Government	07/11	Completed	<ul style="list-style-type: none"> • Develop new programs/events with high revenue return.
	03/11	Completed	<ul style="list-style-type: none"> • Develop an improved sports webpage that better reflects our positive impact on the community, both economically and socially.
Budget Year 2011-2012			
Healthy Economy	07/12		<ul style="list-style-type: none"> • Capture complete economic effects of the sports program within our community.
Great Neighborhoods	05/12		<ul style="list-style-type: none"> • Install recycle centers at both softball complexes in an effort to create a greener program for the City.
Healthy Economy Effective Government	08/12		<ul style="list-style-type: none"> • Develop a sports event that will create new revenue and increased economic impact.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of participants in a City sports program during the year.	4,850	5,200	5,700	6,500
Number of participant hours in a City sports program activity during the year.	67,750	89,500	97,000	110,500
Percentage of total sports expenditures recovered with non-tax revenues.	60%	57%	50%	48%

STAFFING SUMMARY

Authorized FTEs	1.0	1.0	1.0	1.0
Budget FTEs	1.0	1.0	1.0	1.0

PROG 1402: Sports Services

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	96,983.64	107,565.42	128,000	128,000	135,400	5.78%
Materials & Services	107,403.72	102,641.05	72,300	72,300	100,500	39.00%
TOTAL EXPENDITURES	204,387.36	210,206.47	200,300	200,300	235,900	17.77%

PROGRAM NARRATIVE

**Parks and Recreation Fund: Parks and 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 in order to build skills, provide a positive life style, and leisure options.
- Develop and maintain partnerships with community agencies, businesses, and service organizations to achieve objectives, promote cooperation, avoid duplications of service, and provide activities designed to meet community needs.
- Coordinate a recreation program for young children in an integrated setting that develops problem solving skills, builds self-esteem, and encourages personal responsibility.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Effective Government	09/10	In Progress	<ul style="list-style-type: none"> • Develop and implement an effective marketing plan for CYF programs and events.
Great Neighborhoods	02/11	Completed	<ul style="list-style-type: none"> • Develop and offer 3 family activities that focus on physical activity.
Great Neighborhoods	06/11	Completed	<ul style="list-style-type: none"> • Research and establish community sponsors and partners for 3 CYF programs/events.
Budget Year 2011-2012			
Great Neighborhoods	09/11		<ul style="list-style-type: none"> • Evaluate options for programs that will build parenting skills and kindergarten readiness.
Effective Government	04/12		<ul style="list-style-type: none"> • Complete marketing plan for CYF programs and services.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Percentage of class and program participants who are satisfied with services.	85%	86%	85%	86%
Percentage of total program cost recovered with non-tax revenues.	44%	52%	44%	41%

STAFFING SUMMARY

Authorized FTEs	3.575	3.575	3.575	3.575
Budgeted FTEs	3.575	3.575	3.100	3.100

PROG 1403: Children/Youth/Family Rec Services

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
EXPENDITURES						
Personnel Services	174,936.16	182,310.28	200,000	200,000	229,800	14.90%
Materials & Services	42,870.00	40,444.41	46,900	46,900	35,600	-24.09%
TOTAL EXPENDITURES	217,806.16	222,754.69	246,900	246,900	265,400	7.49%

PROGRAM NARRATIVE

**Parks & Recreation Fund: Parks and 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 and Recreation Department.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Effective Government	06/11	In Progress	<ul style="list-style-type: none"> • Secure 50 partnerships and community alliances that will generate \$300,000 in revenue and in-kind services.
Healthy Economy	12/10	Completed	<ul style="list-style-type: none"> • Survey economic impact of local Park and Recreation events and services to identify their role in stimulating the economy.
Effective Government	06/11	In Progress	<ul style="list-style-type: none"> • Submit a minimum of 10 grants to fund park improvements and recreation services.
Budget Year 2011-2012			
Effective Government	06/12		<ul style="list-style-type: none"> • Apply for foundation funds and grants to support recreation experiences, programs, and facilities.
Healthy Economy	12/11		<ul style="list-style-type: none"> • Employ expanded surveys at NWAAF, sports tournaments, and aquatics meets in order to accurately identify role events play in driving tourism.
Effective Government	06/12		<ul style="list-style-type: none"> • Secure new or expand at least 10 partnerships to generate new revenue and in-kind services.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of ads sold to support brochure marketing.	30	26	20	20
Per capita revenue from endowments, grants, foundations, solicitations and donations	\$7.61	\$7.98	\$7.93	\$8.00

STAFFING SUMMARY

	2008-2009	2009-2010	2010-2011	2011-2012
Authorized FTEs	2.540	2.540	2.540	3.200
Budgeted FTEs	2.540	2.540	2.540	2.675

PROG 1404: Resource Dev. Marketing Services

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	199,474.42	208,499.14	237,300	237,300	252,900	6.57%
Materials & Services	35,943.39	44,062.01	45,500	45,500	43,700	-3.96%
TOTAL EXPENDITURES	235,417.81	252,561.15	282,800	282,800	296,600	4.88%

PROGRAM NARRATIVE

Parks & Recreation Fund: Parks and Recreation Department, Park Maintenance Service (202-35-1407)

Responsible Manager/Title: Craig Carnagey, Parks and Facilities Maintenance Manager

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-11			
Safe Community	06/11	In Progress	<ul style="list-style-type: none"> • Implement measures to reduce turf care costs while ensuring that parks are safe and usable.
Budget Year 2011-2012			
Healthy Economy	06/12		<ul style="list-style-type: none"> • Implement measures to reduce flower and shrub bed costs.
Great Neighborhoods	06/12		<ul style="list-style-type: none"> • Increase community service and volunteer participation for maintenance of natural areas/trails and flower beds.
Safe Community	06/12		<ul style="list-style-type: none"> • Develop small projects deferred maintenance program.
Effective Government	06/12		<ul style="list-style-type: none"> • Develop park maintenance management plans.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Developed acres of parkland per 1,000 population.	8.9	8.6	8.61	7.9
Avg. cost of maintenance per developed acre.	\$3,247	\$3,005	\$2,732	\$2,900
Percentage of lost time for work-related injuries.	0%	0%	0%	0%
FTE per 1000 residents.	.170	.167	.21	.21
Est. number of trees responsible for maintaining.	N/A	13,000	13,000	13,000
Est. number of trees receiving maintenance.	N/A	2,800	3,261	3,200
Total tree maintenance expenditures.	N/A	\$61,100	\$65,600	\$65,000

STAFFING SUMMARY

Authorized FTEs	8	8	8	12.5
Budgeted FTEs	8	8	7	10.5

PROG 1407: Park Maintenance Services

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
EXPENDITURES						
Personnel Services	580,310.73	646,259.27	600,900	600,900	914,400	52.17%
Materials & Services	699,562.68	695,996.34	699,000	699,000	909,400	30.10%
Capital	-	-	-	-	20,000	- %
TOTAL EXPENDITURES	1,279,873.41	1,342,255.61	1,299,900	1,299,900	1,843,800	41.84%

PROGRAM NARRATIVE

Parks and Recreation Fund: Parks and 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 and 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 and 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 2010-2011			
Effective Government	06/11	Completed	<ul style="list-style-type: none"> • Complete Recreation Services strategic plan.
	06/11	Deferred to FY 11-12	<ul style="list-style-type: none"> • Adopt cost recovery policy for recreation services.
Great Neighborhoods	06/11	In Progress	<ul style="list-style-type: none"> • Complete park improvements listed in FY 2010-11 CIP.
Budget Year 2011-2012			
Effective Government	06/12		<ul style="list-style-type: none"> • Initiate Parks & Recreation Master Plan update.
	06/12		<ul style="list-style-type: none"> • Adopt cost recovery policy for recreation services.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Percentage of total Fund 202 expenditures subsidized with property tax revenues.	70%	72%	72%	68%
Per capita revenue from endowments, grants, foundations, solicitations and donations.	\$7.61	\$7.98	\$7.93	\$8.00

STAFFING SUMMARY

	2008-2009	2009-2010	2010-2011	2011-2012
Authorized FTEs	4.2	4.2	4.2	4.2
Budgeted FTEs	4.2	3.8	4.0	4.0

PROG 1408: Parks & Recreation Admin

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
EXPENDITURES						
Personnel Services	351,536.27	349,315.84	380,800	380,800	422,200	10.87%
Materials & Services	643,993.93	663,868.06	688,500	688,500	685,300	-0.46%
Capital	4,519.14	-	-	-	-	- %
Transfers Out	254,545.12	382,502.24	283,800	283,800	218,200	-23.11%
Contingencies	-	-	244,100	244,100	303,900	24.50%
TOTAL EXPENDITURES	1,254,594.46	1,395,686.14	1,597,200	1,597,200	1,629,600	2.03%

PROGRAM NARRATIVE

Parks & Recreation Fund: Parks and 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.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Effective Government	12/10	In Progress	<ul style="list-style-type: none"> • Conduct a facility assessment to determine long-term maintenance and repair needs.
	09/10	Completed	<ul style="list-style-type: none"> • Develop and implement a more precise tool for measuring customer satisfaction.
Healthy Economy	09/10	Completed	<ul style="list-style-type: none"> • Develop and implement an economic survey that will identify aquatic program's impact on the local economy.
Budget Year 2011-2012			
Great Neighborhoods	11/11		<ul style="list-style-type: none"> • Implement recycling service in order to green facility.
Great Neighborhoods	02/12		<ul style="list-style-type: none"> • Develop and offer family activity that focuses on fitness.
Effective Government	03/12		<ul style="list-style-type: none"> • Complete facility assessment to determine long-term maintenance and repair needs.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Percentage of users who are satisfied or very satisfied with their aquatic experience.	96%	95%	96%	96%
Percentage of program costs recovered with non-tax revenues.	46%	50%	54%	50%

STAFFING SUMMARY

Authorized FTEs	4.575	4.575	4.575	4.575
Budgeted FTEs	4.575	4.575	3.5	3.500

PROG 1410: Aquatic Services

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	487,203.91	498,233.60	460,100	460,100	493,100	7.17%
Materials & Services	169,450.20	195,013.39	217,100	217,100	229,800	5.85%
Capital	-	-	60,000	60,000	52,000	-13.33%
TOTAL EXPENDITURES	656,654.11	693,246.99	737,200	737,200	774,900	5.11%

PROGRAM NARRATIVE

Parks and Recreation Fund: Parks and Recreation Department, Adult Recreation Services (202-35-1413)

Responsible Manager/Title: Katie Nooshazar, Recreation Program Manager

FUNCTIONS AND RESPONSIBILITIES

- This budget reflects the combination of Adult Recreation/Fitness Services and Senior Services. This change has been made to more adequately reflect our operating model and accommodate changes in our staffing structure due to a reduction in workforce.
- Offer diverse, quality, recreational services for adults 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.
- 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 2011-2012			
Great Neighborhoods	09/11		<ul style="list-style-type: none"> • Fully implement class and program evaluation system and develop method for reporting quarterly results.
Effective Government	09/11		<ul style="list-style-type: none"> • Complete and utilize event/class planning tools as first step in program development process.
Great Neighborhoods	10/11		<ul style="list-style-type: none"> • Review, update, and revise P&R website presence in order to better communicate with our customers.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Percentage of participants who are satisfied with level of service received.	95%	95%	95%	95%
Percentage of facility renters who are satisfied with services rendered.	95%	95%	95%	95%
Percentage of total program costs recovered with non-tax revenues.	38%	40%	40%	43%

STAFFING SUMMARY

Authorized FTEs	3.4
Budgeted FTEs	2.4

PROG 1413: Adult Recreation Services

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	488,720.04	508,633.70	363,400	363,400	299,800	-17.50%
Materials & Services	138,245.30	127,652.39	172,300	172,300	202,700	17.64%
TOTAL EXPENDITURES	626,965.34	636,286.09	535,700	535,700	502,500	-6.20%

PROGRAM NARRATIVE

Parks and Recreation Fund: Parks and Recreation Department, Performance and Cultural Arts (202-35-1414)

Responsible Manager/Title: Katie Nooshazar, Recreation Program Manager

FUNCTIONS AND RESPONSIBILITIES

- This budget reflects the combination of NWAAF and the Performance Series. This change has been made to more adequately reflect our operating model and accommodate changes in our staffing structure due to reduction in workforce.
- 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.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2011-2012			
Healthy Economy	9/11		<ul style="list-style-type: none"> • Utilize expanded economic survey to identify role events play in driving tourism.
Great Neighborhoods	9/11		<ul style="list-style-type: none"> • Revise festival stage format and entertainment options to add event attractions.
Effective Government	9/11		<ul style="list-style-type: none"> • Work with community partners to provide expanded event services.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Average number of individuals attending River Rhythms concerts.	3,300	6,600	6,500	6,500
Percent of participants who are satisfied or very satisfied with the quality of the event.	90%	94%	90%	95%
Number of individuals attending Northwest Art and Air Festival.	43,000	43,150	45,000	46,100
Percent of sponsors satisfied or very satisfied with events.	90%	100%	95%	95%
Percent of program costs recovered with non-tax revenues.	n/a	n/a	n/a	68%
Expenditures avoided through donations of in-kind services and materials.	n/a	\$121,100	\$128,700	\$130,000

STAFFING SUMMARY

Authorized FTEs	.330	.330	.330	0
Budgeted FTEs	.330	.330	.330	0

PROG 1414: Performance and Cultural Arts

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
EXPENDITURES						
Personnel Services	72,005.77	69,970.95	84,400	84,400	49,100	-41.82%
Materials & Services	226,384.63	220,175.57	262,100	262,100	353,200	34.76%
TOTAL EXPENDITURES	298,390.40	290,146.52	346,500	346,500	402,300	16.10%

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Effective Government	06/11	In Progress	<ul style="list-style-type: none"> • Complete projects for FY 10/11 as listed in the Capital Improvement Program (CIP).
	06/11	Deferred to FY 11/12	<ul style="list-style-type: none"> • Review SDC methodology and adjust SDC as necessary.
Budget Year 2011-2012			
Effective Government	06/12		<ul style="list-style-type: none"> • Review SDC methodology and adjust SDC as necessary.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of acres of park land.	761	774	801*	801*
Number of acres of park land per 1000 pop.	15.8	15.74	16.3	16.0**

*East Thornton Lake Natural Area addition (27 acres) added to the inventory in October 2011.

**Decrease due to population increase.

PROG 1500: Park SDC Projects

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Licenses & Fees	169,582.65	246,110.08	208,500	208,500	106,500	-48.92%
Investment Earnings	68,235.85	35,430.67	25,000	25,000	15,000	-40.00%
Transfers In	-	-	-	-	-	- %
Beginning Balance	3,222,372.00	1,860,762.14	1,583,000	1,583,000	1,713,700	8.26%
TOTAL REVENUES	3,460,190.50	2,142,302.89	1,816,500	1,816,500	1,835,200	1.03%
EXPENDITURES						
Personnel Services	12,187.72	4,319.80	7,400	7,400	3,000	-59.46%
Materials & Services	39,440.54	47,255.99	44,500	44,500	120,200	170.11%
Capital	-	-	264,600	14,600	552,000	3680.82%
Transfers Out	1,547,739.67	96,923.95	1,500,000	1,750,000	1,160,000	-33.71%
TOTAL EXPENDITURES	1,599,367.93	148,499.74	1,816,500	1,816,500	1,835,200	1.03%

PROG 1500 Park SDC Projects						
Revenues less Expenditures	1,860,822.57	1,993,803.15	-	-	-	

PROGRAM NARRATIVE

Parks and Recreation Fund: Parks and 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 2010-2011			
Great Neighborhoods	6/11	Completed	<ul style="list-style-type: none">• Develop and implement a survey that will allow us to better meet the needs of the seniors in our community.
Effective Government	6/11	In Progress	<ul style="list-style-type: none">• Increase gift shop revenue by \$500.
Budget Year 2011-2012			
Great Neighborhoods	9/11		<ul style="list-style-type: none">• Revise Board structure to better represent senior groups.
Effective Government	9/11		<ul style="list-style-type: none">• Complete By-Law revision.

PROG 1506: Senior Center Foundation

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Charges for Services	6,734.51	6,142.40	6,500	6,500	7,700	18.46%
Miscellaneous Revenue	5,124.53	5,021.64	5,100	5,100	4,800	-5.88%
Investment Earnings	161.91	79.14	100	100	100	- %
Beginning Balance	5,496.00	3,172.10	7,900	7,900	7,000	-11.39%
TOTAL REVENUES	17,516.95	14,415.28	19,600	19,600	19,600	- %
EXPENDITURES						
Materials & Services	14,345.40	7,920.61	19,600	19,600	19,600	- %
TOTAL EXPENDITURES	14,345.40	7,920.61	19,600	19,600	19,600	- %

PROG 1506 Senior Center Foundation						
Revenues less Expenditures	3,171.55	6,494.67	-	-	-	

PROGRAM NARRATIVE

**Parks and Recreation Fund: Parks and 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 that are funded with revenue other than grants.
-
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Effective Government	06/11	In Progress	<ul style="list-style-type: none">• Complete CIP projects as scheduled in the FY 2010/2011 CIP.
Budget Year 2011-2012			
Effective Government	06/12		<ul style="list-style-type: none">• Complete CIP projects as scheduled in the FY 2011/2012 CIP.
Great Neighborhoods			

PROG 1507: Parks Capital Improvement Program

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Miscellaneous Revenue	-	-	-	-	60,000	- %
Investment Earnings	(1,046.84)	-	5,000	5,000	-	-100.00%
Transfers In	1,314,723.22	236,729.33	1,570,000	2,820,000	1,010,000	-64.18%
Beginning Balance	-	(55,032.54)	431,000	431,000	2,400	-99.44%
TOTAL REVENUES	1,313,676.38	181,696.79	2,006,000	3,256,000	1,072,400	-67.06%
EXPENDITURES						
Materials & Services	-	-	100,000	100,000	-	-100.00%
Capital	1,368,708.65	181,696.79	1,906,000	3,156,000	1,072,400	-66.02%
TOTAL EXPENDITURES	1,368,708.65	181,696.79	2,006,000	3,256,000	1,072,400	-67.06%

PROG 1507 Parks Capital Improvement Program

Revenues less Expenditures (55,032.27)



CITY OF
Albany

O R E G O N



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 2011-2012 Budget Year:

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

Fire Station 12 Seismic Rehabilitation Grant (203-25-5080): \$280,100 from Oregon Emergency Management to provide seismic rehabilitation of Fire Station 12, 120 34th Avenue SE.

VISTA Volunteer Grant (203-25-5083): \$10,000 from Oregon Emergency Management to provide for the services of an AmeriCorps VISTA member and materials to assist the Linn-Benton Vulnerable Populations Committee in developing a Linn-Benton Vulnerable Populations Plan.

Regional Urban Search & Rescue Exercise – Phase 2 (203-25-5084): \$21,900 from Oregon Emergency Management to provide Phase 2 of a regional urban search and rescue exercise.

Mid-Valley Local Emergency Planning Committee (LEPC). - The LEPC applied for federal grant funding through the Oregon State Fire Marshal's Office to conduct a hazardous materials functional exercise for emergency planning in September 2011. The state has approved up to \$5,000 for this project. Darrel Tedisch, the City's Emergency Management Specialist, is Chair of the Mid-Valley LEPC and will be managing the project for the LEPC. The Mid-Valley LEPC does not have the ability to accept revenue or make expenditures; therefore, the City of Albany will be acting as the agency to appropriate the funding for this project. No matching funds are required.

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.

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

Local Government Grant (East Thornton Lake Natural Area Acquisition) (203-35-5085): Funds will be used to design and construct improvements to a new nature park in North Albany. Improvements include trails, interpretive signage, a shelter, amphitheater, nature-based playground, picnic facilities, parking, lighting, entry road, utilities, and landscaping.

2010-2012 State Historic Preservation Office Grant (203-40-5081): This \$8,000 grant will be used for matching residential rehabilitation grants, surveys of historic properties, and outreach and educational activities associated with the City's preservation program. The local match is \$8,000 and will consist of staff time and rehabilitation grant matching funds.

2010-2011 Oregon Housing and Community Services Community Development Block Grant (203-40-5082): The City applied for a \$400,000 grant to be used to fund the Linn-Benton Regional Housing Rehabilitation Program, which provides no-interest loans to low-income owner-occupied households in the Linn-Benton area, for housing rehabilitation. There is no grant match requirement.

2011-2013 Transportation Growth Management Grant (203-40-5086): This grant from the Oregon Department of Transportation (ODOT) and the Department of Land Conservation and Development (DLCD) will fund technical consulting services for the South Albany Area Plan, following completion of the Goal 5 review.

Grants Fund

Grant Descriptions

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

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

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

FAA Annual Capital Grant (203-50-5003): A Federal FAA grant of \$296,400 will be used to improve Airport facilities. The funding will be used for runway electrical improvements. The required five percent local match of \$15,600 will be transferred from the Albany Municipal Airport Capital Projects budget.

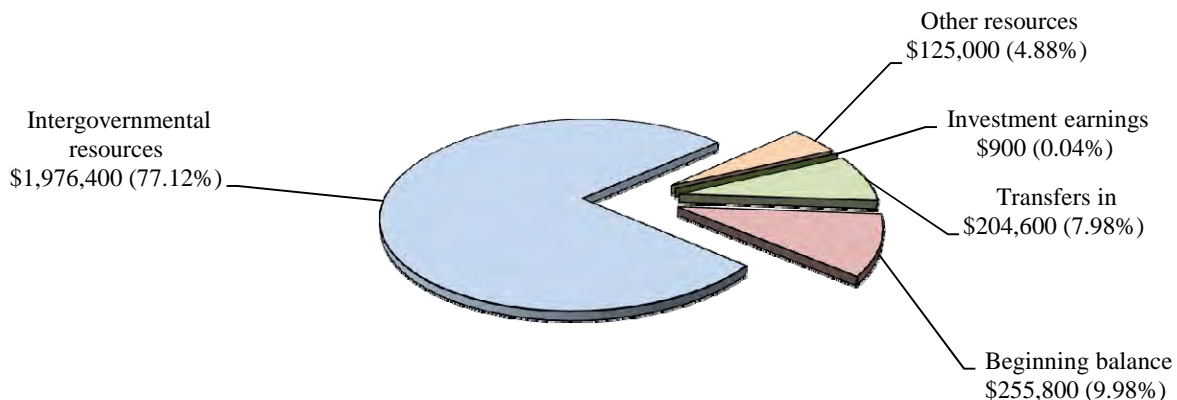
Title XIX Grant (203-50-5014): Grant proceeds are used to pay for nonmedical rides for the frail elderly, and other clients. Under present federal budget proposals, the funding for this grant is expected to decrease.

**GRANTS FUND
RESOURCE DETAIL**

Resources	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
FAA Entitlement Proceeds	\$ 39,349	\$ 205,930	\$ 371,400	\$ 371,400	\$ -	(100.00%)	-
Non-Medical Medicaid Grant	18,233	16,890	16,000	16,000	16,900	5.62%	0.66%
Bureau of Justice	9,020	12,415	-	-	10,200	-	0.40%
CDBG Grant	-	271,319	297,700	297,700	-	(100.00%)	-
Oregon Emergency Management	-	26,028	-	-	-	-	-
Department of Energy	-	46,231	-	-	-	-	-
US Dept of Homeland Security	-	22,438	83,800	115,700	31,900	(72.43%)	1.24%
Oregon DOT (Federal)	74,525	-	-	30,752	-	(100.00%)	-
OR Cascades West COG	6,716	-	-	-	-	-	-
ARRA Funding	-	1,328,079	1,015,000	1,015,000	-	(100.00%)	-
DOJ-JAG Formula Distribution	-	120,600	-	-	-	-	-
FAA Discretionary Funds	-	-	2,000,000	2,000,000	296,400	(85.18%)	11.57%
TGM Grant Revenue	-	-	-	-	175,000	-	6.83%
Oregon State Fire Marshal	-	-	-	-	5,000	-	0.20%
State of Oregon	299,735	808,919	461,800	461,800	1,083,000	134.52%	42.26%
Oregon Emergency Management	-	-	280,100	280,100	265,000	(5.39%)	10.34%
Oregon Community Foundation	340,000	131,768	103,000	103,000	93,000	(9.71%)	3.63%
Albany Library Foundation	-	-	-	-	25,000	-	0.98%
Gifts & Donations	189,234	-	3,000	3,000	100,000	3,233.33%	3.90%
Interest	7,726	-	2,000	2,000	900	(55.00%)	0.04%
Total Current Resources	984,538	2,990,617	4,633,800	4,696,452	2,102,300	(55.24%)	82.05%
From Parks Fund	7,538	36,000	36,000	36,000	39,000	8.33%	1.52%
From Street Capital	40,000	-	-	-	-	-	-
From Albany Municipal Airport	15,967	35,000	90,000	90,000	15,600	(82.67%)	0.61%
From Parks SDC Program	300,000	-	-	-	-	-	-
From Capital Projects Fund	-	20,429	-	-	-	-	-
From Parks SDC	-	-	-	-	150,000	-	5.85%
Total Transfers In	363,505	91,429	126,000	126,000	204,600	62.38%	7.98%
Beginning Balance	113,433	(493,542)	401,000	401,000	255,800	(36.21%)	9.97%
Total Resources	\$1,461,476	\$2,588,504	\$5,160,800	\$5,223,452	\$2,562,700	(50.94%)	100.00%

GRANTS FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



GRANTS FUND
REQUIREMENTS AND STAFFING SUMMARIES

Program Requirements	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
911 Emergency Dispatch	\$ 257,010	\$ 251,111	\$ 300,000	\$ 300,000	\$ 244,200	\$ 244,200	\$ 244,200
Fire Station #12 Seismic Rehab Grant	-	-	280,100	280,100	265,200	265,200	265,200
Vista Volunteer	-	-	-	10,000	10,000	10,000	10,000
Regional US&R Exercise Phase 2	-	-	-	21,900	21,900	21,900	21,900
LEPC HazMat Funct Exer (20.703)	-	-	-	-	-	-	5,000
DOJ Bulletproof Vest	12,237	10,960	-	-	13,700	13,700	13,700
Periwinkle Path and Bridge	-	-	113,800	113,800	113,800	113,800	113,800
E Thornton Lake Nat Area Acquisition	-	-	-	-	1,000,000	1,000,000	1,000,000
10-11 SHPO Historic Preservation Grant	-	398	17,000	17,000	8,000	8,000	8,000
10-11 Oregon CDBG Housing Rehab Grant	-	-	297,700	297,700	205,200	205,200	205,200
2011-13 Transportation Growth Mgmt	-	-	-	-	175,000	175,000	175,000
Library Foundation	13,335	40,420	51,000	51,000	66,200	66,200	66,200
Oregon Community Foundation	348,075	48,733	184,000	184,000	99,600	99,600	99,600
State Library Grant	10,377	6,008	8,000	8,000	6,000	6,000	6,000
FAA Annual Capital Grant	-	156,409	2,368,400	2,368,400	312,000	312,000	312,000
Title XIX Grant	-	13,446	16,000	16,000	16,900	16,900	16,900
Closed Grants	1,313,984	1,985,215	1,524,800	1,555,552	-	-	-
Total Requirements	\$1,955,018	\$2,512,700	\$5,160,800	\$5,223,452	\$2,557,700	\$2,557,700	\$2,562,700

Requirements by Type

Personnel	\$ 9,450	\$ 27,778	\$ 84,000	\$ 100,200	\$ 33,500	\$ 33,500	\$ 33,500
Materials & Services	495,638	753,139	1,076,500	1,122,952	808,000	808,000	813,000
Capital	1,449,930	1,731,783	4,000,300	4,000,300	1,716,200	1,716,200	1,716,200
Total Requirements	\$1,955,018	\$2,512,700	\$5,160,800	\$5,223,452	\$2,557,700	\$2,557,700	\$2,562,700

**Adopted Requirements
by Program and Type**

	Materials			Adopted Budget	% of Fund Budget
	Personnel	& Services	Capital		
911 Emergency Dispatch	\$ -	\$ 244,200	\$ -	\$ 244,200	9.54%
Fire Station #12 Seismic Rehab Grant	-	-	265,200	265,200	10.35%
Vista Volunteer	-	10,000	-	10,000	0.39%
Regional US&R Exercise Phase 2	16,200	5,700	-	21,900	0.85%
LEPC HazMat Funct Exer (20.703)	-	5,000	-	5,000	0.20%
DOJ Bulletproof Vest	-	13,700	-	13,700	0.53%
Periwinkle Path and Bridge	-	-	113,800	113,800	4.44%
E Thornton Lake Nat Area Acquisition	-	-	1,000,000	1,000,000	39.02%
10-11 SHPO Historic Preservation Grant	-	8,000	-	8,000	0.31%
10-11 Oregon CDBG Housing Rehab Grant	-	205,200	-	205,200	8.01%
2011-13 Transportation Growth Mgmt	-	175,000	-	175,000	6.83%
Library Foundation	-	41,000	25,200	66,200	2.58%
Oregon Community Foundation	-	99,600	-	99,600	3.89%
State Library Grant	400	5,600	-	6,000	0.23%
FAA Annual Capital Grant	-	-	312,000	312,000	12.17%
Title XIX Grant	16,900	-	-	16,900	0.66%
Total Requirements	\$ 33,500	\$ 813,000	\$1,716,200	\$ 2,562,700	100.00%
Percent of Fund Budget	1.31%	31.72%	66.97%	100.00%	

Staffing Summary (FTE)	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Title XIX Grant	0.375	0.375	0.375	0.375	0.375	0.375	0.375

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 5000: 911 Emergency Dispatch
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<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	257,010.41	251,110.80	300,000	300,000	244,200	-18.60%
TOTAL REVENUES	257,010.41	251,110.80	300,000	300,000	244,200	-18.60%
EXPENDITURES						
Materials & Services	257,010.41	251,110.80	300,000	300,000	244,200	-18.60%
TOTAL EXPENDITURES	257,010.41	251,110.80	300,000	300,000	244,200	-18.60%

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 5080: Fire Station #12 Seismic Rehab Grant

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	-	-	280,100	280,100	265,000	-5.39%
Investment Earnings	-	-	-	-	200	- %
TOTAL REVENUES	-	-	280,100	280,100	265,200	-5.32%
EXPENDITURES						
Capital	-	-	280,100	280,100	265,200	-5.32%
TOTAL EXPENDITURES	-	-	280,100	280,100	265,200	-5.32%

PROG 5080 Fire Station #12 Seismic Rehab Grant

Revenues less Expenditures

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CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 5083: Vista Volunteer

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	-	-	10,000	10,000	- %
TOTAL REVENUES	-	-	-	10,000	10,000	- %
EXPENDITURES						
Materials & Services	-	-	-	10,000	10,000	- %
TOTAL EXPENDITURES	-	-	-	10,000	10,000	- %

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 5084: Regional US&R Exercise Phase 2

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	-	-	-	21,900	21,900	- %
TOTAL REVENUES	-	-	-	21,900	21,900	- %
EXPENDITURES						
Personnel Services	-	-	-	16,200	16,200	- %
Materials & Services	-	-	-	5,700	5,700	- %
TOTAL EXPENDITURES	-	-	-	21,900	21,900	- %

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 5087: LEPC HazMat Funct Exer (20.703)

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	-	-	-	5,000	- %
TOTAL REVENUES	-	-	-	-	5,000	- %
EXPENDITURES						
Materials & Services	-	-	-	-	5,000	- %
TOTAL EXPENDITURES	-	-	-	-	5,000	- %

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 5008: DOJ Bulletproof Vest

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	9,020.00	12,414.99	-	-	10,200	- %
Investment Earnings	-	-	-	-	-	- %
Beginning Balance	-	(3,217.00)	-	-	3,500	- %
TOTAL REVENUES	9,020.00	9,197.99	-	-	13,700	- %
EXPENDITURES						
Materials & Services	12,237.00	10,959.57	-	-	13,700	- %
TOTAL EXPENDITURES	12,237.00	10,959.57	-	-	13,700	- %

PROG 5008 DOJ Bulletproof Vest

Revenues less Expenditures	(3,217.00)	(1,761.58)	-	-	-
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CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 5058: Periwinkle Path & Bridge

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	-	74,800	74,800	74,800	- %
Miscellaneous Revenue	-	-	3,000	3,000	-	-100.00%
Investment Earnings	-	-	-	-	-	- %
Transfers In	-	-	36,000	36,000	39,000	8.33%
TOTAL REVENUES	-	-	113,800	113,800	113,800	- %
EXPENDITURES						
Capital	-	-	113,800	113,800	113,800	- %
TOTAL EXPENDITURES	-	-	113,800	113,800	113,800	- %

PROG 5058 Periwinkle Creek Path & Bridge

Revenues less Expenditures	-	-	-	-	-	
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CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 5085: E Thornton Lake Nat Area - Acquisition

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	-	-	-	-	750,000	- %
Miscellaneous Revenue	-	-	-	-	100,000	- %
Transfers In	-	-	-	-	150,000	- %
TOTAL REVENUES	-	-	-	-	1,000,000	- %
EXPENDITURES						
Capital	-	-	-	-	1,000,000	- %
TOTAL EXPENDITURES	-	-	-	-	1,000,000	- %

PROG 5085 E Thornton Lake Nat Area - Acquisition						
Revenues less Expenditures	-	-	-	-	-	-

PROG 5081: 10-11 SHPO Historic Preservation Grant

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	-	-	17,000	17,000	8,000	-52.94%
Investment Earnings	-	-	-	-	-	- %
Beginning Balance	-	-	-	-	-	- %
TOTAL REVENUES	-	-	17,000	17,000	8,000	-52.94%
EXPENDITURES						
Materials & Services	-	397.17	17,000	17,000	8,000	-52.94%
TOTAL EXPENDITURES	-	397.17	17,000	17,000	8,000	-52.94%

PROG 5081 10-11 SHPO Historic Preservation Grant						
Revenues less Expenditures	-	(397.17)	-	-	-	

PROG 5082: 10-11 Oregon CDBG Housing Rehab Grant

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	-	-	297,700	297,700	-	-100.00%
Investment Earnings	-	-	-	-	-	- %
Beginning Balance	-	-	-	-	205,200	- %
TOTAL REVENUES	-	-	297,700	297,700	205,200	-31.07%
EXPENDITURES						
Materials & Services	-	-	297,700	297,700	205,200	-31.07%
TOTAL EXPENDITURES	-	-	297,700	297,700	205,200	-31.07%

PROG 5082 10-11 Oregon CDBG Housing Rehab Grant

Revenues less Expenditures	-	-	-	-	-
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PROG 5086: 2011-13 Transportation Growth Mgmt

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	-	-	-	-	175,000	- %
TOTAL REVENUES	-	-	-	-	175,000	- %
EXPENDITURES						
Materials & Services	-	-	-	-	175,000	- %
TOTAL EXPENDITURES	-	-	-	-	175,000	- %

PROG 5086 2011-13 Transportation Growth Mgmt						
Revenues less Expenditures	-	-	-	-	-	-

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 5032: Library Foundation

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Miscellaneous Revenue	-	-	-	-	25,000	- %
Investment Earnings	2,856.43	-	1,000	1,000	200	-80.00%
Beginning Balance	91,987.39	81,508.82	50,000	50,000	41,000	-18.00%
TOTAL REVENUES	94,843.82	81,508.82	51,000	51,000	66,200	29.80%
EXPENDITURES						
Materials & Services	13,335.00	40,419.64	51,000	51,000	41,000	-19.61%
Capital	-	-	-	-	25,200	- %
TOTAL EXPENDITURES	13,335.00	40,419.64	51,000	51,000	66,200	29.80%

PROG 5032 Library Foundation						
Revenues less Expenditures	81,508.82	41,089.18	-	-	-	

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 5033: Oregon Community Foundation

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Intergovernmental Revenue	340,000.00	131,768.00	103,000	103,000	93,000	-9.71%
Investment Earnings	4,726.88	-	1,000	1,000	500	-50.00%
Beginning Balance	(308.26)	(3,656.66)	80,000	80,000	6,100	-92.38%
TOTAL REVENUES	344,418.62	128,111.34	184,000	184,000	99,600	-45.87%
EXPENDITURES						
Materials & Services	83,846.06	14,190.10	184,000	184,000	99,600	-45.87%
Capital	264,229.22	34,543.00	-	-	-	- %
TOTAL EXPENDITURES	348,075.28	48,733.10	184,000	184,000	99,600	-45.87%

PROG 5033 Oregon Community Foundation

Revenues less Expenditures	(3,656.66)	79,378.24	-	-	-
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CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 5034: State Library Grant

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	3,525.00	7,808.00	6,000	6,000	6,000	- %
Investment Earnings	113.78	-	-	-	-	- %
Beginning Balance	5,934.45	(803.67)	2,000	2,000	-	-100.00%
TOTAL REVENUES	9,573.23	7,004.33	8,000	8,000	6,000	-25.00%
EXPENDITURES						
Personnel Services	583.87	-	-	-	400	- %
Materials & Services	9,793.03	6,008.57	8,000	8,000	5,600	-30.00%
TOTAL EXPENDITURES	10,376.90	6,008.57	8,000	8,000	6,000	-25.00%

PROG 5034 State Library Grant						
Revenues less Expenditures	(803.67)	995.76	-	-	-	

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 5003: FAA Annual Capital Grant

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	205,930.00	2,371,400	2,371,400	296,400	-87.50%
Investment Earnings	-	-	-	-	-	- %
Transfers In	-	35,000.00	90,000	90,000	15,600	-82.67%
Beginning Balance	-	(219,492.30)	(93,000)	-93,000	-	-100.00%
TOTAL REVENUES	-	21,437.70	2,368,400	2,368,400	312,000	-86.83%
EXPENDITURES						
Capital	-	156,408.96	2,368,400	2,368,400	312,000	-86.83%
TOTAL EXPENDITURES	-	156,408.96	2,368,400	2,368,400	312,000	-86.83%

PROG 5003 FAA Annual Capital Grant

Revenues less Expenditures	-	(134,971.26)	-	-	-
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CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 5014: Title XIX Grant

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	16,890.20	16,000	16,000	16,900	5.63%
Investment Earnings	-	-	-	-	-	-
Beginning Balance	-	(500.09)	-	-	-	-
TOTAL REVENUES	-	16,390.11	16,000	16,000	16,900	5.63%
EXPENDITURES						
Personnel Services	-	13,445.89	16,000	16,000	16,900	5.63%
TOTAL EXPENDITURES	-	13,445.89	16,000	16,000	16,900	5.63%

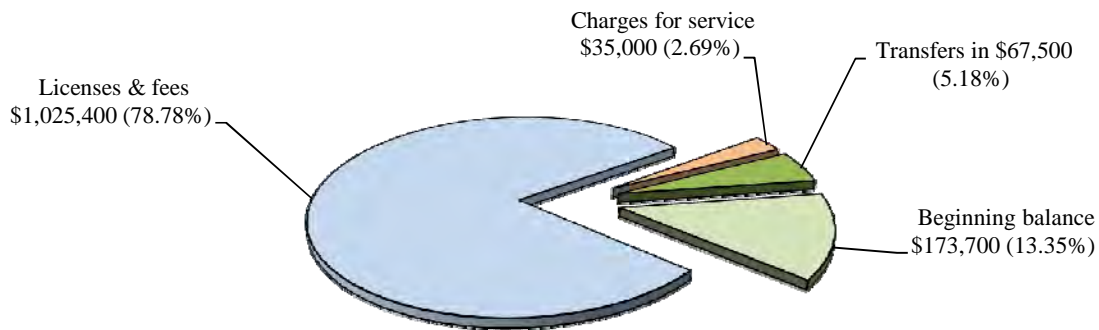
PROG 5014 Title XIX Grant						
Revenues less Expenditures	-	2,944.22	-	-	-	

**BUILDING INSPECTION FUND
RESOURCE DETAIL**

Resources	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Building Permit Surcharge	\$ 72,718	\$ 71,524	\$ 76,000	\$ 76,000	\$ 72,000	(5.26%)	5.53%
Master Electrical Permit	1,430	1,458	1,500	1,500	1,500	-	0.12%
Electrical Minor Labels	2,775	2,850	3,000	3,000	4,000	33.33%	0.31%
Residential Permits	329,377	417,567	364,500	364,500	300,000	(17.70%)	23.05%
Commercial Permits	390,408	233,673	547,500	547,500	480,000	(12.33%)	36.88%
Land Use Plan Review Fee	5,295	5,915	5,000	5,000	5,500	10.00%	0.42%
Manufactured Home Set-up Fees	1,502	2,213	1,500	1,500	2,500	66.67%	0.19%
Fire Sprinkler Permits	18,553	14,680	15,000	15,000	15,700	4.67%	1.21%
Fire Sprinkler Plan Review	7,020	-	-	-	-	-	-
Parking Lot Permits	9,461	10,971	10,000	10,000	15,000	50.00%	1.15%
Parking Lot Plan Review	8,315	-	-	-	-	-	-
Electrical Permits	100,673	88,318	127,700	127,700	99,700	(21.93%)	7.66%
Fire Alarm Permits	6,825	6,322	7,500	7,500	5,000	(33.33%)	0.38%
Fire Alarm Plan Review	3,160	70	-	-	-	-	-
Sign Permits	2,629	2,332	3,500	3,500	2,500	(28.57%)	0.19%
Document Imaging Fees	29,178	25,539	20,000	20,000	20,000	-	1.54%
Electrical Document Imaging	7,208	1,625	1,600	1,600	2,000	25.00%	0.15%
WComp Wage Subsidy Reimb	4,469	10,258	-	-	-	-	-
Charges for Services	-	5,795	7,000	7,000	35,000	400.00%	2.69%
Miscellaneous Revenue	-	12,159	100	100	-	(100.00%)	-
Interest	13,764	4,732	5,000	5,000	-	(100.00%)	-
Total Current Resources	1,014,760	918,001	1,196,400	1,196,400	1,060,400	(11.37%)	81.47%
From General Fund	65,553	234,078	30,000	30,000	30,000	-	2.30%
From CARA Program	-	50,000	-	-	-	-	-
From Water Economic Development	6,867	7,427	12,500	12,500	12,500	-	0.96%
From Sewer Economic Development	6,867	7,427	12,500	12,500	12,500	-	0.96%
From Risk Management Fund	-	100,000	-	-	-	-	-
From Building Inspection	6,867	6,059	11,600	11,600	12,500	7.76%	0.96%
Total Transfers In	86,154	404,991	66,600	66,600	67,500	1.35%	5.18%
Beginning Balance	608,393	157,064	150,000	150,000	173,700	15.80%	13.35%
Total Resources	\$1,709,307	\$1,480,056	\$1,413,000	\$1,413,000	\$1,301,600	(7.88%)	100.00%

BUILDING INSPECTION FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



**BUILDING INSPECTION FUND
REQUIREMENTS AND STAFFING SUMMARIES**

Program Requirements	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Building Inspection	\$1,325,915	\$1,110,483	\$1,196,600	\$1,196,600	\$1,114,900	\$1,114,900	\$1,114,900
Electrical Permit Program	160,177	113,515	149,800	149,800	119,200	119,200	119,200
ADA Code Enforcement	37,079	38,675	66,600	66,600	67,500	67,500	67,500
Development Code Enforcement	29,075	16,228	-	-	-	-	-
Total Requirements	\$1,552,246	\$1,278,901	\$1,413,000	\$1,413,000	\$1,301,600	\$1,301,600	\$1,301,600

Requirements by Type

Personnel	\$1,061,082	\$ 901,051	\$ 988,000	\$ 988,000	\$ 907,000	\$ 907,000	\$ 907,000
Materials & Services	484,297	371,675	413,400	413,400	382,100	382,100	382,100
Transfers Out	6,867	6,175	11,600	11,600	12,500	12,500	12,500
Total Requirements	\$1,552,246	\$1,278,901	\$1,413,000	\$1,413,000	\$1,301,600	\$1,301,600	\$1,301,600

**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Transfers Out	Adopted Budget	% of Fund Budget
Building Inspection	\$ 754,600	\$ 347,800	\$ 12,500	\$1,114,900	85.65%
Electrical Permit Program	91,400	27,800	-	119,200	9.16%
ADA Code Enforcement	61,000	6,500	-	67,500	5.19%
Total Requirements	\$ 907,000	\$ 382,100	\$ 12,500	\$1,301,600	100.00%
Percent of Fund Budget	69.68%	29.36%	0.96%	100.00%	

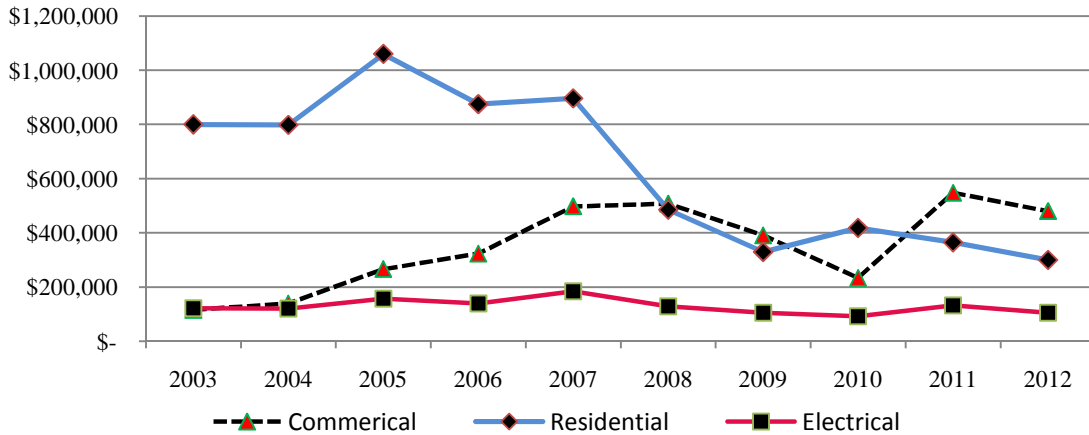
Staffing Summary (FTE)	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Building Inspection	14.500	7.500	7.500	7.500	6.500	6.500	6.500
Electrical Permit Program	1.500	1.500	1.000	1.000	1.000	1.000	1.000
ADA Code Enforcement	1.000	0.843	0.843	0.843	0.843	0.843	0.843
Total FTE	17.000	9.843	9.343	9.343	8.343	8.343	8.343

BUILDING INSPECTION FUND
Building Permit Resources by Source
for Fiscal Years 2003 through 2012*

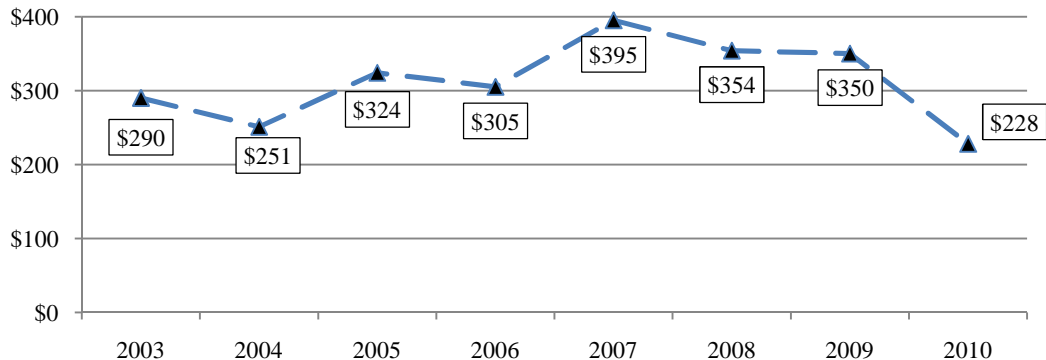
Fiscal Year June 30,	Commercial	Residential	Electrical	Other Permits	All Permits	Annual % Change	Total # of Permits
2003	\$ 115,623	\$ 799,735	\$ 121,839	\$ 36,153	\$ 1,073,350	n/a	3,695
2004	139,205	797,790	120,371	27,706	1,085,072	1.09%	4,329
2005	266,240	1,059,540	156,992	52,309	1,535,081	41.47%	4,736
2006	323,221	874,492	140,008	55,236	1,392,957	(9.26%)	4,574
2007	497,554	895,712	184,476	81,296	1,659,038	19.10%	4,200
2008	507,461	485,208	128,518	42,555	1,163,742	(29.85%)	3,285
2009	390,408	329,377	104,878	62,760	887,423	(23.74%)	2,535
2010	233,673	417,567	92,626	42,503	786,369	(11.39%)	3,451
2011	547,500	364,500	132,200	42,500	1,086,700	38.19%	n/a
2012	480,000	300,000	105,200	46,200	931,400	(14.29%)	n/a

* Actual receipts for years 2003 through 2010; budgeted resources for 2011 and 2012.

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



Average Revenue per Permit
Fiscal Years 2003-2010 (Actual Receipts)



PROGRAM NARRATIVE

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

Responsible Manager/Title: Greg Byrne, Community Development Director

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City	06/11	In Progress	<ul style="list-style-type: none"> • Deliver consistently superior customer and community services, maximizing limited resources. • Complete Six Sigma project to streamline plan review process for new single-family permits. • Complete Six Sigma project to improve field inspection routing and efficiency.
		In Progress	
		In Progress	
Budget Year 2011-2012			
Safe City	04/12		<ul style="list-style-type: none"> • Reduce expired permit backlog so that stalled projects will receive follow-up no later than 60 days after permit expiration date.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Total permits issued.	1,545	2,245	2,047	1,900
Commercial construction permits issued.	158	119	142	175
New single-family residence permits issued.	97	156	75	60
New construction value (in millions of dollars).	63	53	45	60
Percent of inspections performed according to policy framework.	98%	85%	95%	92%
Number of inspections performed.	11,210	12,116	8,275	9,000

STAFFING SUMMARY

Authorized FTEs	14.658	13.158	13.158	13.158
Budgeted FTEs	14.658	07.500	07.500	06.500

PROG 1602: Building Inspection

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Licenses & Fees	871,254.56	777,343.00	1,034,500	1,034,500	906,200	-12.40%
Intergovernmental Revenue	4,468.96	10,258.09	-	-	-	- %
Charges for Services	-	5,794.58	7,000	7,000	35,000	400.00%
Miscellaneous Revenue	-	12,158.60	100	100	-	-100.00%
Investment Earnings	13,639.19	5,353.75	5,000	5,000	-	-100.00%
Transfers In	-	350,000.00	-	-	-	- %
Beginning Balance	601,779.00	165,229.76	150,000	150,000	173,700	15.80%
TOTAL REVENUES	1,491,141.71	1,326,137.78	1,196,600	1,196,600	1,114,900	-6.83%
EXPENDITURES						
Personnel Services	877,618.42	767,140.43	812,800	812,800	754,600	-7.16%
Materials & Services	441,426.98	337,167.76	372,200	372,200	347,800	-6.56%
Transfers Out	6,866.93	6,174.51	11,600	11,600	12,500	7.76%
TOTAL EXPENDITURES	1,325,912.33	1,110,482.70	1,196,600	1,196,600	1,114,900	-6.83%

PROG 1602 Building Inspection

Revenues less Expenditures	165,229.38	215,655.08	-	-	-
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PROGRAM NARRATIVE

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

Responsible Manager/Title: Greg Byrne, Community Development Director

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City	6/11	In Progress	<ul style="list-style-type: none"> • Deliver consistently superior customer and community services, maximizing limited resources. • Complete Six Sigma project to streamline plan review process for new single-family permits. • Complete Six Sigma project to improve field inspection routing and efficiency.
		In Progress	
		In Progress	
Budget Year 2011-2012			
Safe City	04/12		<ul style="list-style-type: none"> • Reduce expired permit backlog so that stalled projects will receive follow-up no later than 60 days after permit expiration date.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of electrical permits issued (new, additions, and alterations).	990	878	802	850
Percent of inspections performed according to policy framework.	98%	98%	95%	95%

STAFFING SUMMARY

	2008-2009	2009-2010	2010-2011	2011-2012
Authorized FTEs	1.5	1.5	1.5	1.5
Budgeted FTEs	1.5	1.5	1.0	1.0

PROG 1603: Electrical Permit Program

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Licenses & Fees	125,271.13	107,713.88	149,800	149,800	119,200	-20.43%
Investment Earnings	125.22	(622.27)	-	-	-	- %
Transfers In	20,000.00	-	-	-	-	- %
Beginning Balance	6,614.00	(8,166.10)	-	-	-	- %
TOTAL REVENUES	152,010.35	98,925.51	149,800	149,800	119,200	-20.43%
EXPENDITURES						
Personnel Services	129,850.44	82,627.66	118,700	118,700	91,400	-23.00%
Materials & Services	30,325.96	30,887.66	31,100	31,100	27,800	-10.61%
TOTAL EXPENDITURES	160,176.40	113,515.32	149,800	149,800	119,200	-20.43%

PROG 1603 Electrical Permit Program

Revenues less Expenditures	(8,166.05)	(14,589.81)	-	-	-
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PROGRAM NARRATIVE

BUILDING INSPECTION: DISABILITY ACCESS PROGRAM (204-40-1607)

Responsible Manager/Title: Greg Byrne, Community Development Director

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City	5/11	Phase I: Complete Phase II: In Progress	<ul style="list-style-type: none"> • Implement Phase I and II of ADA Transition Plan and related outreach for City.
Budget Year 2011-2012			
Safe City	06/12		<ul style="list-style-type: none"> • Evaluate curb ramps in public rights-of-way for prioritization on Curb Ramp Transition Plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of parking lots reviewed for disability access compliance.	16	12	12	12
Number of City facilities reviewed for compliance with ADA.	12	16	12	12
Number of disability access-related training sessions provided to staff and/or contractors.	30	40	30	20
Percent of inspections performed according to policy framework.	98%	98%	98%	98%

STAFFING SUMMARY

Authorized FTEs	.843	.843	.843	.843
Budgeted FTEs	.843	.843	.843	.843

PROG 1607: ADA Code Enforcement

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Investment Earnings	-	0.21	-	-	-	-
Transfers In	37,078.49	38,741.43	66,600	66,600	67,500	1.35%
TOTAL REVENUES	37,078.49	38,741.64	66,600	66,600	67,500	1.35%
EXPENDITURES						
Personnel Services	36,851.21	38,499.45	56,500	56,500	61,000	7.96%
Materials & Services	227.28	174.98	10,100	10,100	6,500	-35.64%
TOTAL EXPENDITURES	37,078.49	38,674.43	66,600	66,600	67,500	1.35%

PROG 1607 ADA Code Enforcement						
Revenues less Expenditures	-	67.21	-	-	-	



CITY OF
Albany

O R E G O N



RISK MANAGEMENT FUND

RESOURCE DETAIL

Resources	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Departmental Charges	\$ 221,136	\$ -	\$ -	\$ -	\$ -	-	-
PepsiCo Settlement Proceeds	\$ -	\$ 18,500,000	\$ -	\$ -	\$ -	-	-
Miscellaneous Revenue	29,308	-	-	-	-	-	-
Interest	45,754	99,006	151,000	151,000	69,800	(53.77%)	0.52%
Total Current Resources	296,198	18,599,006	151,000	151,000	69,800	(53.77%)	0.52%
From Capital Projects Fund	-	-	-	-	2,127,700	-	15.87%
From Oak Creek URD	83,793	-	-	-	-	-	-
Total Transfers In	83,793	-	-	-	2,127,700	-	15.87%
Beginning Balance	1,466,253	1,088,744	19,122,000	19,122,000	11,212,800	(41.36%)	83.61%
Total Resources	\$1,846,244	\$ 19,687,750	\$ 19,273,000	\$ 19,273,000	\$ 13,410,300	(30.42%)	100.00%

REQUIREMENT SUMMARIES

Program Requirements	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Risk Management	\$ 757,499	\$ 499,939	\$ 613,000	\$ 1,613,000	\$ 1,578,800	\$ 1,578,800	\$ 1,578,800
PepsiCo Settlement Projects	\$ -	\$ -	\$ 18,660,000	\$ 18,660,000	\$ 11,783,500	\$ 11,783,500	\$ 11,783,500
HARP	-	-	-	-	48,000	48,000	48,000
Total Requirements	\$ 757,499	\$ 499,939	\$ 19,273,000	\$ 20,273,000	\$ 13,410,300	\$ 13,410,300	\$ 13,410,300

Percent of Fund Total	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Risk Management	100.00%	100.00%	3.18%	7.96%	11.77%	11.77%	11.77%
PepsiCo Settlement Projects	-	-	96.82%	92.04%	87.87%	0.36%	0.36%
HARP	-	-	-	-	0.36%	-	-
Totals	100.00%	100.00%	100.00%	100.00%	100.00%	12.13%	12.13%

PROGRAM NARRATIVE

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

Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This Program accumulates funds to mitigate risk factors and provide financial protection for deductible payments and liability exposure.

PROG 1005: Risk Management Reserve

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	221,135.51	-	-	-	-	- %
Miscellaneous Revenue	29,308.20	-	-	-	-	- %
Investment Earnings	45,753.81	17,348.71	1,000	1,000	12,000	1100.00%
Transfers In	83,792.55	-	-	1,000,000	-	-100.00%
Beginning Balance	1,466,253.00	1,088,743.64	612,000	612,000	1,566,800	156.01%
TOTAL REVENUES	1,846,243.07	1,106,092.35	613,000	1,613,000	1,578,800	-2.12%
EXPENDITURES						
Materials & Services	757,499.25	399,939.60	613,000	1,613,000	1,578,800	-2.12%
Transfers Out	-	100,000.00	-	-	-	- %
TOTAL EXPENDITURES	757,499.25	499,939.60	613,000	1,613,000	1,578,800	-2.12%

PROG 1005 Risk Management Reserve

Revenues less Expenditures	1,088,743.82	606,152.75	-	-	-
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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 allocated are appropriated in a reserve account and will be moved to specific line items as directed by the City Council.
- \$3,469,195 was loaned for the construction of the Timber Ridge LIDs. The principal and interest assessment payments will be transferred from the LID Capital Projects Program in repayment of the loan.

PROG 1037: PepsiCo Settlement Projects

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	-	18,500,000.00	-	-	-	- %
Investment Earnings	-	81,657.29	150,000	150,000	57,800	-61.47%
Transfers In	-	-	-	-	2,127,700	- %
Beginning Balance	-	-	18,510,000	18,510,000	9,598,000	-48.15%
TOTAL REVENUES	-	18,581,657.29	18,660,000	18,660,000	11,783,500	-36.85%
EXPENDITURES						
Materials & Services	-	-	-	121,600	-	-100.00%
Capital	-	-	18,660,000	9,639,000	10,943,500	13.53%
Transfers Out	-	-	-	8,899,400	840,000	-90.56%
TOTAL EXPENDITURES	-	-	18,660,000	18,660,000	11,783,500	-36.85%

PROG 1037 PepsiCo Settlement Projects

Revenues less Expenditures	-	18,581,657.29	-	-	-
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PROGRAM NARRATIVE

RISK MANAGEMENT FUND: HARP (208-10-1038)

Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program accounts for \$68,600 received from PepsiCo litigation proceeds for the Historic Albany Recovery Program (HARP).
- Mr. Michael Waldock is the HARP team leader. He will work with the Historic Albany Recovery Team (HART) to quickly launch HARP initiatives that would underpin economic recovery in Albany.
- HART members would be from CARA, AVA, and ADA, as well as the Mayor and Council President.
- HART will look for ways to enhance the four HARP targets: tourism, consumption, employment, and education.

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 1038: HARP

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Investment Earnings	-	-	-	-	-	- %
Transfers In	-	-	-	-	-	- %
Beginning Balance	-	-	-	-	48,000	- %
TOTAL REVENUES	-	-	-	-	48,000	- %
EXPENDITURES						
Personnel Services	-	-	-	-	26,800	- %
Materials & Services	-	-	-	-	21,200	- %
TOTAL EXPENDITURES	-	-	-	-	48,000	- %

PROG 1038 HARP

Revenues less Expenditures

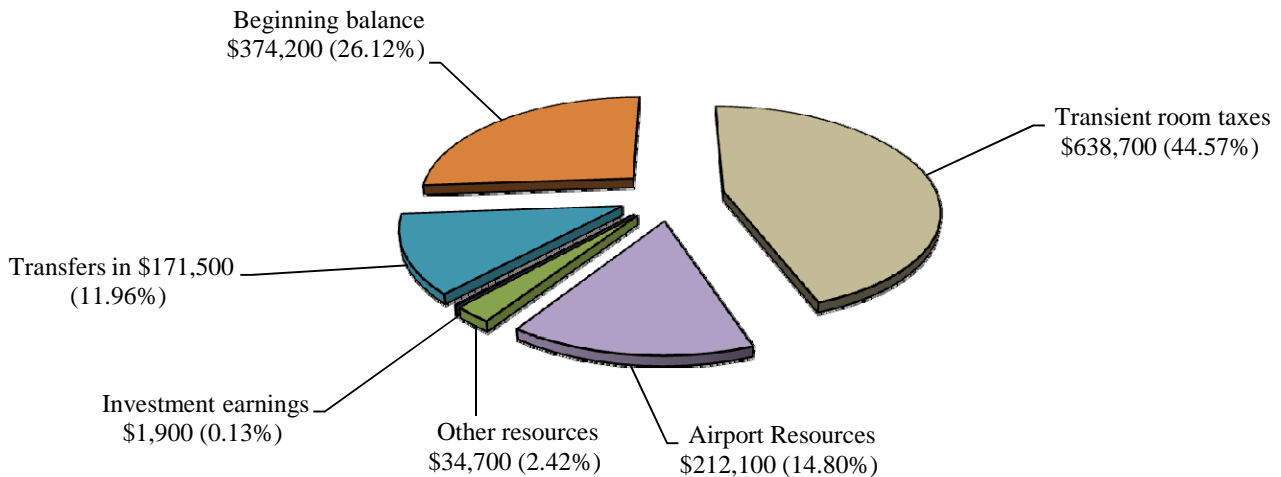
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**ECONOMIC DEVELOPMENT FUND
RESOURCE DETAIL**

Resources	2008-09 Actual	2009-10 Actual2010-11.....		2011-12 Adopted Budget	% Change from 2010-11	% of Fund Budget
			Adopted Budget	Revised Budget			
Transient Room Tax	\$ 478,150	\$ 382,054	\$ 507,800	\$ 507,800	\$ 638,700	25.78%	44.57%
Airport: Fuel	138,292	136,229	132,000	132,000	141,900	7.50%	9.90%
Airport: Tie Down Fees	11,100	4,020	4,400	4,400	-	(100.00%)	-
Airport: Lease	17,921	19,107	18,000	18,000	33,000	83.33%	2.30%
Fixed Base Operator Revenues	18,000	18,000	18,000	18,000	9,000	(50.00%)	0.63%
Departmental Charges	6,922	-	-	-	-	-	-
Space Rental	28,800	29,100	27,000	27,000	28,200	4.44%	1.97%
Dayton Hudson Corp (Target)	33,233	32,260	31,300	31,300	34,700	10.86%	2.42%
Miscellaneous Revenue	350	-	-	-	-	-	-
Interest	3,630	2,965	7,800	7,800	1,900	(75.64%)	0.13%
Total Current Resources	736,398	623,735	746,300	746,300	887,400	18.91%	61.92%
From Equipment Replacement	-	201,918	-	-	-	-	-
From CARA Program	115,400	102,000	103,900	103,900	109,700	5.58%	7.65%
From Water Economic Development	25,000	-	-	-	-	-	-
From Sewer Economic Development	25,000	-	-	-	-	-	-
From Albany Municipal Airport	50,000	-	-	-	-	-	-
Transfer In: Transient Room Tax	-	-	-	-	61,800	-	4.31%
Total Transfers In	215,400	303,918	103,900	103,900	171,500	65.06%	11.96%
Beginning Balance	462,330	391,367	354,400	354,400	374,200	5.59%	26.12%
Total Resources	\$1,414,128	\$1,319,020	\$1,204,600	\$1,204,600	\$1,433,100	18.97%	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	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Target Utilities	\$ 37,591	\$ 36,490	\$ 44,600	\$ 44,600	\$ 43,500	\$ 43,500	\$ 43,500
Economic Development Activities ¹	-	575,380	564,200	564,200	908,500	908,500	908,500
Economic Development Activities ²	735,200	-	-	-	-	-	-
Albany Municipal Airport ²	249,971	-	-	-	-	-	-
Albany Municipal Airport ³	-	329,390	595,800	595,800	419,100	419,100	419,100
Municipal Airport Capital Projects	-	-	-	-	62,000	62,000	62,000
Total Requirements	\$1,022,762	\$ 941,260	\$1,204,600	\$1,204,600	\$1,433,100	\$1,433,100	\$1,433,100

¹ City Manager

² Economic Development

³ Public Works

Requirements by Type

Personnel	\$ 234,482	\$ 107,261	\$ 173,600	\$ 173,600	\$ 179,800	\$ 179,800	\$ 179,800
Materials & Services	684,722	762,509	655,500	655,500	822,700	822,700	822,700
Capital	-	-	240,900	240,900	210,000	210,000	210,000
Transfers Out	65,967	35,000	90,000	90,000	177,100	177,100	177,100
Debt Service	37,591	36,490	44,600	44,600	43,500	43,500	43,500
Total Requirements	\$1,022,762	\$ 941,260	\$1,204,600	\$1,204,600	\$1,433,100	\$1,433,100	\$1,433,100

**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Adopted Budget	% of Fund Budget
Target Utilities	\$ -	\$ -	\$ -	\$ -	\$ 43,500	\$ 43,500	3.04%
Economic Development Activities	124,800	622,200	-	161,500	-	908,500	63.39%
Albany Municipal Airport	55,000	200,500	163,600	-	-	419,100	29.24%
Municipal Airport Capital Projects	-	-	46,400	15,600	-	62,000	4.33%
Total Requirements	\$ 179,800	\$ 822,700	\$ 210,000	\$ 177,100	\$ 43,500	\$1,433,100	100.00%
Percent of Fund Budget	12.54%	57.41%	14.65%	12.36%	3.04%	100.00%	

Staffing Summary (FTE)	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Economic Development Activities	2.585	1.000	1.000	1.000	1.000	1.000	1.000
Albany Municipal Airport	-	-	0.500	0.500	0.450	0.450	0.450
Total FTE	2.585	1.000	1.500	1.500	1.450	1.450	1.450

ECONOMIC DEVELOPMENT FUND

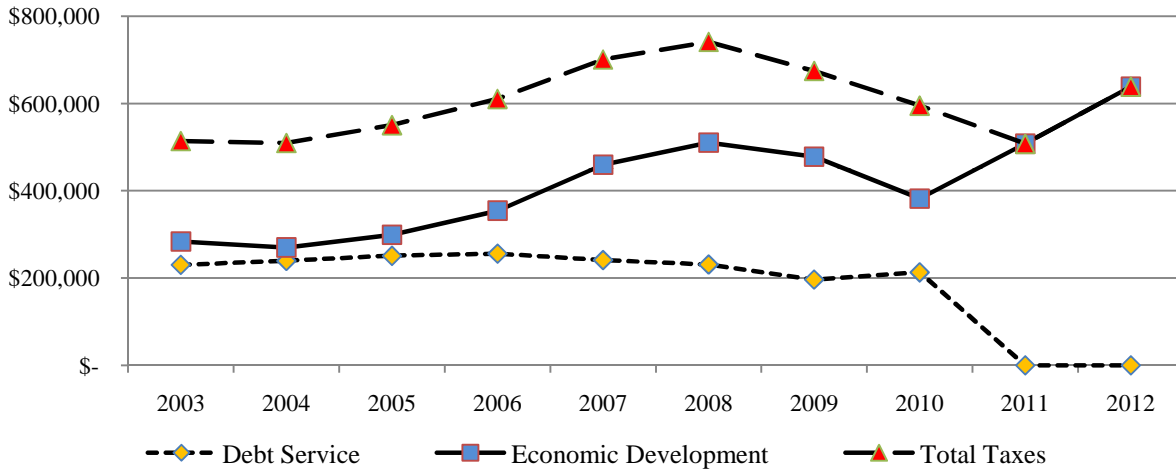
TRANSIENT ROOM TAX COLLECTIONS* Ten Fiscal Years

Fiscal Year	Debt Service**	Economic Development	Totals	Annual Increase (Decrease)
2003	\$ 230,521	\$ 283,589	\$ 514,110	na
2004	239,540	270,227	509,767	(0.84%)
2005	251,204	299,200	550,404	7.97%
2006	256,014	354,502	610,516	10.92%
2007	241,343	459,569	700,912	14.81%
2008	231,083	510,037	741,120	5.74%
2009	196,593	478,150	674,743	(8.96%)
2010	213,175	382,054	595,229	(11.78%)
2011	-	507,800	507,800	(14.69%)
2012	-	638,700	638,700	25.78%

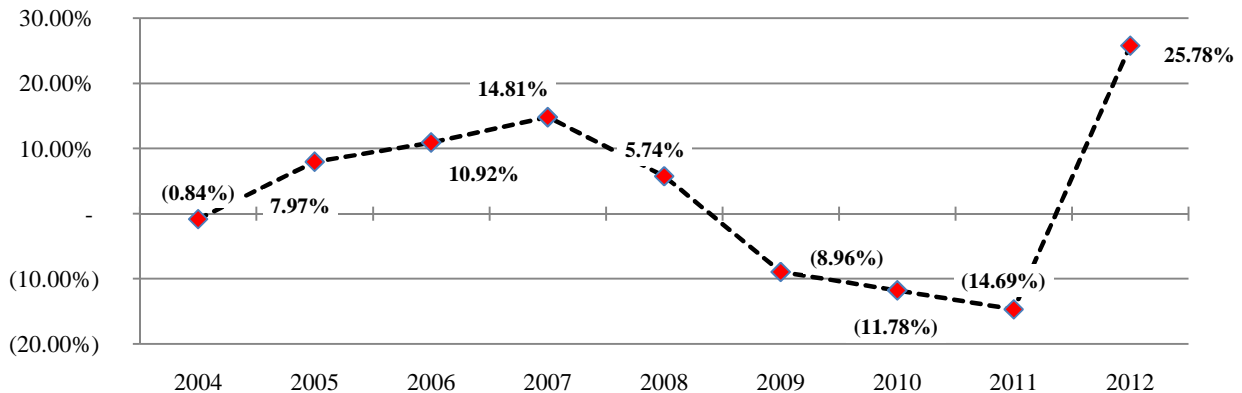
* Actual collections for years 2003 through 2010. Budgeted collections for 2011 and 2012.

** Final payment of Fairgrounds bonds paid in 2011 with reserves.

TOTAL TRANSIENT ROOM TAXES USED FOR ECONOMIC DEVELOPMENT AND DEBT SERVICE FUNDS Ten Fiscal Years



ANNUAL PERCENTAGE INCREASE (DECREASE) Nine Fiscal Years



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

Fiscal YearNon-Profit Agencies.....		Albany Downtown Association	Amount Available for Other Activities	Total Economic Development Fund	Debt Service ²	Total Transient Room Tax Revenues
	Albany Visitors Association	AMEDC ¹					
2003	\$ 185,000	\$ 37,500	\$ 10,000	\$ 51,089	\$ 283,589	\$ 230,521	\$ 514,110
2004	205,000	40,000	10,000	15,227	270,227	239,540	509,767
2005	215,000	40,000	15,200	29,000	299,200	251,204	550,404
2006	230,000	40,000	15,000	69,502	354,502	256,014	610,516
2007	234,800	40,000	25,000	159,769	459,569	241,343	700,912
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	38,400	106,400	507,800	-	507,800
2012	329,000	44,000	39,600	226,100	638,700	-	638,700

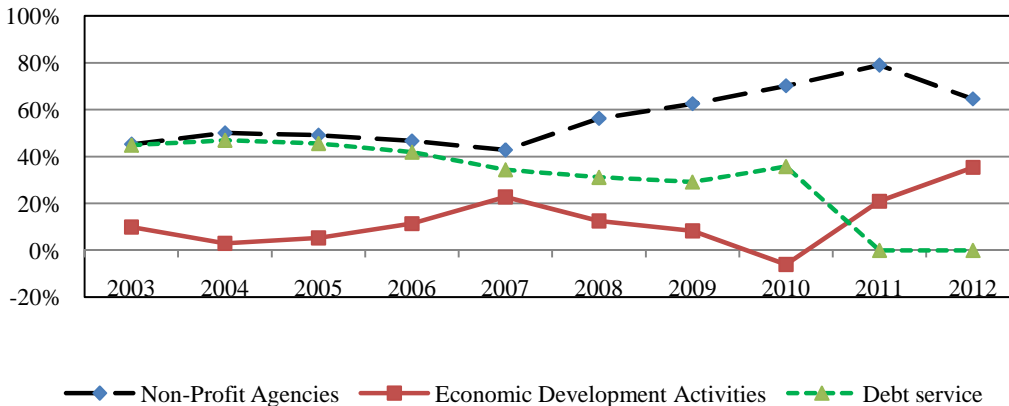
¹ Albany-Millerburg Economic Development Corporation

² For Fiscal Year 2011, no tax revenues are required for debt service.

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

Fiscal YearNon-Profit Agencies.....		Albany Downtown Association	Amount Available for Other Activities	Total Economic Development Fund	Debt Service	Total Transient Room Tax Revenues
	Albany Visitors Association	AMEDC					
2003	35.98%	7.29%	1.95%	9.94%	55.16%	44.84%	100.00%
2004	40.21%	7.85%	1.96%	2.99%	53.01%	46.99%	100.00%
2005	39.06%	7.27%	2.76%	5.27%	54.36%	45.64%	100.00%
2006	37.67%	6.55%	2.46%	11.38%	58.07%	41.93%	100.00%
2007	33.50%	5.71%	3.57%	22.79%	65.57%	34.43%	100.00%
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	63.08%	8.41%	7.56%	20.95%	100.00%	-	100.00%
2012	51.51%	6.89%	6.20%	35.40%	100.00%	-	100.00%

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



PROGRAM NARRATIVE

ECONOMIC DEVELOPMENT FUND: TARGET UTILITIES (211-10-1007)

Responsible Manager/Title: Anne Baker, Senior Accountant

FUNCTIONS AND RESPONSIBILITIES

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

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>	<u>Dayton Hudson Corp. Payment</u>	<u>City of Albany Payment</u>
2011-2012	\$ 29,884	\$ 9,337	\$ 39,221	\$ 34,674	\$ 4,547
2012-2013	30,164	7,619	37,783	33,403	4,380
2013-2014	30,460	5,886	36,346	32,132	4,214
2014-2015	35,774	4,134	39,908	35,281	4,627
2015-2016	36,107	2,077	38,184	33,757	4,427
Totals	\$ 162,389	\$ 29,053	\$ 191,442	\$ 169,247	\$ 22,195

PROG 1007: Target Utilities

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Miscellaneous Revenue	33,232.98	32,259.60	31,300	31,300	34,700	10.86%
Investment Earnings	432.56	220.30	300	300	200	-33.33%
Beginning Balance	20,218.00	16,293.08	13,000	13,000	8,600	-33.85%
TOTAL REVENUES	53,883.54	48,772.98	44,600	44,600	43,500	-2.47%
EXPENDITURES						
Debt Service	37,590.50	36,489.50	44,600	44,600	43,500	-2.47%
TOTAL EXPENDITURES	37,590.50	36,489.50	44,600	44,600	43,500	-2.47%

PROG 1007 Target Utilities

Revenues less Expenditures	16,293.04	12,283.48	-	-	-
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PROGRAM NARRATIVE

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

Responsible Manager/Title: Wes Hare, City Manager

FUNCTIONS AND RESPONSIBILITIES

- Manage outside agency grants to market Albany to convention, event, and tournament planners; coordinate year-round events; and support facilities by assisting meeting planners.
- Provide administrative oversight for economic development activities and the Strategic Plan initiatives.
- Provide management oversight and support to the CARA district and its activities.
- Meet with local businesses to determine needs and potential for City assistance.
- Contract (through outside agency grant) and coordinate with the Albany-Millersburg Economic Development Corporation (AMEDC) to establish, retain, and expand business in Albany.
- Continue active partnership with Council of Governments; Linn County; cities of Lebanon, Corvallis, Tangent, and Harrisburg; and Oregon Economic and Community Development Department on “wetland pilot project” for Oregon Department of State Lands.
- Administer the transient room tax according to ORS Sections 320.345-320.350 and Albany Municipal Code Chapter 3.14. 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 2010-2011			
Healthy Economy	06/11	In Progress	<ul style="list-style-type: none"> • Collaborate with regional partners to create jobs.
	06/11	Completed	<ul style="list-style-type: none"> • Increase resources available for economic development projects.
	06/11	In Progress	<ul style="list-style-type: none"> • Assist with marketing and development of PepsiCo and Kempf property sites.
Budget Year 2011-2012			
Healthy Economy	06/12		<ul style="list-style-type: none"> • Collaborate with regional partners to create jobs by increasing the number of suitable industrial sites.
	06/12		<ul style="list-style-type: none"> • Assist with marketing and development of PepsiCo and Kempf property sites.
	06/12		<ul style="list-style-type: none"> • Completion of Oak Creek Urban Renewal District.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Contact major company CEOs or Plant Managers within Albany.	6	6	6	6

STAFFING SUMMARY

Authorized FTEs	2.585	1.0	1.0	1.0
Budgeted FTEs	2.585	1.0	1.0	1.0

PROG 1101: Economic Development Activities

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Transient Room Tax	478,149.52	382,054.14	507,800	507,800	1,916,100	277.33%
Charges for Services	6,922.43	-	-	-	-	- %
Miscellaneous Revenue	350.00	-	-	-	-	- %
Investment Earnings	(1,062.63)	(1,384.77)	2,500	2,500	500	-80.00%
Transfers In	215,400.00	102,000.00	103,900	103,900	219,400	111.16%
Beginning Balance	127,563.00	92,122.28	(50,000)	(50,000)	159,600	-419.20%
TOTAL REVENUES	827,322.32	574,791.65	564,200	564,200	2,295,600	306.88%
EXPENDITURES						
Personnel Services	234,481.72	107,260.82	116,800	116,800	249,600	113.70%
Materials & Services	500,718.46	468,119.45	447,400	447,400	984,900	120.14%
Transfers Out	-	-	-	-	323,000	- %
TOTAL EXPENDITURES	735,200.18	575,380.27	564,200	564,200	1,557,500	176.05%

PROG 1101 Economic Development Activities

Revenues less Expenditures	92,122.14	(588.62)	-	-	738,100
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PROGRAM NARRATIVE

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

Responsible Manager/Title: Chris Bailey, Airport and Transit Manager

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.
- Provides management of the Albany Municipal Airport including City-owned aviation fuel sales, hangar leases, property management, and the Fixed Base Operator (FBO).

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Healthy Economy	12/10	Completed	<ul style="list-style-type: none"> • Complete runway improvements.
	12/10	In Progress	<ul style="list-style-type: none"> • Develop long-term Airport funding options.
Effective Government Healthy Economy	06/11	Completed	<ul style="list-style-type: none"> • Startup of the Airport Commission.
	10/10	Deferred	<ul style="list-style-type: none"> • Asphalt pavement maintenance.
	06/11	Completed	<ul style="list-style-type: none"> • Begin review of long-term Airport funding options.
Budget Year 2011-2012			
Effective Government	07/11		<ul style="list-style-type: none"> • Stabilize operational budget.
Effective Government Safe City	05/12		<ul style="list-style-type: none"> • Complete east and south-side fencing to meet safety requirements.

PERFORMANCE MEASURES

	<u>2008-2009*</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Percent of city hangar occupancy.		100%	100%	100%
Number of aircraft based on the field.		80	80	80
Average aircraft operations per day.		65	65	70
Number of Airport Advisory Commission mtgs.		2	12	12
Gallons of Avgas sold.		32,000	26,000	35,000

STAFFING SUMMARY

	<u>2008-2009*</u>	<u>2009-2010*</u>	<u>2010-2011</u>	<u>2011-2012</u>
Authorized FTEs	0	0	0.5	0.45
Budgeted FTEs	0	0	0.5	0.45

*Information for these years is unavailable.

PROG 1103: Albany Municipal Airport

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Charges for Services	214,112.76	206,456.08	199,400	199,400	212,100	6.37%
Investment Earnings	4,259.82	4,130.22	5,000	5,000	1,000	-80.00%
Transfers In	-	201,918.08	-	-	-	- %
Beginning Balance	314,549.00	282,951.70	391,400	391,400	206,000	-47.37%
TOTAL REVENUES	532,921.58	695,456.08	595,800	595,800	419,100	-29.66%
EXPENDITURES						
Personnel Services	-	-	56,800	56,800	55,000	-3.17%
Materials & Services	184,002.67	294,388.82	208,100	208,100	200,500	-3.65%
Capital	-	-	240,900	240,900	163,600	-32.09%
Transfers Out	65,966.56	35,000.00	90,000	90,000	-	-100.00%
TOTAL EXPENDITURES	249,969.23	329,388.82	595,800	595,800	419,100	-29.66%

PROG 1103 Albany Municipal Airport

Revenues less Expenditures	282,952.35	366,067.26	-	-	-
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PROGRAM NARRATIVE

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

Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This program receives revenues from the Transient Room Tax distributions.
 - 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 2011-2012 Effective Government	06/12		<ul style="list-style-type: none">• Transfer money to fund grant match contributions for FAA capital projects.

PROG 1115: Municipal Airport Capital Projects

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Investment Earnings	-	-	-	-	200	- %
Transfers In	-	-	-	-	61,800	- %
TOTAL REVENUES	-	-	-	-	62,000	- %
EXPENDITURES						
Capital	-	-	-	-	46,400	- %
Transfers Out	-	-	-	-	15,600	- %
TOTAL EXPENDITURES	-	-	-	-	62,000	- %

PROG 1115 Municipal Airport Capital Projects

Revenues less Expenditures - - - - -



CITY OF
Albany

O R E G O N



AMBULANCE FUND

RESOURCE DETAIL

Resources	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Ambulance Service Fees	\$1,827,111	\$1,791,473	\$1,800,000	\$1,800,000	\$1,850,000	2.78%	82.43%
FireMed Fees	126,442	121,445	102,500	102,500	108,000	5.37%	4.81%
Miscellaneous Revenue	2,886	1,769	-	-	-	-	-
Interest	5,768	1,386	1,600	1,600	1,000	(37.50%)	0.04%
Total Current Resources	1,962,207	1,916,073	1,904,100	1,904,100	1,959,000	2.88%	87.28%
From Public Safety Levy Fund	24,885	219,504	245,900	245,900	245,300	(0.24%)	10.93%
Total Transfers In	24,885	219,504	245,900	245,900	245,300	(0.24%)	10.93%
Beginning Balance	288,761	75,215	67,000	67,000	40,000	(40.30%)	1.79%
Total Resources	\$2,275,853	\$2,210,792	\$2,217,000	\$2,217,000	\$2,244,300	1.23%	100.00%

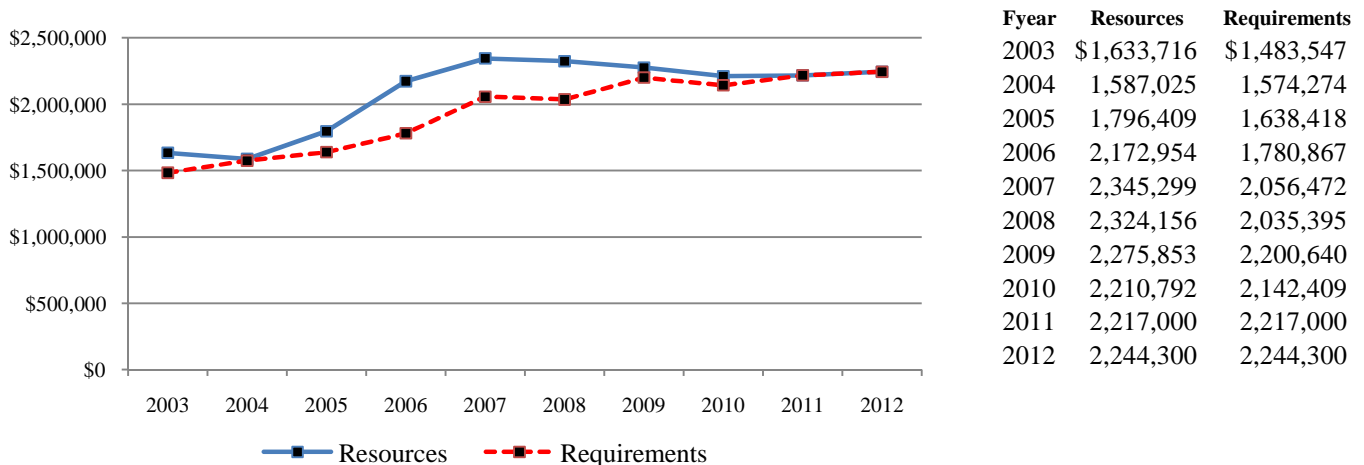
REQUIREMENT/STAFFING SUMMARIES

Requirements by Type	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Personnel	\$1,812,482	\$1,744,242	\$1,892,800	\$1,892,800	\$1,884,800	\$1,884,800	\$1,884,800
Materials & Services	388,158	398,167	324,200	324,200	359,500	359,500	359,500
Total Requirements	\$2,200,640	\$2,142,409	\$2,217,000	\$2,217,000	\$2,244,300	\$2,244,300	\$2,244,300

Percent of Fund Total	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Personnel	82.36%	81.41%	85.38%	85.38%	83.98%	83.98%	83.98%
Materials & Services	17.64%	18.59%	14.62%	14.62%	16.02%	16.02%	16.02%
Totals	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

Staffing Summary (FTE)	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Ambulance	19.00	17.50	17.00	17.00	16.00	16.00	16.00

AMBULANCE RESOURCES/REQUIREMENTS, TEN FISCAL YEARS



PROGRAM NARRATIVE

AMBULANCE FUND: AMBULANCE (212-25-1206)

Responsible Manager/Title: Mark Bambach, EMS Division Chief

FUNCTIONS AND RESPONSIBILITIES

- Provide emergency and non-emergency transportation for the City of Albany and 205 square miles of Linn and Benton Counties.
- Maintain sufficient ambulances and all medical equipment in a state of preparedness.
- Oversee emergency medical services that are integrated with Fire Suppression activities to meet community emergency medical needs.
- Provide emergency medical care at the scene of illnesses and injuries, and transport to medical facilities.
- Conduct emergency medical service training, skill proficiency, and re-certification for all Department certified personnel.
- Comply with local, state, and federal laws related to provision of emergency medical care and transportation.
- Support all billing and collection services associated with the Ambulance and FireMed programs.
- Provide funding for 16 FTE emergency services personnel primarily through ambulance service fees.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City/Effective Government	06/11	Ongoing	• Refinement/Improvement of EMS Quality Assurance Program.
Safe City/Effective Government	06/11	Ongoing	• Refinement/Improvement of EMS Field Training Program.
Safe City/Effective Government	06/11	Completed	• Update EMS Protocols.
Budget Year 2011-2012			
Safe City/Effective Government	06/12		• Provide annual Advanced Cardiac Life Support and Pediatric Advanced Life Support training and certification for EMS personnel.
Safe City/Effective Government	06/12		• Provide equipment and training to address back injuries to emergency services personnel.
Safe City/Effective Government	06/12		• Refinement and/or Improvement of Bariatric Program.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Field Transports to Out-of-Community Medical Facilities	282	298	335	310
Inter-Facility Transfers	402	396	380	375
Billing Percent Received (Includes Medicare Write-offs)	49.0%	46.0%	45.3%	45.0%
EMS Responses per 1,000 Population Served (Mean for cities under 100k = 77.77)	92.4	88.0	92.2	92

STAFFING SUMMARY

Authorized FTEs	19	17.5	17	16
Budgeted FTEs	19	17.5	17	16

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 1206: Ambulance

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	1,953,553.40	1,912,918.21	1,902,500	1,902,500	1,958,000	2.92%
Miscellaneous Revenue	2,885.81	1,769.47	-	-	-	- %
Investment Earnings	5,768.04	1,385.51	1,600	1,600	1,000	-37.50%
Transfers In	24,885.11	219,504.02	245,900	245,900	245,300	-0.24%
Beginning Balance	288,761.00	75,214.74	67,000	67,000	40,000	-40.30%
TOTAL REVENUES	2,275,853.36	2,210,791.95	2,217,000	2,217,000	2,244,300	1.23%
EXPENDITURES						
Personnel Services	1,812,482.13	1,744,241.89	1,892,800	1,892,800	1,884,800	-0.42%
Materials & Services	388,156.36	398,167.58	324,200	324,200	359,500	10.89%
Capital	-	-	-	-	-	- %
TOTAL EXPENDITURES	2,200,638.49	2,142,409.47	2,217,000	2,217,000	2,244,300	1.23%

PROG 1206 Ambulance

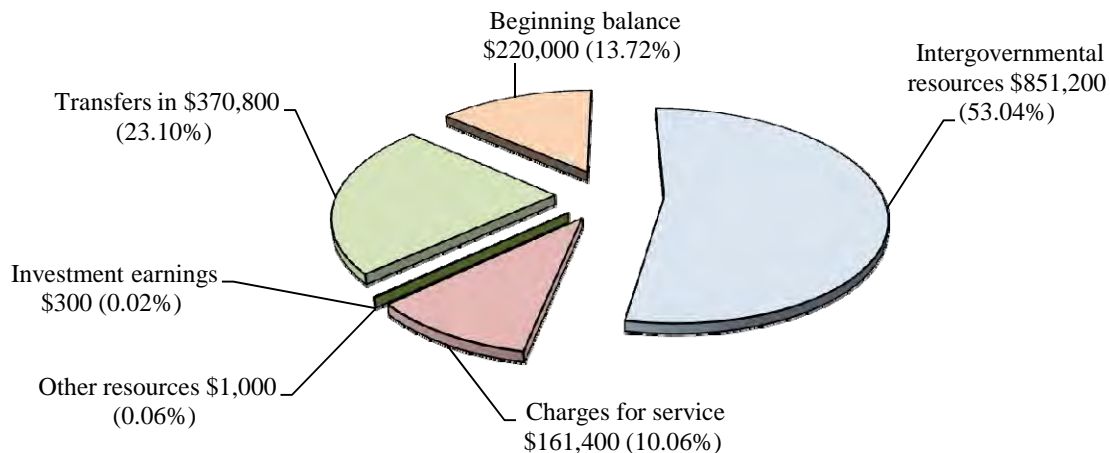
Revenues less Expenditures	75,214.87	68,382.48	-	-	-
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**PUBLIC TRANSIT FUND
RESOURCE DETAIL**

Resources	2008-09 Actual	2009-10 Actual2010-11.....		2011-12 Adopted Budget	% Change from 2010-11	% of Fund Budget
			Adopted Budget	Revised Budget			
Business Energy Tax Credit	\$ -	\$ 123,223	\$ 131,500	\$ 131,500	\$ 147,300	12.02%	9.18%
FTA Section 5311 Grant	392,992	420,309	430,600	430,600	446,100	3.60%	27.80%
FTA Section 5310 Grant	-	37,078	15,000	95,700	175,500	83.39%	10.94%
FTA-ODOT Biennium Grant	10,433	81,655	-	-	-	-	-
WComp Wage Subsidy Reimb	1,280	-	-	-	-	-	-
City of Millersburg	-	709	2,500	2,500	2,500	-	0.16%
Local Funds: Operational	64,500	63,750	58,700	58,700	58,800	0.17%	3.66%
Special Transit Fund: Linn Co	38,420	15,384	16,100	16,100	17,000	5.59%	1.06%
Special Transit Fund: Benton Co	4,600	5,300	4,000	4,000	4,000	-	0.25%
Advertising Revenue	14,504	13,967	10,000	10,000	13,000	30.00%	0.81%
Bus Fares	44,495	41,004	40,100	40,100	40,000	(0.25%)	2.49%
LBCC Fare Match Program	48,500	73,900	84,100	84,100	93,400	11.06%	5.82%
Call-A-Ride Revenue	16,438	18,567	19,000	19,000	15,000	(21.05%)	0.93%
Gifts & Donations	1,355	700	500	500	500	-	0.03%
Miscellaneous Revenue	1,268	25	500	500	500	-	0.03%
Interest	418	(177)	300	300	300	-	0.02%
Total Current Resources	639,203	895,394	812,900	893,600	1,013,900	13.46%	63.18%
From General Fund	320,000	459,900	417,200	417,200	366,100	(12.25%)	22.81%
From Capital Equipment Fund	-	-	-	9,300	4,700	(49.46%)	0.29%
Total Transfers In	320,000	459,900	417,200	426,500	370,800	(13.06%)	23.10%
Beginning Balance	75,749	15,671	43,200	43,200	220,000	409.26%	13.72%
Total Resources	\$1,034,952	\$1,370,965	\$1,273,300	\$1,363,300	\$1,604,700	17.71%	100.00%

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

PUBLIC TRANSIT RESOURCES BY SOURCE
 Category Totals and Percent of Budget



PUBLIC TRANSIT FUND

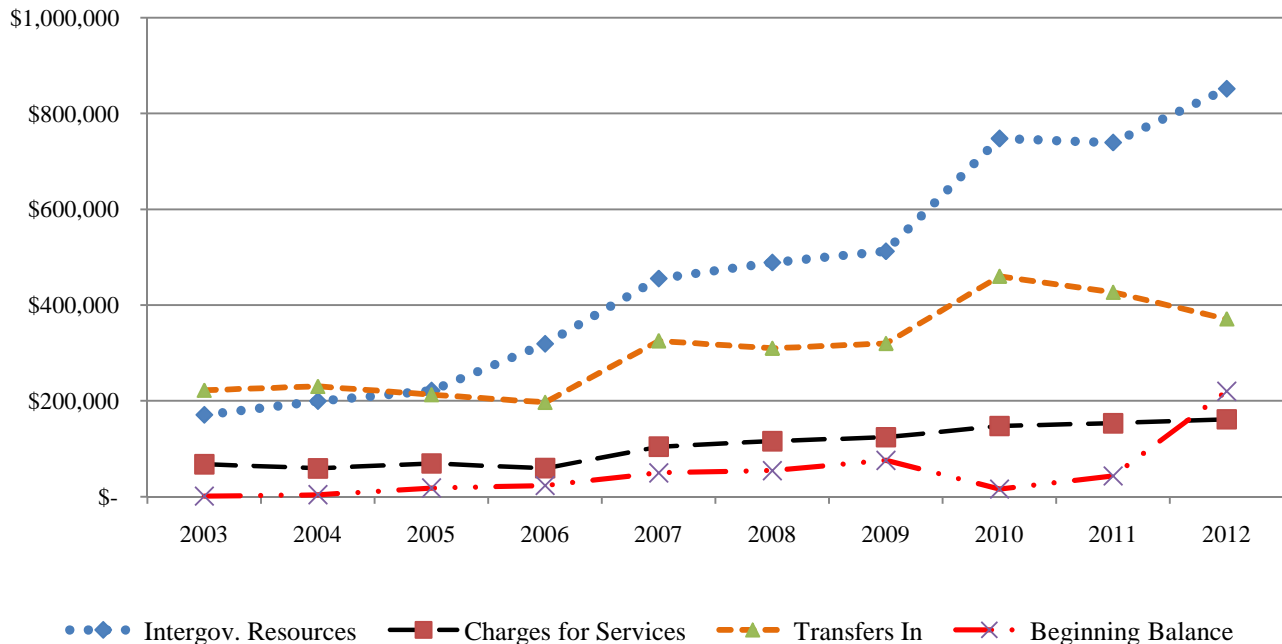
RESOURCES BY TYPE - TEN FISCAL YEARS

Fiscal Year	Intergovernmental Resources	Charges for Services	Other Resources	Interest Earnings	Transfers In	Beginning Balance	Total Resources
2003	\$ 170,782	\$ 67,691	\$ 748	\$ 48	\$ 222,100	\$ 1,242	\$ 462,611
2004	199,423	58,955	501	110	230,100	4,101	493,190
2005	221,231	69,258	1,662	443	213,012	18,141	523,747
2006	318,860	59,512	5,112	659	197,100	23,300	604,543
2007	455,318	104,272	748	(1,977)	325,400	49,616	933,377
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	739,100	153,200	1,000	300	426,500	43,200	1,363,300
2012	851,200	161,400	1,000	300	370,800	220,000	1,604,700

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

2003	36.92%	14.63%	0.16%	0.01%	48.01%	0.27%	100.00%
2004	40.44%	11.95%	0.10%	0.02%	46.66%	0.83%	100.00%
2005	42.24%	13.22%	0.32%	0.08%	40.67%	3.47%	100.00%
2006	52.74%	9.84%	0.85%	0.11%	32.60%	3.86%	100.00%
2007	48.78%	11.17%	0.08%	(0.21%)	34.86%	5.32%	100.00%
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	54.21%	11.24%	0.07%	0.02%	31.28%	3.18%	100.00%
2012	53.04%	10.06%	0.06%	0.02%	23.11%	13.71%	100.00%

MAJOR RESOURCES BY TYPE - TEN FISCAL YEARS





CITY OF
Albany

O R E G O N



**PUBLIC TRANSIT FUND
REQUIREMENT AND STAFFING SUMMARIES**

Program Requirements	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Albany Transit System ¹	\$ 427,523	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Albany Transit System ²	-	505,015	530,000	530,000	684,100	684,100	684,100
Linn-Benton Loop ¹	355,397	-	-	-	-	-	-
Linn-Benton Loop ²	-	374,929	459,700	459,700	509,100	509,100	509,100
Paratransit System ¹	236,362	-	-	-	-	-	-
Paratransit System ²	-	341,667	283,600	373,600	411,500	411,500	411,500
Total Requirements	\$ 1,019,282	\$ 1,221,611	\$ 1,273,300	\$ 1,363,300	\$ 1,604,700	\$ 1,604,700	\$ 1,604,700

¹ Economic Development

² Public Works

Requirements by Type

Personnel	\$ 669,774	\$ 668,382	\$ 801,300	\$ 801,300	\$ 871,500	\$ 871,500	\$ 871,500
Materials & Services	349,508	469,459	472,000	472,000	678,200	678,200	678,200
Capital	-	83,770	-	90,000	55,000	55,000	55,000
Total Requirements	\$ 1,019,282	\$ 1,221,611	\$ 1,273,300	\$ 1,363,300	\$ 1,604,700	\$ 1,604,700	\$ 1,604,700

Adopted Requirements by Program and Type	Materials			Adopted Budget	% of Fund Budget
	Personnel	& Services	Capital		
Albany Transit System	\$ 353,800	\$ 320,300	\$ 10,000	\$ 684,100	42.63%
Linn-Benton Loop	284,700	224,400	-	509,100	31.73%
Paratransit System	233,000	133,500	45,000	411,500	25.64%
Total Requirements	\$ 871,500	\$ 678,200	\$ 55,000	\$ 1,604,700	100.00%
Percent of Fund Budget	54.31%	42.26%	3.43%	100.00%	

Staffing Summary (FTE)	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Albany Transit System	3.760	3.760	4.085	4.085	3.945	3.945	3.945
Linn-Benton Loop	4.650	4.650	3.475	3.475	3.335	3.335	3.335
Paratransit System	2.890	2.890	2.740	2.740	3.070	3.070	3.070
Total FTE	11.300	11.300	10.300	10.300	10.350	10.350	10.350

PROGRAM NARRATIVE

PUBLIC TRANSIT: ALBANY TRANSIT SYSTEM (213-50-1106) Responsible Manager/Title: Chris Bailey, Airport and Transit Manager

FUNCTIONS AND RESPONSIBILITIES

- Provide a safe and reliable public transit system along fixed routes to link residential areas with retail, employment, medical, and educational centers.
- Maintain records of ridership, maintenance, and operation of the system and apply for state and federal grants in order to obtain system funding.
- Administer the Ride-Home-Free Program with local merchants.
- Provide rides to LBCC and OSU students through the combined Pass Programs.
- 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.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Effective Government	12/10	Completed	• Transition Transit staff and operation to permanent facility at REA building.
	09/10	Completed	• Present consultant recommendations on improved route efficiencies to Council.
Great Neighborhoods	01/11	In Progress	• Implement route changes in accordance with Council recommendations within budget constraints.
Effective Government	09/10	Deferred	• Conduct rider survey to identify needs and gauge customer satisfaction.
Great Neighborhoods	11/10	In Progress	• Pursue grant funding to replace and bring bus shelters into ADA compliance.
Budget Year 2011-2012			
Great Neighborhoods	09/11		• Adjust routes to include the new Wal-Mart Development.
	09/11		• Implement Elm Street and Lexington Street recommendations from Kittelson Transit Plan.
	12/11		• Work with Fire Department to improve existing working conditions at the Bus Barn.
Effective Government	06/12		• Review contracts to eliminate inefficient practices.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Total number of rides.	81,712	94,286	92,000	94,000
Number of senior/disabled passengers.	22,062	25,457	24,840	25,380
Annual mileage.	82,800	83,960	84,000	84,000
Operating cost per ride.	\$4.87	\$4.84	\$5.04	\$5.59
Annual City subsidy.	\$141,500	\$208,300	\$198,200	\$176,100
Annual City subsidy per ride.	\$1.73	\$2.21	\$2.15	\$1.87
Annual City subsidy per capita.	\$2.98	\$4.27	\$4.03	\$3.55
Percent of transit users that are satisfied or very satisfied.			88%	

STAFFING SUMMARY

Authorized FTEs	3.760	3.760	4.085	3.945
Budgeted FTEs	3.760	3.760	4.085	3.945

PROG 1106: Albany Transit System

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	230,112.00	294,800.45	267,200	267,200	343,100	28.41%
Charges for Services	45,488.32	49,143.05	44,600	44,600	48,000	7.62%
Miscellaneous Revenue	1,267.73	25.00	500	500	500	- %
Investment Earnings	128.47	629.88	300	300	300	- %
Transfers In	141,500.00	208,300.00	198,200	198,200	176,200	-11.10%
Beginning Balance	68,812.00	59,788.00	19,200	19,200	116,000	504.17%
TOTAL REVENUES	487,308.52	612,686.38	530,000	530,000	684,100	29.08%
EXPENDITURES						
Personnel Services	283,694.44	278,790.50	330,400	330,400	353,800	7.08%
Materials & Services	143,826.08	219,740.38	199,600	199,600	320,300	60.47%
Capital	-	6,485.86	-	-	10,000	- %
TOTAL EXPENDITURES	427,520.52	505,016.74	530,000	530,000	684,100	29.08%

PROG 1106 Albany Transit System

Revenues less Expenditures	59,788.00	107,669.64	-	-	-
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PROGRAM NARRATIVE

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

Responsible Manager/Title: Chris Bailey, Airport and Transit Manager

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 STF; LBCC; Corvallis; Albany; and OSU.
- Participate in the Loop Commission as voting member and as the Contractor for service.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Effective Government	10/10	In Progress	<ul style="list-style-type: none"> • Provide support for new Business Plan to identify legal status of the Loop Commission.
	8/10	Completed	<ul style="list-style-type: none"> • Review connectivity issues with Loop Commission and make route adjustments accordingly.
	1/11	Completed	<ul style="list-style-type: none"> • Participate in preliminary design of new LBCC bus facility.
	6/11	Deferred	<ul style="list-style-type: none"> • Survey Loop riders to guide future decisions.
Budget Year 2011-2012			
Great Neighborhoods	12/11		<ul style="list-style-type: none"> • Work with Fire Department to improve existing working conditions at the Bus Barn.
	3/12		<ul style="list-style-type: none"> • Clarify future funding picture and research alternatives to the current structure.
	6/12		<ul style="list-style-type: none"> • Explore additional partnerships and pass program participants.
	6/12		<ul style="list-style-type: none"> • Review Contracts to eliminate inefficient practices.
Effective Government	6/12		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Total number of rides.	104,366	105,843	104,500	105,000
Number of elderly/disabled passengers.	17,740	18,058	17,765	17,850
Annual mileage.	99,100	87,457	99,000	99,000
Operating Cost per ride.	\$3.16	\$3.12	\$3.16	\$3.15
Annual City subsidy.	\$16,500	\$55,300	\$23,000	\$18,000
Annual City subsidy per ride.	\$.16	\$.52	\$.22	\$.17
Annual City subsidy per capita.	\$.35	\$1.13	\$.47	\$.36

STAFFING SUMMARY

Authorized FTEs	4.65	4.65	3.475	3.335
Budgeted FTEs	4.65	4.65	3.475	3.335

PROG 1107: Linn-Benton Loop

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Intergovernmental Revenue	246,104.00	287,325.02	327,500	327,500	322,700	-1.47%
Charges for Services	62,010.89	79,727.77	89,600	89,600	98,400	9.82%
Miscellaneous Revenue	-	-	-	-	-	- %
Investment Earnings	(42.12)	(509.92)	-	-	-	- %
Transfers In	16,500.00	55,300.00	23,000	23,000	18,000	-21.74%
Beginning Balance	7,268.00	(23,557.54)	19,600	19,600	70,000	257.14%
TOTAL REVENUES	331,840.77	398,285.33	459,700	459,700	509,100	10.75%
EXPENDITURES						
Personnel Services	212,028.54	210,465.07	280,300	280,300	284,700	1.57%
Materials & Services	143,369.00	164,462.82	179,400	179,400	224,400	25.08%
TOTAL EXPENDITURES	355,397.54	374,927.89	459,700	459,700	509,100	10.75%

PROG 1107 Linn-Benton Loop						
Revenues less Expenditures	(23,556.77)	23,357.44	-	-	-	

PROGRAM NARRATIVE

PUBLIC TRANSIT: PARATRANSIT SYSTEM (213-50-1108)
Responsible Manager/Title: Chris Bailey, Airport and Transit Manager

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 and federal and state public transit regulations.
- Identify and pursue additional grant and revenue resources.
- Certify eligibility of Americans with Disabilities Act (ADA) participants and provide Paratransit service in compliance with federal law.
- Provide Medicaid nonmedical transportation for eligible senior citizens and individuals with disabilities.
- Maintain ridership and operation records for state-funding purposes.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Effective Government	12/10		• Evaluate volunteer satisfaction survey.
	09/10	Completed	• Purchase and implement Paratransit scheduling software.
	08/10	Deferred	• Survey current clients to identify needs and improvements to the service.
	10/10	Deferred	• Evaluate client survey.
Budget Year 2011-2012			
Great Neighborhoods	11/11		• Contact local Paratransit programs to identify services provided, best practices, and clients currently underserved.
			• Review current driver evaluations process to identify new safety procedures.
Safe City/Effective Government	02/12		• Coordinate with Senior and Disability Services to identify joint transportation projects.
	06/12		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Percent of those using the Paratransit/Call-A-Ride program who are satisfied or very satisfied with the service received.	90%	90%	90%	90%
Number of rides provided per month.	1,595	1,532	1,280	1,400
Number of miles driven per month to provide transportation to seniors and individuals with disabilities.	7,200	7,260	6,400	7,000
Number of volunteer hours utilized to provide transportation to seniors and individuals with disabilities.	5,000	4,900	4,900	4,950

STAFFING SUMMARY

Authorized FTEs	2.89	2.89	2.74	3.07
Budgeted FTEs	2.89	2.89	2.74	3.07

PROG 1108: Paratransit System

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	36,008.52	165,282.35	63,700	144,400	185,400	28.39%
Charges for Services	16,437.59	18,567.27	19,000	19,000	15,000	-21.05%
Miscellaneous Revenue	1,355.00	700.00	500	500	500	- %
Investment Earnings	332.46	(297.21)	-	-	-	- %
Transfers In	162,000.00	196,300.00	196,000	205,300	176,600	-13.98%
Beginning Balance	(331.00)	(20,559.18)	4,400	4,400	34,000	672.73%
TOTAL REVENUES	215,802.57	359,993.23	283,600	373,600	411,500	10.14%
EXPENDITURES						
Personnel Services	174,050.55	179,125.39	190,600	190,600	233,000	22.25%
Materials & Services	62,312.11	85,257.35	93,000	93,000	133,500	43.55%
Capital	-	77,284.30	-	90,000	45,000	- %
TOTAL EXPENDITURES	236,362.66	341,667.04	283,600	373,600	411,500	10.14%

PROG 1108 Paratransit System

Revenues less Expenditures	(20,560.09)	18,326.19	-	-	-
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PUBLIC SAFETY LEVY FUND

RESOURCE DETAIL

Resources	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Property Taxes - Current	\$2,480,352	\$2,540,224	\$2,623,300	\$2,623,300	\$2,568,400	(2.09%)	93.27%
Property Taxes - Delinquent	67,605	88,176	75,000	75,000	70,000	(6.67%)	2.54%
Interest	13,100	22,092	5,000	5,000	5,000	-	0.18%
Total Current Resources	2,561,057	2,650,492	2,703,300	2,703,300	2,643,400	(2.22%)	95.99%
Beginning Balance	316,802	291,092	274,200	274,200	110,200	(59.81%)	4.01%
Total Resources	\$2,877,859	\$2,941,584	\$2,977,500	\$2,977,500	\$2,753,600	(7.52%)	100.00%

REQUIREMENT SUMMARY

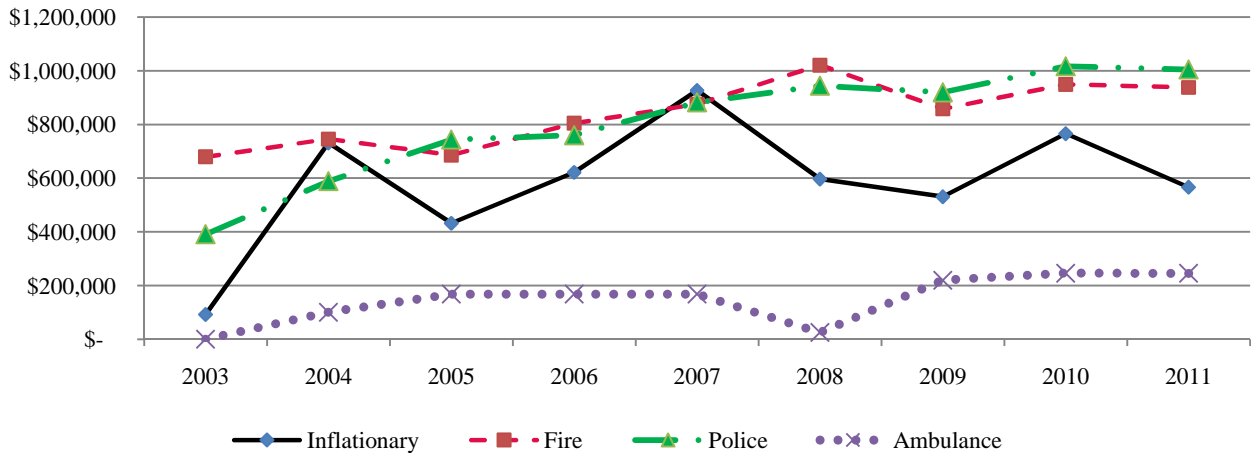
Requirements by Type	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Transfers Out	\$2,586,766	\$2,527,658	\$2,977,500	\$2,977,500	\$2,753,600	\$ 2,753,600	\$ 2,753,600

TRANSFERS OUT AND TOTAL TAXES DETAIL BY FISCAL YEAR

Fiscal YearGeneral Fund.....			Ambulance Fund	Total Transfers Out*	Total Taxes
	Inflationary	Fire	Police			
2004, actual	\$ 92,002	\$ 679,186	\$ 390,711	\$ -	\$ 1,161,899	\$ 1,797,480
2005, actual	731,700	745,547	588,141	100,200	2,165,588	1,973,168
2006, actual	432,000	685,943	743,319	168,000	2,029,262	2,171,708
2007, actual	621,600	804,769	759,529	168,000	2,353,898	2,349,289
2008, actual	927,000	875,183	882,220	168,000	2,852,403	2,462,996
2009, actual	597,100	1,020,803	943,978	24,885	2,586,766	2,547,957
2010, actual	530,800	857,946	919,408	219,504	2,527,658	2,628,400
2011, budget	766,000	949,200	1,016,400	245,900	2,977,500	2,698,300
2012, budget	566,300	937,800	1,004,200	245,300	2,753,600	2,638,400
Totals	\$5,264,502	\$7,556,377	\$7,247,906	\$1,339,789	\$21,408,574	\$21,267,698

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

PUBLIC SAFETY LEVY TRANSFERS OUT BY PROGRAM

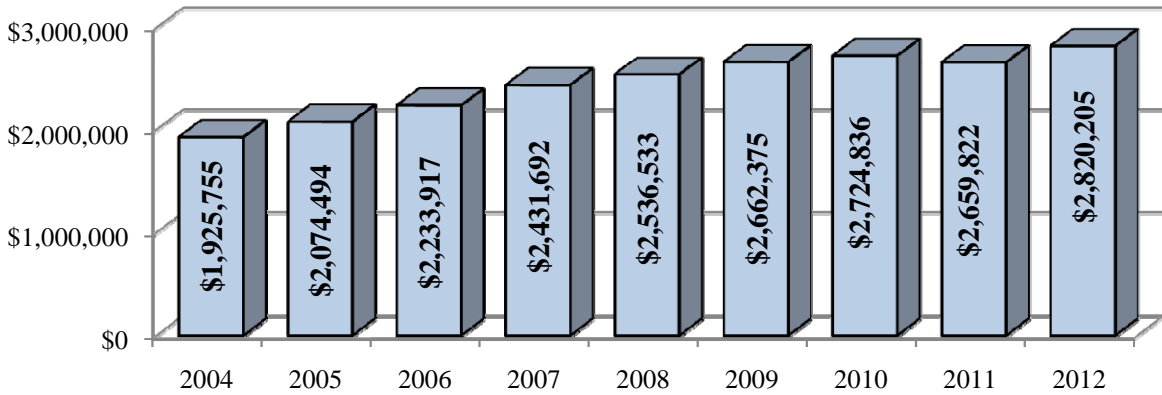


**Public Safety Levy Property Taxes Levied
Last Nine Fiscal Years ¹**

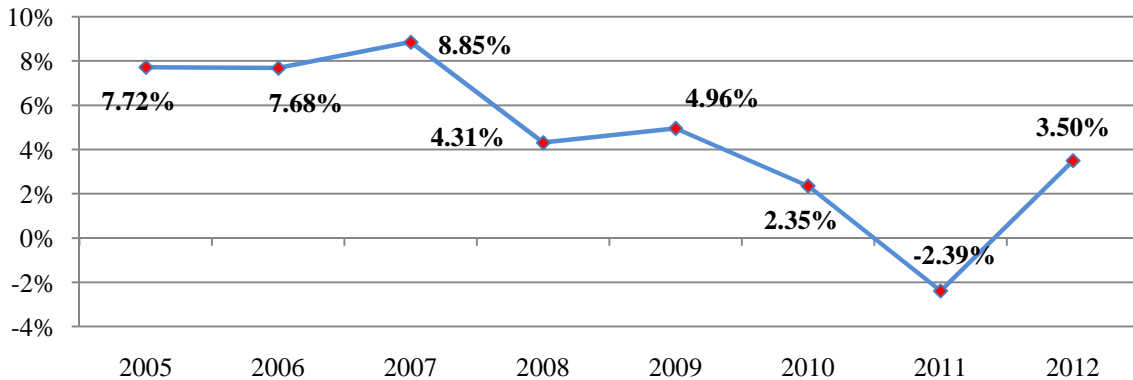
Fiscal Year June 30,LINN COUNTY.....		BENTON COUNTY.....			Linn Co. & Benton Co. Total to be Received	Annual Per- centage Change
	Taxes Imposed before Compression	Com- pression Amount	Total to be Received	Taxes Imposed before Compression	Com- pression Amount	Total to be Received		
2004	\$ 1,755,096	\$ 152,239	\$ 1,602,857	\$ 337,303	\$ 14,405	\$ 322,898	\$ 1,925,755	n/a
2005	1,824,284	120,236	1,704,048	370,489	43	370,446	2,074,494	7.72%
2006	1,965,851	132,410	1,833,441	400,572	96	400,476	2,233,917	7.68%
2007	2,105,321	97,510	2,007,811	423,968	87	423,881	2,431,692	8.85%
2008	2,221,177	137,010	2,084,167	452,811	445	452,366	2,536,533	4.31%
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	2,659,822	-2.39%
2012	n/avail.	n/avail.	2,297,989	n/avail.	n/avail.	522,216	2,820,205	3.50%

¹ Actual "Total to be Received" for 2004-2011. Estimated "Total to be Received" for 2012.
Fiscal Year 2004 was the first year of the initial five-year \$0.95 per \$1,000 Public Safety Levy.
Fiscal Year 2009 was the first year of the second five-year \$0.95 per \$1,000 Public Safety Levy.

**Total Public Safety Levy Taxes to be Received
Last Nine 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

- Provides an independent accounting of property tax revenues collected from the Public Safety Levy passed by the voters of the City of Albany in the November 2006 General Election. Proceeds from the tax levy are transferred to the General and Ambulance funds to pay for police, fire, and paramedic services.
- The levy is \$.95 per \$1,000 of assessed value for a period of five years.
- Fiscal Year 2011-2012 is the fourth year of the second five-year Public Safety Local Option Levy.

PROG 1008: Public Safety Levy

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Property Taxes	2,547,956.94	2,628,399.86	2,698,300	2,698,300	2,638,400	-2.22%
Investment Earnings	13,099.74	22,091.83	5,000	5,000	5,000	- %
Beginning Balance	316,802.00	291,092.24	274,200	274,200	110,200	-59.81%
TOTAL REVENUES	2,877,858.68	2,941,583.93	2,977,500	2,977,500	2,753,600	-7.52%
EXPENDITURES						
Transfers Out	2,586,766.06	2,527,658.36	2,977,500	2,977,500	2,753,600	-7.52%
TOTAL EXPENDITURES	2,586,766.06	2,527,658.36	2,977,500	2,977,500	2,753,600	-7.52%

PROG 1008 Public Safety Levy

Revenues less Expenditures	291,092.62	413,925.57	-	-	-
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CITY OF
Albany

O R E G O N



**CAPITAL REPLACEMENT FUND
RESOURCE DETAIL**

Resources	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Business Energy Tax Credit	\$ -	\$ 4,947	\$ -	\$ -	\$ -	-	-
Oregon Community Foundation	\$ -	\$ -	\$ -	\$ 1,351	\$ -	(100.00%)	-
FTA Section 5311 Grant	36,051	-	-	-	-	-	-
Gates Grant	-	10,400	-	-	-	-	-
Departmental Charges	100,000	150,000	-	-	150,000	-	2.04%
Equipment Replacement Charges	1,224,800	736,108	689,400	689,400	1,096,300	59.02%	14.88%
Phone System Charges	75,000	75,000	75,000	75,000	75,000	-	1.02%
Gifts & Donations	-	73,099	-	-	-	-	-
Miscellaneous Revenue	114,171	66,574	101,000	101,000	9,000	(91.09%)	0.12%
Other Financing Sources: Cap. Leases	352,395	75,139	-	-	-	-	-
Interest	202,878	113,876	105,000	105,000	42,800	(59.24%)	0.58%
Total Current Resources	2,105,295	1,305,143	970,400	971,751	1,373,100	41.30%	18.64%
From General Fund	89,500	89,500	-	-	-	-	-
From Street Fund	-	-	-	-	50,000	-	0.68%
From Capital Projects Fund	-	80,000	-	-	-	-	-
Transfer In: Transient Room Tax	-	-	-	-	7,800	-	0.11%
Total Transfers In	89,500	169,500	-	-	57,800	-	0.79%
Beginning Balance	7,070,515	7,296,432	6,040,400	6,040,400	5,934,700	(1.75%)	80.57%
Total Resources	\$9,265,310	\$8,771,075	\$7,010,800	\$7,012,151	\$7,365,600	5.04%	100.00%

REQUIREMENT SUMMARIES

Program Requirements	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Equipment Replacement	\$ 770,098	\$ 1,636,431	\$ 3,849,600	\$ 3,849,600	\$ 3,866,200	\$ 3,866,200	\$ 3,866,200
City Facilities Replacement	785,522	931,082	915,300	915,300	531,000	531,000	531,000
GF Facilities Maintenance Projects	176,273	87,303	387,500	388,851	383,600	383,600	383,600
IT Equipment Replacement	236,987	180,900	1,858,400	1,858,400	1,874,100	1,874,100	1,874,100
Facilities Replacement	-	-	-	-	710,700	710,700	710,700
Total Requirements	\$1,968,880	\$2,835,716	\$7,010,800	\$7,012,151	\$7,365,600	\$7,365,600	\$7,365,600

Requirements by Type

Materials & Services	\$ 605,686	\$ 627,795	\$ 580,000	\$ 599,751	\$ 552,000	\$ 552,000	\$ 552,000
Capital	610,335	1,923,303	6,140,800	6,113,100	6,808,900	6,808,900	6,808,900
Transfers Out	752,859	284,618	290,000	299,300	4,700	4,700	4,700
Total Requirements	\$1,968,880	\$2,835,716	\$7,010,800	\$7,012,151	\$7,365,600	\$7,365,600	\$7,365,600

**Adopted Requirements
by Program and Type**

	Materials & Services	Capital	Transfers Out	Adopted Budget	% of Fund Budget
Equipment Replacement	\$ 400,000	\$ 3,461,500	\$ 4,700	\$ 3,866,200	58.10%
City Facilities Replacement	-	531,000	-	531,000	7.98%
GF Facilities Maintenance Projects	-	383,600	-	383,600	5.76%
IT Equipment Replacement	152,000	1,722,100	-	1,874,100	28.16%
Total Requirements	\$ 552,000	\$6,098,200	\$ 4,700	\$ 6,654,900	100.00%
Percent of Fund Budget	8.29%	91.64%	0.07%	100.00%	

GF- General Fund

IT - Information Technology

PROGRAM NARRATIVE

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

Responsible Manager/Title: Anne Baker, Senior Accountant

FUNCTIONS AND RESPONSIBILITIES

- The Equipment Replacement program provides a means to replace equipment, excluding Water and Sewer Fund equipment, when the end of its useful life has been reached.
- Equipment is replaced when it is determined by its age, condition, operation and maintenance costs, obsolescence, and depreciation that it is no longer economical to keep. This is referred to as the life expectancy or economic life of the equipment.
- Annually monies are transferred from the various departments to the Equipment Replacement program based on the economic life, replacement cost, and estimated rate of return on invested cash for each asset in the replacement program. Estimates of remaining useful life and replacement cost are updated each year by the contributing departments.

PROG 1010: Equipment Replacement

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Intergovernmental Revenue	36,051.00	10,400.00	-	-	-	- %
Charges for Services	812,499.64	488,799.76	475,000	475,000	937,200	97.31%
Miscellaneous Revenue	466,566.24	117,265.24	100,000	100,000	9,000	-91.00%
Investment Earnings	100,957.29	57,220.45	50,000	50,000	20,000	-60.00%
Beginning Balance	3,236,778.89	3,882,757.36	3,224,600	3,224,600	2,900,000	-10.07%
TOTAL REVENUES	4,652,853.06	4,556,442.81	3,849,600	3,849,600	3,866,200	0.43%
EXPENDITURES						
Materials & Services	328,536.74	413,827.37	400,000	400,000	400,000	- %
Capital	441,559.14	937,984.76	3,449,600	3,440,300	3,461,500	0.62%
Transfers Out	-	284,618.08	-	9,300	4,700	-49.46%
TOTAL EXPENDITURES	770,095.88	1,636,430.21	3,849,600	3,849,600	3,866,200	0.43%

PROG 1010 Equipment Replacement						
Revenues less Expenditures	3,882,757.18	2,920,012.60	-	-	-	

PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: CITY FACILITIES REPLACEMENT (217-10-1034)

Responsible Manager/Title: Anne Baker, Senior Accountant

FUNCTIONS AND RESPONSIBILITIES

- This City Facilities Replacement program is used to account for funds reserved for major City facilities replacement projects.

PROG 1034: City Facilities Replacement

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Charges for Services	100,000.00	150,000.00	-	-	-	- %
Miscellaneous Revenue	-	73,098.61	-	-	-	- %
Investment Earnings	54,006.75	24,675.18	30,000	30,000	7,000	-76.67%
Transfers In	-	80,000.00	-	-	50,000	- %
Beginning Balance	2,344,614.11	1,713,098.18	885,300	885,300	474,000	-46.46%
TOTAL REVENUES	2,498,620.86	2,040,871.97	915,300	915,300	531,000	-41.99%
EXPENDITURES						
Materials & Services	32,663.27	-	-	-	-	- %
Capital	-	931,081.49	625,300	625,300	531,000	-15.08%
Transfers Out	752,859.00	-	290,000	290,000	-	-100.00%
TOTAL EXPENDITURES	785,522.27	931,081.49	915,300	915,300	531,000	-41.99%

PROG 1034 City Facilities Replacement

Revenues less Expenditures	1,713,098.59	1,109,790.48	-	-	-
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PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: GENERAL FUND FACILITIES MAINTENANCE PROJECTS (217-10-2002)

Responsible Manager/Title: Anne Baker, Senior Accountant

FUNCTIONS AND RESPONSIBILITIES

- Funds are accumulated in the General Fund Facilities Maintenance Projects program to fund building maintenance expenditures on City-owned General Fund buildings.

PROG 2002: GF Facilities Maintenance Projects

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	4,947.00	-	1,351	-	-100.00%
Investment Earnings	13,987.14	6,577.35	-	-	2,800	- %
Transfers In	89,500.00	89,500.00	-	-	7,800	- %
Beginning Balance	461,905.00	389,120.34	387,500	387,500	373,000	-3.74%
TOTAL REVENUES	565,392.14	490,144.69	387,500	388,851	383,600	-1.35%
EXPENDITURES						
Materials & Services	57,146.02	87,302.73	-	19,751	-	-100.00%
Capital	119,125.95	-	387,500	369,100	383,600	3.93%
TOTAL EXPENDITURES	176,271.97	87,302.73	387,500	388,851	383,600	-1.35%

PROG 2002 GF Facilities Maintenance Projects

Revenues less Expenditures	389,120.17	402,841.96	-	-	-
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PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: IT EQUIPMENT REPLACEMENT (217-13-1031)

Responsible Manager/Title: Jorge Salinas, Information Technology Director

FUNCTIONS AND RESPONSIBILITIES

- The Information Technology Equipment Replacement activity provides a means to replace computer equipment at the end of its useful life.
- Annually monies are transferred from the various departments to the Information Technology Equipment Replacement activity based on the economic life, replacement cost, and estimated return on invested cash for each asset in the replacement program. Estimates of remaining useful life and replacement cost are updated each year by the contributing departments.

PROG 1031: IT Equipment Replacement

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	487,299.96	322,308.35	289,400	289,400	234,100	-19.11%
Miscellaneous Revenue	-	24,447.58	1,000	1,000	-	-100.00%
Investment Earnings	33,926.99	25,403.70	25,000	25,000	11,000	-56.00%
Beginning Balance	1,027,217.00	1,311,456.86	1,543,000	1,543,000	1,629,000	5.57%
TOTAL REVENUES	1,548,443.95	1,683,616.49	1,858,400	1,858,400	1,874,100	0.84%
EXPENDITURES						
Materials & Services	187,338.07	126,664.91	180,000	180,000	152,000	-15.56%
Capital	49,649.45	54,235.71	1,678,400	1,678,400	1,722,100	2.60%
TOTAL EXPENDITURES	236,987.52	180,900.62	1,858,400	1,858,400	1,874,100	0.84%

PROG 1031 IT Equipment Replacement

Revenues less Expenditures	1,311,456.43	1,502,715.87	-	-	-
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PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: PUBLIC WORKS, FACILITIES REPLACEMENT (217-50-2018)

Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works 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>
Budget Year 2011-2012 Effective Government	06/12		<ul style="list-style-type: none">• Receives revenues from water, sewer and street fund budgets to fund future facilities replacement and new facilities construction.

PROG 2018: Facilities Replacement

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Charges for Services	-	-	-	-	150,000	- %
Investment Earnings	-	-	-	-	2,000	- %
Transfers In	-	-	-	-	-	- %
Beginning Balance	-	-	-	-	558,700	- %
TOTAL REVENUES	-	-	-	-	710,700	- %
EXPENDITURES						
Capital	-	-	-	-	710,700	- %
TOTAL EXPENDITURES	-	-	-	-	710,700	- %

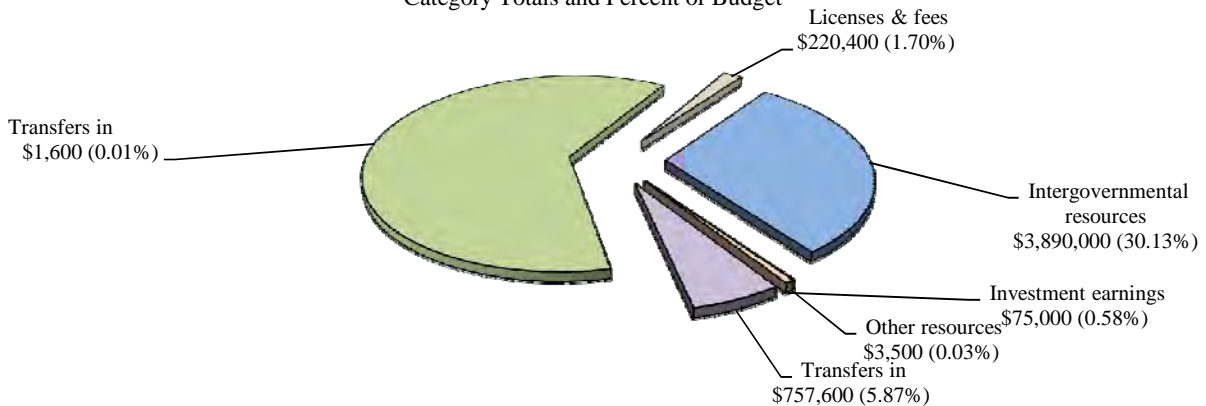
PROG 2018 Facilities Replacement						
Revenues less Expenditures	-	-	-	-	-	-

**STREET FUND
RESOURCE DETAIL**

Resources	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Sewer in Lieu of Franchise Fee	\$ 523,002	\$ 576,214	\$ 448,700	\$ 448,700	\$ -	(100.00%)	-
Water in Lieu of Franchise Fee	419,709	440,251	460,000	460,000	-	(100.00%)	-
Transportation SDC: Principal	8,628	17,452	10,000	10,000	9,500	(5.00%)	0.07%
Transportation SDC: Interest	4,433	6,088	6,000	6,000	3,500	(41.67%)	0.03%
Street IAF: Principal	13,861	2,599	1,000	1,000	1,000	-	0.01%
Street IAF: Interest	4,557	4,225	1,000	1,000	1,000	-	0.01%
Street Connection Fees	30	(1,123)	-	-	-	-	-
Transportation SDC: Revenues	340,142	338,142	350,000	350,000	173,400	(50.46%)	1.34%
Public Facility Construction Permit	34,302	18,973	20,000	20,000	12,000	(40.00%)	0.09%
EPSC Permit Fees	-	16,870	10,000	10,000	20,000	100.00%	0.15%
Federal Highway Adm (20.205)	57,359	2,641	-	-	-	-	-
State Gasoline Tax	1,857,308	2,024,427	2,380,000	2,380,000	2,700,000	13.45%	20.91%
Surface Transportation Program	816,871	-	-	-	1,190,000	-	9.22%
WComp Wage Subsidy Reimb	4,028	2,195	-	-	-	-	-
Miscellaneous Revenue	10,594	5,810	5,000	5,000	3,500	(30.00%)	0.03%
Interest	259,884	149,867	176,500	176,500	75,000	(57.51%)	0.58%
Total Current Resources	4,354,708	3,604,631	3,868,200	3,868,200	4,188,900	8.29%	32.44%
From General Fund	260,000	260,000	260,000	260,000	-	(100.00%)	-
From Sewer Capital	-	121,300	-	-	-	-	-
From Street Fund	75,000	-	-	-	-	-	-
From Capital Projects Fund	184,474	-	-	-	-	-	-
Transfer In: Transient Room Tax	-	-	-	-	1,600	-	0.01%
From Sewer - ILFF Transfer	-	-	-	-	326,000	-	2.53%
From Water - ILFF Transfer	-	-	-	-	430,000	-	3.33%
Total Transfers In	519,474	381,300	260,000	260,000	757,600	191.38%	5.87%
Beginning Balance	9,052,861	8,363,512	8,329,700	8,329,700	7,963,000	(4.40%)	61.69%
Total Resources	\$13,927,043	\$12,349,443	\$12,457,900	\$12,457,900	\$12,909,500	3.63%	100.00%

STREET FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



Budget Notes

The \$260,000 transfer from the General Fund was to partially cover the cost of electricity for City street lights. This was discontinued in the 2011-2012 budget.

The following is a list of several acronyms used with respect to the Street Fund:

- IAF** - Improvement Assurance Fee
- WComp** - Workers' Comp

- SDC** - Systems Development Charge
- EPSC** - Erosion Prevention Sediment Control

**STREET FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Street Maintenance	\$ 2,055,827	\$ 2,214,830	\$ 2,302,600	\$ 2,302,600	\$ 2,374,200	\$ 2,374,200	\$ 2,374,200
Street Administration	1,264,175	1,224,170	986,400	986,400	1,113,900	1,113,900	1,113,900
Street Capital & Restoration	1,897,692	577,205	1,291,400	1,291,400	2,539,900	2,539,900	2,539,900
N. Albany Frontage Fee Projects	-	-	738,200	738,200	758,200	758,200	758,200
Transportation SDC Projects	345,836	5,862	7,139,300	7,139,300	-	-	-
Transportation SDC Imp Fee	-	-	-	-	6,074,700	6,074,700	6,074,700
Transportation SDC Reimb Fee	-	-	-	-	48,600	48,600	48,600
Total Requirements	\$ 5,563,530	\$ 4,022,067	\$12,457,900	\$12,457,900	\$12,909,500	\$12,909,500	\$12,909,500

Requirements by Type

Personnel	\$ 757,086	\$ 718,724	\$ 732,500	\$ 732,500	\$ 839,700	\$ 839,700	\$ 839,700
Materials & Services	2,851,878	2,751,575	2,877,500	2,877,500	2,990,200	2,990,200	2,990,200
Capital	1,606,165	349,568	8,767,900	8,767,900	8,415,600	8,415,600	8,415,600
Transfers Out	348,401	202,200	80,000	80,000	664,000	664,000	664,000
Total Requirements	\$ 5,563,530	\$ 4,022,067	\$12,457,900	\$12,457,900	\$12,909,500	\$12,909,500	\$12,909,500

**Adopted Requirements
by Program and Type**

					Adopted	% of Fund
	Personnel	Materials & Services	Capital	Transfers Out	Budget	Budget
Street Maintenance	\$ 839,700	\$ 1,523,000	\$ 11,500	\$ -	\$ 2,374,200	18.39%
Street Administration	-	999,900	-	114,000	1,113,900	8.63%
Street Capital & Restoration	-	460,500	2,029,400	50,000	2,539,900	19.67%
N. Albany Frontage Fee Projects	-	-	758,200	-	758,200	5.87%
Transportation SDC Projects	-	-	-	-	-	-
Transportation SDC Imp Fee	-	6,000	5,568,700	500,000	6,074,700	47.06%
Transportation SDC Reimb Fee	-	800	47,800	-	48,600	0.38%
Total Requirements	\$ 839,700	\$ 2,990,200	\$ 8,415,600	\$ 664,000	\$12,909,500	100.00%
Percent of Fund Budget	6.51%	23.16%	65.19%	5.14%	100.00%	

Staffing Summary (FTE)	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Street Maintenance	8.000	8.000	7.000	7.000	8.000	8.000	8.000
Total FTE	8.000	8.000	7.000	7.000	8.000	8.000	8.000

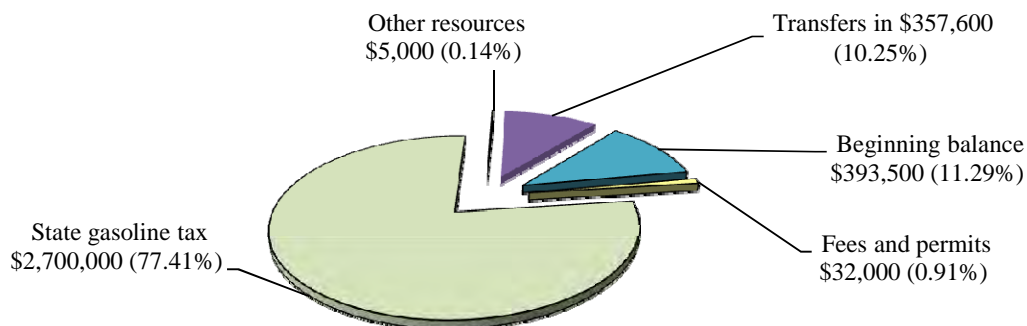
**STREET FUND
OPERATION AND MAINTENANCE COMBINED BUDGET**

Detailed below are the gasoline taxes, transfers in, and other resources used to support the following Street Fund operation and maintenance 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	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Sewer in Lieu of Franchise Fee	\$ 523,002	\$ 576,214	\$ 448,700	\$ 448,700	\$ -	(100.00%)	-
Water in Lieu of Franchise Fee	419,709	440,251	460,000	460,000	-	(100.00%)	-
Public Facility Construction Permit	34,302	18,973	20,000	20,000	12,000	(40.00%)	0.34%
EPSC Permit Fees	-	16,870	10,000	10,000	20,000	100.00%	0.57%
State Gasoline Tax	1,857,308	1,863,105	1,972,300	1,972,300	2,700,000	36.90%	77.41%
WComp Wage Subsidy Reimb	4,028	2,195	-	-	-	-	-
Miscellaneous Revenue	4,469	2,828	5,000	5,000	3,500	(30.00%)	0.10%
Interest	13,360	3,965	13,000	13,000	1,500	(88.46%)	0.04%
Total Current Resources	2,856,178	2,924,401	2,929,000	2,929,000	2,737,000	(6.56%)	78.46%
From General Fund	260,000	260,000	260,000	260,000	-	(100.00%)	-
Transfer In: Transient Room Tax	-	-	-	-	1,600	-	0.05%
From Sewer - ILFF Transfer	-	-	-	-	126,000	-	3.61%
From Water - ILFF Transfer	-	-	-	-	230,000	-	6.59%
Total Transfers In	260,000	260,000	260,000	260,000	357,600	37.54%	10.25%
Beginning Balance	380,500	176,676	100,000	100,000	393,500	293.50%	11.29%
Total Resources	\$3,496,678	\$3,361,077	\$3,289,000	\$3,289,000	\$3,488,100	6.05%	100.00%

Adopted Requirements by Program and Type					Adopted Budget	% of Fund Budget
	Personnel	Materials & Services	Capital	Transfers Out		
Street Maintenance	\$ 839,700	\$1,523,000	\$ 11,500	\$ -	\$2,374,200	68.07%
Street Administration	-	999,900	-	114,000	1,113,900	31.93%
Total Requirements	\$ 839,700	\$2,522,900	\$ 11,500	\$ 114,000	\$3,488,100	100.00%
Percent of Budget	24.07%	72.33%	0.33%	3.27%	100.00%	

RESOURCES USED FOR STREET FUND OPERATION AND MAINTENANCE PROGRAMS
Category Totals and Percent of Budget



Budget Note

For 2011-12, \$2,700,000 (100%), of the State Gasoline Tax resources will be used for Street Fund operation and maintenance programs.

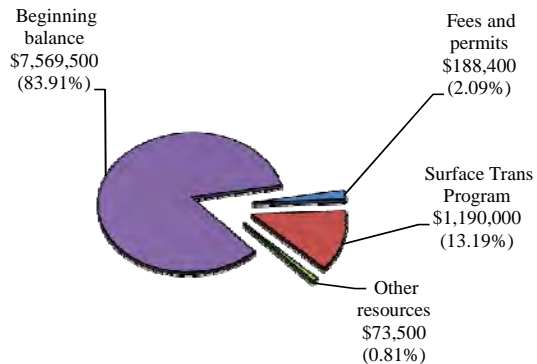
**STREET FUND
CAPITAL PROJECTS COMBINED BUDGET**

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	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Transportation SDC: Principal	8,628	17,452	10,000	10,000	9,500	(5.00%)	0.11%
Transportation SDC: Interest	4,433	6,088	6,000	6,000	3,500	(41.67%)	0.04%
Street IAF: Principal	13,861	2,599	1,000	1,000	1,000	-	0.01%
Street IAF: Interest	4,557	4,225	1,000	1,000	1,000	-	0.01%
Street Connection Fees	30	(1,123)	-	-	-	-	-
Transportation SDC: Revenues	340,142	338,142	350,000	350,000	173,400	(50.46%)	1.92%
Federal Highway Adm (20.205)	57,359	2,641	-	-	-	-	-
State Gasoline Tax	-	161,322	407,700	407,700	-	(100.00%)	-
Surface Transportation Program	816,871	-	-	-	1,190,000	-	13.19%
Miscellaneous Revenue	6,125	2,982	-	-	-	-	-
Interest	246,524	145,902	163,500	163,500	73,500	(55.05%)	0.81%
Total Current Resources	1,498,530	680,230	939,200	939,200	1,451,900	54.59%	16.09%
From Sewer Capital	-	121,300	-	-	-	-	-
From Street Fund	75,000	-	-	-	-	-	-
From Capital Projects Fund	184,474	-	-	-	-	-	-
Total Transfers In	259,474	121,300	-	-	-	-	-
Beginning Balance	8,672,361	8,186,836	8,229,700	8,229,700	7,569,500	(8.02%)	83.91%
Total Resources	\$10,430,365	\$ 8,988,366	\$ 9,168,900	\$ 9,168,900	\$ 9,021,400	(1.61%)	100.00%

Adopted Requirements by Program and Type	Materials & Services		Capital	Adopted Budget	% of Fund Budget
	Street Capital & Restoration	\$ 460,500	\$ 2,029,400		\$ 2,489,900
N. Albany Frontage Fee Projects	-	758,200		758,200	8.55%
Transportation SDC Projects	-	-		-	-
Transportation SDC Imp Fee	6,000	5,568,700		5,574,700	62.83%
Transportation SDC Reimb Fee	800	47,800		48,600	0.55%
Total Requirements	\$ 467,300	\$ 8,404,100		\$ 8,871,400	100.00%
Percent of Budget		5.27%	94.73%	100.00%	

STREET CAPITAL PROJECT RESOURCES		
Fees and permits	\$ 188,400	2.09%
Surface Trans Program	1,190,000	13.19%
Other resources	73,500	0.81%
Beginning balance	7,569,500	83.91%
Total Resources	\$ 9,021,400	100.00%



STREET FUND
SUMMARY OF CAPITAL REQUIREMENTS AND CAPITAL RESERVES - FISCAL YEAR 2011-2012

Project Description	Totals	Street Maintenance	Street Capital & Restoration	North Albany Frontage Fee Projects	Transportation SDC Imp Fee	Transportation SDC Reimb Fee
Capital Equipment	\$ 11,500	\$ 11,500	\$ -	\$ -	\$ -	\$ -
ADA Curb Ramp & Sidewalk Repair	20,000	-	20,000	-	-	-
Sidewalk Infill Program	10,000	-	10,000	-	-	-
BR-10-01 Columbus Street Bridge Repair	155,000	-	155,000	-	-	-
BR-11-01 Belmont Ave Culvert Replacement	251,000	-	251,000	-	-	-
BR-12-01 Bridge Scour Repairs	167,000	-	167,000	-	-	-
ST-10-01 Umatilla Culvert Replacement	50,000	-	50,000	-	-	-
ST-12-01 Jackson Street Reconstruction	1,300,000	-	1,190,000	-	110,000	-
ST-12-02 Gibson Hill Rd Sidewalks PH A	298,000	-	-	251,000	47,000	-
ST-12-03 Heritage Mall Traffic Signals	104,000	-	10,000	-	94,000	-
ST-12-04 Lyons/1st Ave Turn Lane	10,000	-	8,000	-	2,000	-
ST-12-06 12th Ave Street Infill	71,000	-	71,000	-	-	-
Project Totals	2,447,500	11,500	1,932,000	251,000	253,000	-
Reserve: Street Connection Fees	39,600	-	39,600	-	-	-
Reserve: Capital Projects	5,928,500	-	57,800	507,200	5,315,700	47,800
Total Reserves	5,968,100	-	97,400	507,200	5,315,700	47,800
Grand Totals	\$ 8,415,600	\$ 11,500	\$ 2,029,400	\$ 758,200	\$ 5,568,700	\$ 47,800

**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
2003	\$ 643,695	\$ 926,687	\$ 133,763	\$ 1,707,732	\$ 128,993	\$ 320,000	\$ 5,672,197	\$ 9,533,067
2004	764,456	821,250	212,944	1,898,605	380,075	726,192	6,558,234	11,361,756
2005	693,933	1,414,754	692,152	2,119,250	222,504	314,987	7,708,408	13,165,988
2006	736,190	1,116,081	31,235	2,170,883	372,187	260,000	8,695,311	13,381,887
2007	795,959	1,079,182	449,955	2,151,490	471,302	408,111	9,134,197	14,490,196
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	1,016,465	403,226	4,836	2,024,427	155,677	381,300	8,363,512	12,349,443
2011	908,700	398,000	-	2,380,000	181,500	260,000	8,329,700	12,457,900
2012	-	220,400	1,190,000	2,700,000	78,500	757,600	7,963,000	12,909,500

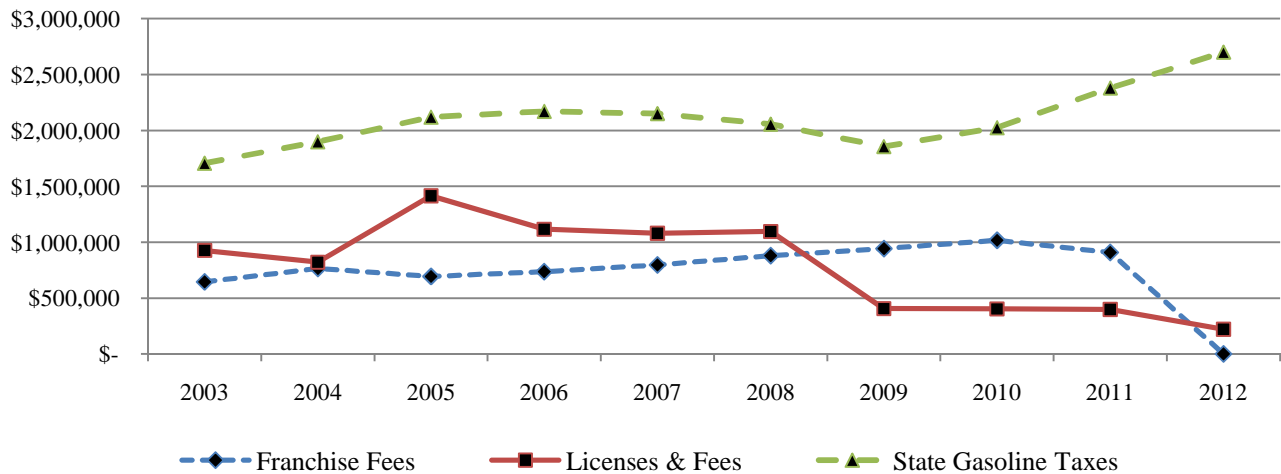
* Actual revenues for Fiscal Years 2003 through 2010. Budgeted resources for Fiscal Years 2011 and 2012.

* Franchise Fees for Fiscal Year 2011-12 are included in Transfers In

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
2003	6.76%	9.72%	1.40%	17.91%	1.35%	3.36%	59.50%	100.00%
2004	6.73%	7.23%	1.87%	16.71%	3.35%	6.39%	57.72%	100.00%
2005	5.26%	10.75%	5.26%	16.10%	1.69%	2.39%	58.55%	100.00%
2006	5.51%	8.34%	0.23%	16.22%	2.78%	1.94%	64.98%	100.00%
2007	5.48%	7.45%	3.11%	14.85%	3.25%	2.82%	63.04%	100.00%
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	7.30%	3.19%	-	19.10%	1.46%	2.09%	66.86%	100.00%
2012	-	1.71%	9.22%	20.91%	0.61%	5.87%	61.68%	100.00%

**STATE GAS TAXES, LICENSES & FEES, AND FRANCHISE FEES
TEN FISCAL YEARS**





CITY OF
Albany

O R E G O N



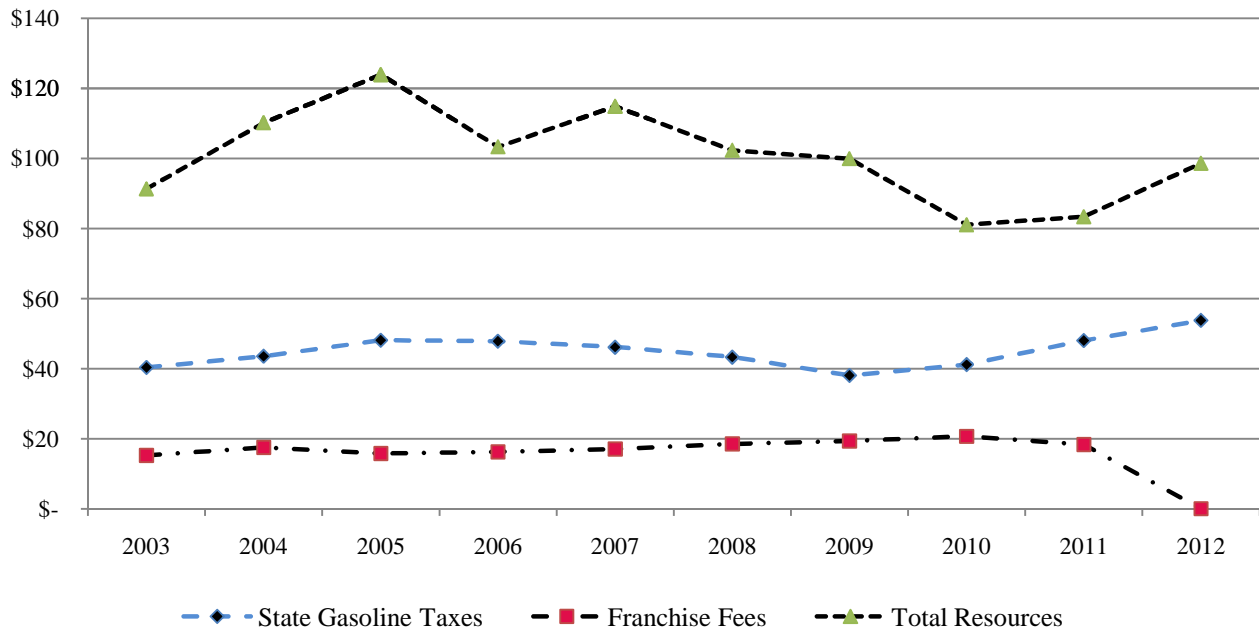
**STREET FUND
STREET FUND RESOURCES - TEN FISCAL YEARS¹**

June 30,	Population	State Gasoline Tax		Franchise Fees		Current Resources ²	
		Annual Amount	Per Capita	Annual Amount	Per Capita	Annual Amount	Per Capita
2003	42,280	\$ 1,707,732	\$ 40.39	\$ 643,695	\$ 15.22	\$ 3,860,870	\$ 91.32
2004	43,600	1,898,605	43.55	764,456	17.53	4,803,522	110.17
2005	44,030	2,119,250	48.13	693,933	15.76	5,457,580	123.95
2006	45,360	2,170,883	47.86	736,190	16.23	4,686,576	103.32
2007	46,610	2,151,490	46.16	795,959	17.08	5,355,999	114.91
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	2,024,427	41.18	1,016,465	20.67	3,985,931	81.07
2011	49,530	2,380,000	48.05	908,700	18.35	4,128,200	83.35
2012	50,158	2,700,000	53.83	-	-	4,946,500	98.62

(1) Actual revenues for Fiscal Years 2003 through 2010. Budgeted resources for Fiscal Years 2011 and 2012.

(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: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed by: Jon Goldman, Street Maintenance Supervisor

FUNCTIONS AND RESPONSIBILITIES

- The primary function of this activity is to maintain the transportation system facilities.
- Pavement management and street restoration responsibilities include sweeping, sanding, base repair, crack sealing, pothole patching, chip-seal streets, overlay projects, and bridge maintenance.
- Repair tree-damaged sidewalks and gutters on an as-needed basis.
- Storm water drainage maintenance responsibilities consist of cleaning open channel ditches.
- Right-of-way maintenance responsibilities include barricades, property clean-up, and vegetation maintenance.
- Transportation management responsibilities include airport maintenance, pavement markings, traffic sign maintenance, quarterly streetlight inspections, and quarterly traffic signal inspections and maintenance.
- Perform yearly street condition rating for one-quarter of the City streets.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-11			
Great Neighborhoods	06/11	In Progress	• Complete sidewalk inventory.
	06/11	In Progress	• Develop sweeper debris recycling program.
	06/11	In Progress	• Implement sidewalk rating/inventory system.
	06/11	In Progress	• Develop Maintenance Management Program for sidewalks.
	03/11	In Progress	• Update Pavement Management Program.
Budget Year 2011-12			
Great Neighborhoods	06/12		• Complete sidewalk inventory.
	06/12		• Develop sweeper debris recycling program.
	06/12		• Implement sidewalk rating/inventory system.
	06/12		• Develop Maintenance Management Program for sidewalks.
	03/12		• Update Pavement Management Program.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of miles of improved streets.	188.13	188.21	189.76	191.46
Number of miles of gravel streets.	0.08	0.08	0	0
Number of miles slurry sealed annually.	6.04	5.69	0	6
Number of customer service work orders.	720	554	600	600
Number of City traffic signals.	19	19	19	19
Percent of traffic signals inspected quarterly.	100%	100%	100%	100%
Miles of painted pavement marking.	46	45.55	50.22	50.22
Percentage of pavement marking annually painted.	100%	100%	100%	100%
Number of signs repaired annually.	188	117	150	175

STAFFING SUMMARY

Authorized FTEs	8	8	8	8
Budgeted FTEs	8	8	7	8

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2602: Street Maintenance

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	757,086.86	718,724.34	732,500	732,500	839,700	14.63%
Materials & Services	1,298,741.56	1,479,956.11	1,570,100	1,570,100	1,523,000	-3.00%
Capital	-	16,149.90	-	-	11,500	- %
TOTAL EXPENDITURES	2,055,828.42	2,214,830.35	2,302,600	2,302,600	2,374,200	3.11%

PROGRAM NARRATIVE

STREETS FUND: PUBLIC WORKS, STREETS ADMINISTRATION (250-50-2604)

Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for the PW Internal Services Fund, which includes charges for Public Works Administration, Operations Administration, and PW Engineering Services related to general administration permitting and Engineering counter customer service for street services.
- Transfers funds to other City programs such as Urban Forestry.
- Holds the contingency for the Streets Fund.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Great Neighborhoods	6/11	Ongoing	<ul style="list-style-type: none"> • Explore opportunities for the development of any intercity rail services as opportunities arise.
	6/11	Ongoing	<ul style="list-style-type: none"> • Continue work with the Oregon Department of Transportation on the I-5, Santiam River to Hwy 34 Corridor and Environmental Impact Study.
	6/11	Completed	<ul style="list-style-type: none"> • Implement the ICMA performance measures for street maintenance.
	6/11	Completed	<ul style="list-style-type: none"> • Develop the Systems Development Charge methodology for the Transportation System Plan implementation.
	6/11	In Progress	<ul style="list-style-type: none"> • Develop the Financial Plan for the Transportation System Plan.
	6/11	Ongoing	<ul style="list-style-type: none"> • Develop an Americans with Disabilities Act Transition Plan for the street, sidewalks, and public transportation systems.
Budget Year 2011-2012			
Great Neighborhoods	6/12		<ul style="list-style-type: none"> • Explore opportunities for the development of any intercity rail services as opportunities arise.
	6/12		<ul style="list-style-type: none"> • Continue work with the Oregon Department of Transportation on the I-5, Santiam River to Hwy 34 Corridor and Environmental Impact Study.
	6/12		<ul style="list-style-type: none"> • Develop the Financial Plan for the Transportation System Plan.
	6/12		<ul style="list-style-type: none"> • Develop an Americans with Disabilities Act Transition Plan for the street, sidewalks, and public transportation systems.
	6/12		<ul style="list-style-type: none"> • Develop Storm Drainage Master Plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Percent of streets in satisfactory or better condition.	56%	57%	58%	59%

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2604: Street Administration

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Materials & Services	983,037.11	948,883.41	906,400	906,400	999,900	10.32%
Capital	55,930.67	73,086.15	-	-	-	- %
Transfers Out	225,206.61	202,200.00	80,000	80,000	114,000	42.50%
TOTAL EXPENDITURES	1,264,174.39	1,224,169.56	986,400	986,400	1,113,900	12.93%

PROGRAM NARRATIVE

STREET FUND: STREET CAPITAL & RESTORATION (250-50-2700)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for transportation related capital construction projects including pavement restoration, bridge repair, bicycle and pedestrian improvements, and grant match.
- This activity receives funds from franchise fees, STP funds, grants, and interest income.
- Provide local funding match for bicycle and pedestrian improvement grants that become available.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions	
Budget Year 2010-2011				
Great Neighborhoods	6/11	Complete	<ul style="list-style-type: none"> • Construct Sidewalk Infill Project. 	
	6/11	In Progress	<ul style="list-style-type: none"> • Complete Umatilla Street culvert. 	
	6/11	In Progress	<ul style="list-style-type: none"> • Complete structural repairs to the Columbus Street bridge over the canal. 	
	6/11	In Progress	<ul style="list-style-type: none"> • Complete the Belmont Avenue Culvert Replacement Project. 	
	6/11	In Progress	<ul style="list-style-type: none"> • Continue work on the Stormwater Master Plan Update. 	
Great Neighborhoods	6/11	Complete	<ul style="list-style-type: none"> • Develop a financial plan for the Transportation System Plan. 	
	Budget Year 2011-2012			
	Great Neighborhoods	9/12		<ul style="list-style-type: none"> • Construct the Lyon St. and 1st Avenue right-turn lane.
		9/12		<ul style="list-style-type: none"> • Modify the Heritage Mall traffic signals.
		10/12		<ul style="list-style-type: none"> • Initiate Jackson Street Rehabilitation.
10/12			<ul style="list-style-type: none"> • Construct the 12th Ave. NW infill project. 	

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2700: Street Capital & Restoration

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Licenses & Fees	30.00	(1,122.51)	-	-	-	- %
Intergovernmental Revenue	874,229.69	163,962.90	407,700	407,700	1,190,000	191.88%
Miscellaneous Revenue	6,124.56	2,981.76	-	-	-	- %
Investment Earnings	52,657.21	20,997.39	25,000	25,000	9,000	-64.00%
Transfers In	259,474.06	121,300.00	-	-	400,000	- %
Beginning Balance	2,119,307.00	1,414,131.48	858,700	858,700	940,900	9.57%
TOTAL REVENUES	3,311,822.52	1,722,251.02	1,291,400	1,291,400	2,539,900	96.68%
EXPENDITURES						
Materials & Services	555,542.49	317,061.72	395,000	395,000	460,500	16.58%
Capital	1,302,148.79	260,144.38	896,400	896,400	2,029,400	126.39%
Transfers Out	40,000.00	-	-	-	50,000	- %
TOTAL EXPENDITURES	1,897,691.28	577,206.10	1,291,400	1,291,400	2,539,900	96.68%

PROG 2700 Street Capital & Restoration

Revenues less Expenditures	1,414,131.24	1,145,044.92	-	-	-
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PROGRAM NARRATIVE

STREET FUND: NORTH ALBANY FRONTAGE FEE PROJECTS (250-50-2701)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding only for capacity-increasing capital improvements for transportation system facilities in North Albany. Revenues are received from North Albany Street Systems Development Charges (SDC).
 - The North Albany Street Systems Development Charge was repealed on October 1, 1997, when the Albany Transportation SDC became effective. This activity received some additional revenue during a three-month phase-in period and will continue to receive previously approved installment payments.
 - This activity also includes a special street assessment collected from developing property adjacent to major streets in North Albany. These monies are included in a North Albany Street Assessment Reserve to be used for future improvements on major streets in North Albany.
 - In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all Systems Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Effective Government	06/11	Completed	<ul style="list-style-type: none">• Build reserves for future projects.
Budget Year 2011-2012			
Effective Government	9/12		<ul style="list-style-type: none">• Construct the Gibson Hill Phase "A" sidewalk improvements.

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2701: N. Albany Frontage Fee Projects

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Licenses & Fees	18,417.24	6,824.16	2,000	2,000	2,000	- %
Investment Earnings	20,037.49	12,749.18	13,500	13,500	6,400	-52.59%
Beginning Balance	667,808.00	706,262.46	722,700	722,700	749,800	3.75%
TOTAL REVENUES	706,262.73	725,835.80	738,200	738,200	758,200	2.71%
EXPENDITURES						
Capital	-	-	738,200	738,200	758,200	2.71%
TOTAL EXPENDITURES	-	-	738,200	738,200	758,200	2.71%

PROG 2701 N. Albany Frontage Fee Projects

Revenues less Expenditures	706,262.73	725,835.80	-	-	-
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PROGRAM NARRATIVE

STREET FUND: TRANSPORTATION SDC IMPROVEMENT FEE PROJECTS (250-50-2703)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/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 March 2011) is \$1,734 for a single-family residence and based upon traffic impact for all other development in Albany. This activity receives \$1,294 of the residential fee and the improvement fee from commercial and industrial developments.
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all Systems Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2011-2012			
Effective Government	9/12		<ul style="list-style-type: none"> • Provide funding for Oak Street improvements.
	9/12		<ul style="list-style-type: none"> • Modify the Heritage Mall traffic signals.
	9/12		<ul style="list-style-type: none"> • Construct the Lyon Street and 1st Avenue right turn lane.
	9/12		<ul style="list-style-type: none"> • Construct the Gibson Hill Phase “A” sidewalk improvements.
	10/12		<ul style="list-style-type: none"> • Initiate Jackson Street rehabilitation.



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CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2703: Transportation SDC Imp Fee

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Licenses & Fees	-	-	-	-	141,400	- %
Investment Earnings	-	-	-	-	58,000	- %
Beginning Balance	-	-	-	-	5,875,300	- %
TOTAL REVENUES	-	-	-	-	6,074,700	- %
EXPENDITURES						
Materials & Services	-	-	-	-	6,000	- %
Capital	-	-	-	-	5,568,700	- %
Transfers Out	-	-	-	-	500,000	- %
TOTAL EXPENDITURES	-	-	-	-	6,074,700	- %

PROG 2703 Transportation SDC Imp Fee

Revenues less Expenditures

- - - - -

PROGRAM NARRATIVE

STREET FUND: TRANSPORTATION SDC REIMBURSEMENT FEE PROJECTS (250-50-2704)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program provides funding for non-routine, non-standard repair or replacement projects to maintain the capacity of the transportation system. Revenues are received from Transportation Systems Development Charges (SDC).
 - The current Transportation Systems Development Charge (effective March 2011) is \$1,734 for a single-family residence and based upon traffic impact for all other development in Albany. This activity receives \$440 of the residential fee and the reimbursement fee from commercial and industrial developments.
 - In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all Systems Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.
 - Reserve fees for future projects.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2011-2012 Effective Government	6/12		<ul style="list-style-type: none">• Build reserves for future projects.

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2704: Transportation SDC Reimb Fee

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Licenses & Fees	-	-	-	-	89,000	- %
Investment Earnings	-	-	-	-	100	- %
Beginning Balance	-	-	-	-	3,500	- %
TOTAL REVENUES	-	-	-	-	92,600	- %
EXPENDITURES						
Materials & Services	-	-	-	-	800	- %
Capital	-	-	-	-	47,800	- %
TOTAL EXPENDITURES	-	-	-	-	48,600	- %

PROG 2704 Transportation SDC Reimb Fee

Revenues less Expenditures	-	-	-	-	44,000
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DEBT SERVICE FUND

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Debt Service funds accumulate resources and account for the payment of general long-term debt principal and interest. The City has one Debt Service fund.

DEBT SERVICE FUND

Separate programs are maintained in this fund to account for each of the City's general long-term debt issuances.

Bancroft Debt Service

Bancroft bonds are issued under the State of Oregon Bancroft Bonding Act, ORS 223.205 and 223.210 to 223.295. The bonds are limited tax assessment bonds wherein repayment is guaranteed by a lien on the improved property. If payment on a property becomes delinquent for more than one year, the City may choose to foreclose on that property, and after one year sell the property to satisfy the lien. By charging a financing rate of 1.5 percentage points above the effective bond rate and with the ability to foreclose on delinquent properties, the City has always been able to make debt service payments on Bancroft Bonds. For 2011-12, the debt service requirement is \$206,900. The bonds will fully retire in 2011-12.

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 2011-12 is \$511,057.

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. This program accounts for the Police personnel and materials funded by the five-year Public Safety Levy passed by the voters in the November, 2006, General Election. The requirement for 2011-12 is \$238,000 for the General Fund and \$181,800 for the Parks & Recreation Fund. The General Fund share of the debt will be retired in Fiscal Year 2013-14 and the final payment for the Parks & Recreation Fund portion will be in Fiscal Year 2019-20.

2007 General Obligation Refunding Bonds

Issued in March 2007, these bonds were used to refund the 1996 Fire Substation GO Bonds and advance refund the 1999 GO Street Improvement Bonds. Property taxes are levied to make the principal and interest payments. The requirement for 2011-12 is \$1,277,000. The estimated tax rate for the repayment of this debt for 2011-12 is \$0.445 per \$1,000 of assessed value. The debt will be retired in Fiscal Year 2014-15.

RESOURCES

Property Taxes	\$ 1,309,200
Charges for Service	505,300
Assessment Revenues	1,600
Investment Earnings	11,100
Transfers In	453,600
Beginning Balance	599,600
Total Resources	\$ 2,880,400

REQUIREMENTS

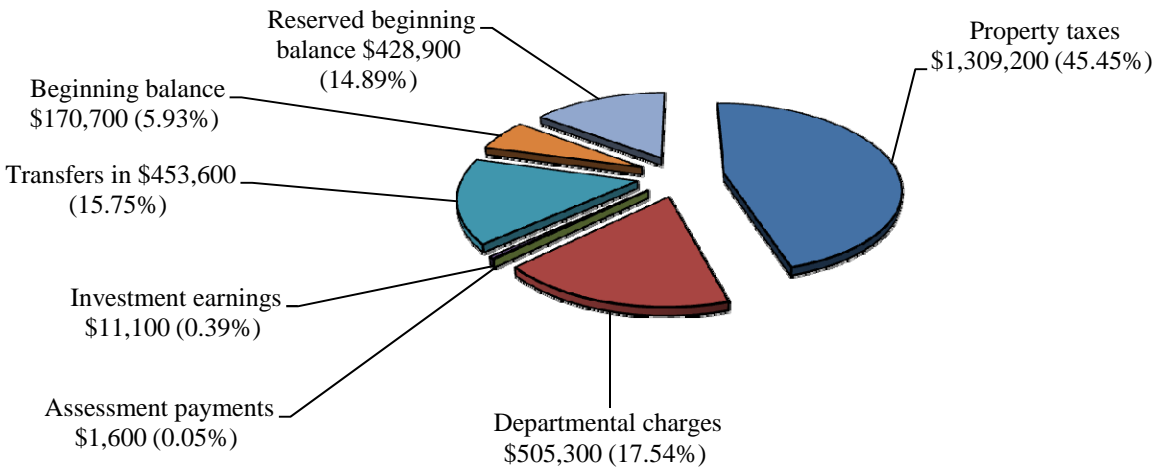
Materials & Services	\$ 1,500
Debt Service	2,878,900
Total Requirements	\$ 2,880,400

**DEBT SERVICE FUND
RESOURCE DETAIL**

RESOURCES	2008-09 Actual	2009-10 Actual2010-11.....		2011-12 Adopted Budget	% Change from 2010-11	% of Fund Budget
			Adopted Budget	Revised Budget			
Property Taxes - Current	\$ 966,495	\$1,274,236	\$2,118,200	\$2,118,200	\$1,289,200	(39.14%)	44.76%
Property Taxes - Delinquent	29,036	20,181	18,500	18,500	20,000	8.11%	0.69%
Transient Room Tax	196,593	213,175	-	-	-	-	-
Departmental Charges	518,114	516,671	531,100	531,100	505,300	(4.86%)	17.54%
Bonded Asmnts: Principal	7,137	990	3,000	3,000	1,500	(50.00%)	0.05%
Bonded Asmnts: Interest	2,256	133	500	500	100	(80.00%)	-
Interest	39,416	25,113	18,500	18,500	11,100	(40.00%)	0.39%
Total Current Resources	1,759,047	2,050,499	2,689,800	2,689,800	1,827,200	(32.07%)	63.43%
From Parks Fund	180,007	181,697	177,800	177,800	179,200	0.79%	6.22%
From General Fund	243,270	237,867	236,500	236,500	240,400	1.65%	8.35%
From Street Fund	-	-	-	-	34,000	-	1.18%
From Litigation Proceeds	-	-	-	790,000	-	(100.00%)	-
Total Transfers In	423,277	419,564	414,300	1,204,300	453,600	(62.33%)	15.75%
Beginning Balance	404,548	332,167	469,300	469,300	170,700	(63.63%)	5.93%
Reserved Beginning Balance	752,031	583,226	382,700	382,700	428,900	12.07%	14.89%
Total Resources	\$ 3,338,903	\$3,385,456	\$3,956,100	\$4,746,100	\$2,880,400	(39.31%)	100.00%

DEBT SERVICE FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



**DEBT SERVICE FUND
REQUIREMENT SUMMARIES**

Program Requirements	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Bancroft Debt Service	\$ 85,185	\$ 85,185	\$ 261,700	\$ 261,700	\$ 206,900	\$ 206,900	\$ 206,900
1995 Fairgrounds Revenue Bonds	240,690	228,615	216,600	216,600	-	-	-
1999 GO Street Improvement Bonds	479,550	-	-	-	-	-	-
2002 LTD Tax Pension Bonds	486,058	511,052	854,800	1,644,800	845,400	845,400	845,400
2004 Revenue Obligations	423,276	419,564	414,300	414,300	419,600	419,600	419,600
2007 GO Refunding Bonds	708,752	1,278,350	2,208,700	2,208,700	1,408,500	1,408,500	1,408,500
Total Requirements	\$ 2,423,511	\$2,522,766	\$3,956,100	\$4,746,100	\$2,880,400	\$2,880,400	\$2,880,400

Requirements by Type	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	\$ 2,404	\$ 2,352	\$ 1,100	\$ 1,100	\$ 1,500	\$ 1,500	\$ 1,500
Debt Service	2,421,107	2,520,414	3,955,000	4,745,000	2,878,900	2,878,900	2,878,900
Total Requirements	\$ 2,423,511	\$2,522,766	\$3,956,100	\$4,746,100	\$2,880,400	\$2,880,400	\$2,880,400

Adopted Requirements by Program and Type	Materials & Services	Debt Service	Adopted Budget	% of Fund Budget
Bancroft Debt Service	\$ -	\$ 206,900	\$ 206,900	7.18%
2002 LTD Tax Pension Bonds	-	845,400	845,400	29.35%
2004 Revenue Obligations	600	419,000	419,600	14.57%
2007 GO Refunding Bonds	900	1,407,600	1,408,500	48.90%
Total Requirements	\$ 1,500	\$2,878,900	\$2,880,400	100.00%
Percent of Fund Budget	0.05%	99.95%	100.00%	

Adopted Budget Detail of Debt Service Requirement Category	Final Maturity	Principal	Interest	Debt Reserve	Adopted Budget
Bancroft Debt Service	06/17/2012	\$ 197,800	\$ 9,100	\$ -	\$ 206,900
2002 LTD Tax Pension Bonds	06/01/2028	93,000	412,300	340,100	845,400
2004 Revenue Obligations	01/01/2020	340,000	79,000	-	419,000
2007 GO Refunding Bonds	06/01/2015	1,095,000	194,200	118,400	1,407,600
Total Requirements		\$1,725,800	\$ 694,600	\$ 458,500	\$2,878,900

PROGRAM NARRATIVE

DEBT SERVICE FUND: BANCROFT DEBT SERVICE (301-10-1016)

Responsible Manager/Title: Mike Murzynsky, Senior Accountant

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the principal and interest on all bonds issued under the Bancroft Bond Act (ORS 223.205-223.295).
 - The City has a Limited Tax Assessment Bond, Series 2002, dated June 19, 2002, with an original issuance amount of \$736,255.
 - The 2002 bonds are payable semiannually on June 19 and December 19. The interest rate is 5.05%.
 - The 2002 bonds were unrated and not insured.
 - The Bond Registrar for the 2002 issue is Bank of America N.A., Portland, Oregon. The Bond Counsel is AterWynne, LLP. The Financial Advisor is Regional Financial Advisors, Inc., Portland, Oregon.
-

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2011-2012	\$ 197,735	\$ 9,036	\$ 206,771

PROG 1016: Bancroft Debt Service

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Assessment Revenue	9,392.51	1,123.63	3,500	3,500	1,600	-54.29%
Investment Earnings	10,992.10	5,541.81	5,000	5,000	600	-88.00%
Transfers In	-	-	-	-	34,000	- %
Beginning Balance	396,968.00	332,167.34	253,200	253,200	170,700	-32.58%
TOTAL REVENUES	417,352.61	338,832.78	261,700	261,700	206,900	-20.94%
EXPENDITURES						
Debt Service	85,184.94	85,184.94	261,700	261,700	206,900	-20.94%
TOTAL EXPENDITURES	85,184.94	85,184.94	261,700	261,700	206,900	-20.94%

PROG 1016 Bancroft Debt Service

Revenues less Expenditures	332,167.67	253,647.84	-	-	-
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PROGRAM NARRATIVE

DEBT SERVICE FUND: 2002 LIMITED TAX PENSION BONDS (301-10-1021)

Responsible Manager/Title: Mike Murzynsky, Senior Accountant

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the \$6,851,826 Limited Tax Pension Obligations, Series 2002.
- The bonds, dated March 15, 2002, were issued as the Limited Tax Pension Deferred Interest Obligations, Series 2002A and the Limited Tax Pension Obligations, Series 2002B. Interest rates range from 2.00% to 7.41% with a TIC of 7.061361%. Interest paid is subject to federal income tax.
- Interest on the 2002A Obligations will be paid only at maturity, and will be compounded semiannually as of June 1 and December 1. Interest on the 2002B Obligations, issued as current interest obligations, is payable on June 1, 2002, and semiannually thereafter until June 1, 2028.
- The 2002A Obligations are not subject to prepayment prior to their stated maturities. The 2002B Obligations maturing on June 1, 2025, are subject to prepayment prior to their stated maturities.
- The bonds are insured by AMBAC Corporation and are rated “Aaa” by Moody’s Investors Service.
- The Bond Registrar and Paying Agent is Wells Fargo Bank Northwest, National Association, Portland, Oregon. The Bond Counsel is Preston Gates & Ellis LLP, Portland, Oregon. The Financial Advisor is Seattle-Northwest Securities Corporation, Portland, Oregon.
- 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>
2011-2012	\$ 92,951	\$ 412,286	\$ 505,238	6.88%
2012-2013	97,868	432,369	530,238	6.95%
2013-2014	101,687	453,551	555,238	7.00%
2014-2015	105,020	480,218	585,238	7.15%
2015-2019	439,378	2,201,572	2,640,950	7.31%
2019-2024	1,749,604	1,428,664	3,178,268	6.99%
2024-2028	3,020,000	1,567,410	4,587,410	6.85%
Totals	\$ 5,606,508	\$ 6,976,070	\$ 12,582,578	

PROG 1021: 2002 LTD Tax Pension Bonds

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	518,114.39	516,670.52	531,100	531,100	505,300	-4.86%
Investment Earnings	10,231.36	7,220.91	6,000	6,000	3,500	-41.67%
Transfers In	-	-	-	790,000	-	-100.00%
Beginning Balance	268,353.00	310,641.06	317,700	317,700	336,600	5.95%
TOTAL REVENUES	796,698.75	834,532.49	854,800	1,644,800	845,400	-48.60%
EXPENDITURES						
Materials & Services	-	-	-	-	-	- %
Debt Service	486,057.50	511,052.16	854,800	1,644,800	845,400	-48.60%
TOTAL EXPENDITURES	486,057.50	511,052.16	854,800	1,644,800	845,400	-48.60%

PROG 1021 2002 LTD Tax Pension Bonds

Revenues less Expenditures	310,641.25	323,480.33	-	-	-
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PROGRAM NARRATIVE

DEBT SERVICE FUND: 2004 REVENUE OBLIGATIONS (301-10-1022)

Responsible Manager/Title: Mike Murzynsky, Senior Accountant

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the principal and interest on the 2004 Revenue Obligations to be used for the Aquatic Center project and the defeasance of the City's Certificates of Participation, Series 1994.
- The bonds were dated December 30, 2004, and accrue interest from that date until maturity or earlier redemption, payable semiannually on July 1 and January 1 of each fiscal year.
- The original amount of the bond issue was \$3,720,000.
- The bonds are rated by Moody's Investors Service as "Aaa."
- The Bond Registrar and Paying Agent is Bank of New York Trust Co., N.A; Los Angeles, California. The Bond Counsel is Orrick, Herrington & Sutcliffe, LLP, Portland, Oregon. The Underwriter is Seattle-Northwest Securities Corporation.

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Interest Rate</u>
2011-2012	\$340,000	\$78,914	\$418,914	3.15%
2012-2013	355,000	68,204	423,204	4.50%
2013-2014	365,000	52,229	417,229	3.50%
2014-2015	140,000	39,454	179,454	3.50%
2015-2020	800,000	101,805	901,805	4.35%
Totals	\$2,000,000	\$340,605	\$2,340,605	

PROG 1022: 2004 Revenue Obligations

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Investment Earnings	-	-	-	-	-	- %
Transfers In	423,276.26	419,563.76	414,300	414,300	419,600	1.28%
TOTAL REVENUES	423,276.26	419,563.76	414,300	414,300	419,600	1.28%
EXPENDITURES						
Materials & Services	550.00	500.00	600	600	600	- %
Debt Service	422,726.26	419,063.76	413,700	413,700	419,000	1.28%
TOTAL EXPENDITURES	423,276.26	419,563.76	414,300	414,300	419,600	1.28%

PROG 1022 2004 Revenue Obligations

Revenues less Expenditures

- - - - -

PROGRAM NARRATIVE

DEBT SERVICE FUND: 2007 G.O. REFUNDING BONDS (301-10-1050)

Responsible Manager/Title: Mike Murzynsky, Senior Accountant

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the \$8.3 million General Obligation Bonds, Series 2007.
 - The bonds are dated March 2, 2007, and accrue interest from that date until maturity. They are payable semiannually, on December 1 and June 1, commencing June 1, 2007. The interest rate is 4.00%.
 - The bonds shall mature on June 1 of each year and are not subject to redemption prior to maturity.
 - The bonds are rated “Aaa” by Moody’s and “A” by Standard & Poor’s.
 - The Bond Registrar and Paying Agent is the Bank of New York Trust Company, N.A. The Bond Counsel is Orrick, Herrington & Sutcliffe LLP. The Financial Advisor is Regional Financial Advisors, Inc., Portland, Oregon. The Underwriter is Seattle-Northwest Securities Corporation.
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MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2011-2012	\$1,095,000	\$194,200	\$1,289,200
2012-2013	1,170,000	150,400	1,320,400
2013-2014	1,255,000	103,600	1,358,600
2014-2015	1,335,000	53,400	1,388,400
Totals	\$4,855,000	\$501,600	\$5,356,600

PROG 1050: 2007 GO Refunding Bonds

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Property Taxes	634,459.76	1,294,417.12	2,136,700	2,136,700	1,309,200	-38.73%
Investment Earnings	8,337.94	8,525.59	7,000	7,000	7,000	- %
Beginning Balance	110,338.00	44,384.54	65,000	65,000	92,300	42.00%
TOTAL REVENUES	753,135.70	1,347,327.25	2,208,700	2,208,700	1,408,500	-36.23%
EXPENDITURES						
Materials & Services	1,351.65	1,350.00	-	-	900	- %
Debt Service	707,400.00	1,277,000.00	2,208,700	2,208,700	1,407,600	-36.27%
TOTAL EXPENDITURES	708,751.65	1,278,350.00	2,208,700	2,208,700	1,408,500	-36.23%

PROG 1050 2007 GO Refunding Bonds

Revenues less Expenditures	44,384.05	68,977.25	-	-	-
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CITY OF
Albany

O R E G O N



CAPITAL PROJECTS FUND

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Capital Project funds are created to account for the financial resources used for the acquisition or construction of major capital facilities. The City has one Capital Project fund.

CAPITAL PROJECT FUND

Albany Data Integration Project: This program accounts for the cost of acquisition and implementation of the City's new financial software and related hardware. Remaining funds in this program will be used to pay for software modules as they are "accepted" by the City. Funds are also available for software modifications. It is expected that this project will be completed by the end of the fiscal year.

Local Improvement District Construction Projects: This program will be used to account for the construction and financing of local improvement district (LID) projects benefiting properties within the City. The primary sources of revenue for this program are assessment payoffs and Bancroft bond proceeds.

Albany Station REA Building: This project will rehabilitate the existing Rail Express Agency (REA) building and surrounding area located at the Albany Station. Funding will come from the Federal Transportation Efficiency Act (TEA).

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.

North Albany Park & Ride: This project will provide a paved and lighted parking lot with a passenger shelter at the northwest corner of Hickory and North Albany Road. Funding will be from the Federal TEA program.

RESOURCES

Intergovernmental Services	\$ 836,000
Assessment Revenues	2,182,700
Investment Earnings	1,200
Transfers In	500,000
Beginning Balance	1,434,900
Total Resources	\$ 4,954,800

REQUIREMENTS

Personnel	\$ 87,700
Materials & Services	2,739,400
Transfers Out	2,127,700
Total Requirements	\$ 4,954,800

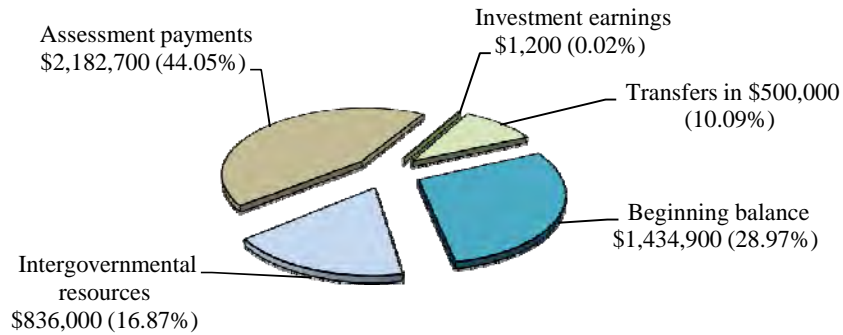
**CAPITAL PROJECTS FUND
RESOURCE DETAIL**

Resources	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Federal TEA Grant	\$ -	\$ 196,429	\$ 2,600,000	\$ 2,600,000	\$ 836,000	(67.85%)	16.87%
Charges for Services	\$ -	\$ 2,817	\$ -	\$ -	\$ -	-	-
Financed Asmnts: Principal	58,303	51,811	40,000	40,000	40,000	-	0.81%
Financed Asmnts: Interest	14,864	11,584	15,000	15,000	15,000	-	0.30%
Unbonded Asmnts: Principal	93	86	1,539,000	1,539,000	2,021,700	31.36%	40.80%
Unbonded Asmnts: Interest	-	-	6,000	6,000	106,000	1,666.67%	2.14%
Gifts & Donations	80,828	-	-	-	-	-	-
Miscellaneous Revenue	-	5,000	-	-	-	-	-
Sale of City Property	1,512,760	-	-	-	-	-	-
Interest	51,540	13,965	26,000	26,000	1,200	(95.38%)	0.02%
Total Current Resources	1,718,388	281,692	4,226,000	4,226,000	3,019,900	(28.54%)	60.94%
From Water Fund	20,207	122,200	-	-	-	-	-
From Sewer Capital	-	2,047,874	-	-	-	-	-
From Water Capital	-	1,950,941	-	-	-	-	-
From Street Fund	103,401	122,200	-	-	500,000	-	10.09%
From Sewer Fund	20,207	122,200	-	-	-	-	-
From Parks SDC Program	16	25,000	-	-	-	-	-
From City Facilities Replacement (1034)	752,859	-	-	-	-	-	-
From Litigation Proceeds	-	-	-	5,269,400	-	(100.00%)	-
Total Transfers In	896,690	4,390,415	-	5,269,400	500,000	(90.51%)	10.09%
Beginning Balance	2,557,413	596,098	1,160,600	1,160,600	\$1,434,900	23.63%	28.97%
Total Resources	\$5,172,491	\$5,268,205	\$ 5,386,600	\$10,656,000	\$4,954,800	(53.50%)	100.00%

TEA - Transportation Equity Act
SDC - System Development Charge

CAPITAL PROJECTS FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



**CAPITAL PROJECTS FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Albany Data Integration Project	\$ 123,342	\$ 2,639	\$ 153,000	\$ 153,000	\$ 95,100	\$ 95,100	\$ 95,100
LID Construction Projects	100,369	1,973,372	1,850,000	5,959,400	3,707,700	3,707,700	3,707,700
City Facility Projects	60,553	367,457	-	-	-	-	-
Albany Station REA Building(1)	139,229	-	-	-	-	-	-
Albany Station REA Building(2)	-	745,351	1,280,000	1,280,000	110,000	110,000	110,000
Albany Station Pathway(1)	514	-	-	-	-	-	-
Albany Station Pathway(2)	-	358	678,000	678,000	157,000	157,000	157,000
North Albany Park & Ride(1)	17,662	-	-	-	-	-	-
North Albany Park & Ride(2)	-	95,807	832,000	832,000	885,000	885,000	885,000
Library Renovation	3,720,000	-	-	-	-	-	-
Periwinkle Creek Bridge	184,474	-	-	-	-	-	-
Bicycle/Pedestrian Project	1,329	20,429	-	-	-	-	-
ST-07-03 53rd Ave Bridge/Roadway	227,122	110,941	593,600	593,600	-	-	-
SS-07-02 Ellingson Rd Sewer Ext	1,797	-	-	515,000	-	-	-
WL-07-08 Ellingson Rd Water Ext	-	-	-	645,000	-	-	-
Total Requirements	\$4,576,391	\$3,316,354	\$ 5,386,600	\$ 10,656,000	\$ 4,954,800	\$ 4,954,800	\$ 4,954,800

(1) Economic Development

(2) Public Works

Requirements by Type	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	\$ 248,392	\$ 2,639	\$ 57,000	\$ 57,000	\$ 87,700	\$ 87,700	\$ 87,700
Capital	4,143,525	3,213,286	5,329,600	6,489,600	2,739,400	2,739,400	2,739,400
Transfers Out	184,474	100,429	-	4,109,400	2,127,700	2,127,700	2,127,700
Total Requirements	\$4,576,391	\$3,316,354	\$ 5,386,600	\$ 10,656,000	\$ 4,954,800	\$ 4,954,800	\$ 4,954,800

Adopted Requirements by Program and Type	Materials & Services		Capital		Transfers Out		Adopted Budget		% of Fund Budget	
Albany Data Integration Project	\$ 87,700	\$ 7,400	\$ -	\$ 95,100						1.92%
LID Construction Projects	-	1,580,000	2,127,700	3,707,700						74.83%
Albany Station REA Building	-	110,000	-	110,000						2.22%
Albany Station Pathway	-	157,000	-	157,000						3.17%
North Albany Park & Ride	-	885,000	-	885,000						17.86%
Total Requirements	\$ 87,700	\$ 2,739,400	\$ 2,127,700	\$ 4,954,800						100.00%
Percent of Fund Budget			1.77%	55.29%	42.94%	100.00%				

Staffing Summary (FTE)	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Albany Station REA Building	0.200	-	-	-	-	-	-
Albany Station Pathway	0.085	-	-	-	-	-	-
North Albany Park & Ride	0.130	-	-	-	-	-	-
Total FTE	0.415	-	-	-	-	-	-

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: ALBANY DATA INTEGRATION PROJECT (402-10-1011)

Responsible Manager/Title: Anne Baker, Senior Accountant

FUNCTIONS AND RESPONSIBILITIES

- This activity accounts for the costs of acquisition and implementation of the City's new financial software and related hardware.
 - Funds in this activity will be used to acquire and implement integrated financial software that includes fund accounting, accounts payable, accounts receivable, payroll, Human Resources, special assessment tracking, contracts, bid and quote tracking, project accounting, and fixed assets.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2011-2012			
Effective Government	06/12		<ul style="list-style-type: none">• Finalize installation and make closing payment to vendor.

PROG 1011: Albany Data Integration Project

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Investment Earnings	12,708.54	4,219.06	3,000	3,000	1,200	-60.00%
Beginning Balance	259,899.00	149,265.30	150,000	150,000	93,900	-37.40%
TOTAL REVENUES	272,607.54	153,484.36	153,000	153,000	95,100	-37.84%
EXPENDITURES						
Materials & Services	123,342.39	2,639.02	57,000	57,000	87,700	53.86%
Capital	-	-	96,000	96,000	7,400	-92.29%
TOTAL EXPENDITURES	123,342.39	2,639.02	153,000	153,000	95,100	-37.84%

PROG 1011 Albany Data Integration Project

Revenues less Expenditures	149,265.15	150,845.34	-	-	-
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PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: LID CONSTRUCTION PROJECTS (402-10-1012)

Responsible Manager/Title: Anne Baker, Senior Accountant

FUNCTIONS AND RESPONSIBILITIES

- This program accounts for the construction and financing of special assessment Local Improvement District (LID) projects and the collection of assessments from benefited property owners.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Effective Government	06/11	Completed	<ul style="list-style-type: none">• Completed Timber Ridge South (sewer, water, and street).• Oak Street improvements.
	06/11	Ongoing	
Budget Year 2011-2012			
Effective Government	06/12		<ul style="list-style-type: none">• Complete Oak Street improvements.

PROG 1012: LID Construction Projects

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Assessment Revenue	73,258.79	63,480.81	1,600,000	1,600,000	2,182,700	36.42%
Investment Earnings	19,806.32	10,774.94	-	-	-	- %
Transfers In	-	3,998,814.83	-	4,109,400	500,000	-87.83%
Beginning Balance	326,566.00	319,262.56	250,000	250,000	1,025,000	310.00%
TOTAL REVENUES	419,631.11	4,392,333.14	1,850,000	5,959,400	3,707,700	-37.78%
EXPENDITURES						
Materials & Services	-	-	-	-	-	- %
Capital	100,368.33	1,973,372.27	1,850,000	1,850,000	1,580,000	-14.59%
Transfers Out	-	-	-	4,109,400	2,127,700	-48.22%
TOTAL EXPENDITURES	100,368.33	1,973,372.27	1,850,000	5,959,400	3,707,700	-37.78%

PROG 1012 LID Construction Projects

Revenues less Expenditures	319,262.78	2,418,960.87	-	-	-
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PROGRAM NARRATIVE

CAPITAL PROJECTS: ALBANY STATION REA (402-50-1109)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This project (CIP Project #1796, Phase 2) will rehabilitate the existing Rail Express Agency building and site area located at Albany Station. The building will be used as office space for the local transit systems. Providing office space at the transit systems' primary transfer station will improve the efficiency of the transit system by allowing increased flexibility in the design of bus routes and schedules. It will also provide for improved communication and coordination with the other transportation services based at the site: Amtrak, Linn-Benton Loop, Valley Retriever, and Linn Shuttle.
 - This budget receives \$1,280,000 from the Federal Highway Trust Fund.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Great Neighborhoods	12/10	In Progress	<ul style="list-style-type: none">• Complete construction.
Budget Year 2011-2012			
Great Neighborhoods	12/11		<ul style="list-style-type: none">• Complete construction.

PROG 1109: Albany Station REA Building Project

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	-	196,429.00	1,280,000	1,280,000	88,000	-93.13%
Miscellaneous Revenue	-	5,000.00	-	-	-	- %
Investment Earnings	-	2,990.86	-	-	-	- %
Beginning Balance	-	225,390.82	-	-	22,000	- %
TOTAL REVENUES	-	429,810.68	1,280,000	1,280,000	110,000	-91.41%
EXPENDITURES						
Materials & Services	-	-	-	-	-	- %
Capital	-	745,350.89	1,280,000	1,280,000	110,000	-91.41%
TOTAL EXPENDITURES	-	745,350.89	1,280,000	1,280,000	110,000	-91.41%

PROG 1109 Albany Station REA Building Project

Revenues less Expenditures	-	(315,540.21)	-	-	-
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PROGRAM NARRATIVE

CAPITAL PROJECTS: ALBANY STATION PATHWAY (402-50-1110)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This project (CIP Project #1796, Phase 3) will construct a pathway along the railroad tracks from the rail depot building east to Swanson Park and will improve pedestrian access to Albany Station and the aquatic center through an area that is currently fenced and to which access is restricted by the railroad.
 - This budget receives \$520,000 funding from the Federal Highway Trust Fund.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Great Neighborhoods	06/11	In Progress	<ul style="list-style-type: none">• Complete construction.
Budget Year 2011-2012			
Great Neighborhoods	06/12		<ul style="list-style-type: none">• Complete construction.

PROG 1110: Albany Station Pathway

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	-	520,000	520,000	-	-100.00%
Charges for Services	-	2,816.69	-	-	-	-
Investment Earnings	-	3,884.27	3,000	3,000	-	-100.00%
Transfers In	-	25,000.00	-	-	-	-
Beginning Balance	-	125,275.72	155,000	155,000	157,000	1.29%
TOTAL REVENUES	-	156,976.68	678,000	678,000	157,000	-76.84%
EXPENDITURES						
Capital	-	358.00	678,000	678,000	157,000	-76.84%
TOTAL EXPENDITURES	-	358.00	678,000	678,000	157,000	-76.84%

PROG 1110 Albany Station Pathway						
Revenues less Expenditures	-	156,618.68	-	-	-	

PROGRAM NARRATIVE

CAPITAL PROJECTS: NORTH ALBANY PARK & RIDE (402-50-1111)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This project (CIP Project #1654) will provide a replacement facility for the existing park & ride area. The replacement facility would be a paved and lighted lot with passenger shelter at the northwest corner of Hickory and North Albany Road adjacent to Hwy. 20, would be served by the Albany Transit and the Linn-Benton Loop Systems, and would provide a convenient local bus stop near the proposed shopping center sites. This project meets ODOT's desire for the City to reduce the impact on the highway system by encouraging mass transit.
- This budget receives \$800,000 from the Federal Highway Trust Fund.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Great Neighborhoods	06/11	In Progress	<ul style="list-style-type: none">• Complete construction.
Budget Year 2011-2012			
Great Neighborhoods	11/11		<ul style="list-style-type: none">• Complete construction.

PROG 1111: North Albany Park & Ride

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	-	-	800,000	800,000	748,000	-6.50%
Investment Earnings	-	3,703.22	-	-	-	- %
Beginning Balance	-	140,176.06	32,000	32,000	137,000	328.13%
TOTAL REVENUES	-	143,879.28	832,000	832,000	885,000	6.37%
EXPENDITURES						
Capital	-	95,806.72	832,000	832,000	885,000	6.37%
TOTAL EXPENDITURES	-	95,806.72	832,000	832,000	885,000	6.37%

PROG 1111 North Albany Park & Ride

Revenues less Expenditures	-	48,072.56	-	-	-
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PERMANENT FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Permanent funds are used to report resources that are legally restricted to the extent that only earnings, and not principal, may be used for the benefit of the government or its citizenry. The City has two Permanent funds.

SENIOR CENTER ENDOWMENT FUND

This fund receives private gifts and donations dedicated to Senior Center operations. Donations have ranged from \$3,500 to \$5,000 annually. Expenditures may be made from interest earned from investment of the donations.

LIBRARY TRUST FUND

Veda O. Torney Trust: Interest earnings on the \$10,000 trust balance are used for the purchase of children's picture books.

Manela Trust: Interest earnings on the \$69,429 trust balance are used to purchase scientific, educational, and technical books.

RESOURCES

Other Revenue	\$	200
Investment Earnings		1,000
Beginning Balance		54,300
Beginning Balance Held in Trust		79,000
Total Resources	\$	134,500

REQUIREMENTS

Materials & Services	\$	4,700
Unappropriated		129,800
Total Requirements	\$	134,500



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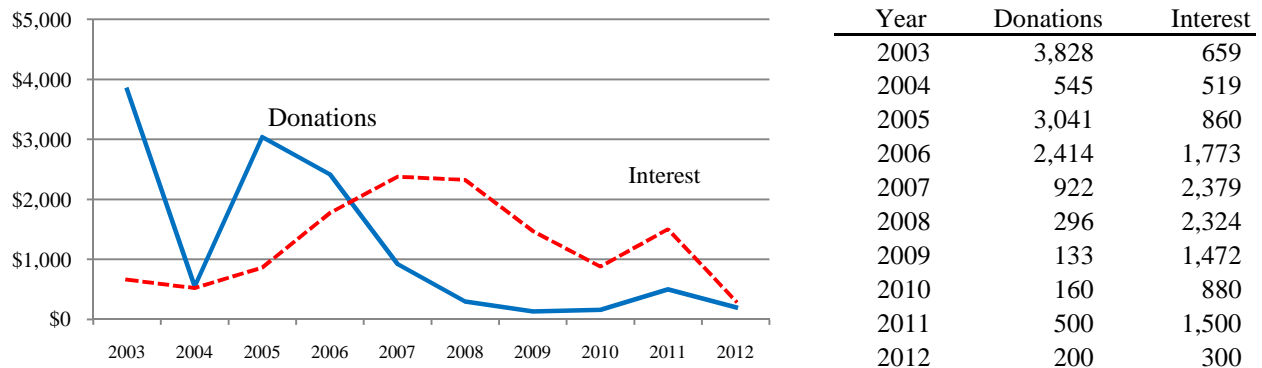


SENIOR CENTER ENDOWMENT FUND

RESOURCE DETAIL

Resources	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Donations	\$ 133	\$ 160	\$ 500	\$ 500	\$ 200	(60.00%)	0.40%
Interest	1,472	880	1,500	1,500	300	(80.00%)	0.59%
Total Current Resources	1,605	1,040	2,000	2,000	500	(75.00%)	0.99%
Beginning Balance	49,947	49,151	51,400	51,400	50,100	(2.53%)	99.01%
Total Resources	\$ 51,552	\$ 50,191	\$ 53,400	\$ 53,400	\$ 50,600	(5.24%)	100.00%

DONATIONS AND INTEREST EARNINGS FOR TEN FISCAL YEARS



REQUIREMENT SUMMARIES

Program Expenditures/ Requirements	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	\$ 2,400	\$ 385	\$ 2,000	\$ 2,000	\$ 300	\$ 300	\$ 300
Unappropriated	-	-	51,400	51,400	50,300	50,300	50,300
Total Requirements	\$ 2,400	\$ 385	\$ 53,400	\$ 53,400	\$ 50,600	\$ 50,600	\$ 50,600

Percent of Fund Total	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	100.00%	100.00%	3.75%	3.75%	0.59%	0.59%	0.59%
Unappropriated	-	-	96.25%	96.25%	99.41%	99.41%	99.41%
Totals	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

PROGRAM NARRATIVE

Parks and Recreation Fund: Parks and Recreation Department, 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

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Effective Government	06/11	Deleted	<ul style="list-style-type: none"> • Develop an endowment manual for committee members.
	06/11	Completed	<ul style="list-style-type: none"> • Develop strategies for spending the FY 2010/11 interest.
Budget Year 2011-2012			
Effective Government	06/12		<ul style="list-style-type: none"> • Work with Albany Area Seniors to identify funding priorities for fund interest.
	06/12		<ul style="list-style-type: none"> • Provide Endowment Fund representation on Senior Board.

PROG 1418: Senior Center Endowment

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Miscellaneous Revenue	132.57	160.00	500	500	200	-60.00%
Investment Earnings	1,471.95	880.17	1,500	1,500	300	-80.00%
Beginning Balance	49,947.00	49,151.04	51,400	51,400	50,100	-2.53%
TOTAL REVENUES	51,551.52	50,191.21	53,400	53,400	50,600	-5.24%
EXPENDITURES						
Materials & Services	2,400.00	384.99	2,000	2,000	300	-85.00%
Unappropriated	-	-	51,400	51,400	50,300	-2.14%
TOTAL EXPENDITURES	2,400.00	384.99	53,400	53,400	50,600	-5.24%

PROG 1418 Senior Center Endowment

Revenues less Expenditures	49,151.52	49,806.22	-	-	-
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Albany

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**LIBRARY TRUST FUND
RESOURCE DETAIL**

Resources	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Interest	\$ 2,656	\$ 1,590	\$ 1,300	\$ 1,300	\$ 700	(46.15%)	0.83%
Total Current Resources	2,656	1,590	1,300	1,300	700	(46.15%)	0.83%
Beginning Balance	11,690	11,466	6,800	6,800	4,200	(38.24%)	5.01%
Beginning Balance Held in Trust	79,427	79,427	79,500	79,500	79,000	(0.63%)	94.16%
Total Resources	\$ 93,773	\$ 92,483	\$ 87,600	\$ 87,600	\$ 83,900	(4.22%)	100.00%

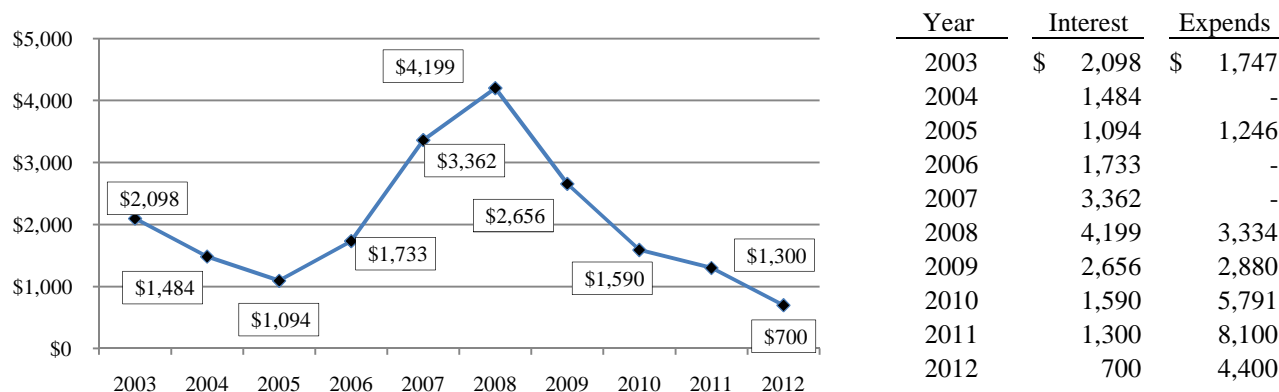
REQUIREMENT SUMMARIES

Program Requirements	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
V. O. Torney Trust	\$ -	\$ -	\$ 13,100	\$ 13,100	\$ 12,900	\$ 12,900	\$ 12,900
Manela Trust	2,880	5,791	74,500	74,500	71,000	71,000	71,000
Total Requirements	\$ 2,880	\$ 5,791	\$ 87,600	\$ 87,600	\$ 83,900	\$ 83,900	\$ 83,900

Requirements by Type	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	\$ 2,880	\$ 5,791	\$ 8,100	\$ 8,100	\$ 4,400	\$ 4,400	\$ 4,400
Unappropriated	-	-	79,500	79,500	79,500	79,500	79,500
Total Requirements	\$ 2,880	\$ 5,791	\$ 87,600	\$ 87,600	\$ 83,900	\$ 83,900	\$ 83,900

Adopted Requirements by Program and Type	Materials & Services	Unappropriated	Adopted Budget	% of Fund Budget
	V. O. Torney Trust	\$ 2,900	\$ 10,000	\$ 12,900
Manela Trust	1,500	69,500	71,000	84.62%
Total Requirements	\$ 4,400	\$ 79,500	\$ 83,900	100.00%
Percent of Fund Budget	5.24%	94.76%	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 2010-2011			
Great Neighborhoods	06/11	In Progress	<ul style="list-style-type: none">• Purchase 125 picture books.
Budget Year 2011-2012			
Great Neighborhoods	06/12		<ul style="list-style-type: none">• Purchase 125 children's picture books.

PROG 1703: V. O. Torney Trust

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Investment Earnings	360.53	225.21	300	300	200	-33.33%
Beginning Balance	12,219.00	12,579.06	12,800	12,800	12,700	-0.78%
TOTAL REVENUES	12,579.53	12,804.27	13,100	13,100	12,900	-1.53%
EXPENDITURES						
Materials & Services	-	-	3,100	3,100	2,900	-6.45%
Unappropriated	-	-	10,000	10,000	10,000	- %
TOTAL EXPENDITURES	-	-	13,100	13,100	12,900	-1.53%

PROG 1703 V. O. Torney Trust

Revenues less Expenditures	12,579.53	12,804.27	-	-	-
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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 2010-2011			
Great Neighborhoods	06/11	Completed	<ul style="list-style-type: none">• Purchase 300 books in the designated subject areas.
Budget Year 2011-2012			
Great Neighborhoods	06/12		<ul style="list-style-type: none">• Purchase 150 books in the designated subject areas.

PROG 1704: Manela Trust

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Investment Earnings	2,295.36	1,364.91	1,000	1,000	500	-50.00%
Beginning Balance	78,898.00	78,313.60	73,500	73,500	70,500	-4.08%
TOTAL REVENUES	81,193.36	79,678.51	74,500	74,500	71,000	-4.70%
EXPENDITURES						
Materials & Services	2,880.06	5,791.09	5,000	5,000	1,500	-70.00%
Unappropriated	-	-	69,500	69,500	69,500	- %
TOTAL EXPENDITURES	2,880.06	5,791.09	74,500	74,500	71,000	-4.70%

PROG 1704 Manela Trust

Revenues less Expenditures	78,313.30	73,887.42	-	-	-
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CITY OF
Albany

O R E G O N



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 consideration of current economic conditions and the impact of a rate increase on rate payers, the City Council chose to forgo a 7.0% rate increase, instead transferring \$840,000 of settlement proceeds to offset the increase for fiscal year 2011-12.

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 in 2011-12 to \$168,100.

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 decrease to \$142,800 in 2011-12.

RESOURCES

Property Taxes	\$ -
Licenses & Fees	450,100
Intergovernmental Revenues	550,000
Charges for Service	23,501,100
Assessment Revenues	25,000
Other Revenues	12,000
Investment Earnings	210,000
Transfers In	1,193,000
Beginning Balance	31,341,400
Reserved Beginning Balance	1,579,500
Total Resources	\$ 58,862,100

REQUIREMENTS

Personnel	\$ 4,503,400
Materials & Services	12,613,500
Capital	22,483,600
Transfers Out	1,234,000
Debt Service	17,207,600
Contingency	820,000
Total Requirements	\$ 58,862,100

**SEWER FUND
RESOURCE DETAIL**

Resources	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Storm Drain Plan Review/ Inspection Fees	\$ 11,170	\$ 2,780	\$ 2,500	\$ 2,500	\$ 2,500	-	0.01%
Sewer SDC: Principal	15,967	36,737	28,000	28,000	32,000	14.29%	0.10%
Sewer SDC: Interest	8,177	11,951	10,700	10,700	4,400	(58.88%)	0.01%
Connection Fees: Principal	4,303	16,181	15,500	15,500	1,500	(90.32%)	-
Connection Fees: Interest	1,024	6,082	1,300	1,300	800	(38.46%)	-
General SCF	1,455	5,023	6,000	6,000	5,000	(16.67%)	0.02%
Storm Drain Connection Fees	160	-	100	100	100	-	-
Connection Fees	2,125	2,296	-	-	-	-	-
Public Facility Construction Permit	24,971	7,179	10,000	10,000	5,000	(50.00%)	0.02%
Sewer SDC	389,189	409,471	479,000	479,000	168,100	(64.91%)	0.53%
ARRA: Wetlands-Albany	-	-	3,500,000	3,500,000	-	(100.00%)	-
ARRA: Wetlands-Millersburg	-	-	3,500,000	3,500,000	-	(100.00%)	-
Energy Trust of Oregon	-	1,000,000	-	-	-	-	-
WComp Wage Subsidy Reimb	-	1,618	-	-	-	-	-
City of Millersburg	-	2,000,000	-	-	-	-	-
Teledyne Industries (TDY)	-	500,000	1,200,000	1,200,000	-	(100.00%)	-
Millersburg Debt Service Payment	-	-	400,000	400,000	425,000	6.25%	1.33%
Albany Sewer Service Charges	10,861,377	11,392,978	12,553,000	12,553,000	11,800,000	(6.00%)	37.05%
Certified Sewer Charges	19,788	25,291	20,000	20,000	30,000	50.00%	0.09%
Millersburg O&M Charges	-	63,829	-	-	110,000	-	0.35%
Collection Agency Payments	2,389	1,749	-	-	2,000	-	0.01%
Equipment Replacement Charges	79,900	70,900	90,600	90,600	93,600	3.31%	0.29%
Financed Asmnts: Principal	30,536	23,427	24,000	24,000	21,000	(12.50%)	0.06%
Financed Asmnts: Interest	7,506	6,038	6,000	6,000	4,000	(33.33%)	0.01%
SRF Loan Proceeds	7,637,289	14,083,964	-	-	-	-	-
Miscellaneous Revenue	16,942	6,431	5,000	5,000	5,000	-	0.03%
Interest	361,026	235,024	296,400	296,400	94,100	(68.25%)	0.30%
Total Current Resources	19,475,294	29,908,949	22,148,100	22,148,100	12,804,100	(42.19%)	40.21%
From SDC Improvement Fee Projects	2,131,500	242,832	-	-	-	-	-
From Sewer Capital Projects (2500)	-	75,681	-	-	-	-	-
From 2502: SDC-I for WWTP SRF debt	-	-	700,000	700,000	-	(100.00%)	-
From Litigation Proceeds	-	-	-	840,000	840,000	-	2.64%
From LID Construction Projects	-	-	-	2,104,800	-	(100.00%)	-
From WW Facilities Improvements	-	9,986,701	-	-	-	-	-
Total Transfers In	2,131,500	10,305,214	700,000	3,644,800	840,000	(76.95%)	2.64%
Beginning Balance	11,657,792	7,948,726	19,823,300	19,823,300	18,200,900	(8.18%)	57.15%
Reserved Beginning Balance	1,061,847	982,219	-	-	-	-	-
Total Resources	\$34,326,433	\$49,145,108	\$42,671,400	\$45,616,200	\$31,845,000	(30.19%)	100.00%

SDC - Systems Development Charges

SRF - State Revolving Fund

SCF - Sewer Connection Fee

ARRA - American Recovery and Reinvestment Act

SDC-I - Systems Development Charges - Improvement fee

**SEWER FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sewer Revenues	\$ -	\$ -	\$ -	\$ 840,000	\$ -	\$ -	\$ -
Sewer Environmental Services	666,653	663,316	748,900	748,900	599,800	599,800	599,800
Wastewater Treatment Plant	2,001,069	2,078,823	2,185,300	2,185,300	2,404,400	2,404,400	2,404,400
Wastewater Collection	1,820,846	1,826,812	1,848,900	1,848,900	1,909,300	1,909,300	1,909,300
Wastewater Administration	2,376,910	2,853,454	3,407,600	3,407,600	3,030,200	3,030,200	3,030,200
Water Reuse and Biosolids	-	-	-	-	416,400	416,400	416,400
Sewer System Capital Projects	1,669,805	2,744,149	6,742,700	8,847,500	6,290,300	6,290,300	6,290,300
Sewer Equipment Replacement	-	-	1,149,000	1,149,000	1,224,600	1,224,600	1,224,600
Sewer SDC Imp. Fee Projects	2,388,507	435,265	1,747,800	1,747,800	914,400	914,400	914,400
Sewer SDC Reimb. Fee Projects	1,200,414	519	231,200	231,200	235,500	235,500	235,500
Sewer Debt Service	514,941	4,801,504	15,578,000	15,578,000	13,535,500	13,535,500	13,535,500
Sewer Debt Service: North Albany	180,410	499,142	-	-	-	-	-
Sewer Economic Development	117,614	57,427	432,000	432,000	473,200	473,200	473,200
Wastewater Facilities Improvement	12,458,318	15,445,409	400,000	400,000	-	-	-
Wetlands Treatment Project	-	4,687,421	8,200,000	8,200,000	811,400	811,400	811,400
Total Requirements	\$25,395,487	\$36,093,241	\$42,671,400	\$45,616,200	\$31,845,000	\$31,845,000	\$31,845,000

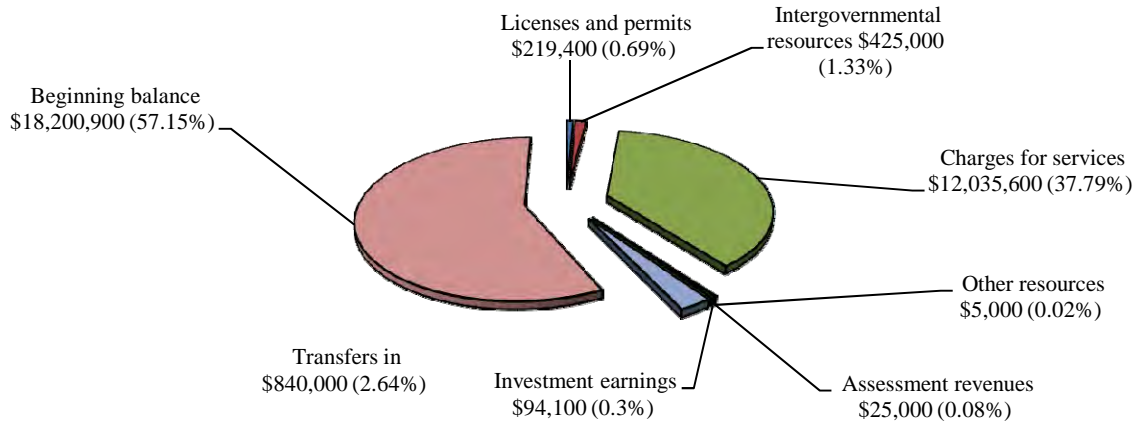
Requirements by Type	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Personnel	\$ 1,753,843	\$ 1,808,238	\$ 1,987,900	\$ 1,987,900	\$ 2,124,900	\$ 2,124,900	\$ 2,124,900
Materials & Services	5,397,272	6,043,194	6,477,400	6,477,400	6,192,900	6,192,900	6,192,900
Capital	15,315,647	10,287,148	17,495,200	20,440,000	9,198,500	9,198,500	9,198,500
Transfers Out	2,233,374	12,654,015	762,500	762,500	388,500	388,500	388,500
Debt Service	695,351	5,300,646	15,233,000	15,233,000	13,535,500	13,535,500	13,535,500
Contingency	-	-	715,400	715,400	404,700	404,700	404,700
Total Requirements	\$25,395,487	\$36,093,241	\$42,671,400	\$45,616,200	\$31,845,000	\$31,845,000	\$31,845,000

Adopted Requirements by Program and Type	Materials & Services		Capital	Transfers Out	Debt Service	Contin- gency	Adopted Budget	% of Fund Budget
	Personnel							
Sewer Environmental Services	\$ 437,500	\$ 162,300	\$ -	\$ -	\$ -	\$ -	\$ 599,800	1.87%
Wastewater Treatment Plant	684,800	1,719,600	-	-	-	-	2,404,400	7.55%
Wastewater Collection	819,700	1,019,600	70,000	-	-	-	1,909,300	6.00%
Wastewater Administration	69,500	2,230,000	-	326,000	-	404,700	3,030,200	9.52%
Water Reuse and Biosolids	102,000	254,400	60,000	-	-	-	416,400	1.31%
Sewer System Capital Projects	-	807,000	5,483,300	-	-	-	6,290,300	19.75%
Sewer Equipment Replacement	-	-	1,224,600	-	-	-	1,224,600	3.85%
Sewer SDC Imp. Fee Projects	-	-	914,400	-	-	-	914,400	2.87%
Sewer SDC Reimb. Fee Projects	-	-	235,500	-	-	-	235,500	0.74%
Sewer Debt Service	-	-	-	-	13,535,500	-	13,535,500	42.50%
Sewer Economic Development	-	-	410,700	62,500	-	-	473,200	1.49%
Wastewater Facilities Improvement	-	-	-	-	-	-	-	-
Wetlands Treatment Project	11,400	-	800,000	-	-	-	811,400	2.55%
Total Requirements	\$ 2,124,900	\$ 6,192,900	\$ 9,198,500	\$ 388,500	\$ 13,535,500	\$ 404,700	\$ 31,845,000	100.00%
Percent of Fund Budget	6.67%	19.45%	28.89%	1.22%	42.50%	1.27%	100.00%	

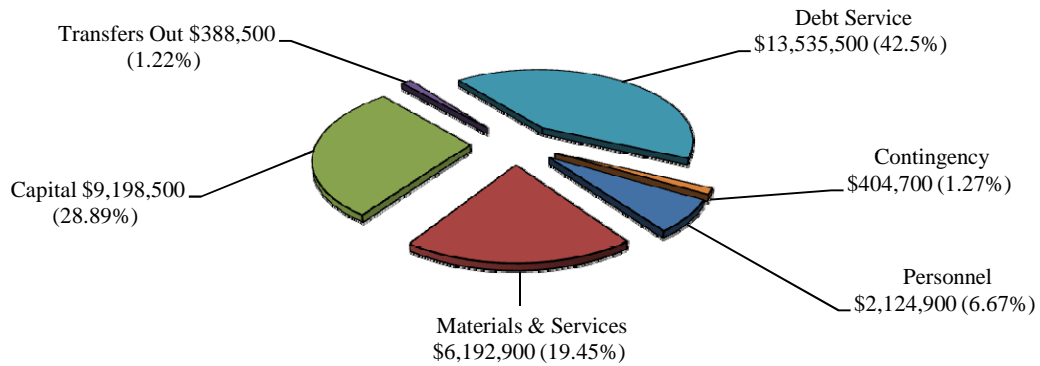
Staffing Summary (FTE)	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sewer Environmental Services	5.000	5.000	5.000	5.000	4.000	4.000	4.000
Wastewater Treatment Plant	6.500	6.500	6.500	6.500	6.500	6.500	6.500
Wastewater Collection	10.000	10.000	9.000	9.000	8.500	8.500	8.500
Total FTE	21.500	21.500	20.500	20.500	19.000	19.000	19.000

SEWER FUND RESOURCES AND REQUIREMENTS

TOTAL SEWER FUND RESOURCES BY SOURCE



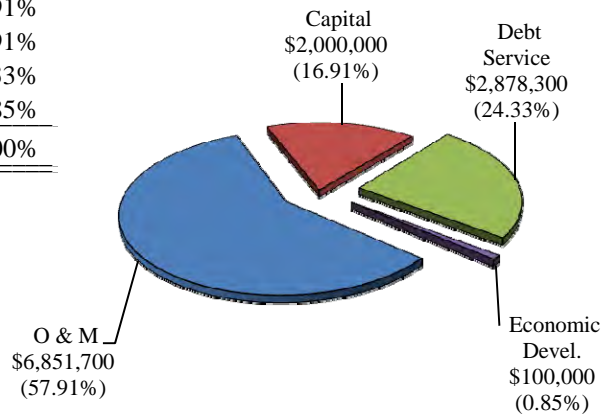
TOTAL SEWER FUND REQUIREMENTS BY TYPE



USE OF SEWER SERVICE CHARGES FOR FISCAL YEAR 2011-12

O & M	\$ 6,851,700	57.91%
Capital	2,000,000	16.91%
Debt Service	2,878,300	24.33%
Economic Development	100,000	0.85%
Total Sewer Service Charges	\$11,830,000	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
2003	\$ 6,125,676	\$ 1,501,116	\$ 554,209	\$ -	\$ -	\$ 11,698,185	\$ 19,879,186
2004	6,918,203	1,591,065	687,327	-	2,835,000	10,353,150	22,384,745
2005	7,445,699	1,922,863	674,961	53,701	-	9,800,964	19,898,188
2006	8,134,540	1,823,711	961,731	-	-	11,219,293	22,139,275
2007	9,070,353	1,951,017	920,190	-	29,258,343	9,756,587	50,956,490
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	497,700	3,843,438	-	14,083,964	8,930,945	38,839,894
2011	12,573,000	553,100	8,622,000	-	400,000	19,823,300	41,971,400
2012	11,942,000	219,400	642,700	-	-	18,200,900	31,005,000

NOTES:

Actual revenues for Fiscal Years 2003 through 2010. Budgeted resources for 2011 and 2012.

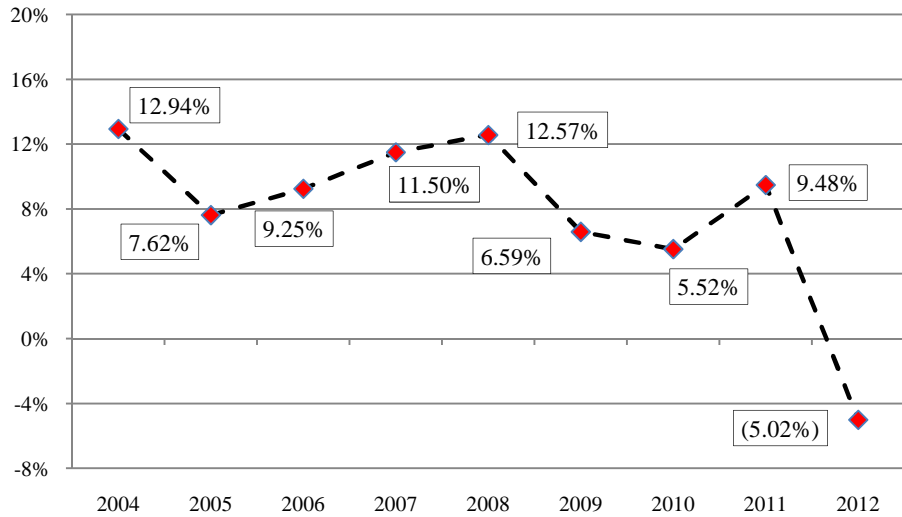
Other Revenues: In Fiscal Year 2008, the City received \$1,000,000 from the City of Millersburg and \$710,000 from PepsiCo. In Fiscal Year 2010, the City received resources of \$2,000,000 from the City of Millersburg.

Transfers In: Intrafund transfers have been eliminated from all years in the table above.

Debt Proceeds: The City began receiving SRF loan proceeds for the new Wastewater Treatment Plant in Fiscal Year 2007.

**SEWER SERVICE CHARGE REVENUES
Annual Percentage Change**

Fiscal Year	Annual % Change
2004	12.94%
2005	7.62%
2006	9.25%
2007	11.50%
2008	12.57%
2009	6.59%
2010	5.52%
2011	9.48%
2012	(5.02%)



SEWER FUND REQUIREMENTS, TEN FISCAL YEARS

Fiscal Year	Operating Expenditures	Capital	Transfers Out	Debt Service	Totals
2003	\$ 5,172,326	\$ 3,278,799	\$ -	\$ 1,074,910	\$ 9,526,035
2004	5,635,276	1,252,549	-	5,695,956	12,583,781
2005	5,486,395	2,083,330	400,000	709,171	8,678,896
2006	5,947,003	5,712,804	20,600	702,280	12,382,687
2007	6,712,760	32,621,499	124,800	700,323	40,159,382
2008	7,197,809	22,446,181	25,000	693,036	30,362,026
2009	7,151,115	15,315,647	(1,404,226)	695,351	21,757,887
2010	7,851,432	10,287,148	12,412,515	5,300,646	35,851,741
2011	8,465,300	7,177,400	(10,160,500)	15,233,000	20,715,200
2012	8,317,800	2,919,900	388,500	13,535,500	25,161,700

NOTES:

Actual expenditures for Fiscal Years 2003 through 2010 & budgeted requirements for 2011 and 2012.

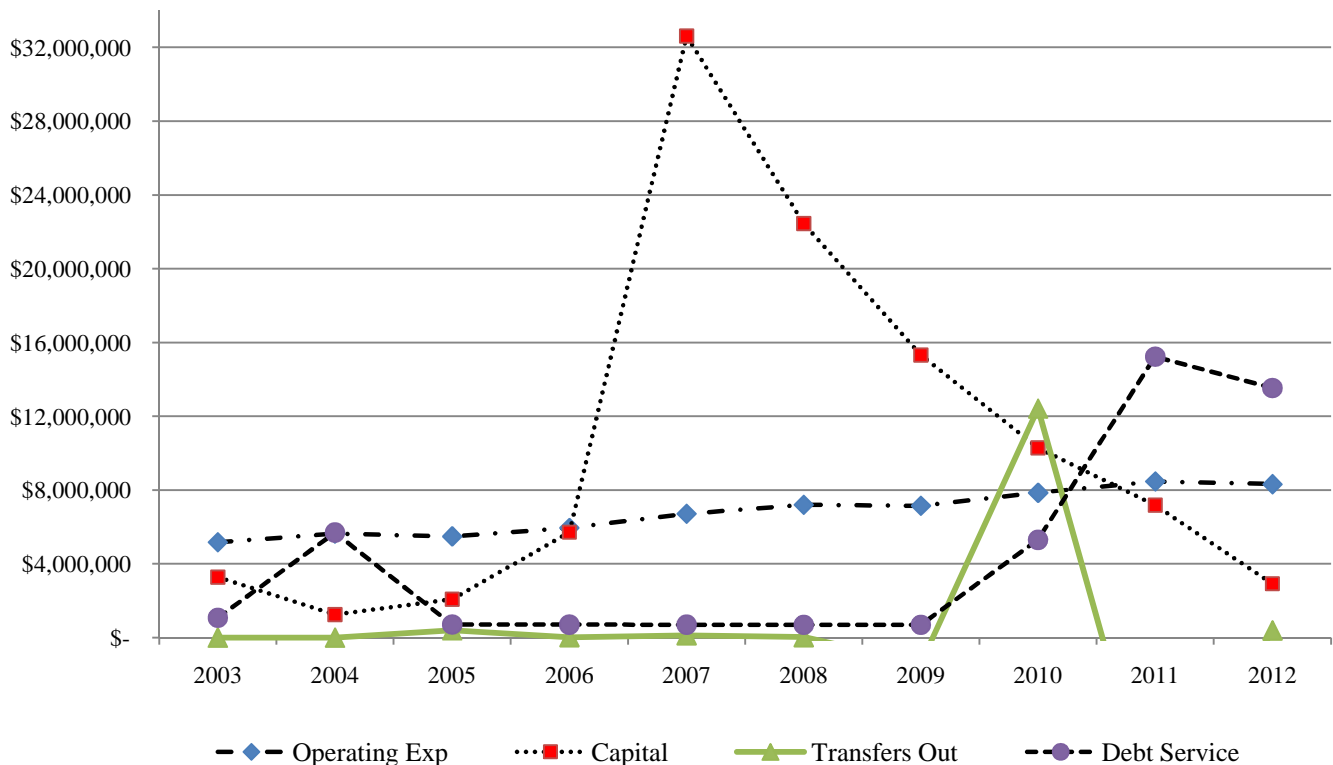
Operating Expenditures equal Personnel plus Materials and Services.

Capital: Major construction of the new Wastewater Treatment Plant began in Fiscal Year 2007. Capital reserves are not included in the 2011 and 2012 amounts.

Transfers Out: Intrafund transfers have been eliminated from all years in the table above.

Debt Service: In Fiscal Year 2004, the City advanced refunded the 1993 Sewer Refunding Bonds. In April 2010, there was a \$4.3 million payment on the SRF loan used to finance the new sewage treatment plant. Debt reserves are not included in the 2010 and 2011 amounts.

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.

Resources	2008-09 Actual	2009-10 Actual2010-11.....		2011-12 Adopted Budget	% Change from 2010-11	% of Fund Budget
			Adopted Budget	Revised Budget			
Millersburg Debt Service Payment	-	-	400,000	400,000	425,000	6.25%	3.14%
Albany Sewer Service Charges	514,941	4,099,000	3,941,200	3,941,200	2,878,300	(26.97%)	21.26%
Financed Asmnts: Principal	30,536	14,180	-	-	-	-	-
Financed Asmnts: Interest	7,506	3,786	-	-	-	-	-
Interest	31,239	65,741	120,000	120,000	50,000	(58.33%)	0.37%
Total Current Resources	584,222	4,182,707	4,461,200	4,461,200	3,353,300	(24.83%)	24.77%
From SDC Improvement Fee Projects	31,500	242,832	-	-	-	-	-
From 2502: SDC-I for WWTP SRF debt	-	-	700,000	700,000	-	(100.00%)	-
From WW Facilities Improvements	-	9,986,701	-	-	-	-	-
Total Transfers In	31,500	10,229,533	700,000	700,000	-	(100.00%)	-
Beginning Balance	-	-	10,416,800	10,416,800	10,182,200	(2.25%)	75.23%
Reserved Beginning Balance	1,061,847	982,219	-	-	-	-	-
Total Resources	\$1,677,569	\$ 15,394,459	\$15,578,000	\$15,578,000	\$13,535,500	(13.11%)	100.00%

Adopted Requirements by Program and Type	Materials & Services	Debt Service	Adopted Budget	% of Fund Budget
Sewer Debt Service	\$ -	\$13,535,500	\$13,535,500	100.00%
Total Requirements	\$ -	\$13,535,500	\$13,535,500	100.00%
Percent of Budget	-	100.00%	100.00%	

Adopted Budget Detail of Debt Service Requirement Category	Final Maturity	Principal	Interest	Debt Reserve	Adopted Budget
WWTP SRF Loan	10/01/2029	\$ 3,140,400	\$ 2,468,100	\$ 7,927,000	\$13,535,500
Totals		\$ 3,140,400	\$ 2,468,100	\$ 7,927,000	\$13,535,500

WWTP - Wastewater Treatment Plant
SRF - State Revolving Fund

SDC - Systems Development Charge
WW - Wastewater

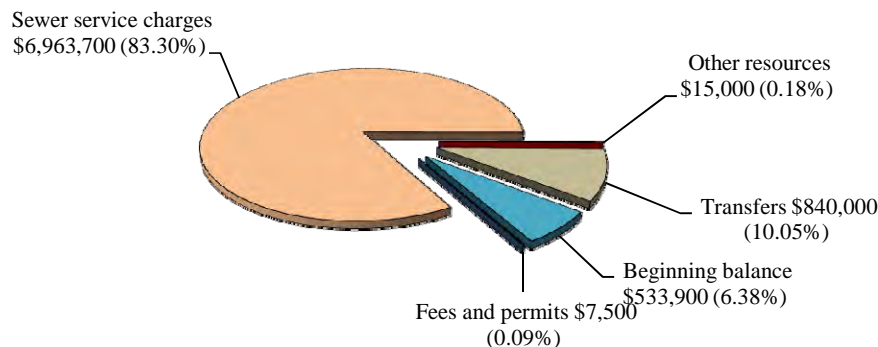
**SEWER FUND
OPERATION AND MAINTENANCE COMBINED BUDGET**

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	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Storm Drain Plan Review/ Inspection Fees	\$ 11,170	\$ 2,780	\$ 2,500	\$ 2,500	\$ 2,500	-	0.03%
Public Facility Construction Permit	24,971	7,179	10,000	10,000	5,000	(50.00%)	0.06%
WComp Wage Subsidy Reimb	-	1,618	-	-	-	-	-
Albany Sewer Service Charges	6,808,650	7,193,978	7,218,200	7,218,200	6,821,700	(5.49%)	81.60%
Certified Sewer Charges	19,788	25,291	20,000	20,000	30,000	50.00%	0.36%
Millersburg O&M Charges	-	63,829	-	-	110,000	-	1.32%
Collection Agency Payments	2,389	1,749	-	-	2,000	-	0.02%
Miscellaneous Revenue	9,930	3,235	5,000	5,000	5,000	-	0.06%
Interest	41,281	18,572	35,000	35,000	10,000	(71.43%)	0.12%
Total Current Resources	6,918,179	7,318,231	7,290,700	7,290,700	6,986,200	(4.18%)	83.57%
From Litigation Proceeds	-	-	-	840,000	840,000	-	10.05%
Total Transfers In	-	-	-	840,000	840,000	-	10.05%
Beginning Balance	868,200	920,900	900,000	900,000	533,900	(40.68%)	6.38%
Total Resources	\$7,786,379	\$8,239,131	\$8,190,700	\$9,030,700	\$8,360,100	(7.43%)	100.00%

Adopted Requirements by Program and Type	Materials & Services			Transfers	Contingency	Adopted Budget	% of Fund Budget
	Personnel		Capital	Out			
Sewer Environmental Services	\$ 437,500	\$ 162,300	\$ -	\$ -	\$ -	\$ 599,800	7.17%
Wastewater Treatment Plant	684,800	1,719,600	-	-	-	2,404,400	28.76%
Wastewater Collection	819,700	1,019,600	70,000	-	-	1,909,300	22.84%
Wastewater Administration	69,500	2,230,000	-	326,000	404,700	3,030,200	36.25%
Water Reuse and Biosolids	102,000	254,400	60,000	-	-	416,400	4.98%
Total Requirements	\$2,113,500	\$5,385,900	\$ 130,000	\$ 326,000	\$ 404,700	\$8,360,100	100.00%
Percent of Budget	25.28%	64.42%	1.56%	3.90%	4.84%	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 2011-2012

Project Description	Totals	Wastewater Collection	Water Reuse and Biosolids	Sewer System Capital Projects	Sewer Equipment Replace- ment
Capital Equipment	\$ 308,000	\$ -	\$ 50,000	\$ -	\$ 258,000
Security Cameras	10,000	-	10,000	-	-
Access Road	800,000	-	-	-	-
Oak Creak Pump Stn/Force Main	3,836,000	-	-	3,356,000	-
Sonar TV Inspection Equipment	70,000	70,000	-	-	-
SS-07-01 Calapooia Interceptor	25,000	-	-	14,500	-
SS-11-01 Lawndale Sewer Relocation	333,000	-	-	186,200	-
Project Totals	5,382,000	70,000	60,000	3,556,700	258,000
Reserve: Pipe Over-sizing	10,000	-	-	-	-
Reserve: Connection Fees	590,800	-	-	590,800	-
Reserve: Equipment Replacement	966,600	-	-	-	966,600
Reserve: Storm Drain Collection Fees	40,800	-	-	40,800	-
Reserve: Capital Projects	2,033,300	-	-	1,120,000	-
Reserve: Land	175,000	-	-	175,000	-
Total Reserves	3,816,500	-	-	1,926,600	966,600
Grand Totals	\$ 9,198,500	\$ 70,000	\$ 60,000	\$ 5,483,300	\$ 1,224,600

SDC Improve- ment Fee Projects	SDC Reimburse- ment Fee Projects	Sewer Economic Develop- ment	Wetlands Treatment Project	Project Description
\$ -	\$ -	\$ -	\$ -	Capital Equipment
-	-	-	-	Security Cameras
-	-	-	800,000	Access Road
480,000	-	-	-	Oak Creak Pump Stn/Force Main
-	-	-	-	Sonar TV Inspection Equipment
10,500	-	-	-	SS-07-01 Calapooia Interceptor
146,800	-	-	-	SS-11-01 Lawndale Sewer Relocation
637,300	-	-	800,000	Project Totals
10,000	-	-	-	Reserve: Pipe Over-sizing
-	-	-	-	Reserve: Connection Fees
-	-	-	-	Reserve: Equipment Replacement
-	-	-	-	Reserve: Storm Drain Collection Fees
267,100	235,500	410,700	-	Reserve: Capital Projects
-	-	-	-	Reserve: Land
277,100	235,500	410,700	-	Total Reserves
\$ 914,400	\$ 235,500	\$ 410,700	\$ 800,000	Grand Totals

PROGRAM NARRATIVE

SEWER FUND: SEWER ENVIRONMENTAL SERVICES (601-50-2402)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed By: Herb Hoffer, Environmental Services Manager

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the Environmental Services Program, including the industrial pretreatment program, biosolids storage and agricultural application, stormwater regulations and monitoring, and hazardous waste regulations.
- Industrial sewer users, including 16 Significant Industrial Users (SIUs) are permitted, inspected, and monitored under federal and state regulations. Commercial and minor industrial sewer users in Albany and Millersburg are inspected regularly under the industrial survey.
- Annual reports are submitted to the Department of Environmental Quality (DEQ) on pretreatment, biosolids, and hazardous waste management. Staff evaluates and revises major program documents as needed, including Albany Municipal Code Chapter 10.06, and program operational documents.
- Sample and report on wet-weather sewer overflows as required by the DEQ and respond to spills to the wastewater treatment or the stormwater system, including ditches and creeks.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City	04/11	Completed	<ul style="list-style-type: none"> • Incorporate revised pretreatment permits and program documents, initiate permit process for anticipated new industries. • Conduct a third-party re-verification audit of the biosolids EMS Program; manage biosolids under the Cannibal process. • Implement Albany's TMDL program including work on anticipated Phase II stormwater regulations.
	05/11	Completed	
	06/11	Completed	
Budget Year 2011-2012			
Safe City	08/11		<ul style="list-style-type: none"> • Develop pollution reduction plan in response to Senate Bill 737 requirements. • Continue to meet all pretreatment program requirements, pass Department of Environment pretreatment audit. • Participate in an internal audit of the biosolids EMS Program.
	03/12		
	05/12		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of responses to storm water complaints or spills.	48	50	48	50
Number of Significant Industrial Users (SIU) in the pretreatment program/percent of SIUs inspected annually.	15/100%	16/100%	16/100%	16/100%
Number of non-SIUs in the Pretreatment Program.	290	295	297	300
Number of non-SIUs inspected annually/% of non-SIUs inspected annually.	42/14%	45/15%	40/15%	40/13%

STAFFING SUMMARY

Authorized FTEs	5	5	5	4
Budgeted FTEs	5	5	5	4

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2402: Sewer Environmental Services

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
EXPENDITURES						
Personnel Services	438,629.06	451,262.69	500,600	500,600	437,500	-12.60%
Materials & Services	228,024.38	212,053.15	248,300	248,300	162,300	-34.64%
TOTAL EXPENDITURES	666,653.44	663,315.84	748,900	748,900	599,800	-19.91%

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER TREATMENT PLANT (601-50-2404)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed By: Richard Johnson, Wastewater Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the operation of the Wastewater Treatment Plant (WWTP).
- The WWTP processes domestic and industrial wastewater from the City of Albany and domestic wastewater from the City of Millersburg.
- Maintain National Biosolids partnership Environmental Management System (EMS) Biosolids Program certification with operational practices that follow the National Code of Good Practices.
- Maintain the Peak Performance Award from the National Clean Water Association for treatment performance.
- Process and store the solidified WWTP digested biosolids.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City	07/10	In Progress	<ul style="list-style-type: none"> • Optimize O&M strategies and staffing for Milestone B (solids treatment) facilities. • Participate in the Biosolids EMS Program internal audit.
	05/11	In Progress	
An Effective Government	06/11	In Progress	<ul style="list-style-type: none"> • Achieve annual performance award for water reclamation from National Association of Clean Water Agencies. • Assist Environmental Services in the assessment of alternative processes to obtain Class A biosolids status, partnering with community stakeholders.
Safe City	06/11	In Progress	
Great Neighborhoods	12/10	In Progress	<ul style="list-style-type: none"> • Start-up of the Wetland Treatment Project.
Budget Year 2011-2012			
Safe City	07/11		<ul style="list-style-type: none"> • Optimize O&M strategies and staffing for Milestone B (solids treatment) facilities. • Start-up of the Wetland Treatment Project.
Great Neighborhoods	12/11		
Safe City	05/12		<ul style="list-style-type: none"> • Participate in the Biosolids EMS Program internal audit. • Achieve annual performance award for water reclamation from National Association of Clean Water Agencies.
An Effective Government	06/12		
Safe City	06/12		<ul style="list-style-type: none"> • Assist Environmental Services in the assessment of alternative processes to obtain Class A biosolids status, partnering with community stakeholders.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Wastewater treated annually (million gallons).	3300	2709	2894	2980
Percentage of days facility is in regulatory compliance.	100%	99%	100%	100%

STAFFING SUMMARY

Authorized FTEs	6.5	6.5	7.5	6.5
Budgeted FTEs	6.5	6.5	6.5	6.5

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2404: Wastewater Treatment Plant

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	502,004.10	524,512.36	630,400	630,400	684,800	8.63%
Materials & Services	1,499,066.87	1,554,311.65	1,554,900	1,554,900	1,719,600	10.59%
TOTAL EXPENDITURES	2,001,070.97	2,078,824.01	2,185,300	2,185,300	2,404,400	10.03%

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER COLLECTION (601-50-2405)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed by: Jon Neely, Wastewater Collection Supervisor

FUNCTIONS AND RESONSIBILITIES

- To ensure compliance with City of Albany *Standard Construction Specifications*, this work group inspects all service replacement connections, including warranty video inspection of all mainline construction projects.
- The televising program is on a six-year cycle and provides updated information on needed sanitary mainline repairs and replacements. Funding restraints limit televising and repairs of the storm system to an as-needed basis.
- The wastewater pipelines are on a four-year cleaning cycle to prevent blockages that could cause overflows. Root cutting is a two-year process. The storm water pipelines are cleaned on an as-needed basis.
- Responsible for 18 sewage lift stations, completing monthly inspections of air and vacuum valves on the City's force main system.
- Primary responder for all requests for locates of City utilities. Locates are performed daily.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City	06/11	Completed	<ul style="list-style-type: none"> • Conduct inflow studies in Basins 10 and 11 in order to reduce inflow.
	06/11	In Progress	<ul style="list-style-type: none"> • Establish permanent vehicle access to all critical sewer easement manholes.
	06/11	In Progress	<ul style="list-style-type: none"> • Replace standard manhole covers with bolt-down lids on all sewer easement trunk mains.
Budget Year 2011-2012			
Safe City	06/12		<ul style="list-style-type: none"> • Establish permanent vehicle access to all critical sewer easement manholes.
	06/12		<ul style="list-style-type: none"> • Replace standard manhole covers with bolt-down lids on all sewer easement trunk mains.
	06/12		<ul style="list-style-type: none"> • Complete Riverfront Interceptor laser, sonar, and televising to A-M Water Reclamation plant to determine next action to prevent overflows at the Montgomery Overflow site.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of sanitary sewer overflows.	2	2	4	0
Volume of sanitary sewer overflows (gallons).	4,900	5,100	830	0
Miles of sanitary sewer mainline.	219	219	219	220
Percentage of the sewer system cleaned annually.	30%	25%	12%	25%
Percentage of sewer system televised annually.	22%	15%	7%	15%
Numbers of sewer line locate requests.	4,000	2980	3011	3100
Percentage of sewer line locate requested completed within 48 hours.	100%	100%	100%	100%
Miles of storm drain mainlines.	135	137	137	137
Percentage of storm drain mainlines cleaned annually.	10%	5%	5%	10%

STAFFING SUMMARY

Authorized FTEs	10	10	9	8.5
Budgeted FTEs	10	10	9	8.5

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2405: Wastewater Collection

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
EXPENDITURES						
Personnel Services	813,211.77	832,460.82	856,900	856,900	819,700	-4.34%
Materials & Services	904,270.87	972,815.74	992,000	992,000	1,019,600	2.78%
Capital	103,361.77	21,535.00	-	-	70,000	- %
TOTAL EXPENDITURES	1,820,844.41	1,826,811.56	1,848,900	1,848,900	1,909,300	3.27%

PROGRAM NARRATIVE

SEWER FUND: PUBLIC WORKS, WASTEWATER ADMINISTRATION (601-50-2407)

Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for the PW Internal Services fund, which includes Administration charges and charges for Operations Administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering.
- Pays In-Lieu-of-Franchise fees for the sewer utility.
- Holds the contingency for the Sewer fund.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Safe City	06/11	Ongoing	<ul style="list-style-type: none"> • Prepare an Asset Management Plan for the sewer lift stations.
	06/11	Ongoing	<ul style="list-style-type: none"> • Implement level of service and performance measures for the Wastewater Utility.
	12/10	Ongoing	<ul style="list-style-type: none"> • Construct Wetland Treatment Project.
Budget Year 2011-2012			
Safe City	07/11		<ul style="list-style-type: none"> • Start-up of the Wetland Treatment Project.
	06/12		<ul style="list-style-type: none"> • Develop a Capacity Management, Operation and Maintenance Program for Inflow/Infiltration control in conjunction with Department of Environmental Quality requirements.
	06/12		<ul style="list-style-type: none"> • Implement level of service and performance measures for the Wastewater Utility.
	06/12		<ul style="list-style-type: none"> • Complete an Asset Management Plan for the sewer lift stations.

STAFFING SUMMARY

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Authorized FTEs				.5
Budgeted FTEs				.5

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2407: Wastewater Administration

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	-	-	-	-	69,500	- %
Materials & Services	2,300,547.32	2,658,167.73	2,692,200	2,692,200	2,230,000	-17.17%
Capital	56,156.67	73,086.15	-	-	-	- %
Transfers Out	20,206.62	122,200.00	-	-	326,000	- %
Contingencies	-	-	715,400	715,400	404,700	-43.43%
TOTAL EXPENDITURES	2,376,910.61	2,853,453.88	3,407,600	3,407,600	3,030,200	-11.08%

PROGRAM NARRATIVE

SEWER FUND: WATER REUSE AND BIOSOLIDS (601-50-2410)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed By: Tom TenPas, Environmental Services Technician II

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the Water Reuse and Biosolids Program, which is responsible for operating and maintaining the Total Maximum Daily Load (TMDL) for effluent in coordination with Millersburg and Wah Chang.
- Biosolids generated at the Water Reclamation Facility (WRF) are applied to agricultural land in conformance with the City's Environmental Management System (EMS) for biosolids.
- This program is responsible for the biosolids storage and agricultural application for the City's Environmental Management System (EMS) for biosolids.
- Perform laboratory tests on wastewater samples, storm water samples, biosolids, and other tests as required. Coordinate contract lab sample collection and testing.
- Talking Water Gardens is planned to be opened to the public the summer of 2012.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2011-2012			
Safe City/ Effective Government	07/11		* Begin temperature and effluent quality monitoring.
Safe City/ Great Neighborhoods	07/11		* Begin start-up of the Talking Water Gardens.
Effective Government	07/11		* Begin maintenance of the wetlands.
Great Neighborhoods	09/11		* Host International Pyrotechnologies Conference Tour.
Safe City/ Great Neighborhoods/ Effective Government	06/12		* Conduct public tours of the Talking Water Gardens, discussing benefits including cost effectiveness.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Dry tons of biosolids applied per year/percentage of biosolids applied for beneficial agriculture use.	600/100%	122/100%	10/100%	200/100%
* This item moved from Environmental Services.				
Meet TMDL requirements for the Wetlands for effluent.	*	*	*	75%
* Information for these years is unavailable. This is a new budget.				

STAFFING SUMMARY

Authorized FTEs	2
Budgeted FTEs	1

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2410: Water Reuse and Biosolids

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	-	-	-	-	102,000	- %
Materials & Services	-	-	-	-	254,400	- %
Capital	-	-	-	-	60,000	- %
TOTAL EXPENDITURES	-	-	-	-	416,400	- %

PROGRAM NARRATIVE

SEWER FUND: SEWER SYSTEM CAPITAL PROJECTS (601-50-2500)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/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.
- Eliminate basement flooding by managing the replacement of inadequate piping in the collection system and residential roof drain separation programs as well as sewer lateral replacements.
- Complete projects to reduce inflow and infiltration into the sanitary sewer system.
- Continue perpetual life replacement program of failing (cracked, blocked) sewer pipes as funds become available.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Safe City	06/11	Complete	<ul style="list-style-type: none"> • Complete inflow and infiltration reduction projects.
	06/11	In Progress	<ul style="list-style-type: none"> • Extend gravity sewer to the Lawndale Lift Station to reduce sewer flows in the Cox Creek basin. This will create additional capacity in the Cox Creek sewer basin.
Budget Year 2011-2012			
Safe City	06/12		<ul style="list-style-type: none"> • Complete inflow and infiltration reduction projects through the Sewer Lateral Replacement, Inflow Reduction, and Storm Drain Disconnection programs.
	06/12		<ul style="list-style-type: none"> • Update the sanitary sewer collection system model to reflect current development.
	11/12		<ul style="list-style-type: none"> • Begin construction on the Oak Creek Lift Station and Force Main replacement project.

PROG 2500: Sewer System Capital Projects

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Licenses & Fees	2,760.72	17,740.82	7,600	7,600	6,100	-19.74%
Charges for Services	477,785.63	-	1,293,600	1,293,600	2,000,000	54.61%
Miscellaneous Revenue	5,000.00	-	-	-	-	- %
Investment Earnings	189,679.68	98,656.55	100,000	100,000	20,000	-80.00%
Transfers In	-	-	-	2,104,800	-	-100.00%
Beginning Balance	6,861,436.00	5,066,962.60	5,341,500	5,341,500	4,264,200	-20.17%
TOTAL REVENUES	7,536,662.03	5,183,359.97	6,742,700	8,847,500	6,290,300	-28.90%
EXPENDITURES						
Materials & Services	427,269.19	555,848.29	645,000	645,000	807,000	25.12%
Capital	1,242,536.53	(56,554.22)	6,097,700	8,202,500	5,483,300	-33.15%
Transfers Out	-	2,244,855.49	-	-	-	- %
TOTAL EXPENDITURES	1,669,805.72	2,744,149.56	6,742,700	8,847,500	6,290,300	-28.90%

PROG 2500 Sewer System Capital Projects

Revenues less Expenditures	5,866,856.31	2,439,210.41	-	-	-
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PROGRAM NARRATIVE

SEWER FUND: PUBLIC WORKS, SEWER EQUIPMENT REPLACEMENT (601-50-2501)

Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This program funds replacement of sewer system equipment in accordance with an established depreciation and replacement schedule.
-
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011 Effective Government	06/11	Completed	<ul style="list-style-type: none">• Receive revenues from other sewer fund budgets to fund future equipment replacement.
Budget Year 2011-2012 Effective Government	06/12		<ul style="list-style-type: none">• Receive revenues from other sewer fund budgets to fund future equipment replacement.
	06/12		<ul style="list-style-type: none">• Replace vehicle 707-05, 2005 Chevrolet Silverado 1500 Extended Cab.
	06/12		<ul style="list-style-type: none">• Replace vehicle 737-00, TV inspection Unit.
	06/12		<ul style="list-style-type: none">• Replace vehicle 311-94, 1994 Ford Ranger pickup.

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2501: Sewer Equipment Replacement

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Charges for Services	79,899.96	70,900.00	90,600	90,600	93,600	3.31%
Miscellaneous Revenue	2,012.00	3,196.00	-	-	-	- %
Investment Earnings	26,629.14	17,901.98	14,400	14,400	5,000	-65.28%
Beginning Balance	846,522.00	955,063.20	1,044,000	1,044,000	1,126,000	7.85%
TOTAL REVENUES	955,063.10	1,047,061.18	1,149,000	1,149,000	1,224,600	6.58%
EXPENDITURES						
Capital	-	-	1,149,000	1,149,000	1,224,600	6.58%
TOTAL EXPENDITURES	-	-	1,149,000	1,149,000	1,224,600	6.58%

PROG 2501 Sewer Equipment Replacement

Revenues less Expenditures	955,063.10	1,047,061.18	-	-	-
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PROGRAM NARRATIVE

SEWER FUND: SEWER SDC IMPROVEMENT FEE PROJECTS (601-50-2502)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/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 System Development Charges (SDC).
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all System Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.
- Maintain a reserve for future participation in funding of appropriate over-sizing of capital projects. Maximum reserve of \$50,000.
- Provide funding for pipe over-sizing as needed.
- In January 2000, the City Council accepted the Mayor’s Wastewater Task Force-recommended sewer SDC fees designed to recognize wastewater strength and to fund growth-related improvements identified in the Wastewater Facility Plan through the SDC improvement fee. The current wastewater SDC fee for a single-family residence is \$2,402 (effective June 2009). This program receives \$2,296 of the residential fee and the improvement fee from commercial or industrial charges.
- 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.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Effective Government	06/11	Complete	<ul style="list-style-type: none"> • Build reserves for debt service payments due for the Water Reclamation Facility State Revolving Fund loan.
	06/11	In Progress	<ul style="list-style-type: none"> • SDC share to extend gravity sewer to the Lawndale Lift Station to reduce sewer flows in the Cox Creek Basin, to create additional capacity in the Cox Creek basin.
	06/11	Complete	<ul style="list-style-type: none"> • SDC share to complete the Calapooia Interceptor Project.
Budget Year 2011-2012			
Effective Government	06/12		<ul style="list-style-type: none"> • Build reserves for future planned projects and for debt service payments due for the Water Reclamation Facility State Revolving Fund loan.
	10/12		<ul style="list-style-type: none"> • Provide SDC share of the costs to replace the Oak Creek Lift Station and Force Main.

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2502: Sewer SDC Improvement Fee Projects

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Licenses & Fees	394,090.66	439,340.84	497,800	497,800	196,000	-60.63%
Assessment Revenue	-	11,498.49	30,000	30,000	25,000	-16.67%
Investment Earnings	68,513.47	18,576.32	20,000	20,000	5,000	-75.00%
Beginning Balance	3,000,830.00	1,074,927.12	1,200,000	1,200,000	688,400	-42.63%
TOTAL REVENUES	3,463,434.13	1,544,342.77	1,747,800	1,747,800	914,400	-47.68%
EXPENDITURES						
Materials & Services	2,055.00	-	-	-	-	- %
Capital	254,952.07	192,432.71	1,047,800	1,047,800	914,400	-12.73%
Transfers Out	2,131,500.00	242,832.36	700,000	700,000	-	-100.00%
TOTAL EXPENDITURES	2,388,507.07	435,265.07	1,747,800	1,747,800	914,400	-47.68%

PROG 2502 Sewer SDC Improvement Fee Projects

Revenues less Expenditures	1,074,927.06	1,109,077.70	-	-	-
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PROGRAM NARRATIVE

SEWER FUND: SDC REIMBURSEMENT FEE PROJECTS (601-50-2503)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program provides funding for non-routine, non-standard maintenance, repair, or replacement projects to maintain the capacity of existing plant facilities or collection system lines. Revenues are received from System Development Charges (SDC).
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all System Development Charges. 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 \$2,402 (effective June 2009). This program receives \$106 of the residential fee and the reimbursement fee from commercial or industrial charges.
- Reserve fees for future projects.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Effective Government	6/11	Completed	<ul style="list-style-type: none"> • Build reserves for future projects.
Budget Year 2011-2012			
Effective Government	6/12		<ul style="list-style-type: none"> • Build reserves for future projects.

PROG 2503: Sewer SDC Reimbursement Fee Projects

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Licenses & Fees	25,548.12	30,659.86	35,200	35,200	9,800	-72.16%
Investment Earnings	18,594.64	1,721.71	1,000	1,000	1,100	10.00%
Beginning Balance	1,315,483.00	159,212.28	195,000	195,000	224,600	15.18%
TOTAL REVENUES	1,359,625.76	191,593.85	231,200	231,200	235,500	1.86%
EXPENDITURES						
Materials & Services	92.00	-	-	-	-	- %
Capital	1,200,321.62	519.48	231,200	231,200	235,500	1.86%
TOTAL EXPENDITURES	1,200,413.62	519.48	231,200	231,200	235,500	1.86%

PROG 2503 Sewer SDC Reimbursement Fee Projects

Revenues less Expenditures	159,212.14	191,074.37	-	-	-
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PROGRAM NARRATIVE

SEWER FUND: SEWER DEBT SERVICE: WWTP (601-50-2504)

Responsible Manager/Title: Jeff Babbitt, Senior Accountant

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 .5% annual fee payments on the State Revolving Fund (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>
SRF - Albany-Millersburg Water Reclamation Facility				
2011-2012	2,723,921	1,985,165	331,783	5,040,869
2012-2022	32,243,192	14,847,668	2,495,990	49,586,850
2022-2030	31,389,427	3,928,717	691,610	36,009,754
Totals (SRF - A-M WRF)	\$ 66,356,540	\$ 20,761,550	\$ 3,519,383	\$ 90,637,473
SRF - Wetlands Treatment Project				
2011-2012	50,000	0	0	50,000
2012-2022	1,000,000	0	75,000	1,075,000
2022-2032	950,000	0	25,000	975,000
Totals (SRF - Wetlands)	\$ 2,000,000	\$ -	\$ 100,000	\$ 2,100,000
Wetlands Land Acquisition				
2011-2012	348,858	151,142	0	500,000
2012-2021	3,429,702	660,436	0	4,090,138
Totals (Wetlands Land Acquisition)	\$ 3,778,560	\$ 811,578	\$ -	\$ 4,590,138

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	66,356,540	2,402,925
SRF Loan (Wetlands)	4,000,000	2,000,000	50,000
Wetlands Land Acquisition	4,114,000	3,778,560	-
Totals	\$ 77,249,000	\$ 72,304,118	\$ 2,756,943

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2504: Sewer Debt Service

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	-	-	400,000	400,000	425,000	6.25%
Charges for Services	514,941.25	4,099,000.00	3,941,200	3,941,200	2,878,300	-26.97%
Investment Earnings	21,779.29	62,334.66	120,000	120,000	50,000	-58.33%
Transfers In	-	9,986,701.00	700,000	700,000	-	-100.00%
Beginning Balance	725,502.00	747,281.58	10,416,800	10,416,800	10,182,200	-2.25%
TOTAL REVENUES	1,262,222.54	14,895,317.24	15,578,000	15,578,000	13,535,500	-13.11%
EXPENDITURES						
Materials & Services	-	-	345,000	345,000	-	-100.00%
Debt Service	514,941.25	4,801,504.25	15,233,000	15,233,000	13,535,500	-11.14%
TOTAL EXPENDITURES	514,941.25	4,801,504.25	15,578,000	15,578,000	13,535,500	-13.11%

PROG 2504 Sewer Debt Service

Revenues less Expenditures	747,281.29	10,093,812.99	-	-	-
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PROGRAM NARRATIVE

SEWER FUND: SEWER ECONOMIC DEVELOPMENT (601-50-2506)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/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 Albany City Council.
- Funds from this program are transferred annually to the General Fund to support Community Development and ADA Code enforcement in the Building Division.
- 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

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City	06/11	Completed	<ul style="list-style-type: none">• No new projects planned – build reserves.
Budget Year 2011-2012			
Safe City	06/12		<ul style="list-style-type: none">• No new projects planned – build reserves.

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2506: Sewer Economic Development

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Charges for Services	100,000.00	100,000.00	100,000	100,000	100,000	- %
Investment Earnings	6,251.77	5,463.49	6,000	6,000	3,000	-50.00%
Transfers In	-	75,681.18	-	-	-	- %
Beginning Balance	217,576.00	206,213.54	326,000	326,000	370,200	13.56%
TOTAL REVENUES	323,827.77	387,358.21	432,000	432,000	473,200	9.54%
EXPENDITURES						
Materials & Services	35,946.57	-	-	-	-	- %
Capital	-	-	369,500	369,500	410,700	11.15%
Transfers Out	81,666.93	57,426.77	62,500	62,500	62,500	- %
TOTAL EXPENDITURES	117,613.50	57,426.77	432,000	432,000	473,200	9.54%

PROG 2506 Sewer Economic Development

Revenues less Expenditures	206,214.27	329,931.44	-	-	-
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PROGRAM NARRATIVE

SEWER FUND: WETLANDS TREATMENT PROJECT (601-50-2508)

Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This program receives revenues from a variety of sources including the State Revolving Fund Loan from the Oregon Department of Environmental Quality, the city of Millersburg, and Teledyne Wah Chang.
 - Talking Water Gardens is planned to be opened to the public in the Summer of 2012.
 - The funds are used to fund the Wetlands Treatment Project (Talking Water Gardens).
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STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Safe City	12/10	Completed	• Construct the Wetlands Treatment Project.
	03/12	In Progress	• Start-up of the Wetlands Treatment Project.
Budget Year 2011-2012			
Safe City	07/11		• Start-up of the Wetlands Treatment Project.
Safe City	06/12		• Construct alternate access road to rail yard.

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2508: Wetlands Treatment Project

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	-	500,000.00	8,200,000	8,200,000	-	-100.00%
Investment Earnings	-	-	-	-	-	- %
Beginning Balance	-	799,894.02	-	-	811,400	- %
TOTAL REVENUES	-	1,299,894.02	8,200,000	8,200,000	811,400	-90.10%
EXPENDITURES						
Personnel Services	-	-	-	-	11,400	- %
Capital	-	4,687,420.77	8,200,000	8,200,000	800,000	-90.24%
TOTAL EXPENDITURES	-	4,687,420.77	8,200,000	8,200,000	811,400	-90.10%

PROG 2508 Wetlands Treatment Project

Revenues less Expenditures	-	(3,387,526.75)	-	-	-
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**WATER FUND
RESOURCE DETAIL**

Resources	2008-09 Actual	2009-10 Actual2010-11.....		2011-12 Adopted Budget	% Change from 2010-11	% of Fund Budget
			Adopted Budget	Revised Budget			
Property Taxes - Current	\$ 777,899	\$ 628,142	\$ -	\$ -	\$ -	-	-
Property Taxes - Delinquent	22,851	28,445	-	-	-	-	-
Water SDC: Principal	3,830	15,186	4,000	4,000	4,000	-	0.01%
Water SDC: Interest	1,126	2,413	1,100	1,100	900	(18.18%)	-
Connection Fees: Principal	-	199	-	-	-	-	-
Connection Fees: Interest	-	301	-	-	-	-	-
Water Connection Fees	43,653	80,363	20,000	20,000	20,000	-	0.07%
Water SDC	313,431	281,346	154,000	154,000	142,800	(7.27%)	0.53%
Public Facility Construction Permit	21,616	7,857	10,500	10,500	3,000	(71.43%)	0.01%
Administrative Fees: Water	4,263	586	-	-	-	-	-
Water Service Installation Charge	75,413	58,048	60,000	60,000	60,000	-	0.22%
FEMA Grant	31,754	297,699	240,000	240,000	75,000	(68.75%)	0.28%
Business Energy Tax Credit	-	351,415	-	-	-	-	-
Energy Trust of Oregon	475,000	-	-	-	-	-	-
City of Lebanon	154,000	77,000	77,000	77,000	50,000	(35.06%)	0.19%
Pacific Power	26,600	-	-	-	-	-	-
Hydropower Revenue	36,839	16,549	60,000	60,000	80,000	33.33%	0.30%
Millersburg Service Charges	152,333	259,126	200,000	200,000	180,000	(10.00%)	0.67%
Dumbeck Water District	50,042	60,850	72,000	72,000	72,000	-	0.27%
Albany Water Service Charges	11,084,136	11,100,620	11,200,000	11,200,000	10,901,800	(2.66%)	40.35%
User Fee: Debt Service	38,565	23,793	-	-	-	-	-
Capital Charges	69,300	69,300	69,300	69,300	98,200	41.70%	0.36%
Collection Agency Payments	7,827	3,234	4,000	4,000	3,000	(25.00%)	0.01%
Equipment Replacement Charges	61,100	55,500	67,200	67,200	130,500	94.20%	0.48%
Miscellaneous Revenue	13,085	24,802	15,000	15,000	7,000	(53.33%)	0.03%
Over & short	(11)	(522)	-	-	-	-	-
Interest	481,578	390,101	213,000	213,000	115,900	(45.59%)	0.43%
Total Current Resources	13,946,230	13,832,353	12,467,100	12,467,100	11,944,100	(4.20%)	44.21%
From Water Fund	-	112,584	-	-	-	-	-
From Water Capital	522,000	-	-	-	-	-	-
From Water SDC-I	327,000	333,000	338,000	338,000	353,000	4.44%	1.31%
From Water Administration (2202)	1,078,000	-	-	-	-	-	-
From Water Capital Projects (2308)	-	49,192	-	-	-	-	-
From LID Construction Projects	-	-	-	2,004,600	-	(100.00%)	-
Total Transfers In	1,927,000	494,776	338,000	2,342,600	353,000	(84.93%)	1.31%
Beginning Balance	17,401,753	14,842,016	13,833,000	13,833,000	13,140,500	(5.01%)	48.63%
Reserved Beginning Balance	187,151	1,786,726	1,643,200	1,643,200	1,579,500	(3.88%)	5.85%
Total Resources	\$33,462,134	\$30,955,871	\$28,281,300	\$30,285,900	\$27,017,100	(10.79%)	100.00%

SDC - System Development Charges

SDC-I - System Development Charge Improvement Fee

FEMA - Federal Emergency Management Administration

**WATER FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Water Administration	\$ 4,080,574	\$ 2,847,833	\$ 3,807,200	\$ 3,807,200	\$ 3,471,500	\$ 3,471,500	\$ 3,471,500
Water Canal Maintenance	526,187	806,186	780,800	780,800	852,400	852,400	852,400
Vine Street WTP	825,199	850,948	882,700	882,700	926,700	926,700	926,700
Water Distribution	1,699,137	1,659,059	1,901,300	1,901,300	1,918,300	1,918,300	1,918,300
Albany-Millersburg WTP	1,353,600	1,376,831	1,515,000	1,515,000	1,570,400	1,570,400	1,570,400
SDC Improvement Fee Projects	351,734	333,000	1,741,300	1,741,300	1,715,600	1,715,600	1,715,600
SDC Reimbursement Fee Projects	49,793	7,047	1,104,800	1,104,800	1,139,100	1,139,100	1,139,100
2003 Water Bond Projects	621,012	478,768	3,720,000	3,720,000	2,544,300	2,544,300	2,544,300
Water Debt Service	3,000,201	2,982,223	3,922,000	3,922,000	3,672,700	3,672,700	3,672,700
Water GO Debt Service	850,365	966,522	-	-	-	-	-
Water Capital: Canal	228,188	49,354	64,600	64,600	72,200	72,200	72,200
Water System Capital Projects	3,165,735	4,655,665	7,014,300	9,018,900	7,151,100	7,151,100	7,151,100
Water Economic Development	81,667	57,311	698,000	698,000	707,500	707,500	707,500
N. Albany Water Capital Projects	-	-	482,700	482,700	538,200	538,200	538,200
Water Equipment Replacement	-	60,976	646,600	646,600	737,100	737,100	737,100
Total Requirements	\$16,833,392	\$17,131,723	\$28,281,300	\$30,285,900	\$27,017,100	\$27,017,100	\$27,017,100

Requirements by Type

Personnel	\$ 1,816,945	\$ 1,909,842	\$ 2,144,300	\$ 2,144,300	\$ 2,378,500	\$ 2,378,500	\$ 2,378,500
Materials & Services	5,573,353	5,589,886	7,123,500	7,123,500	6,420,600	6,420,600	6,420,600
Capital	3,564,537	3,171,286	13,870,300	15,874,900	13,285,100	13,285,100	13,285,100
Transfers Out	2,028,874	2,625,228	400,500	400,500	845,500	845,500	845,500
Debt Service	3,849,683	3,835,481	3,921,400	3,921,400	3,672,100	3,672,100	3,672,100
Contingency	-	-	821,300	821,300	415,300	415,300	415,300
Total Requirements	\$16,833,392	\$17,131,723	\$28,281,300	\$30,285,900	\$27,017,100	\$27,017,100	\$27,017,100

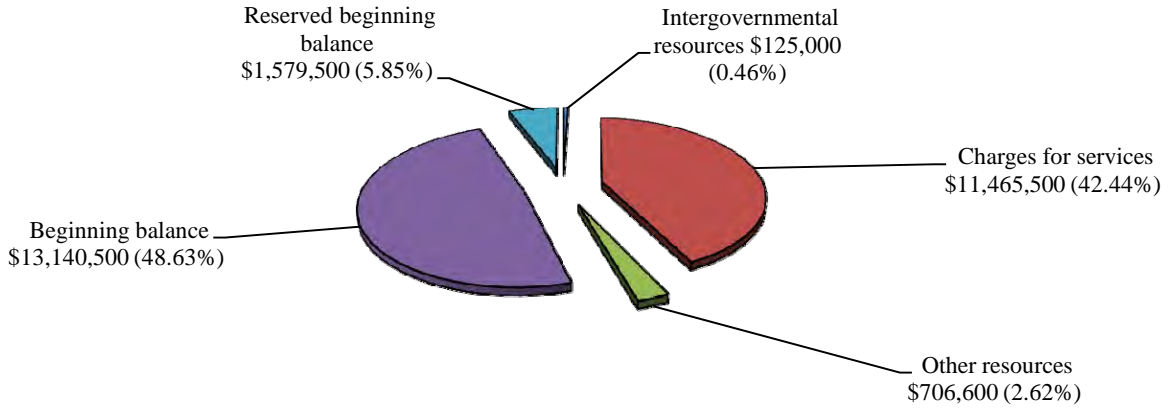
**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency	Adopted Budget	% of Fund Budget
Water Administration	\$ 167,500	\$ 2,458,700	\$ -	\$ 430,000	\$ -	\$ 415,300	\$ 3,471,500	12.85%
Water Canal Maintenance	319,700	422,700	110,000	-	-	-	852,400	3.16%
Vine Street WTP	302,000	569,700	55,000	-	-	-	926,700	3.43%
Water Distribution	975,900	902,400	40,000	-	-	-	1,918,300	7.10%
Albany-Millersburg WTP	613,400	957,000	-	-	-	-	1,570,400	5.81%
SDC Improvement Fee Projects	-	-	1,362,600	353,000	-	-	1,715,600	6.35%
SDC Reimbursement Fee Projects	-	-	1,139,100	-	-	-	1,139,100	4.22%
2003 Water Bond Projects	-	78,000	2,466,300	-	-	-	2,544,300	9.42%
Water Debt Service	-	600	-	-	3,672,100	-	3,672,700	13.59%
Water Capital: Canal	-	-	72,200	-	-	-	72,200	0.27%
Water System Capital Projects	-	1,031,500	6,119,600	-	-	-	7,151,100	26.47%
Water Economic Development	-	-	645,000	62,500	-	-	707,500	2.62%
N. Albany Water Capital Projects	-	-	538,200	-	-	-	538,200	1.99%
Water Equipment Replacement	-	-	737,100	-	-	-	737,100	2.72%
Total Requirements	\$ 2,378,500	\$ 6,420,600	\$13,285,100	\$ 845,500	\$ 3,672,100	\$ 415,300	\$27,017,100	100.00%
Percent of Fund Budget	8.81%	23.76%	49.17%	3.13%	13.59%	1.54%	100.00%	

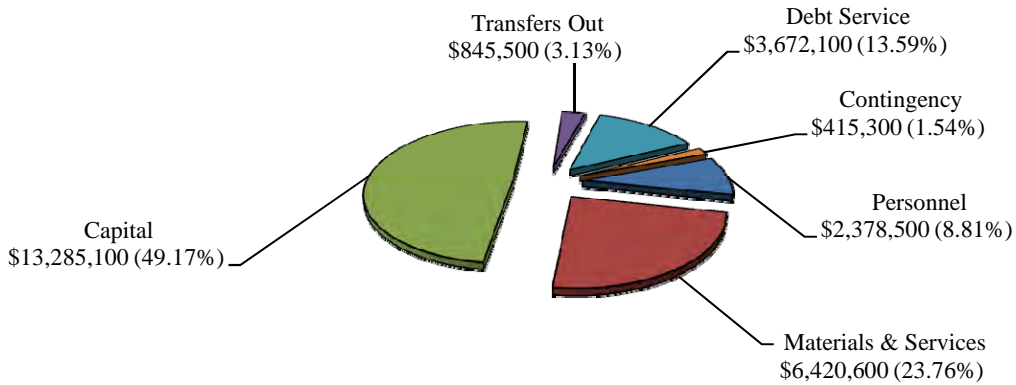
Staffing Summary (FTE)	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Water Administration	1.000	1.000	1.000	1.000	1.500	1.500	1.500
Water Canal Maintenance	3.000	3.000	3.000	3.000	3.000	3.000	3.000
Vine Street WTP	2.710	2.710	3.210	3.210	3.210	3.210	3.210
Water Distribution	11.000	11.000	10.000	10.000	10.500	10.500	10.500
Albany-Millersburg WTP	5.790	5.790	5.290	5.290	5.290	5.290	5.290
Total FTE	23.500	23.500	22.500	22.500	23.500	23.500	23.500

WATER FUND RESOURCES AND REQUIREMENTS

TOTAL WATER FUND RESOURCES BY SOURCE



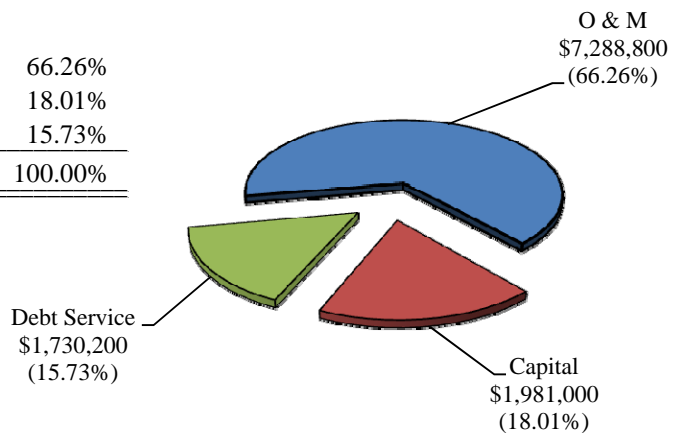
TOTAL WATER FUND REQUIREMENTS BY TYPE



USE OF WATER SERVICE CHARGES FOR FISCAL YEAR 2011-12

O & M	\$ 7,288,800	66.26%
Capital	1,981,000	18.01%
Debt Service	1,730,200	15.73%
Total Water Service Charges	\$11,000,000	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
2003	\$ 7,626,093	\$ 774,168	\$ 840,685	\$ 530,677	\$ -	\$ -	\$ 10,245,087	\$ 20,016,710
2004	9,751,824	795,189	1,065,014	1,536,836	-	40,485,000	9,648,846	63,282,709
2005	10,382,845	780,962	1,342,667	5,451,400	59,140	-	42,141,944	60,158,958
2006	10,615,217	769,943	870,409	1,363,308	-	-	25,362,551	38,981,428
2007	10,929,544	758,794	968,521	1,973,526	-	-	21,273,031	35,903,416
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	446,299	1,195,995	-	-	16,628,742	30,461,095
2011	11,605,300	-	249,600	612,200	-	-	15,476,200	27,943,300
2012	11,335,000	-	230,700	378,400	-	-	14,720,000	26,664,100

NOTES:

Actual revenues for Fiscal Years 2003 through 2010. Budgeted resources for 2011 and 2012.

Other Revenues: Included in 2005 is a payment of \$4,182,694 for construction of the new Water Treatment Plant.

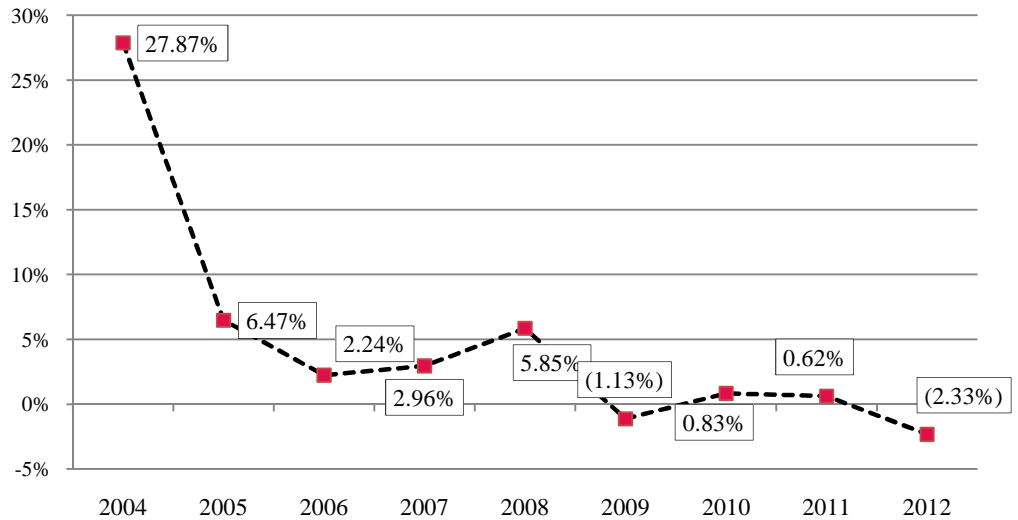
Transfers In: Intrafund transfers have been eliminated from all years in the table above.

Debt Proceeds: In November 2003, the City issued water revenue bonds in the amount of \$40,485,000 to finance the new Water Treatment Plant and other water-related projects and to refund the Series 1993B Water Refunding Bonds.

WATER SERVICE CHARGE REVENUES, ANNUAL PERCENTAGE CHANGE

Nine Fiscal Years

Fiscal Year	Annual % Change
2004	27.87%
2005	6.47%
2006	2.24%
2007	2.96%
2008	5.85%
2009	(1.13%)
2010	0.83%
2011	0.62%
2012	(2.33%)



WATER FUND REQUIREMENTS

Ten Fiscal Years

Fiscal Year	Operating Expenditures	Capital	Transfers Out	Debt Service	Totals
2003	\$ 5,459,787	\$ 3,281,540	\$ -	\$ 1,626,540	\$ 10,367,867
2004	6,340,782	8,354,512	-	6,445,470	21,140,764
2005	5,560,984	24,883,120	450,000	3,902,305	34,796,409
2006	6,583,701	7,219,552	20,600	3,884,544	17,708,397
2007	7,647,601	5,654,215	121,200	3,894,888	17,317,904
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	7,499,728	3,171,286	517,700	3,835,481	15,024,195
2011	9,267,800	6,748,200	62,500	3,921,400	19,999,900
2012	8,799,100	4,158,400	492,500	3,672,100	17,122,100

NOTES:

Actual expenditures for Fiscal Years 2003 through 2010. Budgeted requirements for 2011 and 2012.

Operating Expenditures equal Personnel plus Materials & Services.

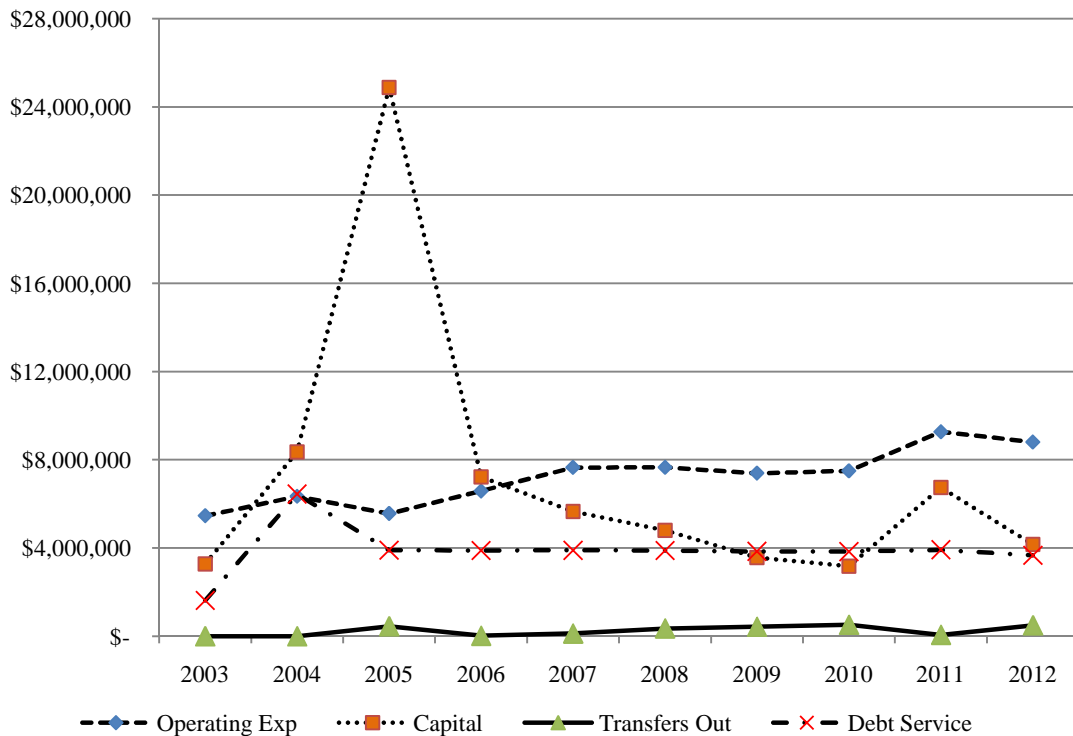
Capital: Major construction of the new Water Treatment Plant began in Fiscal Year 2004. Capital reserves are not included in the 2011 and 2012 amounts.

Transfers Out: Intrafund transfers have been eliminated from all years in the table above.

Debt Service: In November 2003, the City issued water revenue bonds in the amount of \$40,485,000 to finance the new water treatment plant and other water-related projects and to refund the Series 1993B Water Refunding Bonds.

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	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Public Facility Construction Permit	21,616	7,857	10,500	10,500	3,000	(71.43%)	0.03%
Administrative Fees: Water	4,263	586	-	-	-	-	-
Water Service Installation Charge	75,413	58,048	60,000	60,000	60,000	-	0.69%
City of Lebanon	138,000	69,000	69,000	69,000	50,000	(27.54%)	0.57%
Hydropower Revenue	36,839	16,549	60,000	60,000	80,000	33.33%	0.92%
Millersburg Service Charges	152,333	259,126	200,000	200,000	180,000	(10.00%)	2.06%
Dumbeck Water District	44,034	45,832	60,000	60,000	60,000	-	0.69%
Albany Water Service Charges	7,082,734	7,075,212	7,443,500	7,443,500	7,288,800	(2.08%)	83.40%
User Fee: Debt Service	12,895	-	-	-	-	-	-
Collection Agency Payments	7,827	3,234	4,000	4,000	3,000	(25.00%)	0.03%
Miscellaneous Revenue	13,085	21,568	15,000	15,000	7,000	(53.33%)	0.08%
Over & short	(11)	(522)	-	-	-	-	-
Interest	45,759	11,933	15,000	15,000	7,500	(50.00%)	0.09%
Total Current Resources	7,634,787	7,568,423	7,937,000	7,937,000	7,739,300	(2.49%)	88.56%
Beginning Balance	1,771,658	922,400	950,000	950,000	1,000,000	5.26%	11.44%
Total Resources	\$9,406,445	\$8,490,823	\$8,887,000	\$8,887,000	\$8,739,300	(1.66%)	100.00%

Adopted Requirements by Program and Type	Materials		Capital	Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
	Personnel	& Services					
Water Administration	\$ 167,500	\$2,458,700	\$ -	\$ 430,000	\$ 415,300	\$3,471,500	39.73%
Water Canal Maintenance	319,700	422,700	110,000	-	-	852,400	9.75%
Vine Street WTP	302,000	569,700	55,000	-	-	926,700	10.60%
Water Distribution	975,900	902,400	40,000	-	-	1,918,300	21.95%
Albany-Millersburg WTP	613,400	957,000	-	-	-	1,570,400	17.97%
Total Requirements	\$2,378,500	\$5,310,500	\$ 205,000	\$ 430,000	\$ 415,300	\$8,739,300	100.00%
Percent of Budget	27.21%	60.77%	2.35%	4.92%	4.75%	100.00%	

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		2010-11.....		2011-12 Adopted Budget	% Change from 2010-11	% of Fund Budget
	2008-09 Actual	2009-10 Actual	Adopted Budget	Revised Budget			
Water SDC: Principal	\$ 3,830	\$ 15,186	\$ 4,000	\$ 4,000	\$ 4,000	-	0.03%
Water SDC: Interest	1,126	2,413	1,100	1,100	900	(18.18%)	0.01%
Connection Fees: Principal	-	199	-	-	-	-	-
Connection Fees: Interest	-	301	-	-	-	-	-
Water Connection Fees	43,653	80,363	20,000	20,000	20,000	-	0.14%
Water SDC	313,431	281,346	154,000	154,000	142,800	(7.27%)	0.98%
FEMA Grant	31,754	297,699	240,000	240,000	75,000	(68.75%)	0.51%
Energy Trust of Oregon	475,000	-	-	-	-	-	-
City of Lebanon	16,000	8,000	8,000	8,000	-	(100.00%)	-
Pacific Power	26,600	-	-	-	-	-	-
Dumbeck Water District	3,004	11,256	12,000	12,000	12,000	-	0.08%
Albany Water Service Charges	1,328,202	1,538,600	1,835,700	1,835,700	1,882,800	2.57%	12.89%
Capital Charges	69,300	69,300	69,300	69,300	98,200	41.70%	0.67%
Equipment Replacement Charges	61,100	55,500	67,200	67,200	130,500	94.20%	0.89%
Miscellaneous Revenue	-	3,234	-	-	-	-	-
Interest	420,408	237,973	178,000	178,000	98,400	(44.72%)	0.67%
Total Current Resources	2,793,408	2,601,370	2,589,300	2,589,300	2,464,600	(4.82%)	16.87%
From Water Capital Projects (2308)	-	49,192	-	-	-	-	-
From LID Construction Projects	-	-	-	2,004,600	-	(100.00%)	-
Total Transfers In	-	49,192	-	2,004,600	-	(100.00%)	-
Beginning Balance	15,624,337	13,919,616	12,883,000	12,883,000	12,140,500	(5.76%)	83.13%
Total Resources	\$18,417,745	\$16,570,178	\$15,472,300	\$17,476,900	\$14,605,100	(16.43%)	100.00%

Adopted Requirements by Program and Type	Materials		Transfers Out	Adopted Budget	% of Fund Budget
	& Services	Capital			
Water SDC Improvement Fee Projects	\$ -	\$ 1,362,600	\$ 353,000	\$ 1,715,600	11.75%
Water SDC Reimbursement Fee Projects	-	1,139,100	-	1,139,100	7.80%
2003 Water Bond Projects	78,000	2,466,300	-	2,544,300	17.42%
Water Capital: Canal	-	72,200	-	72,200	0.49%
Water System Capital Projects	1,031,500	6,119,600	-	7,151,100	48.96%
Water Economic Development	-	645,000	62,500	707,500	4.84%
North Albany Water Capital Projects	-	538,200	-	538,200	3.69%
Water Equipment Replacement	-	737,100	-	737,100	5.05%
Total Requirements	\$ 1,109,500	\$13,080,100	\$ 415,500	\$14,605,100	100.00%
Percent of Budget	7.60%	89.56%	2.84%	100.00%	

WATER FUND
DEBT SERVICE COMBINED BUDGET

Detailed below are the resources used to fund water system debt service. The Sewer 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	2008-09	2009-102010-11.....		2011-12	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2010-11	Fund Budget
Property Taxes - Current	\$ 777,899	\$ 628,142	\$ -	\$ -	\$ -	-	-
Property Taxes - Delinquent	22,851	28,445	-	-	-	-	-
Business Energy Tax Credit	-	351,415	-	-	-	-	-
Dumbeck Water District	3,004	3,762	-	-	-	-	-
Albany Water Service Charges	2,673,200	2,486,808	1,920,800	1,920,800	1,730,200	(9.92%)	47.11%
User Fee: Debt Service	25,670	23,793	-	-	-	-	-
Interest	15,411	140,195	20,000	20,000	10,000	(50.00%)	0.27%
Total Current Resources	3,518,035	3,662,560	1,940,800	1,940,800	1,740,200	(10.34%)	47.38%
From Water Fund	-	112,584	-	-	-	-	-
From Water Capital	522,000	-	-	-	-	-	-
From Water SDC-I	327,000	333,000	338,000	338,000	353,000	4.44%	9.61%
From Water Administration (2202)	1,078,000	-	-	-	-	-	-
Total Transfers In	1,927,000	445,584	338,000	338,000	353,000	4.44%	9.61%
Beginning Balance	5,758	-	-	-	-	-	-
Reserved Beginning Balance	187,151	1,786,726	1,643,200	1,643,200	1,579,500	(3.88%)	43.01%
Total Resources	\$5,637,944	\$5,894,870	\$3,922,000	\$3,922,000	\$3,672,700	(6.36%)	100.00%

Adopted Requirements by Program and Type	Materials & Services	Debt Service	Adopted Budget	% of Fund Budget
Water Debt Service	\$ 600	\$3,672,100	\$3,672,700	100.00%
Total Requirements	\$ 600	\$3,672,100	\$3,672,700	100.00%
Percent of Budget	0.02%	99.98%	100.00%	

Adopted Budget Detail of Debt Service Requirement Category	Final Maturity	Principal	Interest	Debt Reserve	Adopted Budget
2002 Certificates of Participation	03/01/2012	\$ 75,700	\$ 3,200	\$ -	\$ 78,900
2004 Water Revenue Bonds	08/01/2033	960,000	1,488,000	1,145,200	3,593,200
Totals		\$1,035,700	\$1,491,200	\$1,145,200	\$3,672,100

WATER FUND
SUMMARY OF CAPITAL REQUIREMENTS AND CAPITAL RESERVES - FISCAL YEAR 2011-2012

Project Description	Totals	Water Canal Maint	Vine St Water Treatment Plant	Water Distribution	Water SDC Improv Fee Projects	Water SDC Reimburse Fee Projects
Capital Equipment	\$ 205,000	\$ 110,000	\$ 55,000	\$ 40,000	\$ -	\$ -
WTP-11-02 A/M TP Soda Ash Improvements	-	-	-	-	-	-
A-M WTP Sludge Drying Beds	250,000	-	-	-	-	-
SI-03-02 Clover Ridge Station, Phase I	5,000	-	-	-	5,000	-
WL-08-04 Maier Lane WL	192,000	-	-	-	-	59,800
WL-10-06 Lochner Rd Water Main Ext	518,900	-	-	-	202,400	145,000
WL-11-01 B'way Reservoir T. Main Ph-I	2,596,500	-	-	-	-	-
WL-11-02 Shannon Drive WL Replacement	300,000	-	-	-	-	-
WL-12-01 Shady Ln WL	154,000	-	-	-	-	-
WL-12-02 Broadway Trans Main Ph II	2,000,000	-	-	-	-	-
WL-12-03 Jackson Street WL	101,000	-	-	-	-	-
WL-12-04 North Ranch Drive Area WLs	255,000	-	-	-	-	-
WC-12-01 Canal Sediment Control Struct	50,000	-	-	-	-	-
W-07-03 Vine St WTP Seismic Upgrades	100,000	-	-	-	-	-
W-08-01 Valley View Res Improvements	400,000	-	-	-	-	-
W-12-01 34th Ave Reservoir Coating	225,000	-	-	-	-	-
W-12-02 AM WTP Sand Removal	255,000	-	-	-	-	-
Project Totals	7,617,400	110,000	55,000	40,000	207,400	204,800
Reserve: Pipe Over-sizing	10,000	-	-	-	10,000	-
Reserve: Canal Capital	72,200	-	-	-	-	-
Reserve: Connection Fees	518,300	-	-	-	-	-
Reserve: Equipment Replacement	737,100	-	-	-	-	-
Reserve: Capital Projects	4,330,100	-	-	-	1,145,200	934,300
Total Reserves	5,667,700	-	-	-	1,155,200	934,300
Grand Totals	\$13,285,100	\$ 110,000	\$ 55,000	\$ 40,000	\$1,362,600	\$1,139,100

2003 Water Bond Projects	Water Capital: Canal	Water System Capital Projects	Water Economic Develop- ment	North Albany Water Capital Projects	Water Equipment Replace- ment	Project Description
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Capital Equipment
-	-	10,000	-	-	-	WTP-11-02 A/M TP Soda Ash Improvements
-	-	250,000	-	-	-	A-M WTP Sludge Drying Beds
-	-	-	-	-	-	SI-03-02 Clover Ridge Station, Phase I
-	-	132,200	-	-	-	WL-08-04 Maier Lane WL
-	-	26,500	145,000	-	-	WL-10-06 Lochner Rd Water Main Ext
2,466,300	-	130,200	-	-	-	WL-11-01 B'way Reservoir T. Main Ph-I
-	-	-	-	300,000	-	WL-11-02 Shannon Drive WL Replacement
-	-	154,000	-	-	-	WL-12-01 Shady Ln WL
-	-	2,000,000	-	-	-	WL-12-02 Broadway Trans Main Ph II
-	-	101,000	-	-	-	WL-12-03 Jackson Street WL
-	-	255,000	-	-	-	WL-12-04 North Ranch Drive Area WLs
-	-	50,000	-	-	-	WC-12-01 Canal Sediment Control Struct
-	-	100,000	-	-	-	W-07-03 Vine St WTP Seismic Upgrades
-	-	400,000	-	-	-	W-08-01 Valley View Res Improvements
-	-	225,000	-	-	-	W-12-01 34th Ave Reservoir Coating
-	-	255,000	-	-	-	W-12-02 AM WTP Sand Removal
2,466,300	-	4,088,900	145,000	300,000	-	Project Totals
-	-	-	-	-	-	Reserve: Pipe Over-sizing
-	72,200	-	-	-	-	Reserve: Canal Capital
-	-	518,300	-	-	-	Reserve: Connection Fees
-	-	-	-	-	737,100	Reserve: Equipment Replacement
-	-	1,512,400	500,000	238,200	-	Reserve: Capital Projects
-	72,200	2,030,700	500,000	238,200	737,100	Total Reserves
\$2,466,300	\$ 72,200	\$6,119,600	\$ 645,000	\$ 538,200	\$ 737,100	Grand Totals

PROGRAM NARRATIVE

WATER FUND: PUBLIC WORKS, WATER ADMINISTRATION (615-50-2202)

Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides funding for the PW Internal Services fund, which includes charges for PW Administration, Operations Administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering.
- Pays In-Lieu-of-Franchise fees for the water utility.
- Holds the contingency for the Water Fund.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010 -2011			
Effective Government	06/11	Ongoing	<ul style="list-style-type: none"> • Continue participation in Benton County Project to develop a water resource plan. • Continue discussions with the City of Adair Village on joint water planning.
	06/11	Ongoing	
Safe City	06/11	Ongoing	<ul style="list-style-type: none"> • Prepare an Asset Management Plan for water pump stations and Vine Street Water Treatment Plant. • Develop level of service and performance measures for the Water Utility.
	06/11	Ongoing	
Budget Year 2011-2012			
Effective Government	06/12		<ul style="list-style-type: none"> • Continue participation in Benton County Project to develop a water resource plan. • Continue discussions with the City of Adair Village on joint water planning.
	06/12		
Safe City	06/12		<ul style="list-style-type: none"> • Prepare an Asset Management Plan for water pump stations and Vine Street Water Treatment Plant. • Develop level of service and performance measures for the Water Utility. • Negotiate new capital and maintenance agreement with Lebanon.
	06/12		

STAFFING SUMMARY

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Authorized FTEs	1	1	1	1.5
Budgeted FTEs	1	1	1	1.5

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2202: Water Administration

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	116,896.97	83,668.20	91,900	91,900	167,500	82.26%
Materials & Services	2,809,539.88	2,638,602.85	2,894,000	2,894,000	2,458,700	-15.04%
Capital	55,930.66	3,362.83	-	-	-	- %
Transfers Out	1,098,206.62	122,200.00	-	-	430,000	- %
Contingencies	-	-	821,300	821,300	415,300	-49.43%
TOTAL EXPENDITURES	4,080,574.13	2,847,833.88	3,807,200	3,807,200	3,471,500	-8.82%

PROGRAM NARRATIVE

WATER FUND: CANAL MAINTENANCE (615-50-2204)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed By: Jeff Kinney, Water Superintendent

FUNCTIONS AND RESPONSIBILITIES

- Performs routine operation and maintenance of the Albany-Santiam Canal. Water is diverted from the South Santiam River into the Canal southeast of Lebanon. The Canal runs approximately 18 miles from the diversion dam to the Vine Street Water Treatment Plant, and into the Calapooia River.
- Removes debris, and performs vegetation and pest management.
- Monitors and collects data from Canal gauging stations. Controls and monitors flow and water levels to ensure adequate raw water supplies for Albany and Lebanon and to control against flooding.
- Performs quarterly raw water sampling to monitor for potential contaminants in the Canal.
- Operates hydro-electric generator as required.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City/Great Neighborhoods	07/10	Deferred	<ul style="list-style-type: none"> • Maintenance dredging at Langmack Road and Waverly Drive.
	07/10	Completed	<ul style="list-style-type: none"> • Lebanon flow control structure sediment removal and bank repair.
Effective Government	10/10	Completed	<ul style="list-style-type: none"> • Establish start-up protocol for hydro generation.
Safe City/Great Neighborhoods	06/11	In Progress	<ul style="list-style-type: none"> • Maintenance dredging Queen Avenue and Vine Street.
Budget Year 2011-2012			
Safe City/Great Neighborhoods	10/11		<ul style="list-style-type: none"> • Maintenance dredging Queen Avenue and Vine Street.
Safe City	10/11		<ul style="list-style-type: none"> • Install three grade control structures at various canal locations.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Percentage of the time the standard is met to control water levels and adjust flows to ensure a maximum supply of water to the Vine Street Water Treatment Plant (Standard=100%).	100%	100%	100%	100%

STAFFING SUMMARY

	2008-2009	2009-2010	2010-2011	2011-2012
Authorized FTEs	3	3	3	3
Budgeted FTEs	3	3	3	3

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2204: Water Canal Maintenance

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	183,097.04	269,219.57	290,400	290,400	319,700	10.09%
Materials & Services	343,087.72	529,163.47	490,400	490,400	422,700	-13.81%
Capital	-	7,803.00	-	-	110,000	- %
TOTAL EXPENDITURES	526,184.76	806,186.04	780,800	780,800	852,400	9.17%

PROGRAM NARRATIVE

WATER FUND: VINE STREET WATER TREATMENT PLANT (615-50-2205)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed by: Jeff Kinney, Water Superintendent

FUNCTIONS AND RESPONSIBILITIES

- This program funds the operation and maintenance of the Vine Street Water Treatment Plant.
- The Vine Street Water Treatment Plant provides water to residential, commercial, and industrial customers in Albany and as a peaking water treatment plant facility in conjunction with the Joint Water Project Water Treatment Plant as the base water treatment plant facility.
- Plant operations personnel are responsible for acquiring and interpreting operational and water quality data and using that information to develop operating strategies that will meet water quality objectives set forth by the Oregon Department of Human Services, Drinking Water Program.
- The plant has a current operating capacity of 16.5 million gallons per day, and is operated to meet peak demand requirements and to maintain filter readiness.
- Control water usage and adjust plant production to meet system requirements for pressure, flow, and storage.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City	06/11	In Progress	<ul style="list-style-type: none"> • Improve security and safety standards for the Water Treatment Plant.
Effective Government	06/11	In Progress	<ul style="list-style-type: none"> • Upgrade current equipment for the Water Treatment Plant to improve efficiency.
Budget Year 2011-2012			
Safe City	10/11		<ul style="list-style-type: none"> • Improve security and safety standards for the Water Treatment Plant.
Effective Government	06/12		<ul style="list-style-type: none"> • Upgrade current equipment for the Water Treatment Plant to improve efficiency.
Safe City	06/12		<ul style="list-style-type: none"> • Upgrade the filtration process and accelerators, which includes replacing media within the filters, replacing damaged accelerator tubes, and providing cover over the large filters and accelerators for UV ray protection.

PERFORMANCE MEASURES

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Water treated annually (millions of gallons).	500	275	210	250
Peak daily demand in million gallons per day.	4.25	4.91	3.7	4
Percent of time plant met regulatory requirements for safe drinking water.	100%	100%	100%	100%
Percent of time plant met peak daily flow.	100%	100%	100%	100%

STAFFING SUMMARY

Authorized FTEs	2.71	2.71	3.21	3.21
Budgeted FTEs	2.71	2.71	3.21	3.21

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2205: Vine Street Water Treatment Plant

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
EXPENDITURES						
Personnel Services	166,698.47	210,779.79	271,000	271,000	302,000	11.44%
Materials & Services	602,539.74	573,189.42	611,700	611,700	569,700	-6.87%
Capital	55,961.61	66,978.48	-	-	55,000	- %
TOTAL EXPENDITURES	825,199.82	850,947.69	882,700	882,700	926,700	4.98%

PROGRAM NARRATIVE

WATER FUND: WATER DISTRIBUTION (615-50-2206)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed By: Jeff Kinney, Water Superintendent

FUNCTIONS AND RESPONSIBILITIES

- To ensure compliance with all Federal Safe Drinking Water Act and Oregon Drinking Water Rules and Regulations.
- Prepare and distribute the Consumer Confidence Report – an annual report on water quality mandated by state and federal regulations.
- Operate and maintain the water distribution system for the city of Millersburg and the Dumbeck Water Association.
- Operate and maintain a network of 270 miles of water mains, 6,450 valves, 1,670 fire hydrants, and approximately 17,000 meters.
- Maintain water system flushing, fire hydrant maintenance, valve survey and exercising, and cross-connection programs.
- Perform perpetual meter maintenance of all small meters; changing out all meters more than 20 years old.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City	06/11	Completed	<ul style="list-style-type: none"> • Create a leak detection program to improve efficiency.
	06/11	In Progress	<ul style="list-style-type: none"> • Establish a program for large main taps for water system to improve efficiency.
	12/11	In Progress	<ul style="list-style-type: none"> • Update the Albany Municipal Code for the cross-connection program to reflect the current Oregon Health Service standards.
Budget Year 2011-2012			
Safe City	10/11		<ul style="list-style-type: none"> • Establish a program for large main taps for water system to improve efficiency.
	06/12		<ul style="list-style-type: none"> • Update the Albany Municipal Code for the cross-connection program to reflect the current Oregon Health Service standard.
	06/12		<ul style="list-style-type: none"> • Establish Cross-Connection Testing Program starting with City-owned devices.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2008-2009	2009-2010	2010-2011	2011-2012
Number of miles of pipe maintained.	270	265	282	299
Number of leaks reported.	350	194	148	120
Percent of reported leaks repaired.	100%	100%	100%	100%
Percent of leaks (unaccounted for water production).	NA	NA	22%	18%
Percent of fire hydrants maintained.	100%	100%	100%	100%
Percent of large meters tested annually.	100%	100%	100%	100%

STAFFING SUMMARY

Authorized FTEs	11	11	10	10.5
Budgeted FTEs	11	11	10	10.5

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2206: Water Distribution

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	853,370.62	780,773.23	866,500	866,500	975,900	12.63%
Materials & Services	845,767.43	878,283.93	964,800	964,800	902,400	-6.47%
Capital	-	-	70,000	70,000	40,000	-42.86%
TOTAL EXPENDITURES	1,699,138.05	1,659,057.16	1,901,300	1,901,300	1,918,300	0.89%

PROGRAM NARRATIVE

WATER FUND: ALBANY-MILLERSBURG WATER TREATMENT PLANT (615-50-2207)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed by: Jeff Kinney, Water Superintendent

FUNCTIONS AND RESPONSIBILITIES

- This program funds the operation and maintenance of the Albany-Millersburg Water Treatment Plant.
- The Albany-Millersburg Water Treatment Plant provides the base water supply to residential, commercial, and industrial customers in Albany and Millersburg. The plant has a current operating capacity of 12 million gallons per day, and is operated 24 hours per day, 365 days per year.
- Control lead/copper levels through pH adjustments.
- Plant operations personnel are responsible for acquiring and interpreting operational and water quality data and using that information to develop operating strategies that will meet water quality objectives set forth by the Oregon Department of Human Services, Drinking Water Program.
- Control water usage and adjust plant production to meet system requirements for pressure, flow, and storage.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City	06/11	In Progress	<ul style="list-style-type: none"> • Install soda ash at Water Treatment Plant for pH buffering to improve aesthetic quality of the finished water.
	06/11	In Progress	<ul style="list-style-type: none"> • Examine membrane integrity and support Siemens recommendations.
Budget Year 2011-2012			
Safe City	06/12		<ul style="list-style-type: none"> • Complete soda ash at Water Treatment Plant for pH buffering to improve aesthetic quality of the finished water.
	06/12		<ul style="list-style-type: none"> • Continue to monitor membrane performance and implement Siemens recommendations.
	06/12		<ul style="list-style-type: none"> • Install sludge drying beds at Water Treatment Plant to enhance efficiency.
	06/12		<ul style="list-style-type: none"> • Create an equipment replacement reserve for future membrane cartridge replacements.

PERFORMANCE MEASURES

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Water treated annually (millions of gallons).	2,760	2,635	2,713	2,750
Peak demand in million gallons per day.	12	9.89	11	11
Percent of time the plant met regulatory requirements for safe drinking water.	100%	100%	100%	100%
Percent of time the plant met peak daily flow.	100%	100%	100%	100%

STAFFING SUMMARY

	5.79	5.79	5.29	5.29
Authorized FTEs				
Budgeted FTEs	5.79	5.79	5.29	5.29

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2207: Albany-Millersburg WTP

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	496,881.68	565,401.04	624,500	624,500	613,400	-1.78%
Materials & Services	856,716.74	811,430.31	890,500	890,500	957,000	7.47%
TOTAL EXPENDITURES	1,353,598.42	1,376,831.35	1,515,000	1,515,000	1,570,400	3.66%

PROGRAM NARRATIVE

WATER FUND: WATER SDC IMPROVEMENT FEE PROJECTS (615-50-2300)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This 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 (SDCs).
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all System Development Charges. This budget complies with that legislation.
- Provide over-sizing component funding for City projects constructed by development projects.
- The current System Development Charge for the water system is \$2,041 for a single-family residence with a 3/4-inch meter (effective July 2009). This program receives \$1,748 of the fee and 85% of any similar commercial or industrial charges.
- Maintain a \$100,000 minimum reserve for future participation in funding appropriate capital projects and associated debt service.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City	06/11	Complete	<ul style="list-style-type: none"> • Provide funding for SDC component of debt service.
	06/11	In Progress	<ul style="list-style-type: none"> • Provide funding of the oversized portion of the Lochner Road water line extension.
Budget Year 2011-2012			
Safe City	06/12		<ul style="list-style-type: none"> • Provide funding for SDC component of debt service.
	06/12		<ul style="list-style-type: none"> • Build reserves for future projects.
	06/12		<ul style="list-style-type: none"> • Provide funding of the oversized portion of the Lochner Road water line extension.

PROG 2300: Water SDC Improvement Fee Projects

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Licenses & Fees	259,810.37	241,289.02	101,300	101,300	123,400	21.82%
Investment Earnings	43,784.83	26,575.63	40,000	40,000	20,000	-50.00%
Beginning Balance	1,663,350.00	1,615,210.64	1,600,000	1,600,000	1,572,200	-1.74%
TOTAL REVENUES	1,966,945.20	1,883,075.29	1,741,300	1,741,300	1,715,600	-1.48%
EXPENDITURES						
Materials & Services	24,734.38	-	-	-	-	- %
Capital	-	-	1,403,300	1,403,300	1,362,600	-2.90%
Transfers Out	327,000.00	333,000.00	338,000	338,000	353,000	4.44%
TOTAL EXPENDITURES	351,734.38	333,000.00	1,741,300	1,741,300	1,715,600	-1.48%

PROG 2300 Water SDC Improvement Fee Projects

Revenues less Expenditures	1,615,210.82	1,550,075.29	-	-	-
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PROGRAM NARRATIVE

WATER FUND: WATER SDC REIMBURSEMENT FEE PROJECTS (615-50-2301)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program provides funding for non-routine, non-standard maintenance, repair or replacement projects to maintain the capacity of existing plant facilities or water lines. Revenues are received from System Development Charges (SDCs).
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDC effective July 1, 1991. This budget was created in order to comply with that legislation.
- Maintain a \$100,000 minimum reserve for future participation in funding of appropriate capital projects and associated debt service.
- The current System Development Charge for the water system is \$2,041 for a single-family residence with a 3/4-inch meter (effective July 2009). This program receives \$293 of the fee and 15% of any similar commercial or industrial charges.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City	06/11	In Progress	<ul style="list-style-type: none"> • Replace the water line in Maier Lane.
	06/11	Complete	<ul style="list-style-type: none"> • Replace the water line in Shortridge Street between Santiam Hwy and 14th Avenue.
	06/11	In Progress	<ul style="list-style-type: none"> • Provide funding of the oversized portion of the Lochner Road water line extension.
Budget Year 2011-2012			
Safe City	06/12		<ul style="list-style-type: none"> • Build reserves for future projects.
	06/12		<ul style="list-style-type: none"> • Replace the water line in Maier Lane.
	06/12		<ul style="list-style-type: none"> • Provide funding of the oversized portion of the Lochner Road water line extension.

PROG 2301: Water SDC Reimbursement Fee Projects

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Licenses & Fees	58,576.82	57,656.91	57,800	57,800	24,300	-57.96%
Charges for Services	3,003.54	11,255.68	12,000	12,000	12,000	- %
Investment Earnings	26,772.87	17,709.55	20,000	20,000	10,000	-50.00%
Beginning Balance	909,938.00	948,498.58	1,015,000	1,015,000	1,092,800	7.67%
TOTAL REVENUES	998,291.23	1,035,120.72	1,104,800	1,104,800	1,139,100	3.10%
EXPENDITURES						
Capital	49,792.94	7,046.85	1,104,800	1,104,800	1,139,100	3.10%
TOTAL EXPENDITURES	49,792.94	7,046.85	1,104,800	1,104,800	1,139,100	3.10%

PROG 2301 Water SDC Reimbursement Fee Projects

Revenues less Expenditures	948,498.29	1,028,073.87	-	-	-
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PROGRAM NARRATIVE

WATER FUND: 2003 WATER BOND PROJECTS (615-50-2302)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program receives funding for capital improvement projects for the Albany water system, including water line replacements and canal improvements.
- Funding comes primarily from proceeds of a 2003 Water Revenue Bond, though staff continues to apply for applicable federal and state grants.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Safe City	12/11	Complete	<ul style="list-style-type: none">• Vine Street Water Treatment Plant Forebay Deck and Trash Rack Improvements.
	11/10	Complete	<ul style="list-style-type: none">• WL-10-01, Water Ave. Columbus St. & 1st Ave.
	11/10	Complete	<ul style="list-style-type: none">• WL-10-02, Columbus & Bradley WL.
	11/10	Complete	<ul style="list-style-type: none">• WL-10-03, Baker St., Water Line 4th Ave to 8th Ave.
	11/10	Complete	<ul style="list-style-type: none">• WL-10-04, Shortridge St., Water Line Hwy 20 to 14th Ave.
	11/11	In Progress	<ul style="list-style-type: none">• WL-11-01, Broadway Reservoir Transmission Main.
Budget Year 2011-2012			
Safe City	12/12		<ul style="list-style-type: none">• WL-11-01, Broadway Reservoir Transmission Main.

PROG 2302: 2003 Water Bond Projects

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	501,600.00	-	-	-	-	- %
Investment Earnings	120,331.31	76,160.01	25,000	25,000	25,000	- %
Beginning Balance	4,267,090.00	4,268,009.34	3,695,000	3,695,000	2,519,300	-31.82%
TOTAL REVENUES	4,889,021.31	4,344,169.35	3,720,000	3,720,000	2,544,300	-31.60%
EXPENDITURES						
Materials & Services	1,000.00	124,781.83	175,000	175,000	78,000	-55.43%
Capital	620,011.64	353,985.80	3,545,000	3,545,000	2,466,300	-30.43%
TOTAL EXPENDITURES	621,011.64	478,767.63	3,720,000	3,720,000	2,544,300	-31.60%

PROG 2302 2003 Water Bond Projects

Revenues less Expenditures	4,268,009.67	3,865,401.72	-	-	-
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PROGRAM NARRATIVE

WATER FUND: WATER DEBT SERVICE (615-50-2305)

Responsible Manager/Title: Jeff Babbitt, Senior Accountant

FUNCTIONS AND RESPONSIBILITIES

- This program provides for the principal and interest payments on City of Albany Water Revenue Bonds and Water Certificates of Participation (COPs).

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2011-2012	960,000	1,487,919	2,447,919
2012-2013	830,000	1,455,557	2,285,557
2013-2014	865,000	1,422,694	2,287,694
2014-2015	900,000	1,387,394	2,287,394
2015-2016	940,000	1,350,594	2,290,594
2016-2017	980,000	1,311,581	2,291,581
2017-2018	1,025,000	1,269,587	2,294,587
2018-2019	1,070,000	1,221,056	2,291,056
2019-2020	1,120,000	1,166,306	2,286,306
2020-2021	1,170,000	1,109,056	2,279,056
2021-2022	1,230,000	1,049,056	2,279,056
2022-2023	1,290,000	986,056	2,276,056
2023-2024	1,355,000	921,625	2,276,625
2024-2025	1,420,000	855,719	2,275,719
2025-2026	1,495,000	786,488	2,281,488
2026-2027	1,575,000	710,622	2,285,622
2027-2028	1,655,000	630,956	2,285,956
2028-2029	1,740,000	550,325	2,290,325
2029-2030	1,835,000	463,125	2,298,125
2030-2031	1,930,000	369,000	2,299,000
2031-2032	2,030,000	270,000	2,300,000
2032-2033	2,135,000	165,875	2,300,875
2033-2034	2,250,000	56,250	2,306,250
Totals	\$ 31,800,000	\$ 20,996,841	\$ 52,796,841

DEBT SUMMARY

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
2003	\$ 40,485,000	\$ 31,800,000	None Required
2002 COPs	600,000	75,700	None Required
Totals	\$ 41,085,000	\$ 31,875,700	

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2305: Water Debt Service

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	351,415.00	-	-	-	- %
Charges for Services	2,673,199.62	2,486,808.39	1,920,800	1,920,800	1,730,200	-9.92%
Investment Earnings	13,790.72	30,751.88	20,000	20,000	10,000	-50.00%
Transfers In	1,927,000.00	445,584.15	338,000	338,000	353,000	4.44%
Beginning Balance	-	1,613,790.44	1,643,200	1,643,200	1,579,500	-3.88%
TOTAL REVENUES	4,613,990.34	4,928,349.86	3,922,000	3,922,000	3,672,700	-6.36%
EXPENDITURES						
Materials & Services	583.00	530.00	600	600	600	- %
Debt Service	2,999,616.62	2,981,691.63	3,921,400	3,921,400	3,672,100	-6.36%
TOTAL EXPENDITURES	3,000,199.62	2,982,221.63	3,922,000	3,922,000	3,672,700	-6.36%

PROG 2305 Water Debt Service

Revenues less Expenditures	1,613,790.72	1,946,128.23	-	-	-
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PROGRAM NARRATIVE

WATER FUND: WATER CAPITAL – CANAL (615-50-2307)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Lebanon makes a contribution towards capital projects on the Canal.
 - This program provides funding for capital expenditures related to the Santiam-Albany Canal. The Canal provides raw water for treatment at plants in Lebanon and Albany.
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STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Safe City	06/11		<ul style="list-style-type: none">• Build reserves for future capital projects on the canal.
Budget Year 2011-2012			
Safe City	06/12		<ul style="list-style-type: none">• Build reserves for future capital projects on the canal.
	06/12		<ul style="list-style-type: none">• Negotiate new capital and maintenance agreement with Lebanon.

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2307: Water Capital: Canal

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Intergovernmental Revenue	16,000.00	8,000.00	8,000	8,000	-	-100.00%
Investment Earnings	4,755.36	1,506.41	800	800	800	- %
Beginning Balance	310,221.00	102,788.52	55,800	55,800	71,400	27.96%
TOTAL REVENUES	330,976.36	112,294.93	64,600	64,600	72,200	11.76%
EXPENDITURES						
Capital	228,188.10	49,353.66	64,600	64,600	72,200	11.76%
TOTAL EXPENDITURES	228,188.10	49,353.66	64,600	64,600	72,200	11.76%

PROG 2307 Water Capital: Canal

Revenues less Expenditures	102,788.26	62,941.27	-	-	-
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PROGRAM NARRATIVE

WATER FUND: WATER SYSTEM CAPITAL PROJECTS (615-50-2308)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/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 Plant (WTP), reservoirs, and distribution system.
- 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 2010-2011			
Safe City	06/11	Completed	<ul style="list-style-type: none"> • Build reserves for future capital water improvements.
	06/11	In Progress	<ul style="list-style-type: none"> • Canal Esplanade Project scope and cost estimate.
	06/11	In Progress	<ul style="list-style-type: none"> • Canal dredging and bank repairs.
	06/11	In Progress	<ul style="list-style-type: none"> • WTP-11-02, A-M Water Treatment Plant/Soda Ash Improvements for pH control.
	06/11	In Progress	<ul style="list-style-type: none"> • A-M Water Treatment Plant Sludge Drying Beds to dewater sludge prior to landfill.
	06/11	In Progress	<ul style="list-style-type: none"> • WL-09-04, Maier Lane Water Line.
	06/11	In Progress	<ul style="list-style-type: none"> • Vine Street Water Treatment Plant Seismic Upgrade.
	06/11	In Progress	<ul style="list-style-type: none"> • W-08-01, Valley View Reservoir Improvements.
	Budget Year 2011-2012		
Safe City	06/12		<ul style="list-style-type: none"> • Build reserves for future capital water improvements.
	08/12		<ul style="list-style-type: none"> • WL-12-01, Shady Lane Water Line.
	11/12		<ul style="list-style-type: none"> • WL-12-02, Broadway Transmission Main Phase II
	08/12		<ul style="list-style-type: none"> • WL-12-03, Jackson Street Water Line.
	06/12		<ul style="list-style-type: none"> • WL-12-04, North Ranch Drive area Water Line.
	10/12		<ul style="list-style-type: none"> • WC-12-01, Canal sediment control structures
	06/12		<ul style="list-style-type: none"> • W-12-01, 34th Avenue Reservoir Coating.
	06/12		<ul style="list-style-type: none"> • W-12-02, A/M Water Treatment Plant Sand Removal.

PROG 2308: Water System Capital Projects

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
REVENUES						
Licenses & Fees	43,652.98	80,863.16	20,000	20,000	20,000	- %
Intergovernmental Revenue	31,753.97	297,698.92	240,000	240,000	75,000	-68.75%
Charges for Services	1,265,901.65	1,538,600.00	1,750,800	1,750,800	1,831,200	4.59%
Investment Earnings	182,534.76	87,693.29	67,300	67,300	30,000	-55.42%
Transfers In	-	-	-	2,004,600	-	-100.00%
Beginning Balance	7,114,108.00	5,472,214.82	4,936,200	4,936,200	5,194,900	5.24%
TOTAL REVENUES	8,637,951.36	7,477,070.19	7,014,300	9,018,900	7,151,100	-20.71%
EXPENDITURES						
Materials & Services	89,083.24	32,649.04	1,096,500	1,096,500	1,031,500	-5.93%
Capital	2,554,653.21	2,622,883.29	5,917,800	7,922,400	6,119,600	-22.76%
Transfers Out	522,000.00	2,000,132.88	-	-	-	- %
TOTAL EXPENDITURES	3,165,736.45	4,655,665.21	7,014,300	9,018,900	7,151,100	-20.71%

PROG 2308 Water System Capital Projects

Revenues less Expenditures	5,472,214.91	2,821,404.98	-	-	-
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PROGRAM NARRATIVE

WATER FUND: WATER ECONOMIC DEVELOPMENT (615-50-2309)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/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 Albany City Council.
- Funds from this program are transferred annually to the General Fund to support Community Development and ADA Code enforcement in the Building Division.
- 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 2010-2011			
Safe City	10/10	In Progress	<ul style="list-style-type: none"> • WL-10-06, Lochner Rd. water line extension.
Budget Year 2011-2012			
Safe City	10/11		<ul style="list-style-type: none"> • Complete WL-10-06, Lochner Rd. water line extension.
Safe City	06/12		<ul style="list-style-type: none"> • Build reserves for future projects.

PROG 2309: Water Economic Development

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	62,300.00	-	84,900	84,900	51,600	-39.22%
Investment Earnings	18,212.35	11,589.68	9,000	9,000	5,600	-37.78%
Transfers In	-	49,192.36	-	-	-	- %
Beginning Balance	620,024.00	618,869.84	604,100	604,100	650,300	7.65%
TOTAL REVENUES	700,536.35	679,651.88	698,000	698,000	707,500	1.36%
EXPENDITURES						
Capital	-	-	635,500	635,500	645,000	1.49%
Transfers Out	81,666.93	57,311.32	62,500	62,500	62,500	- %
TOTAL EXPENDITURES	81,666.93	57,311.32	698,000	698,000	707,500	1.36%

PROG 2309 Water Economic Development

Revenues less Expenditures	618,869.42	622,340.56	-	-	-
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PROGRAM NARRATIVE

WATER FUND: NORTH ALBANY WATER CAPITAL PROJECTS (615-50-2310)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program receives revenue (\$20.93 per month per customer) from water customers outside the city limits. Currently there are approximately 391 meters outside the Albany city limits.
- 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 2010-2011			
Safe City	06/11	In Progress	<ul style="list-style-type: none"> • WL-11-02, Shannon Drive Water Line Replacement.
Budget Year 2011-2012			
Safe City	06/12		<ul style="list-style-type: none"> • Build reserves for future projects.
Safe City	06/12		<ul style="list-style-type: none"> • Complete WL-11-02, Shannon Drive Water Line Replacement.

PROG 2310: N. Albany Water Capital Projects

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	69,300.00	69,300.00	69,300	69,300	98,200	41.70%
Investment Earnings	8,533.45	6,540.94	7,500	7,500	1,000	-86.67%
Beginning Balance	251,293.00	329,125.90	405,900	405,900	439,000	8.15%
TOTAL REVENUES	329,126.45	404,966.84	482,700	482,700	538,200	11.50%
EXPENDITURES						
Capital	-	-	482,700	482,700	538,200	11.50%
TOTAL EXPENDITURES	-	-	482,700	482,700	538,200	11.50%

PROG 2310 N. Albany Water Capital Projects

Revenues less Expenditures	329,126.45	404,966.84	-	-	-
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PROGRAM NARRATIVE

WATER FUND: PUBLIC WORKS, WATER EQUIPMENT REPLACEMENT (615-50-2311)

Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

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

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Effective Government	06/11	Completed	<ul style="list-style-type: none">• Receives revenues from other water fund budgets to fund future equipment replacement.
	06/11	Completed	<ul style="list-style-type: none">• Purchase replacement for vehicle 915-96.
Budget Year 2011-2012			
Effective Government	06/12		<ul style="list-style-type: none">• Receives revenues from other water fund budgets to fund future equipment replacement.

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 2311: Water Equipment Replacement

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	61,100.08	55,500.00	67,200	67,200	130,500	94.20%
Miscellaneous Revenue	-	3,234.00	-	-	-	- %
Investment Earnings	15,483.77	10,197.06	8,400	8,400	6,000	-28.57%
Beginning Balance	488,313.00	564,896.70	571,000	571,000	600,600	5.18%
TOTAL REVENUES	564,896.85	633,827.76	646,600	646,600	737,100	14.00%
EXPENDITURES						
Materials & Services	-	1,103.50	-	-	-	- %
Capital	-	59,871.78	646,600	646,600	737,100	14.00%
Transfers Out	-	-	-	-	-	- %
TOTAL EXPENDITURES	-	60,975.28	646,600	646,600	737,100	14.00%

PROG 2311 Water Equipment Replacement

Revenues less Expenditures	564,896.85	572,852.48	-	-	-
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CITY OF
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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	\$ 12,689,400
Other Revenues	40,000
Investment Earnings	4,200
Beginning Balance	457,900
Total Resources	\$ 13,191,500

REQUIREMENTS

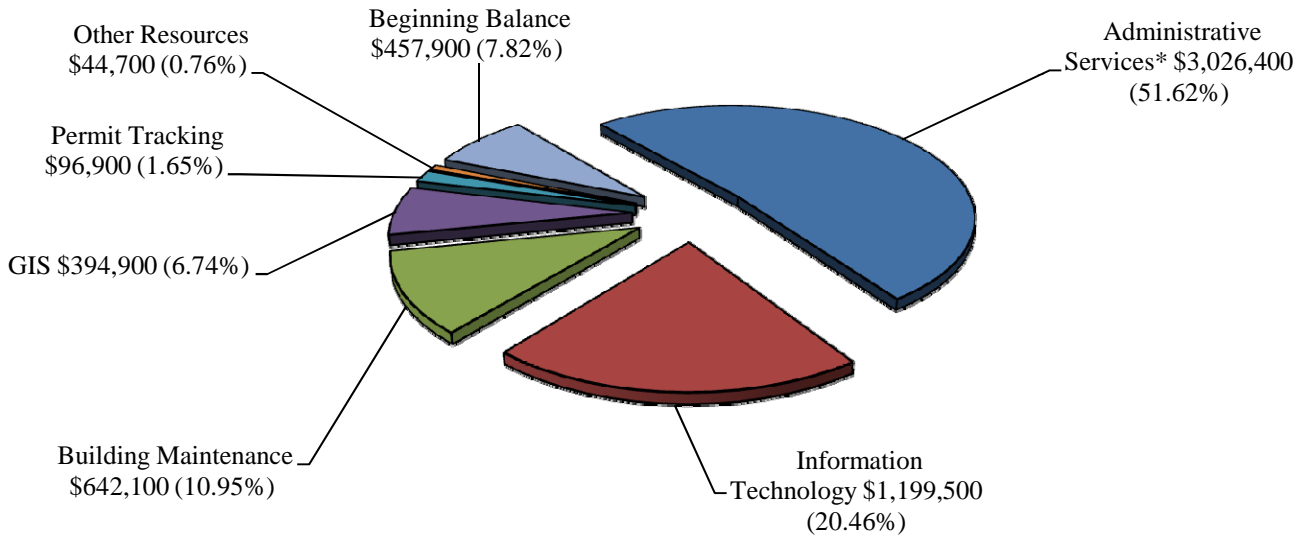
Personnel	\$ 9,873,000
Materials & Services	3,318,500
Total Requirements	\$ 13,191,500

**CENTRAL SERVICES FUND
RESOURCE DETAIL**

Resources	2008-09 Actual	2009-10 Actual2010-11.....		2011-12 Adopted Budget	% Change from 2010-11	% of Fund Budget
			Adopted Budget	Revised Budget			
GIS Information Sales Revenue	\$ 303	\$ 175	\$ 500	\$ 500	\$ 500	-	0.01%
Building Maintenance Charges	664,000	669,600	636,200	636,200	642,100	0.93%	10.95%
Administrative Services Charges	3,339,389	3,456,500	3,116,800	3,116,800	3,026,400	(2.90%)	51.62%
IT Services Charge	1,242,700	1,266,506	1,199,500	1,199,500	1,199,500	-	20.46%
GIS Services Charge	411,900	550,700	375,800	375,800	394,900	5.08%	6.74%
Permit Tracking Services Charge	67,701	94,700	94,800	94,800	96,900	2.22%	1.65%
Miscellaneous Revenue	56,652	76,458	45,000	45,000	40,000	(11.11%)	0.68%
Interest	17,682	10,713	6,000	6,000	4,200	(30.00%)	0.07%
Total Current Resources	5,800,327	6,125,352	5,474,600	5,474,600	5,404,500	(1.28%)	92.18%
Beginning Balance	443,192	369,498	325,800	325,800	457,900	40.55%	7.82%
Total Resources	\$6,243,519	\$6,494,850	\$5,800,400	\$5,800,400	\$5,862,400	1.07%	100.00%

IT - Information Technology
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	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Finance	\$1,413,526	\$1,501,261	\$1,373,200	\$1,373,200	\$1,392,100	\$1,392,100	\$1,392,100
Council & Nondepartmental	258,960	251,945	261,500	261,500	272,600	272,600	272,600
City Manager's Office	1,094,787	1,074,256	1,112,400	1,112,400	1,149,500	1,149,500	1,149,500
IT Services	1,230,310	1,212,612	1,199,500	1,199,500	1,254,500	1,254,500	1,254,500
Human Resources	630,657	594,504	681,500	681,500	616,300	616,300	616,300
Facilities Maintenance	664,832	654,811	636,200	636,200	642,100	642,100	642,100
GIS Services	495,178	502,417	441,300	441,300	438,400	438,400	438,400
Permit Tracking	85,771	88,559	94,800	94,800	96,900	96,900	96,900
Total Requirements	\$5,874,021	\$5,880,365	\$5,800,400	\$5,800,400	\$5,862,400	\$5,862,400	\$5,862,400

Requirements by Type	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Personnel	\$3,897,555	\$4,028,236	\$4,116,400	\$4,116,400	\$4,192,800	\$4,192,800	\$4,192,800
Materials & Services	1,976,466	1,852,129	1,684,000	1,684,000	1,669,600	1,669,600	1,669,600
Capital	-	-	-	-	-	-	-
Total Requirements	\$5,874,021	\$5,880,365	\$5,800,400	\$5,800,400	\$5,862,400	\$5,862,400	\$5,862,400

Adopted Requirements by Program and Type			Personnel	Materials & Services	Adopted Budget	% of Fund Budget
	Finance			\$1,128,100	\$ 264,000	\$1,392,100
Council & Nondepartmental			15,900	256,700	272,600	4.65%
City Manager's Office			810,500	339,000	1,149,500	19.61%
IT Services			1,033,300	221,200	1,254,500	21.40%
Human Resources			485,300	131,000	616,300	10.51%
Facilities Maintenance			339,400	302,700	642,100	10.95%
GIS Services			326,000	112,400	438,400	7.48%
Permit Tracking			54,300	42,600	96,900	1.65%
Total Requirements			\$4,192,800	\$1,669,600	\$5,862,400	100.00%
Percent of Fund Budget			71.52%	28.48%	100.00%	

Staffing Summary (FTE)	2008-09	2009-102010-11.....	2011-12.....		
	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	6.600	6.600	6.600	6.600	6.600	6.600	6.600
IT Services	9.000	9.000	9.000	9.000	9.000	9.000	9.000
Human Resources	5.000	5.000	5.000	5.000	4.000	4.000	4.000
Facilities Maintenance	-	-	-	-	-	-	-
Finance	11.000	12.000	11.000	11.000	10.500	10.500	10.500
GIS Services	3.500	3.500	3.000	3.000	2.500	2.500	2.500
Permit Tracking	0.500	0.500	0.500	0.500	0.500	0.500	0.500
Total FTE	42.600	43.600	42.100	42.100	40.100	40.100	40.100



CITY OF
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COST ALLOCATION METHODOLOGY FOR CENTRAL SERVICES FUND PROGRAMS

ADMINISTRATIVE SERVICES

There are four programs included in Administrative Services: 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 2011-12, the net budget to allocate is \$3,026,400, and the operating budget allocation basis is \$75,147,300, making the administrative central service charge average \$0.0403 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 2011-12, the net budget to allocate is \$1,199,500 and the total number of pieces of equipment in the allocation basis is 422, making the information technology charge \$2,842 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 2011-12, the GIS charges to using programs will be \$394,900.

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 2011-12, the Permit Tracking charges to using programs will be \$96,900.

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 2011-12, the Building Maintenance charges to using programs will be \$642,100.

FISCAL YEAR SURPLUS/DEFICIT

At fiscal year end, a 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.

PROGRAM NARRATIVE

CENTRAL SERVICES: FINANCE DEPARTMENT (701-10-1035)

Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- Provide administration and management of the City's financial services including general ledger, budget preparation, payroll, purchasing, assessments, accounts payable and receivable, and treasury.
- Maintain official records and legal documents of the City and provide for the recording of necessary records with Linn County, Benton County, and the state of Oregon.
- Prepare a Comprehensive Annual Financial Report (CAFR) and annual budget document. Submit both to the Government Finance Officers Association (GFOA) to be considered for their annual awards of excellence.
- Administer risk management and franchise functions for the City.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Effective Government	02/11	Completed	<ul style="list-style-type: none"> • Expand the financial model to include more funds.
	03/11	Completed	<ul style="list-style-type: none"> • Create stronger links between the Strategic Plan and the Budget document.
Budget Year 2011-2012			
Effective Government	07/11		<ul style="list-style-type: none"> • Develop and implement a sustainable work plan to reduce staffing and maintain high performance.
	12/11		<ul style="list-style-type: none"> • Document arbitrage compliance and file continuing disclosure through Electronic Municipal Market Access System (EMMA).
	06/12		<ul style="list-style-type: none"> • Implement GASB 54, the new fund balance designations.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011*</u>	<u>2011-2012</u>
Number of consecutive years - GFOA Distinguished Budget Presentation Award.	18	19	20	21
Number of consecutive years - GFOA Excellence in Financial Reporting Award.	25	26	27	28
Number of Accounts Payable checks issued.	9,500	8,831	8,171	8,200
Average number of active assessments.	324	400	360	380
Average number of monthly paychecks issued.	482	486	474	472
Number of RFPs, RFQs, and other formal purchasing processes.	26	27	18	26
Average number of documents recorded and filed each month.	89	88	95	96

*Year to Date

STAFFING SUMMARY

Authorized FTEs	11	12	12	12
Budgeted FTEs	11	12	11	10.5

CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 1035: Finance Department

<u>Acct# Description</u>	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	1,070,522.65	1,183,640.38	1,126,800	1,126,800	1,128,100	0.12%
Materials & Services	343,002.03	317,621.72	246,400	246,400	264,000	7.14%
TOTAL EXPENDITURES	1,413,524.68	1,501,262.10	1,373,200	1,373,200	1,392,100	1.38%

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 Convention and Visitors Association.
- Publish and distribute *City Bridges* quarterly.
- Implement multiyear Strategic Plan.
- Work with CARA to promote waterfront and downtown redevelopment.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Healthy Economy	06/11	Completed	<ul style="list-style-type: none"> • Allocate funds from PepsiCo settlement to provide maximum benefit to the community.
Budget Year 2011-2012			
Healthy Economy	06/12		<ul style="list-style-type: none"> • Form Oak Creek Urban Renewal Agency.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Percentage of Albany residents who rate the quality of City services as average to excellent.	90.4%	no survey	no survey	survey planned
Conduct community survey every other year.	Yes	No	No	Yes
Update the City's Strategic Plan annually.	Yes	Yes	Yes	Yes

STAFFING SUMMARY

Authorized FTEs	7	7	7	7
Budgeted FTEs	7	7	7	7

PROG 1027: Council & Nondepartmental

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
EXPENDITURES						
Personnel Services	14,502.06	14,215.25	15,500	15,500	15,900	2.58%
Materials & Services	244,458.09	237,729.95	246,000	246,000	256,700	4.35%
TOTAL EXPENDITURES	258,960.15	251,945.20	261,500	261,500	272,600	4.24%

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, public information, and graphic services.
- Conduct annual review of City’s Strategic Plan.
- Monitor legislative sessions.
- Implement Building Exceptional Service Together (BEST) process.
- 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 2010-2011 Effective Government	06/11	In Progress	<ul style="list-style-type: none"> • Complete a minimum of three Six Sigma process improvement projects.
	06/11	Completed	<ul style="list-style-type: none"> • Expand communication with public through blogs and social networking sites.
Budget Year 2011-2012 Effective Government	06/12		<ul style="list-style-type: none"> • Complete a minimum of three Six Sigma process improvement projects.
	06/12		<ul style="list-style-type: none"> • Improve quality of decision-making data through continued participation in ICMA Consortium and internal upgrades.
	06/12		<ul style="list-style-type: none"> • Implement fleet management system.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Percent of departments that rate legal services as satisfactory or better.	100%	100%	100%	100%
Percent of departments that rate Graphic & Web services as satisfactory or better.	95%	95%	95%	100%
Total citywide cost avoidance or cost reduction attained per year (BEST).	n/a	<\$1,000	\$0	\$25,000
National Benchmark Performance submissions (BEST).	n/a	12	14	15

STAFFING SUMMARY

Authorized FTEs	6.6	6.6	6.6	6.8
Budgeted FTEs	6.6	6.6	6.6	6.6

PROG 1028: City Manager's Office

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	746,923.70	732,031.83	765,900	765,900	810,500	5.82%
Materials & Services	347,861.53	342,222.07	346,500	346,500	339,000	-2.16%
TOTAL EXPENDITURES	1,094,785.23	1,074,253.90	1,112,400	1,112,400	1,149,500	3.34%

PROGRAM NARRATIVE

CENTRAL SERVICES: INFORMATION TECHNOLOGY (701-13-1030)

Responsible Manager/Title: Jorge Salinas, IT Director

FUNCTIONS AND RESPONSIBILITIES

- Responsible for maintenance and support of network infrastructure, business applications, telephone system, server room operations, database systems, information system security, desktops, laptops, and mobile data terminals.
- Provide system analyst and IT project management services, including gathering requirements and mapping business processes.
- 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 2010-2011 Effective Government	07/10	In Progress	<ul style="list-style-type: none"> • Implement IT disaster recovery solution for critical servers.
	08/10	Completed	<ul style="list-style-type: none"> • Distribute IT customer satisfaction survey.
	09/10	Completed	<ul style="list-style-type: none"> • Migrate an additional 10-15 servers to the VMware infrastructure (31 production servers and 10 test servers).
	10/10	Completed	<ul style="list-style-type: none"> • Implement workstation power mgt.
	06/11	Completed	<ul style="list-style-type: none"> • Move 10-15 workstations to VMware.
Budget Year 2011-2012 Effective Government	07/11		<ul style="list-style-type: none"> • Achieve Payment Card Industry Data Security Standard (PCI DSS) compliance for affected workstations.
	08/11		<ul style="list-style-type: none"> • Deploy Wireless Backup Network.
	09/11		<ul style="list-style-type: none"> • Distribute IT customer satisfaction survey.
	02/12		<ul style="list-style-type: none"> • Upgrade City Databases to SQL 2008.
	03/12		<ul style="list-style-type: none"> • Upgrade domain controllers to Windows Server 2008.
	05/12		<ul style="list-style-type: none"> • Deploy new city domain.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of IT service requests per year.	5,280	6,011	5,640	5,900
Monthly average closed calls.	434	501	470	491
IT Help Desk calls closed within 8 hours.	72.1%	74.4%	76%	76%
System availability.	99.0%	99.0%	99.9%	99.9%
Number of servers and workstations supported.	491	495	533	533

STAFFING SUMMARY

Authorized FTEs	9	9	9	9
Budgeted FTEs	9	9	9	9

PROG 1030: Information Technology Services

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	-	1,266,505.63	1,199,500	1,199,500	1,199,500	- %
Miscellaneous Revenue	-	-	-	-	-	- %
Beginning Balance	-	-	-	-	55,000	- %
TOTAL REVENUES	-	1,266,505.63	1,199,500	1,199,500	1,254,500	4.59%
EXPENDITURES						
Personnel Services	896,846.62	904,923.64	965,400	965,400	1,033,300	7.03%
Materials & Services	333,462.80	307,687.91	234,100	234,100	221,200	-5.51%
TOTAL EXPENDITURES	1,230,309.42	1,212,611.55	1,199,500	1,199,500	1,254,500	4.59%

PROG 1030 Information Technology Services

Revenues less Expenditures	(1,230,309.42)	53,894.08	-	-	-
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PROGRAM NARRATIVE

CENTRAL SERVICES: GEOGRAPHIC INFORMATION SERVICES (701-13-2010)

Responsible Manager/Title: Peter J. Brandstetter, Data Systems Manager

FUNCTIONS AND RESPONSIBILITIES

- Coordinate the planning, implementation, and maintenance of a computerized Geographic Information System (GIS) accessible to all departments. Evaluate and implement significant software upgrades.
- Provide timely maintenance and enhancements for data sets including parcels, zoning, addressing, transportation, environmental, political, etc.
- Provide data and record-keeping services.
- Coordinate with other governmental agencies conducting mutually beneficial GIS projects, including Linn and Benton Counties and the Cities of Corvallis and Lebanon.
- Provide mapping services, analysis, application development, GIS software, and GIS training to participating City departments.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Effective Government	08/10	Completed	<ul style="list-style-type: none"> • Complete mobile Police application and implement.
	06/11	In Progress	<ul style="list-style-type: none"> • Migrate Address Editor application.
Budget Year 2011-2012			
Effective Government	09/11		<ul style="list-style-type: none"> • Restructure and consolidate GIS data.
	12/11		<ul style="list-style-type: none"> • Implement Bus Routing Tool (Google Transit).
	06/12		<ul style="list-style-type: none"> • Assist Parks & Recreation Department with developing GIS-based park management tools.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</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

Authorized FTEs	3.5	3.5	3.5	3.5
Budgeted FTEs	3.5	3.5	2.5	2.5

PROG 2010: GIS Services

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	412,203.34	550,875.00	376,300	376,300	395,400	5.08%
Miscellaneous Revenue	-	-	-	-	-	- %
Investment Earnings	6,790.83	2,742.90	1,000	1,000	1,000	- %
Beginning Balance	166,338.00	90,154.78	64,000	64,000	42,000	-34.38%
TOTAL REVENUES	585,332.17	643,772.68	441,300	441,300	438,400	-0.66%
EXPENDITURES						
Personnel Services	311,425.52	319,290.08	319,900	319,900	326,000	1.91%
Materials & Services	183,752.26	183,127.29	121,400	121,400	112,400	-7.41%
TOTAL EXPENDITURES	495,177.78	502,417.37	441,300	441,300	438,400	-0.66%

PROG 2010 GIS Services

Revenues less Expenditures	90,154.39	141,355.31	-	-	-
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PROGRAM NARRATIVE

CENTRAL SERVICES: PERMIT TRACKING (701-13-2011)

Responsible Manager/Title: Peter J. Brandstetter, Data Systems Manager

FUNCTIONS AND RESPONSIBILITIES

- Responsible for day-to-day operation and administration of the City's permit tracking system.
 - Develop, maintain, and implement source code and documents required for generating permits and collecting fees. Evaluate and implement software enhancements.
- Provide daily user support and guidance to using departments; develop documentation for system procedures.
 - Develop and provide training courses and materials for system users.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Effective Government	09/10	Completed	<ul style="list-style-type: none"> • Inspection mileage/time tracking efficiency software implementation support.
	01/11	In Progress	<ul style="list-style-type: none"> • Support implementation of Storm Water SDC.
	06/11	Completed	<ul style="list-style-type: none"> • Implement new methodology for calculation of Transportation SDC fees.
Budget Year 2011-2012			
Effective Government	09/11		<ul style="list-style-type: none"> • Implementation of Special Permits.
	02/12		<ul style="list-style-type: none"> • Support implementation of Storm Water SDC.
	04/12		<ul style="list-style-type: none"> • Overhaul Planning applications.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Complete or schedule permit user requests within two working days.	95%	95%	95%	95%

As requests for new compositions or 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

Authorized FTEs	0.5	0.5	0.5	0.5
Budgeted FTS	0.5	0.5	0.5	0.5

PROG 2011: Permit Tracking

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	67,701.37	94,700.00	94,800	94,800	96,900	2.22%
Investment Earnings	(1,020.03)	(264.71)	-	-	-	- %
Beginning Balance	19,103.00	13.48	-	-	-	- %
TOTAL REVENUES	85,784.34	94,448.77	94,800	94,800	96,900	2.22%
EXPENDITURES						
Personnel Services	47,639.24	48,135.13	54,400	54,400	54,300	-0.18%
Materials & Services	38,131.36	40,424.49	40,400	40,400	42,600	5.45%
TOTAL EXPENDITURES	85,770.60	88,559.62	94,800	94,800	96,900	2.22%

PROG 2011 Permit Tracking

Revenues less Expenditures	13.74	5,889.15	-	-	-
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PROGRAM NARRATIVE

CENTRAL SERVICES: HUMAN RESOURCES (701-14-1032)
Responsible Manager/Title: David Shaw, Human Resources Director

FUNCTIONS AND RESPONSIBILITIES

- Provide leadership and expertise in attracting, retaining, and sustaining an effective and high-quality workforce committed to providing quality public services for a better Albany.
- Increase diversity of City’s applicant pools and workforce for underrepresented populations.
- Continue and enhance wellness program and benefits committee.
- Provide recruitment, training and development, safety compliance, employee relations, benefit and compensation administration, and collective bargaining services to the City of Albany.

STRATEGIES/ACTIONS

Strategic Plan Theme Budget Year 2010-2011	Target Date	Status	Strategies/Actions
Effective Government	10/10	Canceled	<ul style="list-style-type: none"> • Develop and implement a plan to systematically review approximately 20 percent of all job descriptions each year.
	10/10	Completed	<ul style="list-style-type: none"> • Complete negotiations with Albany Fire Fighters for a collective bargaining agreement that is fiscally responsible given the current economic condition of the City.
	03/11	In Progress	<ul style="list-style-type: none"> • Research and, if feasible, implement a plan to generate OSHA 300 reports from EDEN.
	05/11	Canceled	<ul style="list-style-type: none"> • Develop and implement a Wellness Policy that reflects the City’s commitment to employees’ health and well-being.
	06/11	In Progress	<ul style="list-style-type: none"> • Negotiate a collective bargaining agreement with the Albany Police Association that is fiscally responsible given the current economic condition of the City.
Budget Year 2011-2012 Effective Government	08/11		<ul style="list-style-type: none"> • Complete negotiations with Albany Police Association for a collective bargaining agreement that is fiscally responsible given the current economic condition of the City.
	11/11		<ul style="list-style-type: none"> • Research and, if feasible, implement a plan to generate OSHA 300 reports from EDEN.
	06/12		<ul style="list-style-type: none"> • Negotiate a collective bargaining agreement with the AFSCME Union (two contracts) that is fiscally responsible given the current economic condition of the City.

PROGRAM NARRATIVE

CENTRAL SERVICES: HUMAN RESOURCES (701-14-1032)
Responsible Manager/Title: David Shaw, Human Resources Director

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Percent of new employee benefits enrollments occurring within thirty days of employment.	100%	100%	100%	100%
Percent of COBRA and retiree letters mailed within required time frames.	100%	100%	100%	100%
Percent of new hires attending New Employee Orientation.	n/a	100%	100%	100%
Percent of Personnel Action forms processed by monthly deadline.	n/a	n/a	100%	100%

STAFFING SUMMARY

Authorized FTEs	5.0	5.0	5.0	5.0
Budgeted FTEs	5.0	5.0	5.0	4.0



CITY OF
Albany

O R E G O N



CITY OF ALBANY, OREGON
Adopted Budget Summary

PROG 1032: Human Resources

Acct# Description	2008-2009 Actual	2009-2010 Actual	2010-2011 Adopted	2010-2011 Revised	2011-2012 Adopted	% Change
EXPENDITURES						
Personnel Services	516,109.37	511,071.78	549,400	549,400	485,300	-11.67%
Materials & Services	114,551.60	83,431.10	132,100	132,100	131,000	-0.83%
TOTAL EXPENDITURES	630,660.97	594,502.88	681,500	681,500	616,300	-9.57%

PROGRAM NARRATIVE

Central Services: Parks and Recreation Department, Facilities Maintenance (701-35-1033)

Responsible Manager/Title: Craig Carnagey, Parks and Facilities Manager

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, and Transit.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2010-2011			
Effective Government	06/12	In Progress	<ul style="list-style-type: none">• Implement energy conservation strategies.
Budget Year 2011-2012			
Effective Government	06/12		<ul style="list-style-type: none">• Maintain deferred maintenance program.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of work requests completed.	2,002	2,480	2,228	2,200
FTE per 50,000 sq. ft. of facilities.	.75	.75	.75	.75
Avg. cost per unit of service, contracted.	\$68/hr	\$69/hr	\$69.5/hr	\$69.5/hr
Avg. cost per unit of service, in-house.	\$2.01 sq. ft.	\$2.29 sq. ft.	\$2.18 sq. ft.	\$2.20 sq. ft.

STAFFING SUMMARY

Authorized FTEs	3.5	3.5	3.5	3.5
Budgeted FTEs	2.5	3.5	3.5	3.5

PROG 1033: Facilities Maintenance

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	-	669,600.00	636,200	636,200	642,100	0.93%
Beginning Balance	-	-	-	-	-	- %
TOTAL REVENUES	-	669,600.00	636,200	636,200	642,100	0.93%
EXPENDITURES						
Personnel Services	293,584.91	314,927.91	319,100	319,100	339,400	6.36%
Materials & Services	371,247.97	339,884.93	317,100	317,100	302,700	-4.54%
TOTAL EXPENDITURES	664,832.88	654,812.84	636,200	636,200	642,100	0.93%

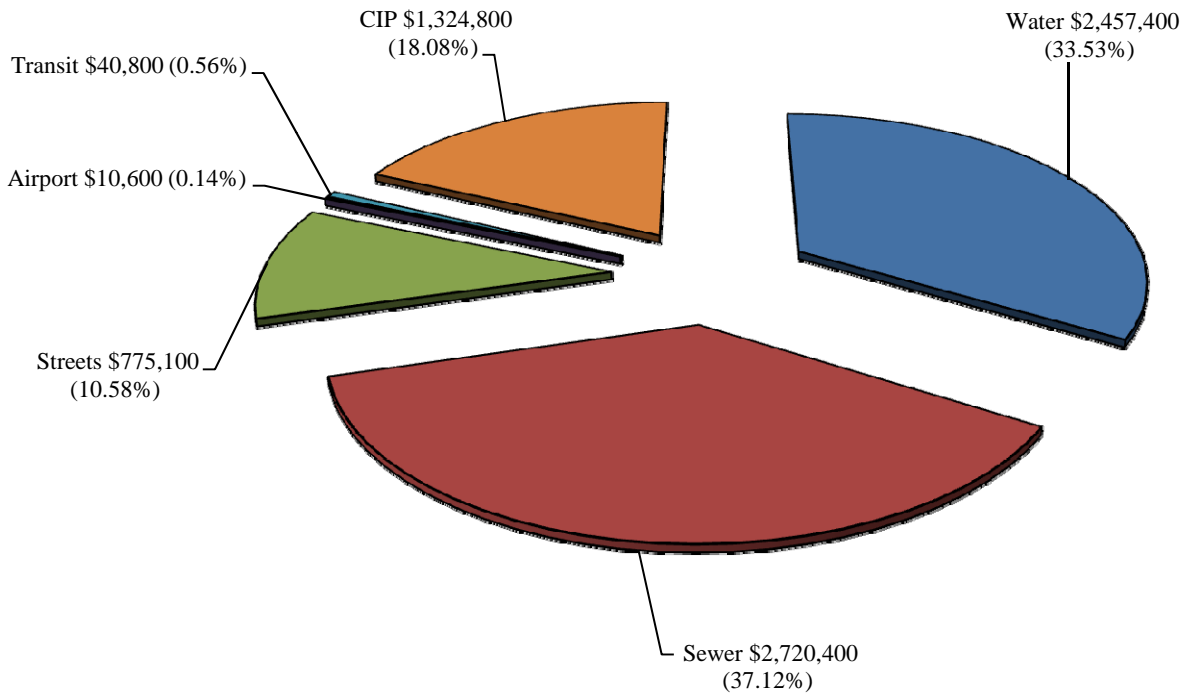
PROG 1033 Facilities Maintenance

Revenues less Expenditures	(664,832.88)	14,787.16	-	-	-
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**PUBLIC WORKS SERVICES FUND
RESOURCE DETAIL**

Resources	2008-09 Actual	2009-10 Actual2010-11.....		2011-12 Adopted Budget	% Change from 2010-11	% of Fund Budget
			Adopted Budget	Revised Budget			
Departmental Charges	\$ 6,459,534	\$6,964,452	\$ -	\$ -	\$ -	-	-
Dept Charges - Water	-	-	2,420,900	2,420,900	2,457,400	1.51%	33.53%
Dept Charges - Sewer	-	-	2,660,100	2,660,100	2,720,400	2.27%	37.12%
Dept Charges - Streets	-	-	729,500	729,500	775,100	6.25%	10.58%
Dept Charges - Airport	-	-	15,100	15,100	10,600	(29.80%)	0.14%
Dept Charges - Transit	-	-	32,100	32,100	40,800	27.10%	0.56%
Dept Charges - CIP	-	-	1,412,100	1,412,100	1,324,800	(6.18%)	18.08%
Miscellaneous Revenue	225	3,322	-	-	-	-	-
Interest	11,155	(1,827)	-	-	-	-	-
Total Current Resources	6,470,914	6,965,947	7,269,800	7,269,800	7,329,100	0.82%	100.00%
Beginning Balance	399,425	63,559	-	-	-	-	-
Total Resources	\$ 6,870,339	\$7,029,506	\$7,269,800	\$7,269,800	\$7,329,100	0.82%	100.00%

SOURCE OF REVENUE - DEPARTMENTAL CHARGES FOR SERVICES



**PUBLIC WORKS SERVICES FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
PW Administration	\$ 477,274	\$ 531,996	\$ 600,300	\$ 600,300	\$ 608,100	\$ 608,100	\$ 608,100
Engineering Services	2,476,927	2,649,121	2,701,800	2,701,800	2,643,700	2,643,700	2,643,700
Operations Administration	1,159,077	1,116,620	1,217,400	1,217,400	1,348,700	1,348,700	1,348,700
Water Quality Control Services	454,085	419,775	367,900	367,900	367,900	367,900	367,900
PW Customer Services	1,033,183	910,911	1,089,800	1,089,800	1,124,100	1,124,100	1,124,100
Facilities & Maintenance Engineering	1,206,198	1,236,715	1,292,600	1,292,600	1,236,600	1,236,600	1,236,600
Total Requirements	\$6,806,744	\$6,865,138	\$7,269,800	\$7,269,800	\$7,329,100	\$7,329,100	\$7,329,100

PW-Public Works

Requirements by Type	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Personnel	\$4,908,143	\$5,176,271	\$5,545,500	\$5,545,500	\$5,680,200	\$5,680,200	\$5,680,200
Materials & Services	1,875,222	1,688,867	1,724,300	1,724,300	1,648,900	1,648,900	1,648,900
Capital	23,379	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
Total Requirements	\$6,806,744	\$6,865,138	\$7,269,800	\$7,269,800	\$7,329,100	\$7,329,100	\$7,329,100

Adopted Requirements by Program and Type	Personnel	Materials & Services	Contin- gency	Adopted Budget	% of Fund Budget
Engineering Services	2,301,300	342,400	-	2,643,700	36.07%
Operations Administration	916,500	432,200	-	1,348,700	18.40%
Water Quality Control Services	288,100	79,800	-	367,900	5.02%
PW Customer Services	685,600	438,500	-	1,124,100	15.34%
Facilities & Maintenance Engineering	1,082,000	154,600	-	1,236,600	16.87%
Total Requirements	5,680,200	1,648,900	-	\$7,329,100	100.00%
Percent of Fund Budget	77.50%	22.50%	-	100.00%	

Staffing Summary (FTE)	2008-09	2009-102010-11.....	2011-12.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
PW Administration	3.000	3.000	3.000	3.000	3.000	3.000	3.000
Engineering Services	20.000	21.000	19.000	19.000	19.000	19.000	19.000
Operations Administration	8.000	8.000	8.000	8.000	9.000	9.000	9.000
Water Quality Control Services	4.000	4.000	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	11.000	11.000	11.000	11.000	10.000	10.000	10.000
Total FTE	55.000	56.000	53.000	53.000	53.000	53.000	53.000

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: PUBLIC WORKS, PW ADMINISTRATION (705-50-2802)

Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides funding for the Public Works Administration Charges, which is an overhead to the Department's programs in the Water, Sewer, and Street Funds.
- Provides strategic planning and the annual Business Plan for the Department.
- Provides performance measurements and monitoring for the Department programs.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Effective Government	6/11	Ongoing	<ul style="list-style-type: none"> • Continue to train staff in use of Six Sigma tools for process improvement.
	6/11	Ongoing	<ul style="list-style-type: none"> • Develop performance measures within the Department programs.
	6/11	Ongoing	<ul style="list-style-type: none"> • Maintain American Public Works Association Self Assessment and Accreditation Best Management Practices.
Budget Year 2011-2012			
Effective Government	6/12		<ul style="list-style-type: none"> • Continue to train staff in use of Six Sigma tools for process improvement.
	6/12		<ul style="list-style-type: none"> • Develop performance measures within the Department programs.
	6/12		<ul style="list-style-type: none"> • Maintain American Public Works Association Self Assessment and Accreditation Best Management Practices.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2008-2009	2009-2010	2010-2011	2011-2012
Number of Street staff reports submitted annually.	40	38	40	40
Number of Sewer staff reports submitted annually.	48	39	40	40
Number of Water staff reports submitted annually.	31	22	30	30
Number of Misc. staff reports submitted annually.	40	47	40	40

STAFFING SUMMARY

Authorized FTEs	3	3	3	3
Budgeted FTEs	3	3	3	3

PROG 2802: PW Administration

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	-	-	600,300	600,300	608,100	1.30%
TOTAL REVENUES	-	-	600,300	600,300	608,100	1.30%
EXPENDITURES						
Personnel Services	282,363.16	302,881.14	391,500	391,500	406,700	3.88%
Materials & Services	194,910.83	229,114.76	208,800	208,800	201,400	-3.54%
TOTAL EXPENDITURES	477,273.99	531,995.90	600,300	600,300	608,100	1.30%

PROG 2802 PW Administration

Revenues less Expenditures	(477,273.99)	(531,995.90)	-	-	-
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PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: PUBLIC WORKS ENGINEERING SERVICES (705-50-2803)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Manage the design and construction of capital improvement projects.
- Management of public improvements constructed through the Local Improvement District (LID) process to form the district, prepare the Engineer's Report, project design and construction, and final assessments.
- Coordination with developers through the Site Improvement (SI) Project process to evaluate the adequacy of existing infrastructure and to issue permits for privately constructed public improvements.
- 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, storm water, and transportation utilities.
- Provide long-range facility planning services for the City's water, wastewater, storm water and transportation facilities.
- Monitor regulatory activities that affect utility operations and participate in the development of state and federal rules and regulations.
- Manage administration of sewer lateral, basement protection program, and roof drain separation 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.
- Provide administrative support to Public Works Engineering and Director's workgroups.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Great Neighborhoods	6/11	Complete	<ul style="list-style-type: none"> • Complete the Transportation Financial Plan and have new TSDCs adopted by Council.
	6/11	Complete	<ul style="list-style-type: none"> • Complete water right certification for the canal flow augmentation flows.
	6/11	Complete	<ul style="list-style-type: none"> • Make progress on the development of a new storm water master plan.
	10/10	In Progress	<ul style="list-style-type: none"> • Update the Engineering Standards to include water quality standards.
	10/10	In Progress	<ul style="list-style-type: none"> • Update wastewater SDC methodology.
Budget Year 2011-2012			
Great Neighborhoods	6/12		<ul style="list-style-type: none"> • Update the Sanitary Sewer model to reflect existing conditions.
	6/12		<ul style="list-style-type: none"> • Initiate construction of the Oak Street LID.
	6/12		<ul style="list-style-type: none"> • Submit the Claim of Beneficial Use for partial perfection for municipal water rights (coordinated effort with Millersburg).
	10/12		<ul style="list-style-type: none"> • Update Albany Municipal Code language for public improvements.

PROGRAM NARRATIVE (continued)

PUBLIC WORKS SERVICES FUND: PUBLIC WORKS ENGINEERING SERVICES (705-50-2803)

Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of new site improvement (SI) projects.	12	15	7	7
Number of capital projects in design or construction phase.	29	26	35	36
Number of local improvement district (LID) projects.	6	4	3	2
Number of sewer lateral and roof drain separation projects completed.	65	65	40	45
Number of development reviews performed annually.	110	70	70	70
Number of permits issued annually.	1,000	750	750	1,000
Update master plan every 10 to 15 years. Age of the current plan:				
Water master plan	4 yr	5 yr	6 yr	7 yr
Water financial plan	4 yr	5 yr	6 yr	7yr
Wastewater master plan	10 yr	11 yr	12 yr	13 yr
Wastewater financial plan	8 yr	9 yr	10 yr	11 yr
Transportation master plan	11 yr	New	1 yr	2 yr
Transportation financial plan	n/a	n/a	New	New
Storm drain master plan	20 yr	21 yr	22 yr	23 yr

STAFFING SUMMARY

Authorized FTEs	20	21	20	19
Budgeted FTEs	20	21	19	19



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PROG 2803: Engineering Services

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	-	-	2,701,800	2,701,800	2,643,700	-2.15%
TOTAL REVENUES	-	-	2,701,800	2,701,800	2,643,700	-2.15%
EXPENDITURES						
Personnel Services	2,095,311.78	2,295,242.41	2,342,000	2,342,000	2,301,300	-1.74%
Materials & Services	381,616.32	353,875.68	359,800	359,800	342,400	-4.84%
TOTAL EXPENDITURES	2,476,928.10	2,649,118.09	2,701,800	2,701,800	2,643,700	-2.15%

PROG 2803 Engineering Services

Revenues less Expenditures	(2,476,928.10)	(2,649,118.09)	-	-	-
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PROGRAM NARRATIVE

PUBLIC WORKS SERVICE FUND: OPERATIONS ADMINISTRATION SERVICES (705-50-2805)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

FUNCTIONS AND RESPONSIBILITIES

- Provides management and administrative support to the operations work groups including Water Distribution, Wastewater Collection, Water and Wastewater Treatment Plants, Street Maintenance, Facilities Engineering, and Utility Facilities Maintenance.
- Provides emergency on-call service for Public Works.
 - Provides building and grounds maintenance for Operations complex and operational fleet.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Effective Government	06/11	In Progress	<ul style="list-style-type: none"> • Continue implementation of Cartégraph maintenance management system.
	10/10	Completed	<ul style="list-style-type: none"> • Complete audit of American Public Works Association Self Assessment program for excellence in Public Works to become an accredited agency.
	12/11	In Progress	<ul style="list-style-type: none"> • Implement inventory asset management system.
Budget Year 2011-2012			
Effective Government	10/11		<ul style="list-style-type: none"> • Maintain American Public Works Association Self Assessment program for excellence in Public Works through continual improvement.
	12/11		<ul style="list-style-type: none"> • Implement inventory asset management system. Research bar coding system.
	06/12		<ul style="list-style-type: none"> • Continue implementation of Cartégraph maintenance management system.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Percent complete of asset management development.	75%	75%	85%	85%
Customer satisfaction survey – percent of satisfied customers.	82%	88%	89%	89%

STAFFING SUMMARY

	2008-2009	2009-2010	2010-2011	2011-2012
Authorized FTEs	8.00	8.00	8.00	9.00
Budgeted FTEs	8.00	8.00	8.00	9.00

PROG 2805: Operations Admin

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	-	-	1,217,400	1,217,400	1,348,700	10.79%
TOTAL REVENUES	-	-	1,217,400	1,217,400	1,348,700	10.79%
EXPENDITURES						
Personnel Services	724,835.33	697,632.41	750,200	750,200	916,500	22.17%
Materials & Services	434,240.46	418,988.07	467,200	467,200	432,200	-7.49%
TOTAL EXPENDITURES	1,159,075.79	1,116,620.48	1,217,400	1,217,400	1,348,700	10.79%

PROG 2805 Operations Admin

Revenues less Expenditures	(1,159,075.79)	(1,116,620.48)	-	-	-
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PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: WATER QUALITY CONTROL SERVICES (705-50-2806)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed By: Herb Hoffer, Environmental Services Manager

FUNCTIONS AND RESPONSIBILITIES

- Audits the water system for leak percentage, and coordinates with water distribution for the leak detection program. Provides water audits for Albany residents identifying water conservation opportunities.
- Provides outreach for citizens of Albany on water conservation, stormwater runoff, and other issues of concern to the City. Provides educational outreach to schools within Albany on water and related environmental issues.
- Assists in developing City response to regulatory requirements relating to water quality including federal and state storm water, TMDL, and pretreatment requirements.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City Great Neighborhoods	10/10	Completed	<ul style="list-style-type: none"> • Work with OSU Extension on the concept of a demonstration garden for water efficient plants applicable to residential and commercial customers.
	11/10	Completed	<ul style="list-style-type: none"> • Implement an urban riparian planting program as required by the Willamette TMDL.
	06/11	Completed	<ul style="list-style-type: none"> • Conduct dry weather storm outfall inspection and monitoring.
Budget Year 2011-2012			
Safe City Effective Government	12/11		<ul style="list-style-type: none"> • Complete the initial five-year progress report as required by the Water Management Plan.
Safe City Effective Government	06/12		<ul style="list-style-type: none"> • Continue implementation of Albany's TMDL program including working with City departments.
Safe City Great Neighborhoods Effective Government	06/12		<ul style="list-style-type: none"> • Participate in development of a pollution prevention program for toxic reduction.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Number of residential water conservation audits performed.	55	64	9	15
Tons of trash removed from local streams annually.	4	5.6	4	3
Number of laboratory test performed in-house annually.	2,100	1,893	1,800	1,700
Number of area students receiving outreach programs.	122	277	500	550
Number of public storm system inlets marked.	880	880	766	800

STAFFING SUMMARY

Authorized FTEs	4	4	4	4
Budgeted FTEs	4	4	3	3

PROG 2806: Water Quality Control Service

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	-	-	367,900	367,900	367,900	- %
TOTAL REVENUES	-	-	367,900	367,900	367,900	- %
EXPENDITURES						
Personnel Services	333,832.87	321,227.96	265,700	265,700	288,100	8.43%
Materials & Services	96,875.10	98,545.91	102,200	102,200	79,800	-21.92%
Capital	23,379.05	-	-	-	-	- %
TOTAL EXPENDITURES	454,087.02	419,773.87	367,900	367,900	367,900	- %

PROG 2806 Water Quality Control Service

Revenues less Expenditures	(454,087.02)	(419,773.87)	-	-	-
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PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: PW CUSTOMER SERVICE (705-50-2807)

Responsible Manager/Title: Mark A. Yeager, P.E., Utility Services 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 2010-2011 Effective Government	06/11	In Process	<ul style="list-style-type: none"> • Conduct internal audit of accounts to ensure accurate billing and account status.
	11/10	Completed	<ul style="list-style-type: none"> • Complete development and implementation of Internet application for customer access to utility accounts online.
	06/11	In Process	<ul style="list-style-type: none"> • Formalize in-house collection procedures for the recovery of delinquent account revenues.
Budget Year 2011-2012 Effective Government	09/11		<ul style="list-style-type: none"> • Solicit proposals from vendor for bill printing and mailing services.
	01/12		<ul style="list-style-type: none"> • Conduct internal audit of accounts to ensure accurate billing and account status.
	01/12		<ul style="list-style-type: none"> • Formalize in-house collection procedures for the recovery of delinquent account revenues.
	06/12		<ul style="list-style-type: none"> • Implement paperless billing option for Utility Billing customers.

PERFORMANCE MEASURES AND WORK LOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Maintain the dollar amount of Utility Billing write-offs of uncollectible accounts at less than 0.5% of monthly billings.	0.5%	0.5%	0.5%	0.5%

STAFFING SUMMARY

Authorized FTEs	9	9	9	9
Budgeted FTEs	9	9	9	9

PROG 2807: PW Customer Services

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	-	-	1,089,800	1,089,800	1,124,100	3.15%
TOTAL REVENUES	-	-	1,089,800	1,089,800	1,124,100	3.15%
EXPENDITURES						
Personnel Services	483,808.77	496,001.75	649,700	649,700	685,600	5.53%
Materials & Services	549,373.26	414,906.75	440,100	440,100	438,500	-0.36%
TOTAL EXPENDITURES	1,033,182.03	910,908.50	1,089,800	1,089,800	1,124,100	3.15%

PROG 2807 PW Customer Services

Revenues less Expenditures	(1,033,182.03)	(910,908.50)	-	-	-
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PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: FACILITIES & MAINTENANCE ENGINEERING (705-50-2809)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

Developed by: Ted Mikowski, P.E., Facilities Engineering Manager

FUNCTIONS AND RESPONSIBILITIES

- Sanitary sewer flow monitoring consisting of collecting data, retrieval, and analysis of selected flow monitoring sites. Observe three permitted sanitary sewer overflow sites and submit findings to the wastewater treatment monthly DEQ report.
- Oversight and development of the Bridge Maintenance Program. Providing interaction with the state highway department and subcontractor for National Bridge Inventory (NBI) bridge inspections.
- Assist in the review of existing infrastructure condition reports, and assist in developing plans for future rehabilitation/replacement work.
- Performs weekly inspections of eight reservoirs, four water pump stations, and 18 sewer lift stations.
- Management of preventive, predictive, and corrective maintenance management tasks including repairs and replacement of various process mechanical equipment at both the WTP and WWTP.
- Oversight and development of Supervisory Control and Data Acquisition (SCADA) automated process control and monitoring systems for both the WTP and WWTP and associated systems outside the plants.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2010-2011			
Safe City	02/11	In Progress	• Continue security upgrades for SCADA.
	04/11	In Progress	• Establish schedule for building repair and replacement for public works facilities.
	06/11	Completed	• Monitor overflow and rainfall data for compliance with NPDES requirements.
	06/11	In Progress	• Complete public works facilities assessment report.
Budget Year 2011-2012			
Safe City	02/12		• Continue security upgrades for SCADA.
	04/12		• Establish schedule for building repair and replacement for public works facilities.
	06/12		• Complete public works facilities assessment report – plan for repair and maintenance of buildings for all Public Works facilities.
	06/12		• Install permanent flow monitoring sites for sanitary sewer basins.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Flow Monitoring:				
Number of monitor sites/Percent of data captured.	15 / 100%	15 / 100%	15 / 98%	18 / 100%
Bridge/Culvert Program:				
Number of bridges/Percent of bridges inspected biennially.	23 / 30%	23 / 30%	24 / 0%	24 / 100%
Number of culverts/Percent of culverts inspected every 5 yrs.	15 / 60%	15 / 60%	18 / 0%	18 / 20%
SCADA:				
Number of major facilities/Percent of monitor data captured.	3 / 100%	3 / 100%	3 / 98.7%	3 / 100%
Number of secondary facilities/Percent of monitor data captured.	28 / 95%	28 / 95%	30 / 97.8%	30 / 100%

STAFFING SUMMARY

Authorized FTEs	11	11	11	10
Budgeted FTEs	11	11	11	10

PROG 2809: Facilities & Maintenance Engineering

<u>Acct# Description</u>	<u>2008-2009 Actual</u>	<u>2009-2010 Actual</u>	<u>2010-2011 Adopted</u>	<u>2010-2011 Revised</u>	<u>2011-2012 Adopted</u>	<u>% Change</u>
REVENUES						
Charges for Services	-	-	1,292,600	1,292,600	1,236,600	-4.33%
TOTAL REVENUES	-	-	1,292,600	1,292,600	1,236,600	-4.33%
EXPENDITURES						
Personnel Services	987,992.17	1,063,284.80	1,146,400	1,146,400	1,082,000	-5.62%
Materials & Services	218,204.95	173,430.60	146,200	146,200	154,600	5.75%
TOTAL EXPENDITURES	1,206,197.12	1,236,715.40	1,292,600	1,292,600	1,236,600	-4.33%

PROG 2809 Facilities & Maintenance Engineering

Revenues less Expenditures	(1,206,197.12)	(1,236,715.40)	-	-	-
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SCHEDULE OF CAPITAL EQUIPMENT
Fiscal Year 2011-2012

Department:			Budget	Fund
Program Name	Capital Description		Amount	Total
(Program Number)				
Fire:				
Equipment Replacement (217-10-1010)	Aerial Ladder Truck		460,000	
	Battalion Chief Emergency Response Vehicle		80,000	
Total Fire Department				\$540,000
Parks & Recreation Department:				
Park Administration (202-35-1408)	UV Filtration System		52,000	
Total Parks & Recreation Department				\$52,000
Public Works Department:				
Equipment Replacement (217-10-1010)	Replacement - Backhoe		75,000	
Facilities Replacement (217-50-2018)	Pole Building-PW Vehicle Storage Bldg. H		150,000	
	Fencing, Sign, and Landscape-PW Operations		60,000	
				285,000
Street Maintenance (250-50-2602)	Retroreflectormeter		11,500	
				11,500
Sewer Equipment Replacement (601-50-2501)	Replace 1994 Ford Ranger PU		25,000	
	Replace 2005 Chevrolet Silverado 1500 Ext. Cab		23,000	
	Replace 2000 TV Inspection Unit		210,000	
Wastewater Collection (601-50-2405)	Sonar TV Inspection Equipment		70,000	
Water Reuse & Biosolids (601-50-2410)	Fencing for the Wetlands		50,000	
	Security Cameras for the Wetlands		10,000	
				388,000
Canal Maintenance (615-50-2204)	Track Hoe with Mower attachment & Trailer		110,000	
Vine Street WTP (615-50-2205)	UV protection covers for accelators and filter beds		55,000	
Water Distribution (615-50-2206)	Leak Detection 40Units to expand existing 40Units		40,000	
				205,000
Total Public Works Department				\$889,500
TOTAL CAPITAL EQUIPMENT				<u>\$1,481,500</u>

SUMMARY OF CAPITAL REQUIREMENTS AND CAPITAL RESERVES - FISCAL YEAR 2011-2012

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 2011-2012 budget. The projects may also be included in the City's five-year Capital Improvements Program (CIP) for 2011-2016.

Project Description	Total	Parks & Recreation	Grants	Risk Management	Economic Development	Public Transit
CAPITAL PROJECTS						
Capital Equipment	\$ 897,600	\$ 20,000	\$ -	\$ -	\$ -	\$ 45,000
Building Improvements	25,200	-	25,200	-	-	-
ADA Curb Ramp & Sidewalk Repair	20,000	-	-	-	-	-
Security Cameras	10,000	-	-	-	-	-
Project Construction	1,152,000	-	-	-	-	-
Runway Improvements	312,000	-	312,000	-	-	-
Periwinkle Path & Bridge	113,800	-	113,800	-	-	-
Pool Filtration System	52,000	52,000	-	-	-	-
E Thornton Lake Natural Area	1,000,000	-	1,000,000	-	-	-
Timber Ridge Track & Soccer Field	470,000	470,000	-	-	-	-
Dog Parks	50,000	50,000	-	-	-	-
City Gymnasium	500,000	500,000	-	-	-	-
Pole Bldg - PW Veh Storage Bldg H	150,000	-	-	-	-	-
Fencing, Sign, and Landscape - PW Ops	60,000	-	-	-	-	-
Access Road	800,000	-	-	-	-	-
ADA Improvements	10,000	-	-	-	-	10,000
Fire Station #12 Seismic Upgrade	365,200	-	265,200	-	-	-
Fire Station #11 Roof	25,000	-	-	-	-	-
Fire Station #14 Parking Lot	90,000	-	-	-	-	-
Sidewalk Infill Program	10,000	-	-	-	-	-
Oak Creak Pump Stn/Force Main	3,836,000	-	-	-	-	-
WTP-11-02 A/M TP Soda Ash Improvements	10,000	-	-	-	-	-
A-M WTP Sludge Drying Beds	250,000	-	-	-	-	-
Sonar TV Inspection Equipment	70,000	-	-	-	-	-
BR-10-01 Columbus Street Bridge Repair	155,000	-	-	-	-	-
BR-11-01 Belmont Ave Culvert Replacement	251,000	-	-	-	-	-
BR-12-01 Bridge Scour Repairs	167,000	-	-	-	-	-
SI-03-02 Clover Ridge Station, Phase I	5,000	-	-	-	-	-
SS-07-01 Calapooia Interceptor	25,000	-	-	-	-	-
SS-11-01 Lawndale Sewer Relocation	333,000	-	-	-	-	-
ST-09-03 Oak Street LID	700,000	-	-	-	-	-
ST-10-01 Umatilla Culvert Replacement	50,000	-	-	-	-	-
ST-12-01 Jackson Street Reconstruction	1,300,000	-	-	-	-	-
ST-12-02 Gibson Hill Rd Sidewalks PH A	298,000	-	-	-	-	-
ST-12-03 Heritage Mall Traffic Signals	104,000	-	-	-	-	-
ST-12-04 Lyons/1st Ave Turn Lane	10,000	-	-	-	-	-
ST-12-06 12th Ave Street Infill	71,000	-	-	-	-	-
WL-08-04 Maier Lane WL	192,000	-	-	-	-	-
WL-10-06 Lochner Rd Water Main Ext	518,900	-	-	-	-	-
WL-11-01 B'way Reservoir T. Main Ph-I	2,596,500	-	-	-	-	-
WL-11-02 Shannon Drive WL Replacement	300,000	-	-	-	-	-
WL-12-01 Shady Ln WL	154,000	-	-	-	-	-
WL-12-02 Broadway Trans Main Ph II	2,000,000	-	-	-	-	-
WL-12-03 Jackson Street WL	101,000	-	-	-	-	-
WL-12-04 North Ranch Drive Area WLS	255,000	-	-	-	-	-
WC-12-01 Canal Sediment Control Struct	50,000	-	-	-	-	-
W-07-03 Vine St WTP Seismic Upgrades	100,000	-	-	-	-	-
W-08-01 Valley View Res Improvements	400,000	-	-	-	-	-
W-12-01 34th Ave Reservoir Coating	225,000	-	-	-	-	-
W-12-02 AM WTP Sand Removal	255,000	-	-	-	-	-
Capital Project Totals	20,895,200	1,092,000	1,716,200	-	-	55,000

Capital Replacement	Street	Capital Projects	Sewer	Water	Project Description
					CAPITAL PROJECTS
\$ 308,100	\$ 11,500	\$ -	\$ 308,000	\$ 205,000	Capital Equipment
-	-	-	-	-	- Building Improvements
-	20,000	-	-	-	- ADA Curb Ramp & Sidewalk Repair
-	-	-	10,000	-	- Security Cameras
-	-	1,152,000	-	-	- Project Construction
-	-	-	-	-	- Runway Improvements
-	-	-	-	-	- Periwinkle Path & Bridge
-	-	-	-	-	- Pool Filtration System
-	-	-	-	-	- E Thornton Lake Natural Area
-	-	-	-	-	- Timber Ridge Track & Soccer Field
-	-	-	-	-	- Dog Parks
-	-	-	-	-	- City Gymnasium
150,000	-	-	-	-	- Pole Bldg - PW Veh Storage Bldg H
60,000	-	-	-	-	- Fencing, Sign, and Landscape - PW Ops
-	-	-	800,000	-	- Access Road
-	-	-	-	-	- ADA Improvements
100,000	-	-	-	-	- Fire Station #12 Seismic Upgrade
25,000	-	-	-	-	- Fire Station #11 Roof
90,000	-	-	-	-	- Fire Station #14 Parking Lot
-	10,000	-	-	-	- Sidewalk Infill Program
-	-	-	3,836,000	-	- Oak Creek Pump Stn/Force Main
-	-	-	-	10,000	WTP-11-02 A/M TP Soda Ash Improvements
-	-	-	-	250,000	A-M WTP Sludge Drying Beds
-	-	-	70,000	-	- Sonar TV Inspection Equipment
-	155,000	-	-	-	- BR-10-01 Columbus Street Bridge Repair
-	251,000	-	-	-	- BR-11-01 Belmont Ave Culvert Replacement
-	167,000	-	-	-	- BR-12-01 Bridge Scour Repairs
-	-	-	-	5,000	SI-03-02 Clover Ridge Station, Phase I
-	-	-	25,000	-	SS-07-01 Calapooia Interceptor
-	-	-	333,000	-	SS-11-01 Lawndale Sewer Relocation
-	-	700,000	-	-	ST-09-03 Oak Street LID
-	50,000	-	-	-	ST-10-01 Umatilla Culvert Replacement
-	1,300,000	-	-	-	ST-12-01 Jackson Street Reconstruction
-	298,000	-	-	-	ST-12-02 Gibson Hill Rd Sidewalks PH A
-	104,000	-	-	-	ST-12-03 Heritage Mall Traffic Signals
-	10,000	-	-	-	ST-12-04 Lyons/1st Ave Turn Lane
-	71,000	-	-	-	ST-12-06 12th Ave Street Infill
-	-	-	-	192,000	WL-08-04 Maier Lane WL
-	-	-	-	518,900	WL-10-06 Lochner Rd Water Main Ext
-	-	-	-	2,596,500	WL-11-01 B'way Reservoir T. Main Ph-I
-	-	-	-	300,000	WL-11-02 Shannon Drive WL Replacement
-	-	-	-	154,000	WL-12-01 Shady Ln WL
-	-	-	-	2,000,000	WL-12-02 Broadway Trans Main Ph II
-	-	-	-	101,000	WL-12-03 Jackson Street WL
-	-	-	-	255,000	WL-12-04 North Ranch Drive Area WLs
-	-	-	-	50,000	WC-12-01 Canal Sediment Control Struct
-	-	-	-	100,000	W-07-03 Vine St WTP Seismic Upgrades
-	-	-	-	400,000	W-08-01 Valley View Res Improvements
-	-	-	-	225,000	W-12-01 34th Ave Reservoir Coating
-	-	-	-	255,000	W-12-02 AM WTP Sand Removal
733,100	2,447,500	1,852,000	5,382,000	7,617,400	Capital Project Totals

continued

SUMMARY OF CAPITAL REQUIREMENTS AND CAPITAL RESERVES - FISCAL YEAR 2011-2012, continued

Project Description	Total	Parks & Recreation	Grants	Risk Management	Economic Development	Public Transit
CAPITAL RESERVES						
Reserve: Pipe Over-sizing	20,000	-	-	-	-	-
Reserve: Canal Capital	72,200	-	-	-	-	-
Reserve: Connection Fees	1,109,100	-	-	-	-	-
Reserve: Replacement	4,875,500	-	-	-	-	-
Reserve: Equipment Replacement	1,703,700	-	-	-	-	-
Reserve: Building Replacement	341,000	-	-	-	-	-
Reserve: Street Connection Fees	39,600	-	-	-	-	-
Reserve: Building Maintenance	350,800	-	-	-	-	-
Reserve: Storm Drain Collection Fees	40,800	-	-	-	-	-
Reserve: Capital Projects	13,777,700	552,000	-	-	46,400	-
Reserve: Parks Capital Projects	52,400	52,400	-	-	-	-
Reserve: PepsiCo Settlement	10,943,500	-	-	10,943,500	-	-
Reserve: Land	175,000	-	-	-	-	-
Reserve: Facilities Maintenance	163,600	-	-	-	163,600	-
Reserve: Facilities Replacement	500,700	-	-	-	-	-
Reserve: Monteith House	7,800	-	-	-	-	-
Total Capital Reserves	34,173,400	604,400	-	10,943,500	210,000	-
Grand Totals	\$ 55,068,600	\$1,696,400	\$1,716,200	\$10,943,500	\$ 210,000	\$ 55,000

Capital Replacement	Street	Capital Projects	Sewer	Water	Project Description
CAPITAL RESERVES					
-	-	-	10,000	10,000	Reserve: Pipe Over-sizing
-	-	-	-	72,200	Reserve: Canal Capital
-	-	-	590,800	518,300	Reserve: Connection Fees
4,875,500	-	-	-	-	Reserve: Replacement
-	-	-	966,600	737,100	Reserve: Equipment Replacement
341,000	-	-	-	-	Reserve: Building Replacement
-	39,600	-	-	-	Reserve: Street Connection Fees
350,800	-	-	-	-	Reserve: Building Maintenance
-	-	-	40,800	-	Reserve: Storm Drain Collection Fees
-	5,928,500	887,400	2,033,300	4,330,100	Reserve: Capital Projects
-	-	-	-	-	Reserve: Parks Capital Projects
-	-	-	-	-	Reserve: PepsiCo Settlement
-	-	-	175,000	-	Reserve: Land
-	-	-	-	-	Reserve: Facilities Maintenance
500,700	-	-	-	-	Reserve: Facilities Replacement
7,800	-	-	-	-	Reserve: Monteith House
6,075,800	5,968,100	887,400	3,816,500	5,667,700	Total Capital Reserves
\$ 6,808,900	\$ 8,415,600	\$ 2,739,400	\$ 9,198,500	\$ 13,285,100	Grand Totals

CAPITAL IMPROVEMENT PROGRAM PROJECTS - OVERVIEW

2011-2012 Budget

Each year the City of Albany updates its Capital Improvement Program (CIP) document. The document, as adopted by the City Council, is a five-year program. As a planning tool, it identifies needs, establishes priorities, and forecasts the expenditures for all projects in the plan. It is not considered a "capital budget." Adoption of the City of Albany's CIP is merely approving the projects included, not the dollar estimates given.

CIP Process

June	City departments begin compiling projects to assist in the fulfillment of established goals.
July - March	City departments submit project lists to the Engineering Department. Engineering staff compiles projects and develops a preliminary CIP plan. Discussion is held with the City Council in order to integrate City Council recommendations. Factors considered are staffing, current workload, and funding sources.
April	Preliminary CIP is submitted to the City Council, Budget Committee, and Planning Commission in a joint session by the Engineering Department.
April - May	Recommendations are incorporated, funding sources are finalized, and the Council adopts the five-year CIP.

What is a CIP project?

For purposes of the Capital Improvement Program, a capital project is defined as a one-time project that results in a permanent addition to the City's fixed assets. These projects involve nonrecurring expenditures, or capital outlays, which are funded from a wide variety of funding sources. Periodic or one-time-only maintenance that is contracted out is a capital improvement; however, annual contracted maintenance is not a capital improvement. In addition, public facility master plans are considered capital projects; however, computer equipment and vehicles are not.

2011-2012 Budget

Following this overview is the portion of the five-year Capital Improvement Program that impacts the City of Albany's 2011-2012 Budget. The projects in the operating budget will differ from the first year in the CIP because minor fixed assets will not appear in the CIP and once a project is listed in the first year of the CIP, it will not appear in it again. The project costs in the CIP may vary from the budgeted project costs due to the time span between the budget process and the CIP. The actual project cost will be determined based on the bids received during the bid process.

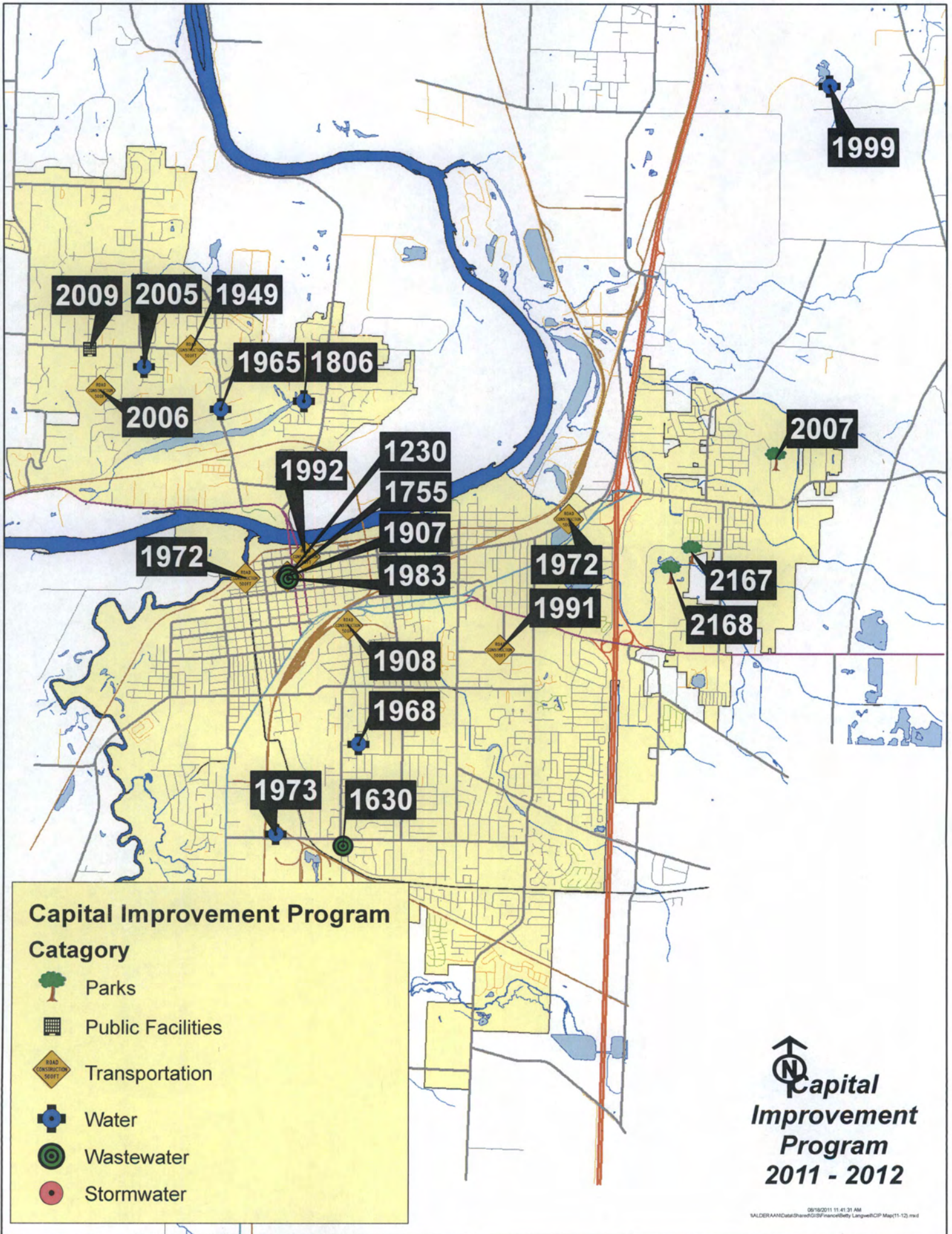
Capital Improvement Program Budget Year 2011-2012

Funded Summary By Funding Source - Projected Cost Totals

FUNDING SOURCES	2011-2012
Future Donations	\$10,000
General Fund Facilities Maintenance Projects	50,000
North Albany Street Improvement	251,000
SDC Improvement - Parks	1,310,000
SDC Improvement - Sewer	480,000
SDC Improvement - Transportation	253,000
Sewer Rates/Operating Revenues	3,876,000
State Highway Fund (Gas Tax)	167,000
State of Oregon	1,208,000
Street Capital Reserves	161,000
Water Connection Fees	101,000
Water Rates/Operating Revenues	2,889,000
Grand Total:	\$10,756,000

Funded Projects Summary

CATEGORY	2011-2012
Parks	\$ 1,320,000
Public Facilities	100,000
Transportation	1,990,000
Wastewater	4,356,000
Water	2,990,000
Grand Total:	\$10,756,000



1999

2009

2005

1949

1965

1806

2006

2007

1992

1230

1755

1907

1983

1972

1972

2167

1991

2168

1908

1968

1973

1630

Capital Improvement Program 2012-2012

Plan FY: 2011-2012 **TIMBER RIDGE SCHOOL TRACK AND SOCCER FIELD**

CIP Project #: 2007

Master Plan: Parks Master Plan
Category: Parks
Department: Parks & Recreation Department

Plan Element:
Classification: Park Development

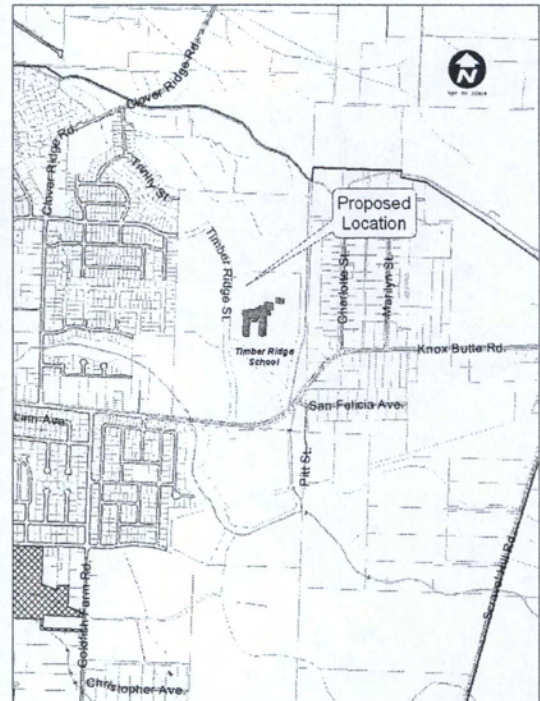
SDC

Total Cost: \$470,000

Funds will be used to construct a new running track and soccer field at Timber Ridge School in collaboration with Greater Albany Public Schools.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
202-35-1500	SDC - IMPROVEMENT - PARKS	\$470,000
Total:		\$470,000



Plan FY: 2011-2012 DOG PARKS

CIP Project #: 2167

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks **Classification:** Park Development
Department: Parks & Recreation Department

SDC

Total Cost: \$50,000

The City has continued to receive requests from citizens for one or more dog parks to be established. The current Parks and Recreation Master Plan calls for these improvements. Locations have not yet been determined, although Timber Linn Park master plan includes a dog park in the northeast corner of the park. Citizen comment will be solicited to determine final locations.

Funding Sources For This Project:

<u>Activity</u> <u>Funding Source</u>	<u>Projected Amount</u>
FUTURE DONATIONS	\$10,000
202-35-1500SDC - IMPROVEMENT - PARKS	\$40,000
Total:	\$50,000

Capital Improvement Program 2012-2012

Plan FY: 2011-2012 CITY GYMNASIUM

CIP Project #: 2168

Master Plan: Parks Master Plan

Plan Element:

Category: Parks

Classification: Miscellaneous - Parks

Department: Parks & Recreation Department

SDC

Total Cost: \$800,000

The City was to be provided a gymnasium for its use with the new YMCA building in Timber Linn Park. That project has now been cancelled and the funds are to be reprogrammed. This new project will allow the City to seek a partnership with an entity to be determined. The funds would be used to either buy all or share an existing facility for City use.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
	202-35-1500SDC - IMPROVEMENT - PARKS	\$800,000
	Total:	\$800,000

Capital Improvement Program 2012-2012

Plan FY: 2011-2012 FIRE STATION 14 PARKING LOT REHABILITATION

CIP Project #: 2009

Master Plan:

Plan Element:

Category: Public Facilities

Classification: Pavement Preservation

Department: Fire Department

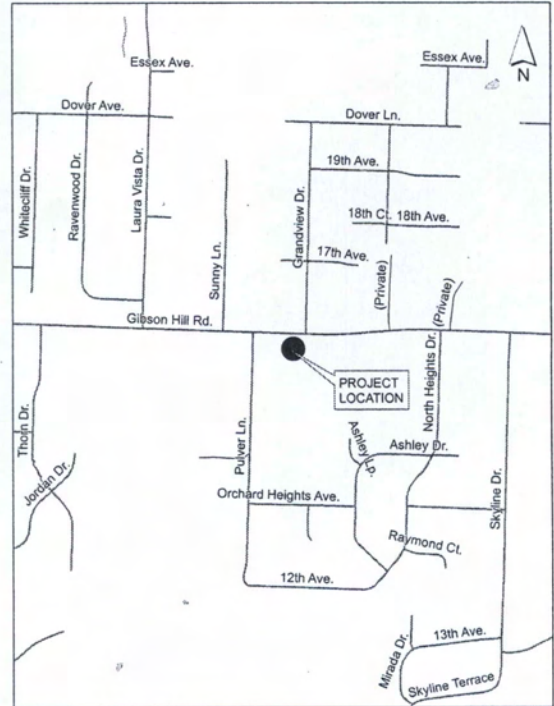
Total Cost: \$100,000

This project will rehabilitate the asphalt pavement in the parking lot aisles at Fire Station 14 in North Albany. The parking lot and fire station site is used as a bus stop and bus turnaround by the Albany Transit System. The parking lot pavement was not originally designed to accommodate the repeated bus traffic it sees today and is rapidly deteriorating.

Operating Budget Impact: This project will reduce maintenance costs by reducing the amount of pavement repair needed in the parking lot each year.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
217-10-2002	GF FACILITIES MAINTENANCE PROJECTS	\$50,000
250-50-2700	STREET CAPITAL RESERVES	\$50,000
Total:		\$100,000



Capital Improvement Program 2012-2012

Plan FY: 2011-2012 **BICYCLE AND PEDESTRIAN IMPROVEMENT GRANT MATCH**

CIP Project #: 1907

Master Plan:

Plan Element:

Category: Transportation

Classification: Pedestrian & Bikeway

Department: Public Works Department

Total Cost: \$40,000

This is an annual dedication to provide funds for match requirements on bicycle and pedestrian grants that are made available annually by the Oregon Department of Transportation. Many of the grants available require a local match. This dedication will provide a funding source should appropriate opportunities arise. All grant opportunities will come before City Council for approval prior to acceptance.

Operating Budget Impact: None. There is no impact to street maintenance costs because this is reserve funding for potential grants, should the opportunity arise.

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: 2011-2012 JACKSON STREET RECONSTRUCTION

CIP Project #: 1908

Master Plan: Transportation Master Plan
 Category: Transportation
 Department: Public Works Department

Plan Element: B5
 Classification: Street Reconstruction/Improvements

SDC

Total Cost: \$1,300,000

This project includes full street reconstruction of Jackson Street between 7th Avenue and 13th Avenue, as well as pavement rehabilitation on 9th Avenue between Jackson Street and the Highway 99E on-ramp. The existing streets are in poor condition due to heavy truck traffic.

This project will also add bike lanes to this section of Jackson Street. To accommodate the new bike lanes and meet City Council's direction to maintain parking on both sides of Jackson Street, the roadway will be widened approximately six feet on one side and the planter strip eliminated. The widening portion of the project is Transportation SDC eligible.

Operating Budget Impact: This project will reduce street maintenance costs in the long term with fewer pothole and patching repairs and fewer responses to citizen complaints about the poor condition of the road.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
250-50-2702	SDC - IMPROVEMENT - TRANSPORTATION	\$110,000
250-50-2700	STATE OF OREGON	\$1,190,000
Total:		\$1,300,000

Capital Improvement Program 2012-2012

Plan FY: 2011-2012 GIBSON HILL ROAD SIDEWALK IMPROVEMENTS - PHASE A

CIP Project #: 1949

Master Plan: Transportation Master Plan
Category: Transportation
Department: Public Works Department

Plan Element:
Classification: Pedestrian & Bikeway

SDC

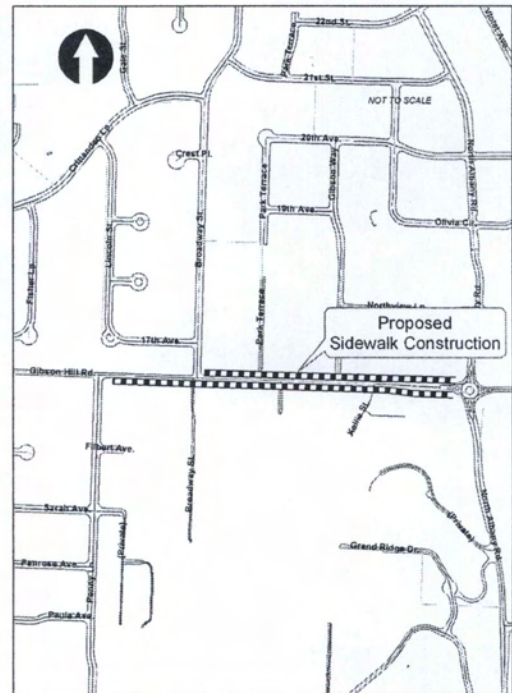
Total Cost: \$298,000

This project will construct sidewalk on both sides of Gibson Hill Road from near North Albany Road (the roundabout) to Broadway Street on the north side and Penny Lane on the south side of Gibson Hill Road. Completion of this project will provide sidewalk for elementary and middle school students in the Gibson Hill and Riverview Heights subdivisions. This project has also been identified as a priority for the local Safe Routes to School team.

Operating Budget Impact: Public sidewalks are maintained by the adjacent property owners so no increase in operating costs is expected.

Funding Sources For This Project:

<u>Activity</u> <u>Funding Source</u>	<u>Projected Amount</u>
250-50-2702SDC - IMPROVEMENT - TRANSPORTATION	\$47,000
250-50-2701NORTH ALBANY STREET IMPROVEMENT	\$251,000
Total:	\$298,000



Plan FY: 2011-2012 BRIDGE SCOUR REPAIRS

CIP Project #: 1972

Master Plan: Transportation Master Plan Plan Element:
 Category: Transportation Classification: Bridges
 Department: Public Works Department

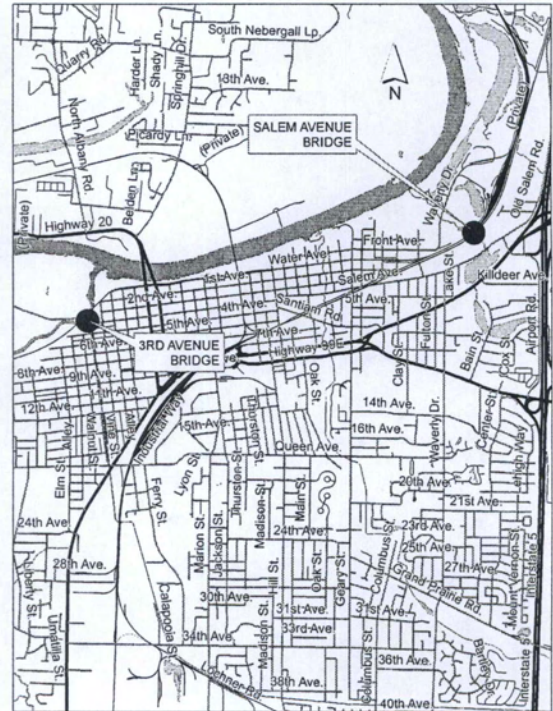
Total Cost: \$167,000

This project will repair two bridges, 3rd Avenue at the Calapooia River and Salem Avenue at Cox Creek. Recent inspections revealed scour issues at the bridge foundations that need to be addressed to prevent damage to the bridge structures themselves.

Operating Budget Impact: This project will reduce operating costs by eliminating the need for additional inspections and prevent future costly repairs to both bridges.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
	250-50-2700 STATE HIGHWAY FUND (Gas Tax)	\$167,000
Total:		\$167,000



Capital Improvement Program 2012-2012

Plan FY: 2011-2012 HERITAGE MALL TRAFFIC SIGNALS

CIP Project #: 1991

Master Plan: Transportation Master Plan
Category: Transportation
Department: Public Works Department

Plan Element: I3, I4, I5
Classification: Traffic Signals

SDC

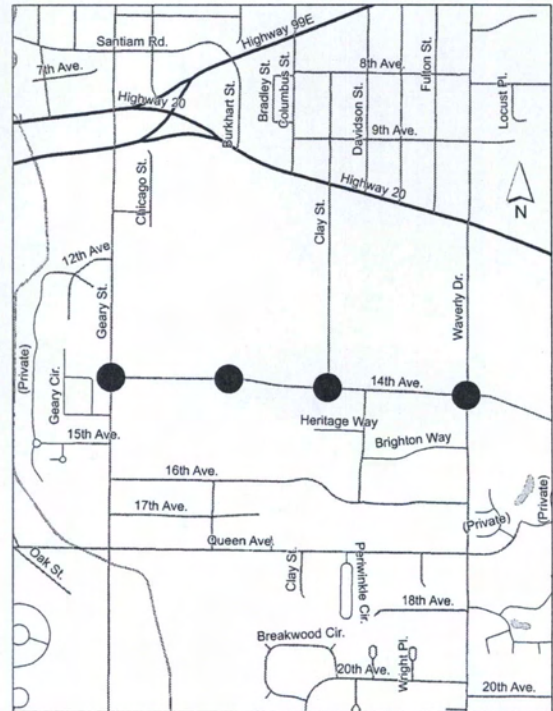
Total Cost: \$104,000

This project will install flashing yellow signal heads and convert from protected to protected-permissive left turn phasing on the following traffic signals: 14th Avenue at Geary Street, 14th Avenue at Heritage Mall, 14th Avenue at Clay Street, and 14th Avenue at Waverly Drive. These changes will reduce delays for motorists and increase intersection safety.

Operating Budget Impact: None.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
250-50-2700	STATE OF OREGON	\$10,000
250-50-2702	SDC - IMPROVEMENT - TRANSPORTATION	\$94,000
Total:		\$104,000



Plan FY: 2011-2012 LYON STREET AND 1ST AVENUE TURN LANE

CIP Project #: 1992

Master Plan: Transportation Master Plan
 Category: Transportation
 Department: Public Works Department

Plan Element: I21
 Classification: Street Reconstruction/Improvements

SDC

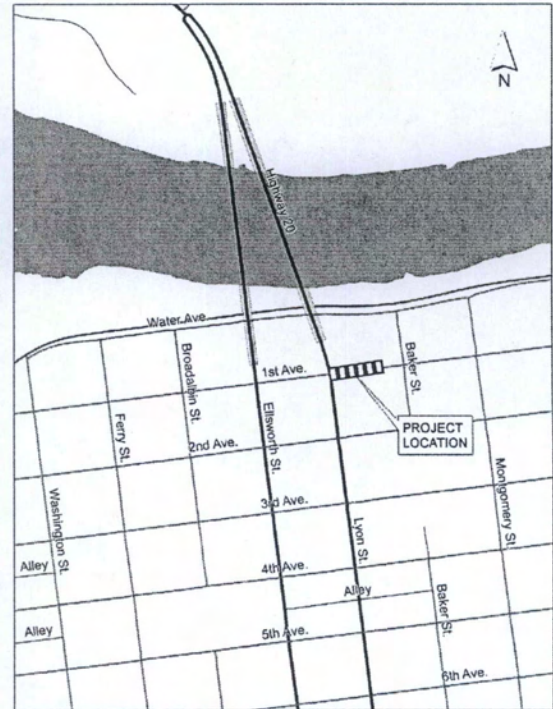
Total Cost: \$10,000

This project will convert one westbound through lane on 1st Avenue at Lyon Street to a shared through-right turn lane.

Operating Budget Impact: None.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
250-50-2700	STATE OF OREGON	\$8,000
250-50-2702	SDC - IMPROVEMENT - TRANSPORTATION	\$2,000
Total:		\$10,000



Capital Improvement Program 2012-2012

Plan FY: 2011-2012 12TH AVENUE STREET INFILL

CIP Project #: 2006

Master Plan: Transportation Master Plan
Category: Transportation
Department: Public Works Department

Plan Element:
Classification: New Construction

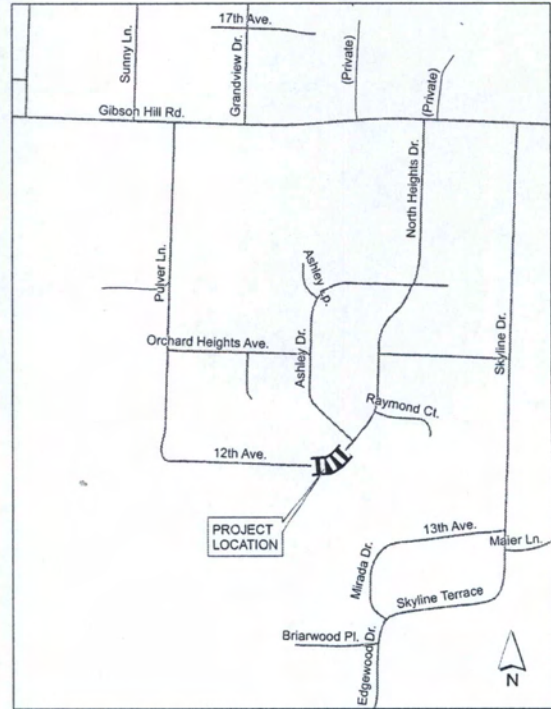
Total Cost: \$71,000

This project will construct approximately 150 linear feet of new residential street to connect NW 12th Avenue and NW North Heights Drive. This street will be constructed in an existing right-of-way to improve emergency access and neighborhood connectivity.

Operating Budget Impact: This project will increase operating costs by adding a short additional length of paved street.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
250-50-2700	STREET CAPITAL RESERVES	\$71,000
	Total:	\$71,000



Capital Improvement Program 2012-2012

Plan FY: 2011-2012 LATERAL REPLACEMENT & BASEMENT PROTECTION

CIP Project #: 1230

Master Plan: Sanitary Sewer 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 sanitary sewer service laterals on private property. The program reimburses qualifying property owners for the cost of replacing failing sanitary sewer service laterals. Replacement of these laterals reduces the amount of infiltration entering the sanitary sewer system through cracks and breaks in older, deteriorated service lines.

Operating Budget Impact: This project will reduce sewer maintenance costs over the long term by reducing the amount of extraneous flow into the sanitary sewer system that is receiving treatment.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
601-50-2500	SEWER RATES/OPERATING REVENUES	\$220,000
	Total:	\$220,000

Plan FY: 2011-2012 OAK CREEK LIFT STATION AND FORCE MAIN IMPROVEMENTS
CIP Project #: 1630

Master Plan: Sanitary Sewer Master Plan
Category: Wastewater
Department: Public Works Department

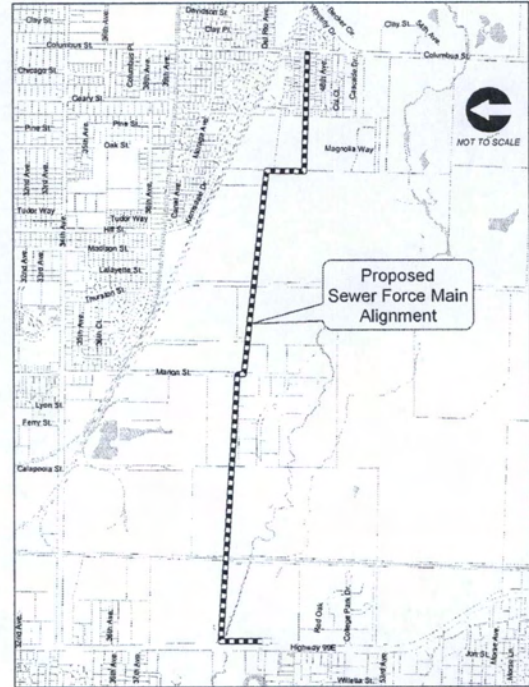
Plan Element:
Classification: Lift Stations

SDC

Total Cost: \$3,836,000

Evaluations were recently completed on operating strategies for the Oak Creek Lift Station, 34th Avenue Lift Station, North Albany Lift Station, and the wet weather lift station that was planned as part of the wastewater treatment plant expansion project. The purpose of the evaluation was to determine the most cost effective approach for routing wastewater flows and completing required lift station upgrades. Evaluations concluded with a recommendation not to construct the wet weather lift station. Instead, the City has pursued lift station and force main upgrades to the North Albany and Oak Creek Lift Stations. These combined improvements are required to comply with a stipulated final order from DEQ to eliminate wastewater overflows during regulated storm events. This project provides for improvements to the Oak Creek Lift Station and for a new force main that will discharge to the Columbus Street Interceptor.

Operating Budget Impact: This project will reduce maintenance costs over the long term because wastewater received by this station will no longer be pumped to a second station. Following these improvements wastewater flowing to this station will only be pumped once prior to reaching the treatment plant.



Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
601-50-2502	SDC - IMPROVEMENT - SEWER	\$480,000
601-50-2500	SEWER RATES/OPERATING REVENUES	\$3,356,000
Total:		\$3,836,000

Capital Improvement Program 2012-2012

Plan FY: 2011-2012 INFLOW REDUCTION PROGRAM

CIP Project #: 1755

Master Plan: Sanitary Sewer Master Plan
Category: Wastewater
Department: Public Works Department

Plan Element:
Classification: Miscellaneous - Wastewater

Total Cost: \$150,000

This ongoing series of projects provides funding for reducing infiltration and inflow (I & I) into the sanitary sewer system by disconnecting parking lot catch basins and other surface drainage systems that drain into the sewer. While current codes prohibit such connections, many older facilities may still be connected. Other improvements within the public system that reduce I & I may also be completed under this program.

Operating Budget Impact: This project will reduce maintenance costs over the long term because the removal of extraneous flow reduces the overall flow through the collection system and treatment plant. It also preserves capacity in the long run.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
601-50-2500	SEWER RATES/OPERATING REVENUES	\$150,000
	Total:	\$150,000

Plan FY: 2011-2012 RAIN DRAIN SEPARATION PROJECTS

CIP Project #: 1983

Master Plan: Sanitary Sewer Master Plan
Category: Wastewater
Department: Public Works Department

Plan Element:
Classification: Miscellaneous - Wastewater

Total Cost: \$150,000

This ongoing series of projects provides funding for reducing infiltration and inflow into the sanitary sewer system by disconnecting gutter systems that drain into the sewer. While current codes prohibit such connections, many older residences may still be connected.

Operating Budget Impact: This project will reduce maintenance costs over the long term because the removal of extraneous flow reduces the overall flow through the collection system and treatment plant. It also preserves capacity in the long run.

Funding Sources For This Project:

<u>Activity</u> <u>Funding Source</u>	<u>Projected Amount</u>
601-50-2500SEWER RATES/OPERATING REVENUES	\$150,000
Total:	\$150,000

Capital Improvement Program 2012-2012

Plan FY: 2011-2012 SHADY LANE, SOUTH OF DOGWOOD LANE NW

CIP Project #: 1806

Master Plan: Water Supply Master Plan
 Category: Water
 Department: Public Works Department

Plan Element: Program-1
 Classification: Water Mains

Total Cost: \$154,000

Replace approximately 540 feet of deteriorated 2-inch galvanized iron pipe with 8-inch ductile iron pipe. This project will also construct 130 feet of new 8" ductile iron pipe to tie the north and south dead-end lines on Shady Lane together to improve fire flow and system reliability.

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	\$154,000
Total:	\$154,000



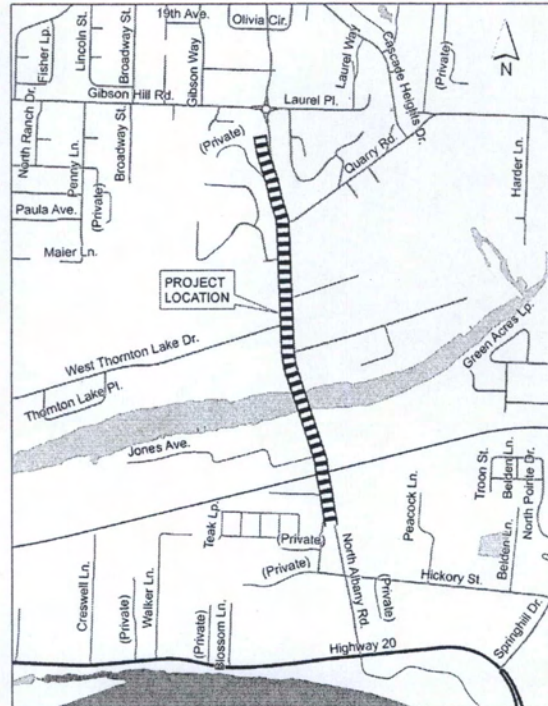
Plan FY: 2011-2012 BROADWAY RESERVOIR TRANSMISSION MAIN, PHASE 2

CIP Project #: 1965 Phase: 2

Master Plan: Water Supply Master Plan Plan Element: P39
 Category: Water Classification: Water Mains
 Department: Public Works Department

Total Cost: \$2,000,000

This project is the second of a two-phase project required to provide safe and reliable water supply for all of Albany. It has been identified as a need in the City's water system planning documents and recent studies. The Broadway reservoir services the entire City and is the largest reservoir in the City. Operators struggle to fill the reservoir during high demand periods due to inadequate transmission line capacity. The new transmission line will allow the reservoir to be filled during high demand periods and will also help keep water fresh during low demand periods by allowing better distribution to the City. These improvements are important to provide adequate and safe water as well as fire protection for all of Albany. This transmission main will also provide protection against a loss of water supply due to a catastrophic event by creating a second feed across the Willamette River.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
615-50-2308	WATER RATES/OPERATING REVENUES	\$2,000,000
Total:		\$2,000,000

Capital Improvement Program 2012-2012

Plan FY: 2011-2012 JACKSON STREET WATER LINE

CIP Project #: 1968

Master Plan: Water Supply Master Plan
Category: Water
Department: Public Works Department

Plan Element:
Classification: New Construction - Water

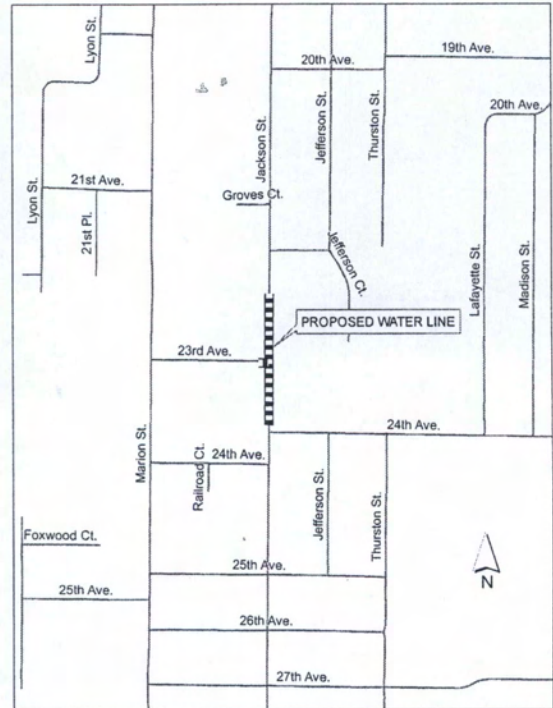
Total Cost: \$101,000

This project will construct approximately 600 lineal feet of new 8-inch water line on Jackson Street between 22nd and 24th Avenues. This infill water line will extend service to several existing parcels that currently do not have service, as well as improve fire flows and increase system reliability.

Operating Budget Impact: These improvements will slightly increase operating costs by adding additional water lines to the distribution system.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER CONNECTION FEES	\$101,000
Total:		\$101,000



Plan FY: 2011-2012 34TH AVENUE RESERVOIR COATING

CIP Project #: 1973

Master Plan: Water Supply Master Plan
Category: Water
Department: Public Works Department

Plan Element:
Classification: Water Supply & Storage

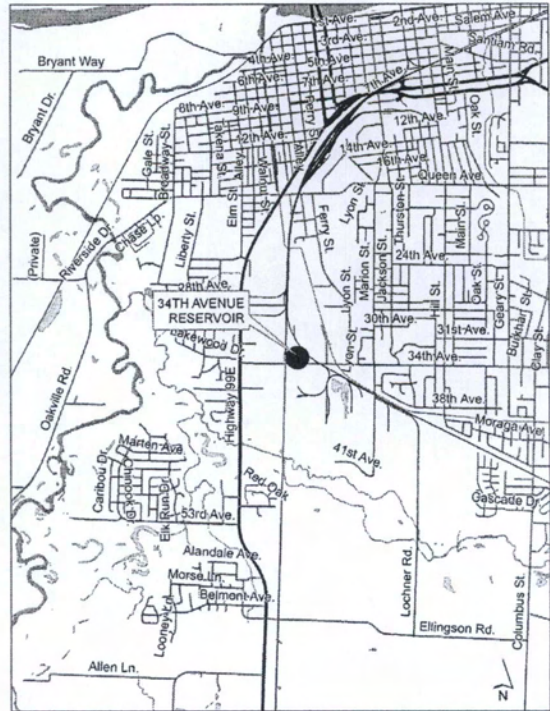
Total Cost: \$225,000

The existing interior coating of the 34th Avenue Reservoir is deteriorating and must be redone. This project provides for a new interior coating that will help preserve reservoir life and protect water quality.

Operating Budget Impact: This project will not impact the operating budget.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
615-50-2308	WATER RATES/OPERATING REVENUES	\$225,000
Total:		\$225,000



Capital Improvement Program 2012-2012

Plan FY: 2011-2012 ALBANY-MILLERSBURG WATER TREATMENT PLANT SAND
REMOVAL

CIP Project #: 1999

Master Plan: Water Supply Master Plan
Category: Water
Department: Public Works Department

Plan Element:
Classification: Miscellaneous - Water

Total Cost: \$255,000

This project will install a second clarifier to remove additional sand and sediment prior to water entering the filter membranes. Currently the filter membranes become clogged with sand from the Santiam River on a regular basis and must be flushed frequently. This frequent flushing reduces the capacity of the treatment plant.

Operating Budget Impact: Operating costs will decrease due to the reduced wear on the filter membranes.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$255,000
	Total:	\$255,000

Plan FY: 2011-2012 NORTH RANCH DRIVE AREA WATER LINES

CIP Project #: 2005

Master Plan: Water Supply Master Plan Plan Element:
 Category: Water Classification: Water Mains
 Department: Public Works Department

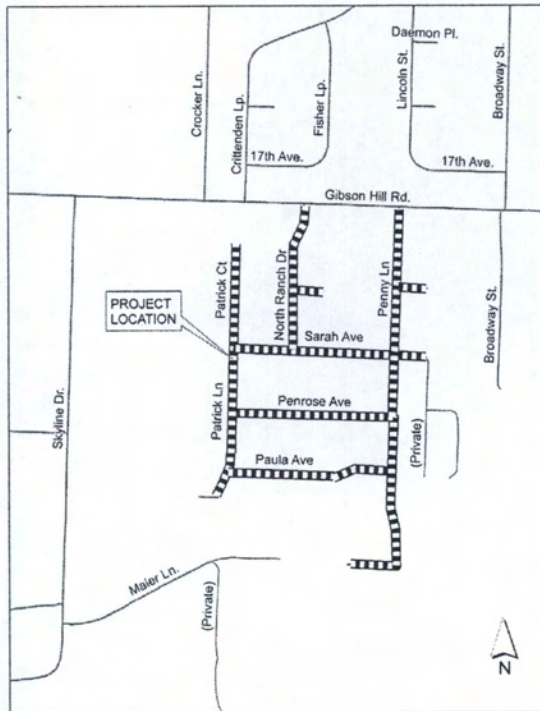
Total Cost: \$255,000

This project will evaluate the condition of existing ductile iron water lines in the North Ranch Drive area and make needed repairs or replacements. This area has unusually corrosive soil which has resulted in a large number of premature leaks in the water lines.

Operating Budget Impact: This project will reduce operating costs by reducing the number of leak repairs needed.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
615-50-2308	WATER RATES/OPERATING REVENUES	\$255,000
Total:		\$255,000



RESOLUTION NO. 6007

BE IT RESOLVED that the Albany City Council hereby adopts the approved 2011-2012 budget in the total sum of \$164,966,200 now on file at the Albany City Hall.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2011, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Nondepartmental	
Materials & Services	\$ 281,500
Municipal Court	652,200
Code Enforcement	21,000
Fire Suppression	8,448,700
Public Safety Levy: Fire	992,200
Fire & Life Safety	766,400
Police	12,052,000
Public Safety Levy: Police	1,013,200
Planning	1,189,600
Housing	248,800
Library	2,450,700
Transfers Out	823,700
Contingency	1,539,300
Total GENERAL FUND	\$ 30,479,300

SPECIAL REVENUE FUNDS

PARKS & RECREATION

Sports Services	\$ 235,900
Children/Youth/Family Rec Services	265,400
Resource Development/Marketing Services	296,600
Park Maintenance Services	1,843,800
Parks & Recreation Administration	1,107,500
Aquatic Services	774,900
Adult Recreation Services	502,500
Performance and Cultural Arts	402,300
Park SDC Projects	675,200
Senior Center Foundation	19,600
Parks Capital Improvement Program	1,072,400
Transfers Out	1,378,200
Contingency	303,900
Total PARKS & RECREATION	\$ 8,878,200

SPECIAL REVENUE FUNDS, continued

GRANTS	
Personnel	\$ 33,500
Materials & Services	813,000
Capital	1,716,200
Total GRANTS	\$ 2,562,700
BUILDING INSPECTION	
Building Inspection	\$ 1,102,400
Electrical Permit Program	119,200
ADA Code Enforcement	67,500
Transfers Out	12,500
Total BUILDING INSPECTION	\$ 1,301,600
RISK MANAGEMENT	
Risk Management	\$ 1,578,800
PepsiCo Settlement Projects	\$ 11,783,500
HARP	48,000
Total RISK MANAGEMENT	\$ 13,410,300
ECONOMIC DEVELOPMENT	
Target Utilities	\$ 43,500
Economic Development Activities	747,000
Albany Municipal Airport	419,100
Municipal Airport Capital Projects	46,400
Transfers Out	177,100
Total ECONOMIC DEVELOPMENT	\$ 1,433,100
AMBULANCE	
Personnel	\$ 1,884,800
Materials & Services	359,500
Total AMBULANCE	\$ 2,244,300
PUBLIC TRANSIT	
Albany Transit System	\$ 684,100
Linn-Benton Loop	509,100
Paratransit System	411,500
Total PUBLIC TRANSIT	\$ 1,604,700
PUBLIC SAFETY LEVY	
Transfers Out	\$ 2,753,600
Total PUBLIC SAFETY LEVY	\$ 2,753,600
CAPITAL REPLACEMENT	
Equipment Replacement	\$ 3,861,500
City Facilities Replacement	531,000
GF Facilities Maintenance Projects	383,600
IT Equipment Replacement	1,874,100
Facilities Replacement	710,700
Transfers Out	4,700
Total CAPITAL REPLACEMENT	\$ 7,365,600

SPECIAL REVENUE FUNDS, continued

STREET	
Personnel	\$ 839,700
Materials & Services	2,990,200
Capital	8,415,600
Transfers Out	664,000
Total STREET	\$ 12,909,500

DEBT SERVICE FUND

DEBT SERVICE	
Bancroft Debt Service	\$ 206,900
1995 Fairgrounds Revenue Bonds	-
2002 LTD Tax Pension Bonds	845,400
2004 Revenue Obligations	419,600
2007 GO Refunding Bonds	1,408,500
Total DEBT SERVICE	\$ 2,880,400

CAPITAL PROJECT FUND

CAPITAL PROJECTS	
Albany Data Integration Project	\$ 95,100
LID Construction Projects	1,580,000
Albany Station REA Building	110,000
Albany Station Pathway	157,000
North Albany Park & Ride	885,000
ST-07-03 53rd Ave Bridge/Roadway	-
Transfers Out	2,127,700
Total CAPITAL PROJECTS	\$ 4,954,800

PERMANENT FUNDS

SENIOR CENTER ENDOWMENT	
Materials & Services	\$ 300
Unappropriated	50,300
Total SENIOR CENTER ENDOWMENT	\$ 50,600

LIBRARY TRUST	
V. O. Torney Trust	\$ 12,900
Manela Trust	71,000
Total LIBRARY TRUST	\$ 83,900

ENTERPRISE FUNDS

SEWER	
Personnel	\$ 2,124,900
Materials & Services	6,192,900
Capital	9,198,500
Transfers Out	388,500
Debt Service	13,535,500
Contingency	404,700
Total SEWER	\$ 31,845,000

WATER	
Personnel	\$ 2,378,500
Materials & Services	6,420,600
Capital	13,285,100
Transfers Out	845,500
Debt Service	3,672,100
Contingency	415,300
Total WATER	\$ 27,017,100

INTERNAL SERVICE FUNDS

CENTRAL SERVICES	
Finance	\$ 1,392,100
Council & Nondepartmental	272,600
City Manager's Office	1,149,500
Information Technology Services	1,254,500
GIS Services	438,400
Permit Tracking	96,900
Human Resources	616,300
Facilities Maintenance	642,100
Total CENTRAL SERVICES	\$ 5,862,400

PUBLIC WORKS SERVICES	
PW Administration	\$ 608,100
Engineering Services	2,643,700
Operations Administration	1,348,700
Water Quality Control Services	367,900
PW Customer Services	1,124,100
Facilities & Maintenance Engineering	1,236,600
Total PUBLIC WORKS SERVICES	\$ 7,329,100


BE IT FURTHER RESOLVED that the Albany City Council hereby imposes the taxes provided for in the adopted budget at a permanent rate of \$6.3984 per one thousand of assessed value, a local option rate of \$0.95 per one thousand of assessed value, and bonded debt service in the amount of \$1,379,266, 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, 2011. The following allocations and categorizations, subject to the limits of SECTION IIIB, Article XI, of the Oregon Constitution, make the aggregate levy.

	Subject to the General Government Limitation	Excluded from the Limitation
Gross tax levy	\$6.3984 per \$1,000 of Assessed Value	
Public Safety Levy	\$0.95 per \$1,000 of Assessed Value	
Debt Service		\$ 1,379,266
Linn/Benton Sewer Certification		\$ 80,000

Passed by the Council: June 8, 2011

Approved by the Mayor: June 8, 2011

Effective Date: June 8, 2011



 Mayor

ATTEST:



 City Clerk

AFFIDAVIT OF PUBLICATION

**CITY OF ALBANY
NOTICE OF BUDGET HEARING**

The City of Albany will hold a PUBLIC HEARING on Wednesday, June 8, 2011, 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, 2011, as approved by the City of Albany Budget Committee on May 18, 2011. The public is invited to present any written or oral testimony at this time. Written testimony may be addressed to the Finance Directors Office, 333 Broadalbin SW, Albany, OR 97321. A copy of the approved budget document may be inspected between the hours of 8:00 a.m. and 5:00 p.m. in the City Clerk's Office, 333 Broadalbin SW or at either City Library.

A summary of the budget is presented below. The budget includes \$366,100 from State Revenue Sharing. The budget was prepared on a basis of accounting consistent with the basis of accounting used the preceding year. Major changes, if any and their affect on the budget are explained below.

FUND SUMMARY

	Adopted 2010-2011	Approved 2011-2012	Percent Change
General Fund	\$ 29,401,100	\$ 30,479,300	3.67%
Special Revenue Funds	62,316,800	54,458,600	<12.61%>
Debt Service Funds	3,956,100	2,880,400	<27.19%>
Capital Projects Funds	5,386,600	4,954,800	<8.02%>
Permanent Funds	141,000	134,500	<4.61%>
Enterprise Funds	70,952,700	58,862,100	<17.04%>
Internal Service Funds	<u>13,070,200</u>	<u>13,191,500</u>	<u>0.93%</u>
TOTAL	\$185,224,500	\$164,961,200	<10.94%>

FUND CATEGORIES

	Adopted 2010-2011	Approved 2011-2012
Expenditures		
Personnel Services	\$ 42,291,000	\$ 43,782,600
Materials and Services	32,255,100	33,171,500
Capital Projects	76,735,600	55,068,600
Interfund Transfers	7,526,800	10,015,500
Debt Service	23,154,000	20,130,000
Contingencies	3,131,100	2,663,200
Unappropriated	<u>130,900</u>	<u>129,800</u>
TOTAL Expenditures	\$185,224,500	\$164,961,200

Revenues

NonAd Valorem Tax Revenues	\$140,320,500
Ad Valorem Tax Revenues including estimated Delinquent Tax Receipts	<u>24,640,700</u>
TOTAL Revenues	\$164,961,200

Number of Employees (FTE) 424.925 (398.543)*

* Number of employees included in the FY 2011-2012 budget appropriations.

MAJOR FUND TYPES AND CHANGES

GENERAL FUND: The General Fund is used to account for all financial resources except those required to be accounted for in another fund.

General Fund programs include: Municipal Court - processes citations issued by the Albany Police Department, the City's Code Enforcement Division, and by private citizens. Code Enforcement - provides centralized coordination of property related municipal code enforcement activities. Planning - responsible for the City's planning and zoning administration, long range planning including administration and revision of the Comprehensive Plan, regulation review, and community development activities. Library - provides printed and other materials to meet the informational, educational, and recreational needs of the community. Police - provides detective and prosecution services, community service assistance, City regulatory services, animal control, traffic enforcement, and accident investigation. Public Safety Levy, Police - provides community policing and crime prevention programs. Fire Suppression - responds to fire emergencies and assists medical crews at emergencies. Fire & Life Safety - investigates fires, conducts inspections, and provides fire education. Public Safety Levy, Fire - provides six additional Firefighter/EMT positions and two additional positions for public education and inspection activities. Housing - primarily benefits low-and moderate-income families. Nondepartmental - accounts for expenditures that cannot be attributed to specific activities above.

Revenues are received from property taxes, franchise fees, licenses and permit fees, Rural Fire Protection Districts, State Liquor Control Commission, State Cigarette taxes, and donations.

Significant personnel changes include a reduction of .20 FTE in the Library.

	Adopted 2010-2011	Approved 2011-2012
Expenditures		
Personnel Services	\$21,212,500	\$21,863,400
Materials and Services	5,707,400	6,252,900
Contingencies	1,130,900	1,539,300
Transfers	<u>1,350,300</u>	<u>823,700</u>
TOTAL Expenditures	\$29,401,100	\$30,479,300

State of Oregon

SS)

County of Linn

I, Pam M. Burreight, being first duly sworn deposes and says, that I am the Legal Clerk of the Democrat-Herald, a newspaper of general circulation, as defined by section 193.010 O.R.S., published at Albany, OR, in the aforesaid county and state: that the advertisement number 3129320, for the account number 60000049 described as BUDGET HEARING, a copy is hereto Annexed, was published in the entire issue of sold newspaper.

Start Date: 05-31-11

Stop Date: 05-31-11

Insertions: 1

Pam Burreight

Cyndi R. Sprinkel-Hart

Subscribed and sworn to before me on **Wednesday, Jun 01, 2011.**



AFFIDAVIT OF PUBLICATION

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SPECIAL REVENUE FUNDS: Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Special Revenue Fund programs include: Parks and Recreation Fund - coordinates sports and recreation programs, markets and promotes the annual summer concert series, maintains all City parks, provides social, recreational, cultural, educational, and health service needs to senior citizens, plans, and markets and promotes the annual Art & Air Festival. Grants Fund- receives monies from agencies of the state and federal governments for various projects within the City, i.e., Department of Justice Bullet proof Vest Grant, Library Foundation Grant, Oregon Community Foundation, State Library Grant, Regional Urban Search & Rescue Exercise-Phase 2 Grant, VISTA Volunteer Grant, Seismic Rehabilitation Grant - Fire Station 12, Periwinkle Path and Bridge Grant, East Thornton Lake Natural Area Acquisition, 911 Emergency Dispatch Grant, 2011-2013 Transportation Growth Management Grant, 2010-2011 Oregon Housing & Community Services Block Grant, 2010-2012 SHPO Historic Preservation Grant, Title XIX Grant, and FAA Annual Capital Grant. Building Inspection Fund - conducts inspections, enforces Americans Disability Act requirements, administers state building codes and the Albany Municipal Code, and assists the public with information relating to building and development codes. Risk Management Fund - accumulates funds to mitigate risk factors and provide financial protection for deductible payments and liability exposure, including managing litigation proceeds. Economic Development Fund - receives transient room tax monies to fund economic development related projects, including the Albany Airport. Ambulance Fund - provides all emergency and non-emergency ambulance transportation for the City of Albany and portions of Linn, Benton, and Marion Counties, provides ambulance billing, customer service, collection for charges related to ambulance transports, and administrative support of the FireMed Program. Public Transit Fund - operates the Albany Transit System, the Transit Loop System, which transports citizens between the cities of Albany and Corvallis, and the Paratransit System, which provides Call-A-Ride for elderly and disabled individuals. Public Safety Levy Fund - account for taxes received as a result of voter approval of a 5-year Public Safety Levy in November 2002. Capital Replacement Fund - accumulates monies from assessments to various governmental funds and activities to purchase or build needed major fixed assets

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or for building maintenance expenditures. Street Fund - responsible for street cleaning, pavement management, traffic control and public safety apparatus, storm drain maintenance, bridge maintenance, airport inspection, and right-of-way maintenance.

Some of the resources for the operation of Special Revenue Funds are as follows: commercial, residential, and electrical permit fees fund Building Inspection's Electrical Permit Program; FireMed and ambulance service fees fund Ambulance; State gasoline taxes, and franchise fees from the Sewer and Water Funds; State and local grants and general resources fund the Public Transit System; and property taxes, System Development Charges, service charges, donations, and concert sponsorships fund the Parks & Recreation Department.

Significant personnel changes included an increase of .675 budgeted FTE in the Parks & Recreation Fund, a decrease of 1.00 FTE in the Building Inspection Fund, and an increase of 1.00 FTE in the Streets Fund.

	<u>Adopted</u> <u>2010-2011</u>	<u>Approved</u> <u>2011-2012</u>
<u>Expenditures</u>		
Personnel Services	\$ 7,284,400	\$ 7,542,800
Materials and Services	9,470,300	10,892,700
Capital Projects	40,040,500	29,845,600
Transfers	5,232,900	5,830,100
Debt Service	44,600	43,500
Contingencies	<u>244,100</u>	<u>303,900</u>
TOTAL Expenditures	<u>\$62,316,800</u>	<u>\$54,458,600</u>

DEBT SERVICE FUND: The Debt Service Fund accumulates resources and accounts for the payment of general long-term debt principal and interest.

Debt Service Fund programs include: 2002 Limited Tax Pension Bonds- accounts for the repayment of the Limited Tax Pension Bond Debt; 2004 Revenue Obligations; Street Improvements - financed by General Obligation Bonds; Bancroft Bond Redemption - accounts for the accumulation of resources and the payment of debt related to completed special assessment projects; and 2007 General Obligation Refunding Bonds.

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Stop Date: 05-31-11

Insertions: 1

See front page

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PERMANENT FUNDS: Permanent Funds are used to account for assets held by a government for individuals, private organizations, other governments, and/or other funds. The City of Albany maintains one Endowment Fund for an outside group of senior citizens and one Trust Fund. Trust Funds are used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments, and/or other funds. The principal amount of a Trust Fund is considered "nonexpendable." It is invested and the interest income is spent for a specified purpose.

CONTINUED TO NEXT COLUMN

#3129320

Publish: May 31, 2011

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AFFIDAVIT OF PUBLICATION

CONTINUED FROM PREVIOUS COLUMN

Permanent Fund programs include: Senior Center Endowment - promotes collection of endowment funds for the operation of the Albany Senior Center. The Library Trust Fund includes the Manela Trust program- purchases scientific, educational, and technical books for the City Library with the interest earned on a donation made by Olive Manela, and the V. O. Torney Trust program - purchases children's picture books and other books for the City Library from the interest earned on a donation made by Veda O. Torney.

Resources for the Permanent Fund activities include gifts, donations, and interest earnings.

There are no Personnel Service expenditures in these programs.

	<u>Adopted</u> <u>2009-2010</u>	<u>Approved</u> <u>2010-2011</u>
<u>Expenditures</u>		
Materials and Services	\$ 10,100	\$ 4,700
Unappropriated	<u>130,900</u>	<u>129,800</u>
TOTAL Expenditures	\$141,000	\$134,500

ENTERPRISE FUNDS: Enterprise Funds are established to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the City in the management of its Enterprise Funds is that the costs of providing goods or services to the general public on a continuing basis will be financed or recovered primarily through user charges.

Enterprise Fund programs include: Sewer - accounts for all activities associated with the collection of wastewater in the City of Albany. Activities include collection, treatment, system and equipment replacement, sewer separation, economic development, and the repayment of debt incurred to make improvements to the sewer system. Water - accounts for all activities associated with the providing of water to the citizens of Albany. Activities include treatment, distribution, source (canal) maintenance, plant expansion, system improvements, equipment replacement, and repayments of debt incurred to purchase and improve the water facility.

Resources for the Enterprise activities include water and sewer service charges, system development charges and assessments, and general resources of the Water and Sewer Funds.

Significant personnel changes include the addition of 1.0 FTE to the Water Fund.

	<u>Adopted</u> <u>2010-2011</u>	<u>Approved</u> <u>2011-2012</u>
<u>Expenditures</u>		
Personnel Services	\$ 4,132,200	\$ 4,503,400
Materials and Services	13,600,900	12,613,500
Capital Projects	31,365,500	22,483,600
Transfers	1,163,000	1,234,000
Debt Service	19,154,400	17,207,600
Contingencies	<u>-1,536,700</u>	<u>820,000</u>
TOTAL Expenditures	\$70,952,700	\$58,862,100

INTERNAL SERVICE FUNDS: Internal Service Funds are used to account for the financing of goods or services provided to various City departments on a cost-reimbursement basis. Internal Service Funds include Central Services and Public Works Services.

Central Services provides administrative services to all City departments. Programs include Council and Nondepartmental, City Manager's Office, Human Resources, Facilities Maintenance, Finance, Information Technology Services, Geographic Information Systems Services, and Permit Tracking. Public Works Services provides administrative services to the Public Works Department. Programs include PW Administration, PW Engineering Services, Operations Administration Services, Water Quality Control Services, PW Customer Services, and Facilities Maintenance & Engineering Services.

Major resources for this fund are from departmental charges and interest earnings.

No Significant personnel changes.

	<u>Adopted</u> <u>2010-2011</u>	<u>Approved</u> <u>2011-2012</u>
<u>Expenditures</u>		
Personnel Services	\$ 9,661,900	\$ 9,873,000
Materials and Services	<u>3,408,300</u>	<u>3,318,500</u>
TOTAL Expenditures	\$13,070,200	\$13,191,500

DEBT SERVICE

The City has a General Obligation Bond rating of "A2" from Moody's Investors Service and a rate of "A+" from Standard & Poors. The ratings reflect the City's growing tax base, stable financial position, and modest debt burden. Assessed value per capita is a respectable \$66,807.

As of July 1, 2011, the City will have a number of debt issues outstanding:

Total Debt Outstanding

General Obligation	\$ 4,855,000
Water Revenue	31,800,000
Limited Tax Assessments	197,735
Limited Tax Pension Obligation	6,376,507
Revenue Obligations	<u>2,000,000</u>
TOTAL	\$45,229,242

Other Debt:	
State Revolving Fund	
(SRF) Loan	\$66,356,540
Certificates of Participation	<u>75,679</u>

State of Oregon

ss)

County of Linn

I, Pam M. Burreight, being first duly sworn deposes and says, that I am the Legal Clerk of the Democrat-Herald, a newspaper of general circulation, as defined by section 193.010 O.R.S., published at Albany, OR, in the aforesaid county and state: that the advertisement number 3129324, for the account number 60000049 described as CONTINUED FROM PREVIOUS COLUMN, a copy is hereto Annexed, was published in the entire issue of sold newspaper.

Start Date: 05-31-11

Stop Date: 05-31-11

Insertions: 1

See record page

Subscribed and sworn to before me on **Wednesday, Jun 01, 2011.**

AFFIDAVIT OF PUBLICATION

State of Oregon

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See first page

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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, 2011, the City's net General Obligation Bonded debt will be well below the estimated limit of \$125 million.

TAX LEVY SUMMARY

The Budget Committee approved a total gross tax levy of \$6.3984/\$1,000 of the assessed valuation as of May 18, 2011.

The estimated assessed valuation for Fiscal Year 2011-2012 is \$3,308,939,853.

Gross tax levy:
Subject to the General Government Limitation \$6.3984/\$1000 of Assessed Value
Public Safety Levy \$.95/\$1,000 of Assessed Value

	<u>2010-2011</u> <u>Current Year</u>	<u>2011-2012</u> <u>Budget Year</u>
Debt Service:		
Excluded from the Limitation	\$2,266,182	\$1,379,266

Stewart Taylor
Budget Officer
PUBLISH: 05/31/11

#3129324

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GLOSSARY

City of Albany

FY 2011-2012

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.

ADA - Albany Downtown Association

Ad Valorem Taxes - Commonly referred to as property taxes; a property tax as a percentage of the value of taxable property; a tax based on the assessed value of the taxable property; a tax levied on both real and personal property according to the property's valuation and the tax rate.

Adopted Budget - The final budget appropriations approved by the City Council, which becomes the budget of the City.

AFSCME - American Federation of State, County, and Municipal Employees. One of the union organizations representing bargaining employees of the City of Albany.

AMBAC - American Municipal Bonds Assurance Corporation

AMC - Albany Municipal Code

AMEDC - Albany/Millersburg Economic Development Corporation. A non-profit organization the City contracts with to provide economic development coordination.

Annexation - The incorporation of land into an existing city with a resulting change in the boundaries of that city.

APD - Albany Police Department

Appropriation - Legal authorization granted by the governing body to make expenditures and to incur obligations for specific purposes.

Approved Budget - The budget recommended by the Budget Committee for adoption by the City Council. The Council has limited authority to modify the budget. In no case may the City Council increase the tax levy approved by the Budget Committee, nor may the appropriation of any fund be increased more than 10 percent above that approved by the Budget Committee.

ARA - Albany Revitalization Agency

Assessed Value - The value set by the County Assessor on real and personal taxable property as a basis for levying taxes.

Assessment - An amount levied against a property for improvements specifically benefiting that property.

ATS - Albany Transit System

AVA - Albany Visitors Association

Balanced Budget - A balanced budget means the total resources, including transfers in. The beginning balance equals the total requirements.

Ballot Measure 5 - A 1.5 percent Property Tax Measure passed by Oregon voters on November 6, 1990, limiting the consolidated tax rate for non-educational local governments to \$10 per \$1,000 of the assessed value. Effective date 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 limits future tax increases to not more than 3 percent per year. It places limits on the kinds of purchases that can be made with general obligation bonds.

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Ballot Measure 50 - A statewide property tax limitation measure proposed by the Oregon Legislature and approved by voters on May 20, 1997. The measure was prompted by confusion over the meaning and language contained in Measure 47. It keeps most of the tax reduction intent of Measure 47, but attempts to make the system simpler and avoid legal challenges of the meaning of Measure 47.

Bancroft - (also referred to as Bancroft Bonding Act). Oregon law (ORS 223.205) which allows property owners to make installment payments on specific property benefited from a City improvement. Property owners make scheduled payments to the City until assessment has been paid in full.

Basis of accounting – The method employed in the recording and reporting of transactions. Three bases are commonly recognized: the cash basis, the modified accrual basis, or the accrual basis.

Beginning Fund Balance - The unexpended amount in a fund at fiscal year end, which is carried over into the next fiscal year.

BLM - Bureau of Land Management

Bond - A written promise to pay a specific sum of money, called the face value or principal amount, at a specific date or dates in the future, called the maturity dates(s), together with periodic interest at a specified rate. The difference between a note and a bond is that the latter runs for a longer period of time and requires greater legal formality.

Bond Refinancing - The payoff and re-issuance of bonds to obtain better interest rates and/or bond conditions.

Budget - A plan of financial operation embodying an estimate of expenditures for a given purpose and/or period (typically a fiscal year) and the proposed means of financing the estimated expenditures and revenues. The budget is the financial plan for the City's allocation of resources to provide services and accomplish the City's objectives.

Budget Calendar - The schedule of key dates, or events, which a government follows in the preparation and adoption of the budget.

Budget Committee - A committee required by Oregon Local Budget Law (ORS 294.305) which must recommend a budget and approve the maximum tax levy.

Budget Manual - A set of documents published in preparation for the budget year outlining the City's budget policies, procedures, forms, and calendar.

Budget Message - Written explanation of the budget and the City's financial plan and priorities presented to the Budget Committee by the City Manager which is a requirement of Local Budget Law, ORS 294.

Budget Officer - The person designated by the Governing Body to be responsible for the preparation of the budget and meeting legal deadlines. The designation is required by Oregon Local Budget Law (ORS 294.305). The Finance Director is the designated Budget Officer for the City of Albany.

Budget Phases - The following are the major phases of the budget process:

Requested The requested appropriation of an activity as submitted to the City Manager.

Proposed The City Manager's recommended budget to the Budget Committee and City Council.

Approved The budget as approved by the Budget Committee and subsequently reviewed and certified by the City Council.

Adopted The budget as passed by ordinance by the City Council.

CAFR (Comprehensive Annual Financial Report) - Prepared at the close of each fiscal year to show the actual audited condition of the City's funds and serve as the official public record of the City's financial status and activities.

CALUTS - Central Albany Land Use Transportation Study

Capital Assets - Non-consumable assets of significant value (\$5,000 or more) and having a useful life of more than one year. Capital assets are also called **fixed assets**.

Capital Equipment - Operating equipment with unit costs of more than \$5,000 and a useful life of

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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 - A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the expected beginning and ending dates for each project, the amount to be expended in each year, and the method of financing those expenditures.

Capital Outlays - Expenditures for the acquisition of capital assets.

Capital Projects - Projects which purchase or construct capital assets. Typically a capital project encompasses a purchase of land and/or the construction of a building or facility.

Capital Reserve - An account used to segregate a portion of the government's equity to be used for future capital program expenditures. The amount of capital reserve is roughly equal to the government's annual equipment depreciation and an amount identified as being needed for future capital acquisition.

CARA - Central Albany Revitalization Area. An urban renewal district in downtown Albany.

Cash basis of accounting - The system of accounting under which revenues are accounted for only when received, and expenditures are accounted for only when paid.

CDBG - Community Development Block Grant

Charter - Oregon law allows Municipal Corporations, upon a vote of the people, to establish a charter government. Commonly referred to as Home Rule, it allows a local government more flexibility in organization and legal authority. The City of Albany's original Charter was adopted in 1864.

CIP - (Capital Improvement Projects) - A five-year financial plan, which ranks and prioritize, proposed capital improvement projects. The plan includes estimated costs, the year of anticipated construction, and revenue sources.

City Council - The governing body, consisting of the Mayor and six other elected persons, which sets policies and procedures for the functioning of the municipal government of the City of Albany.

City Match - The expenditure of City resources as the necessary condition for the award of a grant.

CLG - Certified Local Government

COG - Oregon Cascades West Council of Governments

COLA - Cost of Living Adjustment

Compression (Tax Limitation) - The Oregon Constitution sets limits on the amount of property taxes that can be collected from each property tax account. These limits are often called the "Measure 5 limits." To figure these limits, taxes are divided into categories described in the constitution. The categories are: education and general government. If taxes in either category exceed the limit for that property, the taxes are reduced or "compressed" until the limit is reached. Local option taxes are compressed first. If the local option tax is compressed to zero, and the limit still hasn't been reached, the other taxes in the category are proportionally reduced.

Contingencies - A budgetary reserve set-aside for emergencies or unforeseen expenditures not otherwise budgeted for. Formal Council action is required for transfers from Contingency to an expenditure appropriation.

Contract - An agreement between the City and an individual, legal, or political entity 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.

COPS - Community Oriented Policing Services

CYF - Children, Youth, and Families

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DARE - Drug Abuse Resistance Education

Depreciation – The decrease in value of an asset due to use or becoming out of date. The depreciation of general fixed assets is calculated by using the straight-line method, which calculates annual expense by dividing the historical cost by the number of years of useful life.

Debt Service - Annual principal and interest payments that the local government owes on money that it has borrowed.

Debt Service Fund - One or more funds established to account for expenditures used to repay the principal and interest on debt.

Defeasement - Relieving the City of a particular liability (such as a specific bond series) by refunding the liability through an escrow account. Legally defeased liabilities do not need to be appropriated each year as the escrow account is removed from the control of the City.

Development-related Fees - Those fees and charges generated by building, development, and growth in a community. Included are building and street permit fees, development review fees, zoning, platting, and subdivision fees.

Disbursement - Payment for goods or services that have been delivered and invoiced.

Distinguished Budget Presentation Awards Program - A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective and exceptional budget documents. To receive this award is the highest form of recognition in governmental budgeting. Budgets are evaluated for effectiveness as a policy document, a financial plan, an operations guide, and a communication device.

DOJ – Department of Justice

DUII – Driving Under the Influence of Intoxicants

ELA – Engineering, Legal & Administrative Fees

EMMA – Electronic Municipal Market Access system.

EMS - Emergency Medical Services

EMT - Emergency Medical Technician

Encumbrances - Obligations in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. Obligations cease to be encumbrances when paid.

Enterprise Fund - A separate fund used to account for services supported primarily by service charges; examples are water and sewer funds.

Entitlement Program - A program in which funding is allocated according to eligibility criteria; all persons or governments that meet the criteria specified in law receive the benefit.

EPA – Environmental Protection Agency

Equipment Replacement Reserves - Reserves designated for the purchase of new vehicles or operating equipment as existing equipment becomes obsolete or unusable.

Equipment Replacement Schedule - A schedule of annual purchases to replace major equipment and vehicles that have met or exceeded their useful life to the City.

ESD – Educational Service District

Expenditure - If accounts are kept on the *accrual basis* the total charge incurred, whether paid or unpaid, including expense, provision for retirement of unreported debt, as a liability of a fund from which retained and capital outlay, or the modified accrual basis, decreases in net financial resources and may include encumbrances.

If accounts are kept on the *cash basis*, the term covers only actual disbursement, the drawing of the check or warrant for these purposes and not encumbrances, except that deferred employee compensation shall be included as a personal service expenditure where an approved deferred employee compensation plan is in effect for a municipal corporation.

FAA – Federal Aviation Administration

FEMA – Federal Emergency Management Agency

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Fiduciary Funds -

Agency Funds - Account for resources where the governmental unit acts solely as an agent in collecting and disbursing 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.

FTA - Federal Transit Administration

FTE - Full-Time Equivalent position. A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year

Fund - A budgetary and fiscal accounting mechanism for designating a sum of money or other resources set aside for providing services

and achieving objectives in accordance with state and local laws, regulations, or other limitations. Each fund constitutes an independent budgetary, fiscal, and accounting entity.

Fund Balance - The excess of the assets of a fund over its liabilities.

Fund Transfer - A movement of resources as an expense of one fund to revenue in another fund. Transfers result in artificial inflation of the total budget, but provide a clearer picture of the true origins of revenue and expense.

Interfund transfers are appropriations that are transferred from one fund to another. Transfers must be made through formal adoption of a resolution by the City Council. Oregon Budget Law has several restrictions dealing with transfers: e.g., an appropriation may not be transferred from a Special Revenue Fund to the General Fund.

GAAP (Generally Accepted Accounting Principles) - Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

GAPS - Greater Albany Public Schools

GASB - Governmental Accounting Standards Board

General Fund - The City's major operating fund that includes all services authorized by the Council and the Charter not specifically provided for in other funds. The major source of revenue for this fund is usually property taxes. There are no restrictions as to the purposes 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.

GFOA - Government Finance Officers Association

Goal - A statement of direction, purpose, or intent based on the needs of the community, generally to be completed within a specified time period.

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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.

HBRR - Highway Bridge Replacement and Rehabilitation

HPF - Historic Preservation Fund

HUD - Housing and Urban Development

IAC - Information Access Corporation

IAF - Improvement Assurance Fee

Infrastructure - The physical assets of a government (e.g., streets, water facilities, sewer facilities, public buildings, and parks).

Interfund Transfers - The movement of monies between funds of the same government entity.

Intergovernmental Revenue - Funds received from federal, state, and local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

Internal Service Charges - Charges to user departments for services provided internally by the City (e.g., data processing).

IOF - Immediate Opportunity Fund

ISTEA - Intermodal Surface Transportation Efficiency Act grant to encourage various types of transportation.

JWP - Joint Water Project

LCDC - Land Conservation and Development Commission

LEML - Law Enforcement Medical Liability Assessment

Levy - The amount of ad valorem tax certified to the County Assessor by a local government for the support of governmental activities. The tax amount is spread (or levied) over the assessed value of property in that district.

Liabilities - Debt or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date. Also included are items that involve probable future sacrifices of economic benefits, arising from present obligations of a municipal corporation to transfer assets or provide services to other entities in the future as a result of past transactions or events. The term does not include encumbrances.

LID - Local Improvement District - The property that is to be assessed for the cost or part of the cost of a local improvement and the property on which the local improvement is located.

Line Item - Five-digit numerical classification of revenues and expenditures.

Local Budget Law - Oregon Revised Statutes, Chapter 294, prescribes budgeting practices for municipalities within Oregon.

Millage - Taxation stated as one tenth of a cent per dollar of valuation; as \$.001 used in calculations.

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A **mill** is the property tax rate that is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of assessed property valuation.

Modified Accrual Basis of Accounting - The accrual basis of accounting adapted to the governmental fund types under which revenues and other financial sources (bond proceeds) are recognized when they become susceptible to accrual; that is, when they become both measurable and available to finance expenditures of the current period.

Municipal Code - A system of rules compiled and arranged by a municipal corporation, adopted, and used to regulate the conduct of its inhabitants and government.

Municipal Corporation - Any county, city, port, school district, union high school district, community college district, and all other public or quasi-public corporations operated by a separate board or commission.

Net Budget - The legally adopted budget less all interfund transfers and interdepartmental charges.

OAR - Oregon Administrative Rules, rules of various state agencies and program operations.

ODOT - Oregon Department of Transportation

OECD - Oregon Economic and Community Development

OEDD - Oregon Economic Development Department

OEM - Oregon Emergency Management

OHSU - Oregon Health Sciences University

OLCC - Oregon Liquor Control Commission

Operating Expenses - Costs for personnel, materials, and equipment required for a department to function.

Operating Revenue - Funds that government receives as income to pay for ongoing operations, including taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Ordinance - A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, an ordinance has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or City Charter will specify or imply legislative actions which must be made by ordinance and which may be made by resolution.

ORS - Oregon Revised Statutes, laws of the State of Oregon.

OTIA - Oregon Transportation Investment Act

OWEB - Oregon Water Enhancement Board

Part-time Position - A position that has no full-time position authority. A part-time position will fit into one of the following categories:

Part-time, Regular - A position budgeted for less than 40 hours per week. The position is eligible for pro-rated City-paid benefits of the normal amount paid to full-time City employees, if the employee works more than 20 hours per week.

Part-time, Temporary - A position budgeted for up to 1,040 hours per year. The position is not eligible for benefits.

Intermittent - A position budgeted for up to 520 hours per year. The position is not eligible for benefits.

Performance Measure - Data collected to determine how effective or efficient a program is in achieving its objectives.

Effectiveness Measure - The qualitative and/or quantitative 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.

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Output Measure - Measures the quantity or volume of products and services provided.

PERS - Public Employees Retirement System - A state-of-Oregon-defined benefit pension plan to which both employees and employer contribute.

Plat - The map drawing or chart on which the subdivider's plan of subdivision or partition is presented and which he/she submits for approval and intends in final form to record.

Pooled Investments (Sweep Investments) - Liquid assets of various funds and sub-funds pooled together and invested to get the maximum investment earnings potential. Earnings go to each of the funds contributing to the pool on an approved basis.

Property Tax Levy - The tax levy combining the general operating levy and the debt service levy imposed by the City.

Program Budget - A budget that allocates money to the functions or activities of a government rather than to specific items of cost or to specific departments.

Proposed Budget - A draft of the budget document to be submitted to and reviewed by the Budget Committee and City Council. This begins the formal phase of budget deliberations by the Budget Committee.

Purchase Order - A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated estimated price. Outstanding purchase orders are encumbrances.

REIL - Runway End Identifier Lights

Reserve Fund - A fund established to accumulate revenues to use for a specific purpose in the future.

Resolution - An action of the governing body which requires less legal formality and has a lower legal status than an ordinance. Ordinarily, the statutes or City Charter will specify or imply those legislative actions that must be made by ordinance and those which may be made by resolution.

Resources and Requirements - In budgeting there are Resources and Requirements. 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.

RMTC - Regional Multimodal Transportation Center

RMV - Real Market Value

RRP - Rental Rehabilitation Program

SDCs - System Development Charges - A charge levied on new construction to help pay for additional expenses created by growth or to compensate for already existing capacity in key facilities and systems which support the new development.

SHPO - State Historic Preservation Office

Sinking Fund Reserves - A collection of restricted assets that will be used to meet future debt service requirements.

SIU - Significant Industrial User

Special Assessment - A compulsory levy made by a local government against certain properties to defray part or all of the costs of a specific improvement or service which is presumed to be

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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.

SRF - State Revolving Fund

STF - Special Transportation Fund

Supplemental Budget - A budget process used to increase appropriation authority made in the Adopted Budget.

Tax Levy - Total amount of dollars raised in property taxes imposed by the City.

Tax Rate - The amount of property tax to be paid for each \$1,000 of a property's assessed value. The tax rate is determined by dividing the assessed value of a district by the total tax levy approved for the district. The result is an amount, in dollars and cents, to be levied against each \$1,000 of taxable property value. (See Ballot Measures 5, 49, and 50).

TCV - True Cash Value

TEA - Transportation Equity Act

TGM - Transportation and Growth Management Program

TIC - True Interest Costs

Transfer - Amounts distributed from one fund to finance activities in another fund. Shown as an expenditure in the originating fund and a revenue in the receiving fund.

Transient Occupancy/Room Tax - A tax placed on lodging facilities for the occupancy of a room.

Trust Fund - A fund used to account for fiscal activities of assets held in trust by a local government.

UGM - Urban Growth Management

Unappropriated Fund Balance - An amount set aside in the budget to be used as a cash carryover

to the next year's budget. It provides the local government with cash until tax money is received from the county treasurer in November. This amount cannot be transferred by resolution or used through a supplemental budget.

User Charges - The payment of a fee for direct receipt of a public service by the one that benefits from the service.

WTP - Water Treatment Plant

WWTP - Wastewater Treatment Plant

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AFSCME - American Federation of State, County, and Municipal Employees

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AMC – Albany Municipal Code

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