

# 2006-2007

# B U D G E T



TO  
PORTLAND  
80 MILES

**ALBANY**  
ELEVATION 213 FEET

TO  
SAN FRANCISCO  
690 MILES

Albany Station welcomes visitors by rail, by bike, and by foot to the renovated depot building and multimodal center.



# GFOA Budget Award



GOVERNMENT FINANCE OFFICERS ASSOCIATION

## *Distinguished Budget Presentation Award*

PRESENTED TO

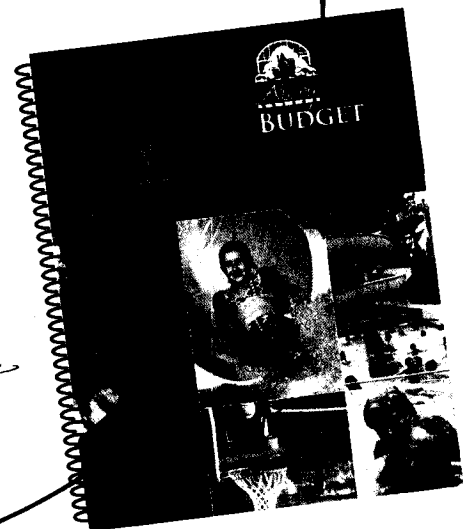
**City of Albany  
Oregon**

For the Fiscal Year Beginning

**July 1, 2005**

*Carla E. Perry*  
President

*Jeffrey R. Egan*  
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, 2005.

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.

**CITY OF ALBANY, OREGON  
ADOPTED BUDGET**

**2006 - 2007**



**Budget Committee**

City Council

Chuck McLaran, Mayor  
Jeff Christman  
Bessie Johnson  
Doug Killin  
Sharon Konopa  
Dick Olsen  
Ralph Reid, Jr.

Lay Members

Wolf Dyner, Chair  
Robert Balcorta  
Vince Cappalo  
Bill Coburn  
Susan Folden  
Doug Moore  
Steve Terjeson

Administrative Staff

City Manager Wes Hare  
Assistant City Manager/Chief Financial Officer Susan Busbice  
Community Development Director Helen Burns Sharp  
Economic Development Director Dick Ebbert  
Fire Chief Kevin Kreitman  
Human Resources Director David Shaw  
Information Technology Director Eric von Stromberg  
Library Director Ed Gallagher  
Parks & Recreation Director Ed Hodney  
Police Chief Ed Boyd  
Public Works Director Diane Taniguchi-Dennis  
Assistant Finance Director John Stahl  
City Clerk Betty Langwell

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# BUDGET MESSAGE

## INTRODUCTION

*“Annual income twenty pounds, annual expenditure nineteen six, result happiness.”*

Charles Dickens may seem an unlikely source for advice on financial management of a modern municipal corporation. Dickens died in 1870 when the world was much simpler, or at least it appears that way from the distance of 136 years. Nonetheless, Dickens’ character, Wilkins Micawber, provided timeless advice for city budget makers when he proclaimed in the novel *David Copperfield*, “Annual income twenty pounds, annual expenditure nineteen six, result happiness. Annual income twenty pounds, annual expenditure twenty pounds ought and six, result misery.”

Sadly, Micawber was not able to follow his own advice and spent time in debtors’ prison as a consequence. Micawber’s greatest failure may have been his inability to translate ideas into actions that would serve himself and his family. This Fiscal Year 2006-2007 Budget attempts to translate the ideas discussed during meetings with the Budget Committee earlier this year into financial decisions that will make Albany a safe, prosperous community, while keeping city officials out of a metaphoric debtors’ prison.

The theme most commonly expressed during our planning sessions with the Budget Committee, and one we regularly hear from the community, is the need to take action against drug use and property crime. People do not feel safe when their property is constantly at risk, and people are not safe when alcohol and drug impaired drivers travel our streets. This budget funds two new police officers who will devote their time to traffic enforcement and patrol. The revenue for these positions will come from citations issued by the officers. Increased traffic patrol leads to reductions in other crimes while also making the streets safer. Of the five positions added in the Police budget, this is the most significant change.

*The theme most commonly expressed during our planning sessions with the Budget Committee is the need to take action against drug use and property crime.*

Staff heard from the Budget Committee that our park system and the activities associated with them remain important community assets. This budget supports the recently adopted Parks Master Plan and sustains all existing programs. Significant changes to this budget include the transfers of Urban Forestry to Parks and the Call-A-Ride program to the Transit System budget.

The Public Works Department budgets are dominated by the required improvements to our Wastewater Treatment Plant and repayment of debt for the Water Treatment Plant. These two projects represent more than \$100,000,000 in infrastructure investment. There is some uncertainty about how much the wastewater improvements will cost, and the issue will not be settled until we receive bids. We believe we have budgeted sufficient resources now and into the future; so no changes from previously adopted plans for rate increases are included in this budget. Street improvements were identified as a priority in our planning process, and there will be more money available this year to complete projects. Unfortunately, there is never enough money to fix every street problem. Facilities Maintenance (formerly Building Maintenance) has been transferred to Central Services.

I believe this budget responsibly addresses most of the concerns expressed by the Budget Committee while advancing the City's adopted Strategic Plan. It was the work of the Committee to review the Proposed Budget and make its own judgment about how well it fit community needs and addressed important issues. After the Budget Committee approved the Fiscal Year 2006-2007 Budget, the City Council adopted the approved budget on June 14, 2006.

We are fortunate that decisions made in the past allow us to begin the coming fiscal year with more resources than we started with last year. Our goal is to follow the Micawber Principle and insure that we begin next year with no or minimal reduction in the reserves necessary for maintaining healthy cash flow and coping with emergency expenditures.

*We are fortunate that decisions made in the past allow us to begin the coming fiscal year with more resources than we started with last year.*

Respectfully submitted,

Wes Hare  
City Manager

## EXECUTIVE SUMMARY

### PROPERTY TAXES

The total property taxes to be levied for operations and debt service are estimated to be \$20,729,560.

Assumptions:

- (1) The assessed valuation of the City is estimated to be \$2,603,509,677, an increase of 4.55 percent.
- (2) The City's permanent tax rate will be \$6.3984/1000 assessed value.
- (3) The Budget Committee will recommend and the City Council will adopt the full taxing authority.
- (4) The levy for the General Obligation Debt will be \$1,776,677, a tax rate of \$0.6824/\$1,000 of assessed value.
- (5) The Public Safety Local Option Levy is estimated to be \$2,337,041, a tax rate of \$0.9476/\$1,000 of assessed value.
- (6) The Public Safety Local Option levy will have an estimated \$135,000 reduction in tax revenues due to compression.
- (7) The current year's tax collection rate is estimated to be 92.87 percent.

### CAPITAL PROJECTS

The City prepares a separate five-year Capital Improvement Program (CIP). On April 12, 2006, the City Council adopted the 2007-2011 CIP as a planning document, following a public hearing.

For Fiscal Year 2006-2007 the CIP identified capital projects totaling \$18,711,000.

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 \$66,399.

The City's direct debt burden is 0.43 percent of the true cash value and the overall debt burden is 1.16 percent of the true cash value.

#### Principal Debt Outstanding as of July 1, 2006

General Obligation	\$12,825,000
Less: Sinking Fund Reserves	<u>(462,184)</u>
Net General Obligation Debt	\$12,362,816

Other Bonds	
Sewer Revenue	1,940,000
Water Revenue	38,040,000
Limited Tax Assessments	1,841,385
Motel Revenue Tax	1,030,000
Revenue Obligations	3,490,000
Limited Tax Pension	<u>6,739,431</u>
Total Other Bonds	\$53,080,816

Other Debt:

State Revolving Fund	
(SRF) Loan	\$ 966,484
Certificates of Participation	<u>398,163</u>
Total Other Debt	\$1,364,647

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, 2006, that limit was \$90 million on \$3.012 billion TCV. The City's legal debt margin for General Obligation Debt is \$78 million. It is anticipated that the limit will increase to \$93 million for Fiscal Year 2006-2007.

## EXECUTIVE SUMMARY

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### BASIS OF BUDGETING

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

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

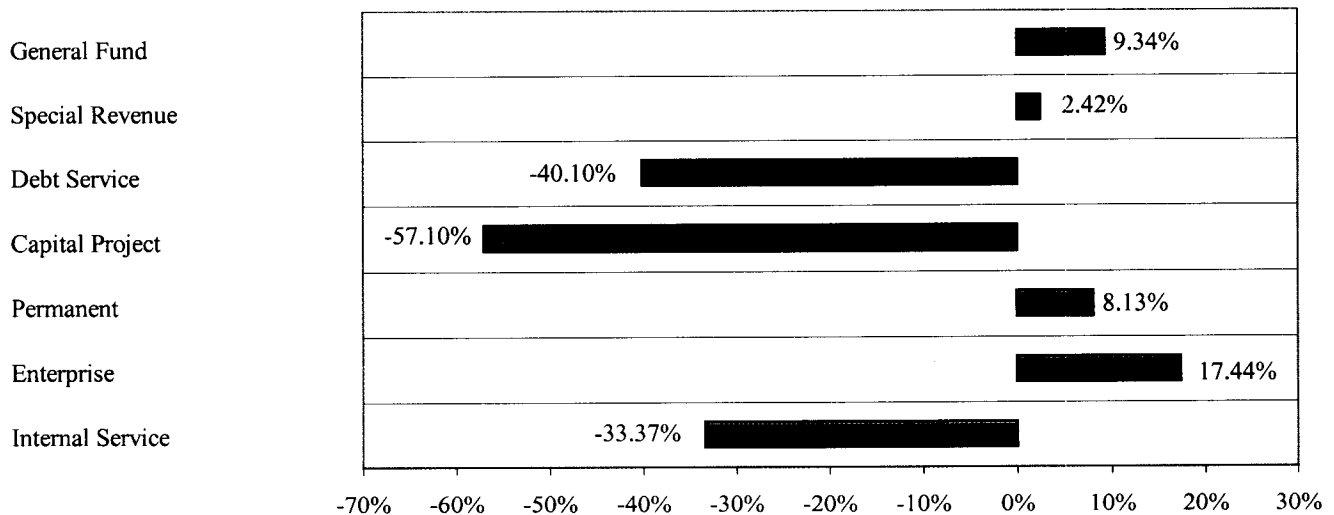
- 1) Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP), as opposed to being expended when paid (Budget).
- 2) Principal payments on long-term debt within the Enterprise Funds are applied to outstanding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

**EXECUTIVE SUMMARY**

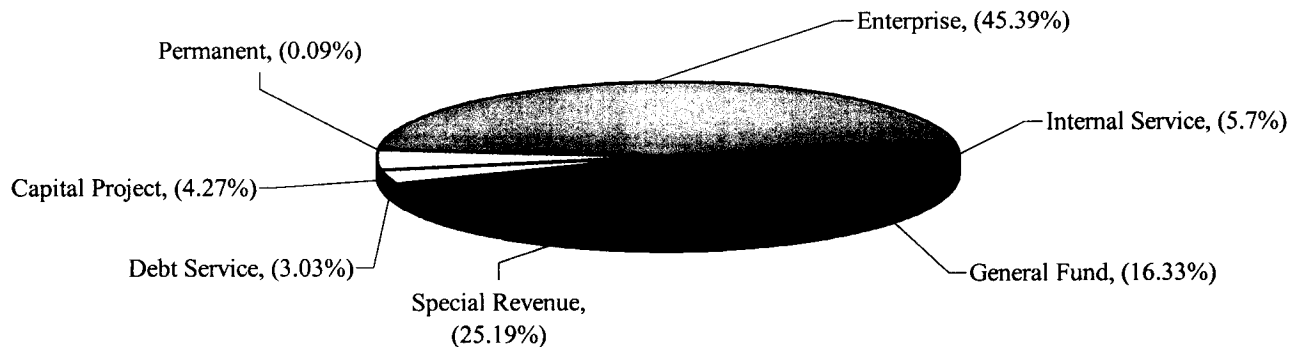
**FUND TYPE SUMMARY AS PROPOSED BY THE CITY MANAGER**  
for the 2006-07 Fiscal Year

Fund Type	.....2005-06.....		.....2006-07.....		Over (under) 2005-06 Revised Budget	Percent of Total Budget
	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget		
General Fund	\$ 23,279,700	\$ 23,787,200	\$ 26,008,700	\$ -	\$ -	9.34%
Special Revenue	31,218,600	39,152,800	40,099,900	-	-	2.42%
Debt Service	5,274,700	8,054,700	4,824,600	-	-	-40.10%
Capital Project	10,687,500	15,847,100	6,798,200	-	-	-57.10%
Permanent	131,600	131,600	142,300	-	-	8.13%
Enterprise	61,538,800	61,538,800	72,270,700	-	-	17.44%
Internal Service	13,014,300	13,614,900	9,071,900	-	-	-33.37%
<b>Totals, All Fund Types</b>	<b>\$ 145,145,200</b>	<b>\$ 162,127,100</b>	<b>\$ 159,216,300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-1.80%</b>

**Percentage Change in the 2006-07 Proposed Budget from the 2005-06 Revised Budget**



**Proposed Budget by Fund Type**



**EXECUTIVE SUMMARY**

**ADJUSTMENTS TO THE PROPOSED BUDGET AS APPROVED BY THE BUDGET COMMITTEE**

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

**RESOURCES:**

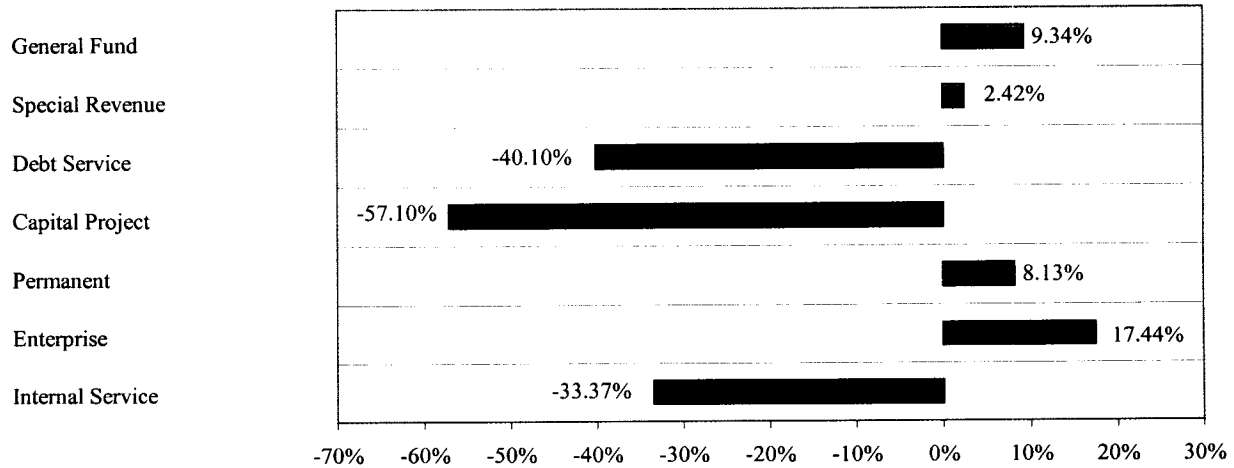
Engineering/Water Quality Fund, increased Departmental Charges \$ 18,200

**REQUIREMENTS:**

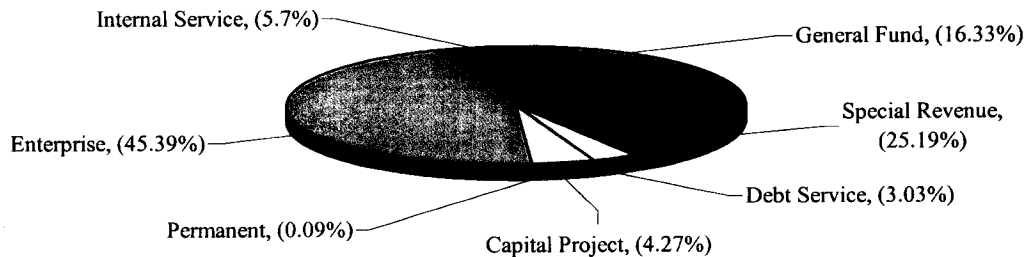
Engineering/Water Quality Fund, increased Facilities & Maintenance Engineering \$ 18,200

Fund Type	.....2005-06.....		.....2006-07.....		Over (under) 2005-06 Revised Budget	Percent of Total Budget
	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget		
General Fund	\$ 23,279,700	\$ 23,787,200	\$ 26,008,700	\$ 26,008,700	\$ - 9.34%	16.33%
Special Revenue	31,218,600	39,152,800	40,099,900	40,099,900	- 2.42%	25.19%
Debt Service	5,274,700	8,054,700	4,824,600	4,824,600	- -40.10%	3.03%
Capital Project	10,687,500	15,847,100	6,798,200	6,798,200	- -57.10%	4.27%
Permanent	131,600	131,600	142,300	142,300	- 8.13%	0.09%
Enterprise	61,538,800	61,538,800	72,270,700	72,270,700	- 17.44%	45.39%
Internal Service	13,014,300	13,614,900	9,071,900	9,090,100	- -33.37%	5.70%
<b>Totals, All Fund Types</b>	<b>\$ 145,145,200</b>	<b>\$ 162,127,100</b>	<b>\$ 159,216,300</b>	<b>\$ 159,234,500</b>	<b>\$ - -1.80%</b>	<b>100.00%</b>

**Percentage Change in the 2006-07 Approved Budget from the 2005-06 Revised Budget**



**Approved Budget by Fund Type**



**EXECUTIVE SUMMARY**

**ADJUSTMENTS TO THE APPROVED BUDGET AS ADOPTED BY THE CITY COUNCIL**

**RESOURCES:**

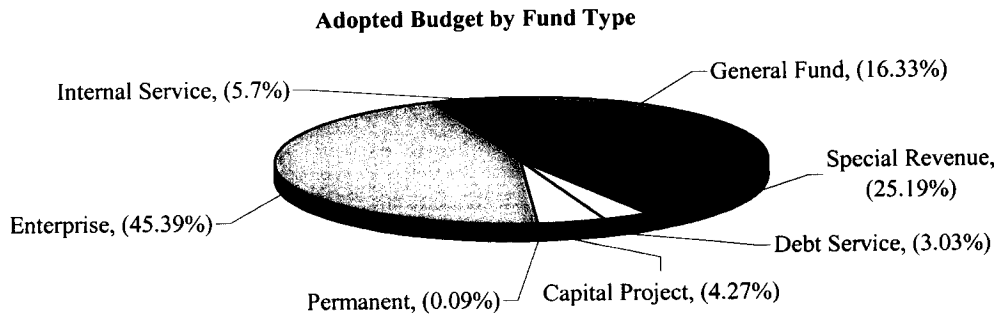
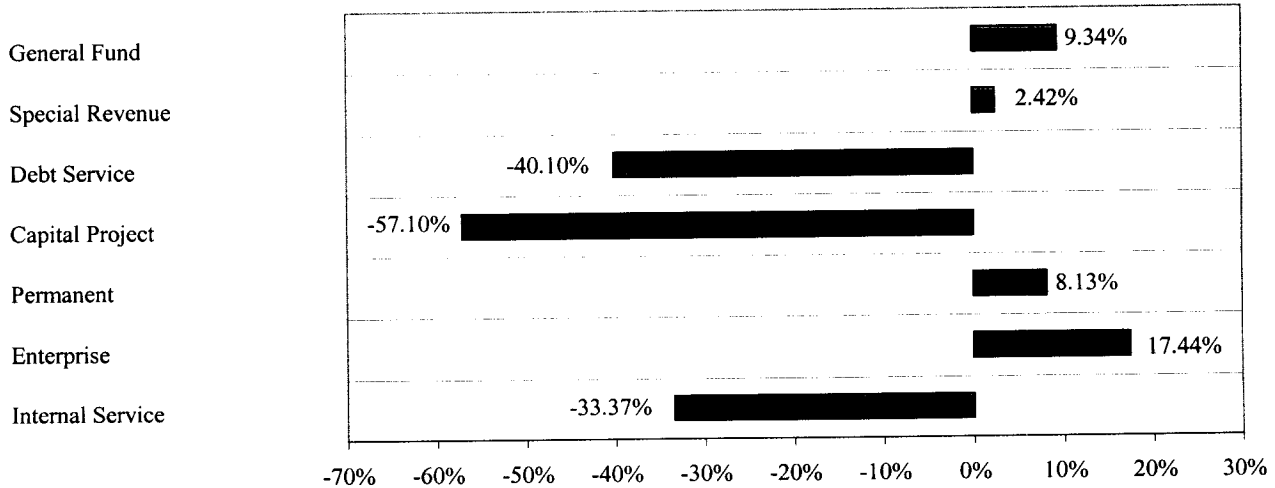
Economic Development Fund, decreased Contingency \$ (10,000)

**REQUIREMENTS:**

Economic Development Fund, increased funding to Albany Downtown Association \$ 10,000

Fund Type	.....2005-06.....		.....2006-07.....			Over (under) 2005-06 Revised Budget	Percent of Total Budget
	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget	Adopted Budget		
General Fund	\$ 23,279,700	\$ 23,787,200	\$ 26,008,700	\$ 26,008,700	\$ 26,008,700	9.34%	16.33%
Special Revenue	31,218,600	39,152,800	40,099,900	40,099,900	40,099,900	2.42%	25.19%
Debt Service	5,274,700	8,054,700	4,824,600	4,824,600	4,824,600	-40.10%	3.03%
Capital Project	10,687,500	15,847,100	6,798,200	6,798,200	6,798,200	-57.10%	4.27%
Permanent	131,600	131,600	142,300	142,300	142,300	8.13%	0.09%
Enterprise	61,538,800	61,538,800	72,270,700	72,270,700	72,270,700	17.44%	45.39%
Internal Service	13,014,300	13,614,900	9,071,900	9,090,100	9,090,100	-33.37%	5.70%
<b>Totals, All Fund Types</b>	<b>\$ 145,145,200</b>	<b>\$ 162,127,100</b>	<b>\$ 159,216,300</b>	<b>\$ 159,234,500</b>	<b>\$ 159,234,500</b>	<b>-1.80%</b>	<b>100.00%</b>

**Percentage Change in the 2006-07 Adopted Budget from the 2005-06 Revised Budget**





# PERSONNEL CHANGE REPORT

The adopted budget for Fiscal Year 2005-2006 authorized 384.775 full-time equivalent (FTE) positions. During the year, the following personnel position adjustments were approved:

1. Revised the job title of the Code Compliance Specialist position in Community Development to Code & Policy Analyst (0.50 FTE in 01-100 and 0.50 FTE in 08-008).
2. Revised the job title of a vacant Wastewater Facilities Technician III position in Sewer Environmental Services to Environmental Services Technician II (02-448).
3. Revised the job title of an Environmental Services Technician position Sewer Environmental Services to Environmental Services Technician II (02-448).
4. Revised the job title of a vacant Wastewater Facilities Technician II position in Sewer Environmental Services to Environmental Services Technician I (02-448).
5. Reclassified one Permit Technician position to Community Development Customer Services Supervisor (08-008).
6. Added 1.00 FTE Special Projects Coordinator position in Public Works Administration (28-430).
7. Decreased the FTE of an Engineering Technician II position from 1.00 to 0.60 in Design & Construction Management Services (28-431).
8. Decreased the FTE of a vacant Civil Engineer II position from 1.00 to 0.60 in Public Works Systems Engineering Services (28-432).
9. Revised the job title of Life Safety Division Manager/Fire Marshal to Fire Marshal (01-335).
10. Revised the job title of a Wastewater Facilities Technician III position to an Environmental Services Technician II (02-448).
11. Reclassified a vacant Wastewater Facilities Technician III position to Treatment Facilities Relief Operator (02-450).
12. Reclassified a vacant Ambulance Billing Specialist III position to Ambulance Billing Specialist II (33-336).
13. Transferred the Urban Forestry/Building Maintenance program from the Public Works Department to the Parks & Recreation Department.
14. Reclassified the City Forester/Building Maintenance Supervisor position to Parks and Facilities Maintenance Manager (28-436).
15. Revised the job title of the Parks Maintenance Manager position to Parks and Facilities Maintenance Manager (04-770).
16. Reclassified one Clerk II position in Parks & Recreation to Clerk III (04-774).
17. Reclassified the vacant Administrative Services Supervisor position in Parks & Recreation to Administrative Assistant I (0.925 in 04-774 and 0.075 in 04-784).
18. Increased two Maple Lawn Preschool Teaching Assistant I positions from 0.43125 FTE to 0.4375 FTE (04-761).
19. Added 1.00 FTE Urban Renewal Specialist to Economic Development Activities (29-530).
20. Reclassified a vacant WTP Operator III position to Treatment Facilities Relief Operator (11-492).
21. Revised the job title of the Urban Renewal Specialist position to Urban Renewal Coordinator (29-530).
22. Reclassified a vacant Deputy Fire Marshall II position to a Fire Protection Engineer (01-335).

With the above adjustments, the current FTE total increased by 1.2125 FTE for a total of 385.9875 FTE positions as of April 30, 2006.

The budget for Fiscal Year 2006-2007 proposes 400.4975 full-time equivalent (FTE) positions; this is a net increase of 14.51 FTE positions from the current authorized 385.9875 FTE positions. The proposed changes are:

## **COMMUNITY DEVELOPMENT DEPARTMENT**

### Planning

- Reclassify the Senior Planner position to a Planning Manager position
- Reclassify the Administrative Assistant position to a Planner I position

## **POLICE DEPARTMENT**

- Reclassify the Deputy Police Chief position to an Administrative Assistant I (confidential) position
- Add 4.00 FTE Police Officer positions
- Add 1.00 FTE Property and Evidence Specialist position

## **FIRE DEPARTMENT**

- Delete 1.00 FTE Fire Mechanic position

## **INFORMATION TECHNOLOGY DEPARTMENT**

- Add 2.00 FTE Information Systems Technician positions

## ***ADMINISTRATIVE SERVICES DEPARTMENT***

- Add 0.60 FTE Office Clerk (confidential) position
- Reclassify one Administrative Assistant I (confidential) position to Deputy City Clerk

## ***ECONOMIC DEVELOPMENT DEPARTMENT***

### Economic Development Activities

- Add 0.585 FTE Special Projects Coordinator position

### Albany Station REA

- Add 0.20 FTE Special Projects Coordinator position

### Albany Station Pathway

- Add 0.085 FTE Special Projects Coordinator position

### North Albany Park & Ride

- Add 0.13 FTE Special Projects Coordinator position

### Albany Transit System

- Reclassify 0.50 FTE Transit Services Supervisor position to a Transit Programs Supervisor position

### Linn-Benton Loop

- Reclassify 0.50 FTE Transit Services Supervisor position to a Transit Programs Supervisor position
- Add 0.25 FTE Transit Services Dispatcher position
- Add 0.25 FTE Transit Operator position
- Increase the 0.50 FTE Transit Operator position to 0.66 FTE

### Paratransit System

- Transfer 0.50 FTE Recreation Programs Supervisor position to Senior Services
- Add 0.75 FTE Paratransit Services Supervisor position
- Increase 0.75 FTE Transportation Assistant position to 1.00 FTE

### Title XIX Transportation Grant

- Transfer 0.50 FTE Recreation Programs Supervisor position to Senior Services
- Add 0.25 FTE Paratransit Services Supervisor position
- Transfer the 0.25 FTE Recreation Programs Specialist position to Senior Services

## ***PARKS & RECREATION DEPARTMENT***

### Sport Services

- Transfer 0.25 FTE Recreation Programs Specialist position to Resource Development/Marketing Services

### Children/Youth/Family Recreation Services

- Transfer 0.25 FTE Recreation Programs Specialist position to Resource Development/Marketing Services

### Adult Recreation & Fitness Services

- Transfer 0.25 FTE Recreation Programs Specialist position to Resource Development/Marketing Services

### Performance Series

- Transfer 0.25 FTE Recreation Programs Specialist position to Resource Development/Marketing Services

### Resource Development/Marketing Services

- Add 1.00 FTE Recreation Programs Specialist position as transfers from Sport Services; Children, Youth, & Family; Adult Recreation & Fitness Services; and Performance Series

### Parks and Recreation Administration

- Add 0.075 FTE Administrative Assistant I position as transfer from Parks SC Projects, resulting in 1.00 FTE position

### Parks SDC Projects

- Transfer 0.075 FTE Administrative Assistant I position to Parks and Recreation Administration

### Park Maintenance

- Reclassify one Park Maintenance Aide position to a Park Maintenance II position

### Senior Services

- Reclassify the Senior & Recreation Programs Assistant position to a Recreation Programs Specialist position and increase the FTE from 0.80 to 1.00
- Add 0.25 FTE Recreation Program Specialist position as transfer from Title XIX Transportation Grant
- Add 1.00 FTE Recreation Program Supervisor as transfer from Paratransit System and Title XIX Transportation Grant

### Aquatic Services

- Add 1.00 FTE Aquatic Programs Leader position

### Urban Forestry

- Add 0.50 FTE Parks and Facilities Maintenance Manager position as transfer from Urban Forestry/ Building Maintenance
- Add 1.00 FTE Laborer position as transfer from Urban Forestry/ Building Maintenance

#### Facilities Maintenance

- Add 0.50 FTE Parks and Facilities Maintenance Manager position as transfer from Urban Forestry/ Building Maintenance
- Add 1.00 FTE Building Maintenance Lead Worker position as transfer from Urban Forestry/ Building Maintenance
- Add 1.00 FTE Building Maintenance II position as transfer from Urban Forestry/Building Maintenance

### ***PUBLIC WORKS DEPARTMENT***

#### Wastewater Treatment Plant

- Transfer 1.00 FTE WWTP Laboratory Technician position to Water Quality Control Service

#### Wastewater Collection

- Reclassify the Lead Utility Technician position to a Water/Wastewater Field Services Supervisor position
- Add 1.00 FTE Wastewater Maintenance II position

#### Street Maintenance

- Reclassify the Street Maintenance Lead Worker position to a Streets Field Services Supervisor position

#### Water Distribution

- Reclassify the Lead Utility Technician position to a Water/Wastewater Field Services Supervisor position

#### Albany-Millersburg Water Treatment Plant

- Reclassify one WTP Operator III position to a Lead Water Treatment Plant Operator position

#### GIS Services

- Add 1.00 FTE GIS Analyst position
- Reclassify the 0.50 FTE Public Works Data Technician position to a Public Works Data Systems Analyst position

#### Permit Tracking Services

- Reclassify the 0.50 FTE Public Works Data Technician position to a Public Works Data Systems Analyst position

#### Public Works Administration

- Transfer all 4.00 FTE to Street Administration (20 percent), Wastewater Administration (40 percent), and Water Administration (40 percent)

#### Street Administration

- Add 0.20 FTE Public Works Director position as transfer from Public Works Administration
- Add 0.20 FTE for first Special Projects Coordinator position as transfer from Public Works Administration
- Add 0.20 FTE for second Special Projects Coordinator position as transfer from Public Works Administration
- Add 0.20 FTE for Public Works Executive Assistant position as transfer from Public Works Administration

#### Wastewater Administration

- Add 0.40 FTE Public Works Director position as transfer from Public Works Administration
- Add 0.40 FTE for first Special Projects Coordinator position as transfer from Public Works Administration
- Add 0.40 FTE for second Special Projects Coordinator position as transfer from Public Works Administration
- Add 0.40 FTE for Public Works Executive Assistant position as transfer from Public Works Administration

#### Water Administration

- Add 0.40 FTE Public Works Director position as transfer from Public Works Administration
- Add 0.40 FTE for first Special Projects Coordinator position as transfer from Public Works Administration
- Add 0.40 FTE for second Special Projects Coordinator position as transfer from Public Works Administration
- Add 0.40 FTE for Public Works Executive Assistant position as transfer from Public Works Administration

#### Public Works Systems Engineering Services

- Transfer all 4.6 FTE to Engineering Services

### Engineering Services

- Reclassify the Engineering Technician III position to an Engineering Technician IV position
- Reclassify the Engineering Technician II position to an Engineering Technician III position
- Increase the 0.60 FTE Engineering Technician II position to 1.00 FTE
- Add 0.60 FTE Civil Engineer II position as transfer from Public Works Systems Engineering Services, increase the FTE to 1.00, and reclassify it to a Civil Engineer III position
- Add 1.00 FTE Utilities Services Manager position as transfer from Public Works Systems Engineering Services
- Add 3.00 FTE Civil Engineer III positions as transfers from Public Works Systems Engineering Services
- Add 1.00 FTE Clerk II position as transfer from Public Works Customer Services
- Add 1.00 FTE Public Works Project Coordinator position as transfer from Public Works Customer Services
- Add 1.00 FTE Administrative Assistant I position as transfer from Public Works Customer Services
- Add 1.00 FTE Public Works Project Accountant position as transfer from Public Works Data Management Systems

### Operations Administration

- Transfer 6.00 FTE to Street Operations Administration (20 percent), Wastewater Operations Administration (40 percent), and Water Operations Administration (40 percent)

### Street Operations Administration

- Add 0.20 FTE Operations Manager position as transfer from Operations Administration and reclassify it to an Assistant Public Works Director/Operations Manager position
- Add 0.20 FTE Public Works Programs Analyst position as transfer from Operations Administration
- Add 0.20 FTE Public Works Data Systems Analyst position as transfer from Operations Administration
- Add 0.20 FTE Public Works Data Systems Technician position as transfer from Operations Administration
- Add 0.20 FTE Administrative Assistant position as transfer from Operations Administration
- Add 0.20 FTE Clerk III position as transfer from Operations Administration
- Add 0.20 FTE Public Works Data Systems Analyst position as transfer from Public Works Data Management Systems

### Wastewater Operations Administration

- Add 0.40 FTE Operations Manager position as transfer from Operations Administration and reclassify it to an Assistant Public Works Director/Operations Manager position
- Add 0.40 FTE Public Works Programs Analyst position as transfer from Operations Administration
- Add 0.40 FTE Public Works Data Systems Analyst position as transfer from Operations Administration
- Add 0.40 FTE Public Works Data Systems Technician position as transfer from Operations Administration
- Add 0.40 FTE Administrative Assistant position as transfer from Operations Administration
- Add 0.40 FTE Clerk III position as transfer from Operations Administration
- Add 0.40 FTE Public Works Data Systems Analyst position as transfer from Public Works Data Management Systems

### Water Operations Administration

- Add 0.40 FTE Operations Manager position as transfer from Operations Administration and reclassify it to an Assistant Public Works Director/Operations Manager position
- Add 0.40 FTE Public Works Programs Analyst position as transfer from Operations Administration
- Add 0.40 FTE Public Works Data Systems Analyst position as transfer from Operations Administration
- Add 0.40 FTE Public Works Data Systems Technician position as transfer from Operations Administration
- Add 0.40 FTE Administrative Assistant position as transfer from Operations Administration
- Add 0.40 FTE Clerk III position as transfer from Operations Administration
- Add 0.40 FTE Public Works Data Systems Analyst position as transfer from Public Works Data Management Systems

### Water Quality Control Service

- Add 1.00 FTE Water Quality Control Technician position
- Add 1.00 FTE WWTP Laboratory Technician position as transfer from Wastewater Treatment Plant

### Public Works Customer Services

- Transfer 1.00 FTE Clerk II position, 1.00 FTE Public Works Project Coordinator position, and 1.00 FTE Administrative Assistant I position to Engineering Services
- Transfer 7.0 FTE to Water Customer Services (67 percent) and Wastewater Customer Services (33 percent)

Water Customer Services

- Add 0.67 FTE Public Works Customer Services Supervisor position as transfer from Public Works Customer Services
- Add 1.34 FTE Field Representative II positions as transfers from Public Works Customer Services
- Add 0.67 FTE Billing/Collection Specialist II position as transfer from Public Works Customer Services
- Add 0.67 FTE Billing/Collection Specialist I position as transfer from Public Works Customer Services and reclassify it to a Billing/Collection Specialist II position
- Add 0.67 FTE Public Works Customer Service Representative position as transfer from Public Works Customer Services
- Add 0.67 FTE Clerk II position as transfer from Public Works Customer Services

Wastewater Customer Services

- Add 0.33 FTE Public Works Customer Services Supervisor position as transfer from Public Works Customer Services
- Add 0.66 FTE Field Representative II positions as transfers from Public Works Customer Services
- Add 0.33 FTE Billing/Collection Specialist II position as transfer from Public Works Customer Services
- Add 0.33 FTE Billing/Collection Specialist I position as transfer from Public Works Customer Services and reclassify it to a Billing/Collection Specialist II position
- Add 0.33 FTE Public Works Customer Service Representative position as transfer from Public Works Customer Services
- Add 0.33 FTE Clerk II position as transfer from Public Works Customer Services

Urban Forestry/Building Maintenance

- Transfer 2.5 FTE to Urban Forestry and 1.5 FTE to Parks & Recreation Facilities Maintenance

Utility Facilities Maintenance

- Transfer 5.0 FTE to Facilities & Maintenance Engineering

Facilities & Maintenance Engineering

- Reclassify the Civil Engineer III position to a Facilities Engineering Manager position
- Add 1.00 FTE Facilities Maintenance Supervisor position as transfer from Utility Facilities Maintenance and reclassify the position to a Facilities Maintenance Coordinator position
- Add 1.00 FTE Lead Treatment Facilities Mechanic position as transfer from Utility Facilities Maintenance
- Add 3.00 FTE Facilities Mechanic I positions as transfers from Utility Facilities Maintenance

Public Works Data Management Systems

- Transfer 1.00 FTE Public Works Project Accountant position to Engineering Services
- Transfer 1.00 FTE Public Works Data Systems Analyst position to Street Operations Administration (20 percent), Wastewater Operations Administration (40 percent), and Water Operations Administration (40 percent)

## Personnel and Monthly Salary Schedule

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

Position	2004-2005	2005-2006	2006-2007	2006-2007	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule Minimum	Salary Schedule Maximum
<b>Administrative Services Department</b>					
<b>Administrative Services - 701-11-1028</b>					
City Manager	1.0	1.0	1.0	\$9,877	N/A
Executive Assistant to the City Manager	1.0	1.0	1.0	\$4,029	\$4,956
Management Assistant/Public Information Officer	1.0	1.0	1.0	\$3,911	\$4,812
Graphics Specialist	1.0	1.0	1.0	\$3,448	\$4,401
Administrative Assistant I (confidential)	2.0	2.0	1.0	\$2,827	\$3,476
Office Clerk (confidential)	0.0	0.0	0.6	\$2,232	\$2,745
Assistant City Manager/Chief Financial Officer	1.0	1.0	1.0	\$7,339	\$9,174
Assistant Finance Director	1.0	1.0	1.0	\$5,416	\$6,662
Senior Accountant	1.0	1.0	1.0	\$4,956	\$6,097
City Clerk	1.0	1.0	1.0	\$3,277	\$4,029
Deputy City Clerk	0.0	0.0	1.0	\$3,089	\$3,798
Payroll Accountant	1.0	1.0	1.0	\$3,277	\$4,029
Purchasing Coordinator	1.0	1.0	1.0	\$3,420	\$4,419
Accounting Specialist	3.0	3.0	3.0	\$2,348	\$2,989
<b>TOTAL</b>	<b>15.0</b>	<b>15.0</b>	<b>15.6</b>		
<b>Council &amp; Nondepartmental - 701-11-1027</b>					
Mayor	1.0	1.0	1.0	\$165	N/A
Councilor	6.0	6.0	6.0	\$110	N/A
<b>TOTAL</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>		
<b>Municipal Court - 100-10-1029</b>					
Senior Court Clerk	1.00	1.00	1.00	\$2,692	\$3,422
Court Clerk	3.05	3.05	3.05	\$2,125	\$2,704
<b>TOTAL</b>	<b>4.05</b>	<b>4.05</b>	<b>4.05</b>		
<b>Community Development Department</b>					
<b>Planning - 100-40-1601</b>					
Community Development Director	1.0	1.0	1.0	\$6,989	\$8,736
Planning Manager	0.0	0.0	1.0	\$5,258	\$6,469
Senior Planner	1.0	1.0	0.0	N/A	N/A
Code & Policy Analyst	0.0	0.5	0.5	\$4,402	\$5,416
Planner III	1.0	1.0	1.0	\$4,174	\$5,326
Planner II	2.0	2.0	2.0	\$3,793	\$4,830
Planner I	0.0	0.0	1.0	\$3,146	\$4,017
Engineering Technician IV	0.0	1.0	1.0	\$3,629	\$4,637
Administrative Assistant I	1.0	1.0	1.0	\$2,728	\$3,482
Administrative Assistant	0.0	1.0	0.0	N/A	N/A
Permit Clerk	0.5	0.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>6.5</b>	<b>8.5</b>	<b>8.5</b>		
<b>Building Inspection - 204-40-1602</b>					
Building Official Manager	1.00	1.0	1.0	\$5,258	\$6,469
Community Development Customer Services Supervisor	0.00	1.0	1.0	\$3,687	\$4,535
Building Inspector	6.00	6.0	6.0	\$3,364	N/A
Permit Technician	2.00	2.0	2.0	\$2,728	\$3,482
Code & Policy Analyst	0.00	0.5	0.5	\$4,402	\$5,416
Permit Clerk	0.25	0.5	0.5	\$2,229	\$2,840
Clerk III	1.00	1.0	1.0	\$2,125	\$2,704
<b>TOTAL</b>	<b>10.25</b>	<b>12.0</b>	<b>12.0</b>		

## Personnel and Monthly Salary Schedule

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

Position	2004-2005	2005-2006	2006-2007	2006-2007	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule Minimum	Salary Schedule Maximum
<b>Electrical Permit Program - 204-40-1603</b>					
Building Inspector	1.00	1.0	1.0	\$3,364	N/A
Permit Clerk	0.25	0.5	0.5	\$2,229	\$2,840
<b>TOTAL</b>	<b>1.25</b>	<b>1.5</b>	<b>1.5</b>		
<b><i>Economic Development Department</i></b>					
<b>Economic Development Activities - 211-16-1101</b>					
Economic Development Director	0.0	1.0	1.000	\$6,299	\$7,877
Special Projects Coordinator	0.0	0.0	0.585	\$5,258	\$6,469
Urban Renewal Coordinator	0.0	1.0	1.000	\$3,448	\$4,401
<b>TOTAL</b>	<b>0.0</b>	<b>2.0</b>	<b>2.585</b>		
<b>Albany Station REA 402-16-1109</b>					
Special Projects Coordinator	0.0	0.0	0.20	\$5,258	\$6,469
<b>TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>0.20</b>		
<b>Albany Station Pathway 402-16-1110</b>					
Special Projects Coordinator	0.0	0.0	0.085	\$5,258	\$6,469
<b>TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>0.085</b>		
<b>North Albany Park &amp; Ride 402-16-1111</b>					
Special Projects Coordinator	0.0	0.0	0.13	\$5,258	\$6,469
<b>TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>0.13</b>		
<b>Albany Transit System- 213-16-1106</b>					
Transit Programs Supervisor	0.00	0.00	0.50	\$3,911	\$4,812
Transit Services Supervisor	0.50	0.50	0.00	N/A	N/A
Operations Maintenance I	0.25	0.25	0.25	\$2,539	\$3,226
Transit Operator	2.59	2.59	2.59	\$2,461	\$3,136
<b>TOTAL</b>	<b>3.34</b>	<b>3.34</b>	<b>3.34</b>		
<b>Linn-Benton Transit Loop - 213-16-1107</b>					
Transit Programs Supervisor	0.00	0.00	0.50	\$3,911	\$4,812
Transit Services Supervisor	0.50	0.50	0.00	N/A	N/A
Transit Services Dispatcher	0.00	0.00	0.25	\$1,958	\$2,489
Operations Maintenance I	0.25	0.25	0.25	\$2,539	\$3,226
Transit Operator	1.66	1.66	2.07	\$2,461	\$3,136
<b>TOTAL</b>	<b>2.41</b>	<b>2.41</b>	<b>3.07</b>		
<b>Paratransit System - 213-16-1108</b>					
Paratransit Services Supervisor	0.000	0.000	0.750	\$3,687	\$4,535
Recreation Programs Supervisor	0.000	0.500	0.000	N/A	N/A
Transportation Assistant	1.475	1.675	1.925	\$1,779	\$2,271
<b>TOTAL</b>	<b>1.475</b>	<b>2.175</b>	<b>2.675</b>		
<b>Title XIX Transportation Grant - 203-16-5014</b>					
Paratransit Services Supervisor	0.00	0.00	0.25	\$3,687	\$4,535
Recreation Programs Supervisor	0.00	0.50	0.00	N/A	N/A
Transportation/Facility Coordinator	1.00	0.00	0.00	N/A	N/A
Recreation Programs Specialist	0.25	0.25	0.00	N/A	N/A
Senior and Recreation Programs Assistant	0.50	0.00	0.00	N/A	N/A
Clerk III	0.25	0.00	0.00	N/A	N/A
<b>TOTAL</b>	<b>2.00</b>	<b>0.75</b>	<b>0.25</b>		

## Personnel and Monthly Salary Schedule

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

Position	2004-2005	2005-2006	2006-2007	2006-2007	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule Minimum	Salary Schedule Maximum
<b><i>Fire Department</i></b>					
<b>Fire Suppression - 100-25-1201</b>					
Fire Chief	1.00	1.00	1.00	\$6,989	\$8,736
Training Chief	1.00	1.00	1.00	\$5,416	\$6,662
Battalion Chief	3.00	3.00	3.00	\$5,416	\$6,662
Lieutenant	12.00	12.00	12.00	\$4,259	\$5,403
Apparatus Operator	12.00	12.00	12.00	\$3,842	\$4,843
Firefighter/EMT	15.00	15.00	15.00	\$3,580	\$4,526
Fire Mechanic	1.00	1.00	0.00	N/A	N/A
Administrative Services Supervisor	1.00	1.00	1.00	\$3,687	\$4,535
Administrative Assistant I	1.00	1.00	1.00	\$2,728	\$3,482
Clerk III	1.00	1.00	1.00	\$2,125	\$2,704
<b>TOTAL</b>	<b>48.00</b>	<b>48.00</b>	<b>47.00</b>		
<b>Public Safety Levy - Fire - 100-25-1202</b>					
Firefighter/EMT	6.0	6.0	6.0	\$3,580	\$4,526
Deputy Fire Marshal I	2.0	2.0	2.0	\$3,769	\$4,737
<b>TOTAL</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>		
<b>Fire &amp; Life Safety - 100-25-1203</b>					
Fire Marshal	0.0	1.0	1.0	\$5,746	\$7,068
Life Safety Division Manager/Fire Marshal	1.0	0.0	0.0	N/A	N/A
Fire Protection Engineer	0.0	1.0	1.0	\$4,537	\$5,792
Deputy Fire Marshal II	3.0	2.0	2.0	\$4,051	\$5,135
<b>TOTAL</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>		
<b>Ambulance - 212-25-1206</b>					
Assistant Fire Chief	1.0	1.0	1.0	\$6,280	\$7,724
EMS Chief	1.0	1.0	1.0	\$5,416	\$6,662
Firefighter/EMT	12.0	12.0	12.0	\$3,580	\$4,526
Ambulance Billing Specialist III	1.0	0.0	0.0	N/A	N/A
Ambulance Billing Specialist II	1.0	2.0	2.0	\$2,229	\$2,840
<b>TOTAL</b>	<b>16.0</b>	<b>16.0</b>	<b>16.0</b>		
<b><i>Human Resources Department</i></b>					
<b>Human Resources - 701-14-1032</b>					
Human Resources Director	1.0	1.0	1.0	\$5,983	\$7,480
Human Resources Generalist	1.0	1.0	1.0	\$3,798	\$4,671
Benefits Coordinator	1.0	1.0	1.0	\$3,798	\$4,671
Human Resources Recruitment Coordinator	1.0	1.0	1.0	\$3,277	\$4,029
HRIS Coordinator	0.0	1.0	1.0	\$3,089	\$3,798
Human Resources Coordinator	0.8	0.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>4.8</b>	<b>5.0</b>	<b>5.0</b>		
<b><i>Information Technology Department</i></b>					
<b>Information Technology Services - 702-13-1030</b>					
Information Technology Director	1.0	1.0	1.0	\$5,983	\$7,480
Network Services Coordinator	1.0	1.0	1.0	\$3,255	\$4,147
Database Administrator	1.0	1.0	1.0	\$3,255	\$4,147
LAN Technician	1.0	0.0	0.0	N/A	N/A
LAN Administrator	0.0	1.0	1.0	\$3,255	\$4,147
Information Systems Technician	2.0	2.0	4.0	\$2,850	\$3,644
<b>TOTAL</b>	<b>6.0</b>	<b>6.0</b>	<b>8.0</b>		



## Personnel and Monthly Salary Schedule

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

Position	2004-2005	2005-2006	2006-2007	2006-2007	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule Minimum	Salary Schedule Maximum
<b><i>Library Department</i></b>					
<b>Library - 100-45-1701</b>					
Library Director	1.000	1.0000	1.0000	\$6,299	\$7,877
Supervising Librarian	1.000	1.0000	1.0000	\$4,274	\$5,258
Librarian II	2.000	2.0000	2.0000	\$3,100	\$3,950
Librarian I	5.000	5.0000	5.0000	\$2,723	\$3,458
Library Assistant	2.663	2.6625	2.6625	\$2,404	\$3,067
Information Systems Technician	1.000	1.0000	1.0000	\$2,850	\$3,644
Administrative Assistant I	1.000	1.0000	1.0000	\$2,827	\$3,476
Library Aide	6.125	6.1250	6.1250	\$1,728	\$2,203
Library Page	0.250	0.2500	0.2500	\$1,578	\$2,010
<b>TOTAL</b>	<b>20.0375</b>	<b>20.0375</b>	<b>20.0375</b>		
<b><i>Parks &amp; Recreation Department</i></b>					
<b>Sports Services - 202-35-1402</b>					
Recreation Coordinator	1.00	1.00	1.0	\$3,255	\$4,147
Recreation Programs Specialist	0.25	0.25	0.0	N/A	N/A
<b>TOTAL</b>	<b>1.25</b>	<b>1.25</b>	<b>1.0</b>		
<b>Children, Youth, &amp; Family Recreation Services- 202-35-1403</b>					
Recreation Programs Manager	0.2000	0.200	0.200	\$4,812	\$5,919
Recreation Programs Supervisor	0.0000	1.000	1.000	\$3,687	\$4,535
Recreation Coordinator	1.0000	0.000	0.000	N/A	N/A
Recreation Programs Specialist	0.2500	0.250	0.000	N/A	N/A
Maple Lawn Preschool Teaching Instructor	0.0000	0.000	0.000	N/A	N/A
Maple Lawn Preschool Teaching Assistant II	1.0250	1.025	1.025	\$1,682	\$2,139
Maple Lawn Preschool Teaching Assistant I	0.8625	0.875	0.875	\$1,525	\$1,940
<b>TOTAL</b>	<b>3.3375</b>	<b>3.350</b>	<b>3.100</b>		
<b>Resource Development/Marketing Services - 202-35-1404</b>					
Recreation Programs Manager	0.20	0.20	0.20	\$4,812	\$5,919
Recreation Coordinator	0.34	0.34	0.34	\$3,255	\$4,147
Recreation Programs Specialist	0.00	0.00	1.00	\$2,862	\$3,653
<b>TOTAL</b>	<b>0.54</b>	<b>0.54</b>	<b>1.54</b>		
<b>Adult Recreation &amp; Fitness Services - 202-35-1405</b>					
Recreation Programs Manager	0.20	0.20	0.2	\$4,812	\$5,919
Recreation Coordinator	1.00	1.00	1.0	\$3,255	\$4,147
Recreation Programs Specialist	0.25	0.25	0.0	N/A	N/A
<b>TOTAL</b>	<b>1.45</b>	<b>1.45</b>	<b>1.2</b>		
<b>Park Maintenance Services - 202-35-1407</b>					
Parks and Facilities Maintenance Manager	0.0	1.0	1.0	\$4,812	\$5,919
Parks Maintenance Manager	1.0	0.0	0.0	N/A	N/A
Park Maintenance III	2.0	2.0	2.0	\$2,932	\$3,726
Park Maintenance II	3.0	3.0	4.0	\$2,756	\$3,503
Park Maintenance Aide	2.0	2.0	1.0	\$1,869	\$2,387
<b>TOTAL</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>		

## Personnel and Monthly Salary Schedule

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

Position	2004-2005	2005-2006	2006-2007	2006-2007	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule Minimum	Salary Schedule Maximum
<b>Parks &amp; Recreation Administration - 202-35-1408</b>					
Parks & Recreation Director	1.000	1.000	1.0	\$6,610	\$8,260
Recreation Programs Manager	0.200	0.200	0.2	\$4,812	\$5,919
Park Development Coordinator	0.000	0.000	0.0	N/A	N/A
Administrative Services Supervisor	0.925	0.000	0.0	N/A	N/A
Administrative Assistant I	0.000	0.925	1.0	\$2,728	\$3,482
Clerk III	1.000	2.000	2.0	\$2,125	\$2,704
Clerk II	1.000	0.000	0.0	N/A	N/A
<b>TOTAL</b>	<b>4.125</b>	<b>4.125</b>	<b>4.2</b>		
<b>Senior Services - 202-35-1409</b>					
Recreation Programs Manager	0.20	0.20	0.2	\$4,812	\$5,919
Recreation Programs Supervisor	0.00	0.00	1.0	\$3,687	\$4,535
Recreation Programs Specialist	0.75	0.75	2.0	\$2,862	\$3,653
Senior and Recreation Programs Assistant	0.30	0.80	0.0	N/A	N/A
Building Security/Custodian	1.00	1.00	1.0	\$2,198	\$2,807
Transportation Assistant	0.20	0.00	0.0	N/A	N/A
Clerk III	0.75	1.00	1.0	\$2,125	\$2,704
<b>TOTAL</b>	<b>3.20</b>	<b>3.75</b>	<b>5.2</b>		
<b>Aquatic Services - 202-35-1410</b>					
Recreation Programs Manager	0.0	1.000	1.000	\$4,812	\$5,919
Building Maintenance II	0.0	1.000	1.000	\$2,756	\$3,503
Aquatic Programs Leader	0.0	1.000	2.000	\$2,198	\$2,807
Administrative Assistant	0.0	0.575	0.575	\$2,468	\$3,147
<b>TOTAL</b>	<b>0.0</b>	<b>3.575</b>	<b>4.575</b>		
<b>Parks SDC Projects - 202-35-1500</b>					
Administrative Assistant I	0.000	0.075	0.0	N/A	N/A
Administrative Services Supervisor	0.075	0.000	0.0	N/A	N/A
<b>TOTAL</b>	<b>0.075</b>	<b>0.075</b>	<b>0.0</b>		
<b>Performance Series - 202-35-1501</b>					
Recreation Coordinator	0.33	0.33	0.33	\$3,255	\$4,147
Recreation Programs Specialist	0.25	0.25	0.00	N/A	N/A
<b>TOTAL</b>	<b>0.58</b>	<b>0.58</b>	<b>0.33</b>		
<b>Northwest Art &amp; Air Festival - 202-35-1503</b>					
Recreation Coordinator	0.33	0.33	0.33	\$3,255	\$4,147
<b>TOTAL</b>	<b>0.33</b>	<b>0.33</b>	<b>0.33</b>		
<b>Urban Forestry - 202-35-1419</b>					
Parks and Facilities Maintenance Manager	0.0	0.0	0.5	\$4,812	\$5,919
Laborer	0.0	0.0	1.0	\$2,340	\$2,980
<b>TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>1.5</b>		
<b>Facilities Maintenance 701-35-1033</b>					
Parks and Facilities Maintenance Manager	0.0	0.0	0.5	\$4,812	\$5,919
Building Maintenance Lead Worker	0.0	0.0	1.0	\$3,102	\$3,954
Building Maintenance II	0.0	0.0	1.0	\$2,756	\$3,503
<b>TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>2.5</b>		

## Personnel and Monthly Salary Schedule

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

Position	2004-2005	2005-2006	2006-2007	2006-2007	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule Minimum	Salary Schedule Maximum
<b><i>Police Department</i></b>					
<b>Police - 100-30-1301</b>					
Police Chief	1.00	1.00	1.0	\$6,989	\$8,736
Deputy Police Chief	1.00	1.00	0.0	N/A	N/A
Police Captain	3.00	3.00	3.0	\$5,746	\$7,068
Police Sergeant	7.00	7.00	7.0	\$4,956	\$6,097
Police Corporal	4.00	4.00	4.0	\$3,876	\$4,893
Police Officer	39.00	39.00	43.0	\$3,524	\$4,438
Police Records and Systems Supervisor	1.00	1.00	1.0	\$3,911	\$4,812
Police Communications Supervisor	1.00	1.00	1.0	\$3,911	\$4,812
Police Communications Specialist	10.00	10.00	10.0	\$2,867	\$3,641
Community Service Officer	3.00	3.00	3.0	\$2,958	\$3,792
Property and Evidence Specialist	1.00	1.00	2.0	\$2,622	\$3,282
Administrative Services Supervisor	1.00	1.00	1.0	\$3,687	\$4,535
Administrative Assistant I (confidential)	0.00	0.00	1.0	\$2,827	\$3,476
Police Clerk	5.25	6.00	6.0	\$2,231	\$2,842
<b>TOTAL</b>	<b>77.25</b>	<b>78.0</b>	<b>83.0</b>		
<b>Public Safety Levy - Police - 100-30-1302</b>					
Police Officer	4.0	4.0	4.0	\$3,524	\$4,438
Crime Analyst	1.0	1.0	1.0	\$3,429	\$4,378
Community Service Officer	3.0	3.0	3.0	\$2,958	\$3,792
Police Communications Specialist	1.0	1.0	1.0	\$2,867	\$3,641
<b>TOTAL</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>		
<b><i>Public Works Department</i></b>					
<b>Streets Administration - 03-402</b>					
Operations Manager	0.33	0.0	0.0	N/A	N/A
Civil Engineer III	0.33	0.0	0.0	N/A	N/A
Public Works Data Systems Analyst	0.33	0.0	0.0	N/A	N/A
Administrative Assistant	0.33	0.0	0.0	N/A	N/A
Clerk III	0.33	0.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>1.65</b>	<b>0.0</b>	<b>0.0</b>		
<b>Street Maintenance - 250-50-2602</b>					
Street Maintenance Supervisor	1.0	1.0	1.0	\$4,535	\$5,579
Street Field Services Supervisor	0.0	0.0	1.0	\$3,375	\$4,149
Street Maintenance Lead Worker	1.0	1.0	0.0	N/A	N/A
Street Maintenance II	6.0	6.0	6.0	\$2,756	\$3,503
<b>TOTAL</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>		
<b>Street Administration - 250-50-2604</b>					
Public Works Director	0.0	0.0	0.2	\$7,339	\$9,174
Special Projects Coordinator	0.0	0.0	0.4	\$5,258	\$6,469
Public Works Executive Assistant	0.0	0.0	0.2	\$3,687	\$4,535
<b>TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>0.8</b>		
<b>Street Operations Administration 250-50-2605</b>					
Assistant Public Works Director/Operations Manager	0.0	0.0	0.2	\$6,280	\$7,724
Public Works Programs Analyst	0.0	0.0	0.2	\$3,277	\$4,029
Public Works Data Systems Analyst	0.0	0.0	0.4	\$3,629	\$4,637
Public Works Data Systems Technician	0.0	0.0	0.2	\$3,146	\$4,017
Administrative Assistant	0.0	0.0	0.2	\$2,468	\$3,147
Clerk III	0.0	0.0	0.2	\$2,125	\$2,704
<b>TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>1.4</b>		

## Personnel and Monthly Salary Schedule

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

Position	2004-2005	2005-2006	2006-2007	2006-2007	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule	
				Minimum	Maximum
<b>Sewer Environmental Services - 601-50-2402</b>					
Environmental Services Supervisor	1.0	1.0	1.0	\$4,535	\$5,579
Environmental Services Technician II	0.0	3.0	3.0	\$3,066	\$3,914
Environmental Services Technician	1.0	0.0	0.0	N/A	N/A
Wastewater Facilities Technician III	2.0	0.0	0.0	N/A	N/A
Environmental Services Technician I	0.0	1.0	1.0	\$2,813	\$3,585
Wastewater Facilities Technician II	0.5	0.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>4.5</b>	<b>5.0</b>	<b>5.0</b>		
<b>Sewer Billing/Customer Service - 02-449</b>					
Utility Billing Supervisor	0.50	0.0	0.0	N/A	N/A
Billing/Collection Specialist I	0.33	0.0	0.0	N/A	N/A
Public Works Customer Service Representative Clerk II	0.33	0.0	0.0	N/A	N/A
	0.50	0.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>1.66</b>	<b>0.0</b>	<b>0.0</b>		
<b>Waste Treatment - 601-50-2404</b>					
Treatment Plant Supervisor	1.0	1.0	1.0	\$4,535	\$5,579
Lead Wastewater Facilities Technician	1.0	1.0	1.0	\$3,219	\$4,110
Wastewater Facilities Technician III <sup>(1)</sup>	3.0	3.0	2.0	\$3,066	\$3,914
WWTP Laboratory Technician	1.0	1.0	0.0	N/A	N/A
Wastewater Facilities Technician II	0.5	0.0	0.0	\$2,813	\$3,585
Treatment Facilities Relief Operator	1.5	1.5	2.5	\$2,813	\$3,585
<b>TOTAL</b>	<b>8.0</b>	<b>7.5</b>	<b>6.5</b>		
<b>Wastewater Collection - 601-50-2405</b>					
Wastewater Collection Supervisor	1.0	1.0	1.0	\$4,535	\$5,579
Water/Wastewater Field Services Supervisor	0.0	0.0	1.0	\$3,476	\$4,274
Lead Utility Technician	1.0	1.0	0.0	N/A	N/A
Wastewater Facilities Technician III-Flow Monitoring Specialist	1.0	0.0	0.0	\$3,066	\$3,914
Wastewater Maintenance II	7.0	7.0	8.0	\$2,756	\$3,503
<b>TOTAL</b>	<b>10.0</b>	<b>9.0</b>	<b>10.0</b>		
<b>Wastewater Administration - 02-453</b>					
Civil Engineer III	0.33	0.0	0.0	N/A	N/A
Operations Manager	0.33	0.0	0.0	N/A	N/A
Public Works Data Systems Analyst	0.33	0.0	0.0	N/A	N/A
Administrative Assistant	0.33	0.0	0.0	N/A	N/A
Clerk III	0.33	0.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>1.65</b>	<b>0.0</b>	<b>0.0</b>		
<b>Wastewater Administration - 601-50-2407</b>					
Public Works Director	0.0	0.0	0.4	\$7,339	\$9,174
Special Projects Coordinator	0.0	0.0	0.8	\$5,258	\$6,469
Public Works Executive Assistant	0.0	0.0	0.4	\$3,687	\$4,535
<b>TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>1.6</b>		
<b>Wastewater Operations Administration - 601-50-2408</b>					
Assistant Public Works Director/Operations Manager	0.0	0.0	0.4	\$6,280	\$7,724
Public Works Programs Analyst	0.0	0.0	0.4	\$3,277	\$4,029
Public Works Data Systems Analyst	0.0	0.0	0.8	\$3,629	\$4,637
Public Works Data Systems Technician	0.0	0.0	0.4	\$3,146	\$4,017
Administrative Assistant	0.0	0.0	0.4	\$2,468	\$3,147
Clerk III	0.0	0.0	0.4	\$2,125	\$2,704
<b>TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>2.8</b>		

## Personnel and Monthly Salary Schedule

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

Position	2004-2005	2005-2006	2006-2007	2006-2007	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule Minimum	Salary Schedule Maximum
<b>Public Works Customer Services - 705-50-2807</b>					
Public Works Customer Services Supervisor	0.0	1.0	0.0	N/A	N/A
Field Representative II	0.0	2.0	0.0	N/A	N/A
Billing/Collection Specialist II	0.0	1.0	0.0	N/A	N/A
Billing/Collection Specialist I	0.0	1.0	0.0	N/A	N/A
Public Works Customer Service Representative	0.0	1.0	0.0	N/A	N/A
Public Works Project Coordinator	0.0	1.0	0.0	N/A	N/A
Administrative Assistant I	0.0	1.0	0.0	N/A	N/A
Clerk II	0.0	2.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>0.0</b>	<b>10.0</b>	<b>0.0</b>		
<b>Wastewater Customer Services 601-50-2409</b>					
Public Works Customer Services Supervisor	0.0	0.0	0.33	\$4,402	\$5,416
Field Representative II	0.0	0.0	0.66	\$2,522	\$3,222
Billing/Collection Specialist II	0.0	0.0	0.66	\$2,229	\$2,840
Public Works Customer Service Representative	0.0	0.0	0.33	\$1,958	\$2,489
Clerk II	0.0	0.0	0.33	\$1,958	\$2,489
<b>TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>2.31</b>		
<b>Water Billing/Customer Service - 11-488</b>					
Utility Billing Supervisor	0.50	0.0	0.0	N/A	N/A
Field Representative II	2.00	0.0	0.0	N/A	N/A
Billing/Collection Specialist II	1.00	0.0	0.0	N/A	N/A
Billing/Collection Specialist I	0.67	0.0	0.0	N/A	N/A
Public Works Customer Service Representative	0.67	0.0	0.0	N/A	N/A
Clerk II	1.50	0.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>6.34</b>	<b>0.0</b>	<b>0.0</b>		
<b>Water Canal Maintenance - 615-50-2204</b>					
Water Maintenance II	1.0	1.0	1.0	\$2,756	\$3,381
<b>TOTAL</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>		
<b>Vine Street Water Treatment Plant - 615-50-2205</b>					
Treatment Plant Supervisor	1.0	0.31	0.31	\$4,535	\$5,579
Water Treatment Plant Operator III	4.0	0.75	0.75	\$3,066	\$3,914
Treatment Facilities Relief Operator	1.5	1.25	1.25	\$2,813	\$3,585
<b>TOTAL</b>	<b>6.5</b>	<b>2.31</b>	<b>2.31</b>		
<b>Water Distribution - 615-50-2206</b>					
Water Distribution Supervisor	1.0	1.0	1.0	\$4,535	\$5,579
Water/Wastewater Field Services Supervisor	0.0	0.0	1.0	\$3,476	\$4,274
Lead Utility Technician	1.0	1.0	0.0	N/A	N/A
Water Maintenance II	10.0	10.0	10.0	\$2,756	\$3,503
<b>TOTAL</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>		
<b>Albany-Millersburg Water Treatment Plant - 615-50-2207</b>					
Treatment Plant Supervisor	0.0	0.69	0.69	\$4,535	\$5,579
Lead Water Treatment Plant Operator	0.0	0.00	1.00	\$3,219	\$4,110
Water Treatment Plant Operator III	0.0	2.25	1.25	\$3,066	\$3,914
Treatment Facilities Relief Operator	0.0	2.25	2.25	\$2,813	\$3,585
<b>TOTAL</b>	<b>0.0</b>	<b>5.19</b>	<b>5.19</b>		

## Personnel and Monthly Salary Schedule

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

Position	2004-2005	2005-2006	2006-2007	2006-2007	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule Minimum	Salary Schedule Maximum
<b>Water Administration - 11-493</b>					
Operations Manager	0.34	0.0	0.0	N/A	N/A
Civil Engineer III	0.34	0.0	0.0	N/A	N/A
Public Works Data Systems Analyst	0.34	0.0	0.0	N/A	N/A
Administrative Assistant	0.34	0.0	0.0	N/A	N/A
Clerk III	0.34	0.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>1.70</b>	<b>0.00</b>	<b>0.00</b>		
<b>Water Administration - 615-50-2202</b>					
Public Works Director	0.0	0.0	0.4	\$7,339	\$9,174
Special Projects Coordinator	0.0	0.0	0.8	\$5,258	\$6,469
Public Works Executive Assistant	0.0	0.0	0.4	\$3,687	\$4,535
<b>TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>1.6</b>		
<b>Water Operations Administration - 615-50-2209</b>					
Assistant Public Works Director/Operations Manager	0.0	0.0	0.4	\$6,280	\$7,724
Public Works Programs Analyst	0.0	0.0	0.4	\$3,277	\$4,029
Public Works Data Systems Analyst	0.0	0.0	0.8	\$3,629	\$4,637
Public Works Data Systems Technician	0.0	0.0	0.4	\$3,146	\$4,017
Administrative Assistant	0.0	0.0	0.4	\$2,468	\$3,147
Clerk III	0.0	0.0	0.4	\$2,125	\$2,704
<b>TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>2.8</b>		
<b>Water Customer Services 615-50-2210</b>					
Public Works Customer Services Supervisor	0.0	0.0	0.67	\$4,402	\$5,416
Field Representative II	0.0	0.0	1.34	\$2,522	\$3,222
Billing/Collection Specialist II	0.0	0.0	1.34	\$2,229	\$2,840
Public Works Customer Service Representative	0.0	0.0	0.67	\$1,958	\$2,489
Clerk II	0.0	0.0	0.67	\$1,958	\$2,489
<b>TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>4.69</b>		
<b>Geographic Information Services - 704-50-2010</b>					
Public Works Data Systems Manager	1.0	1.0	1.0	\$5,105	\$6,280
Geographic Information System Analyst	1.0	1.0	2.0	\$3,629	\$4,637
Geographic Information System Technician	1.0	1.0	1.0	\$3,146	\$4,017
Public Works Data Systems Analyst	0.0	0.0	0.5	\$3,629	\$4,637
Public Works Data Systems Technician	0.5	0.5	0.0	N/A	N/A
<b>TOTAL</b>	<b>3.5</b>	<b>3.5</b>	<b>4.5</b>		
<b>Permit Tracking Services - 704-50-2011</b>					
Public Works Data Systems Analyst	0.0	0.0	0.5	\$3,629	\$4,637
Public Works Data Systems Technician	0.5	0.5	0.0	N/A	N/A
<b>TOTAL</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>		
<b>Public Works Administration - 705-50-2802</b>					
Public Works Director	1.0	1.0	0.0	N/A	N/A
Economic Development Director	1.0	0.0	0.0	N/A	N/A
Public Works Community Services Manager	0.0	0.0	0.0	N/A	N/A
Special Projects Coordinator	1.0	2.0	0.0	N/A	N/A
Public Works Community Services Supervisor	1.0	0.0	0.0	N/A	N/A
Public Works Programs Analyst	1.0	0.0	0.0	N/A	N/A
Public Works Executive Assistant	1.0	1.0	0.0	N/A	N/A
Administrative Assistant I	3.0	0.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>9.0</b>	<b>4.0</b>	<b>0.0</b>		

## Personnel and Monthly Salary Schedule

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

Position	2004-2005	2005-2006	2006-2007	2006-2007	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule Minimum	Salary Schedule Maximum
<b>Engineering Services - 705-50-2803</b>					
Assistant Public Works Director/City Engineer	0.0	1.0	1.0	\$6,280	\$7,724
City Engineer	1.0	0.0	0.0	N/A	N/A
Utilities Services Manager	0.0	0.0	1.0	\$5,746	\$7,068
Public Works Design and Construction Supervisor	1.0	1.0	1.0	\$5,105	\$6,280
Public Works Permitting & Development Services Engineer	1.0	1.0	1.0	\$4,956	\$6,097
Transportation Systems Analyst	1.0	1.0	1.0	\$4,174	\$5,326
Civil Engineer III	0.0	0.0	4.0	\$4,671	\$5,959
Civil Engineer II	3.0	4.0	4.0	\$4,174	\$5,326
Engineering Associate I <sup>(2)</sup>	1.0	1.0	1.0	\$3,629	\$4,637
Engineering Technician IV	1.0	0.0	1.0	\$3,629	\$4,637
Engineering Technician III	1.0	1.0	1.0	\$3,301	\$4,206
Engineering Technician II	1.0	1.6	1.0	\$2,913	\$3,711
Public Works Project Accountant	0.0	0.0	1.0	\$2,826	\$3,593
Public Works Project Coordinator	0.0	0.0	1.0	\$2,826	\$3,593
Administrative Assistant I	0.0	0.0	1.0	\$2,728	\$3,482
Clerk II	0.0	0.0	1.0	\$1,958	\$2,489
<b>TOTAL</b>	<b>11.0</b>	<b>11.6</b>	<b>21.0</b>		
<b>Public Works Systems Engineering Services - 705-50-2804</b>					
Utility Services Manager	0.0	1.0	0.0	N/A	N/A
Principal Utilities Engineer	1.0	0.0	0.0	N/A	N/A
Special Projects Coordinator	1.0	0.0	0.0	N/A	N/A
Civil Engineer III	3.0	3.0	0.0	N/A	N/A
Civil Engineer II	0.0	0.6	0.0	N/A	N/A
Engineering Associate I	1.0	0.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>6.0</b>	<b>4.6</b>	<b>0.0</b>		
<b>Operations Administration - 705-50-2805</b>					
Operations Manager	0.0	1.0	0.0	N/A	N/A
Public Works Data Systems Analyst	0.0	1.0	0.0	N/A	N/A
Public Works Programs Analyst	0.0	1.0	0.0	N/A	N/A
Public Works Data Systems Technician	0.0	1.0	0.0	N/A	N/A
Administrative Assistant	0.0	1.0	0.0	N/A	N/A
Clerk III	0.0	1.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>0.0</b>	<b>6.0</b>	<b>0.0</b>		
<b>Water Quality Control Services - 705-50-2806</b>					
Water Quality Control Supervisor	0.0	1.0	1.0	\$4,402	\$5,416
WWTP Laboratory Technician	0.0	0.0	1.0	\$3,066	\$3,914
Water Quality Control Technician	0.0	0.0	1.0	\$3,066	\$3,914
<b>TOTAL</b>	<b>0.0</b>	<b>1.0</b>	<b>3.0</b>		
<b>Urban Forestry/Building Maintenance - 705-50-2808</b>					
Parks and Facilities Maintenance Manager	0.0	1.0	0.0	N/A	N/A
Building Maintenance Lead Worker	0.0	1.0	0.0	N/A	N/A
Building Maintenance II	0.0	1.0	0.0	N/A	N/A
Laborer	0.0	1.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>0.0</b>	<b>4.0</b>	<b>0.0</b>		

## Personnel and Monthly Salary Schedule

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

Position	2004-2005	2005-2006	2006-2007	2006-2007	
	Adopted Employees	Adopted Employees	Adopted Employees	Salary Schedule Minimum	Salary Schedule Maximum
<b>Facilities &amp; Maintenance Engineering - 705-50-2809</b>					
Facilities Engineering Manager	0.0	0.0	1.0	\$5,105	\$6,280
Civil Engineer III	0.0	1.0	0.0	N/A	N/A
Facilities Automation Analyst	0.0	2.0	2.0	\$3,874	\$4,942
Wastewater Facilities Technician III-Flow Monitoring Specialist	0.0	1.0	1.0	\$3,066	\$3,914
Facilities Maintenance Coordinator	0.0	0.0	1.0	\$4,535	\$5,579
Lead Treatment Facilities Mechanic	0.0	0.0	1.0	\$3,222	\$4,110
Facilities Mechanic I	0.0	0.0	3.0	\$2,786	\$3,546
<b>TOTAL</b>	<b>0.0</b>	<b>4.0</b>	<b>9.0</b>		
<b>Utility Facilities Maintenance - 705-50-2810</b>					
Facilities Maintenance Supervisor	0.0	1.0	0.0	N/A	N/A
Lead Treatment Facilities Mechanic	0.0	1.0	0.0	N/A	N/A
Facilities Mechanic I	0.0	3.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>0.0</b>	<b>5.0</b>	<b>0.0</b>		
<b>Public Works Data Management Systems - 705-50-2811</b>					
Public Works Data Systems Analyst	0.0	1.0	0.0	N/A	N/A
Public Works Project Accountant	0.0	1.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>0.0</b>	<b>2.0</b>	<b>0.0</b>		
<b>Building Maintenance - 01-484</b>					
Building Maintenance Lead Worker	1.0	0.0	0.0	N/A	N/A
Building Maintenance II	1.0	0.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>2.0</b>	<b>0.0</b>	<b>0.0</b>		
<b>Urban Forestry Management - 03-401</b>					
City Forester	1.0	0.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>1.0</b>	<b>0.0</b>	<b>0.0</b>		
<b>Treatment Facilities Maintenance - 06-485</b>					
Facilities Maintenance Supervisor	1.0	0.0	0.0	N/A	N/A
Facilities Automation Analyst	1.0	0.0	0.0	N/A	N/A
Lead Treatment Facilities Mechanic	1.0	0.0	0.0	N/A	N/A
Facilities Mechanic I	2.0	0.0	0.0	N/A	N/A
Laborer	1.0	0.0	0.0	N/A	N/A
<b>TOTAL</b>	<b>6.0</b>	<b>0.0</b>	<b>0.0</b>		
<b>ALL DEPARTMENTS TOTAL</b>					
	<b>37.075</b>	<b>385.9875</b>	<b>406.4975</b>		

<sup>(1)</sup> Two of these budgeted positions are currently underfilled as Wastewater Facilities Technician II's.

<sup>(2)</sup> Budgeted position is currently filled as an Engineering Technician IV.

FTE = Full-Time Equivalency





# City of Albany

## Mission and Vision Statements and Goals

### OUR MISSION IS

*"Providing quality public services for a better Albany community."*

### OUR VISION IS

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

## STRATEGIC PLAN THEMES AND GOALS FOR 2006

### Great Neighborhoods

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

### A Safe City

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

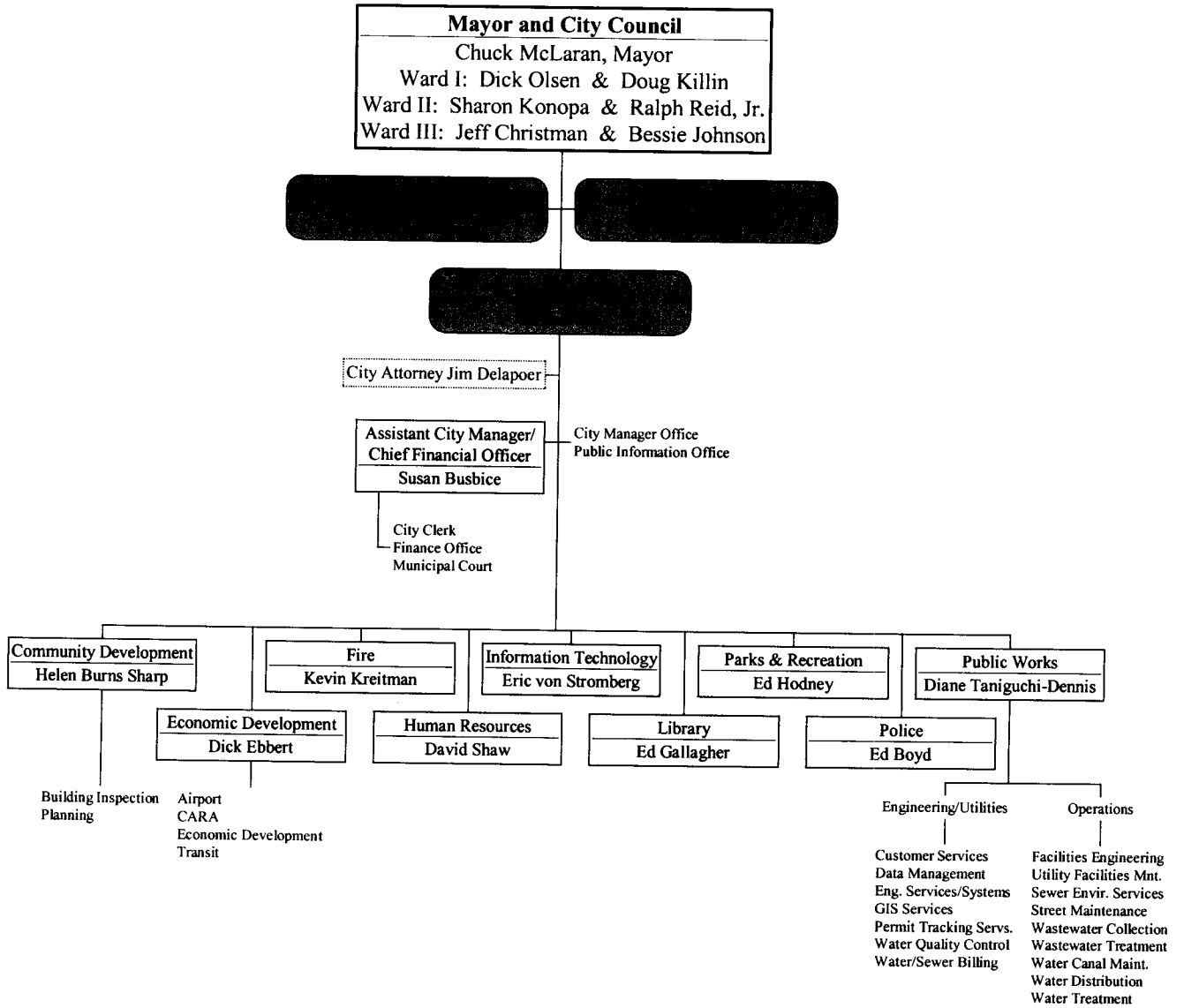
### A Healthy Economy

- ◀◀ Enhance the value and diversity of Albany's economy through building on Albany's status as a regional center of manufacturing, retail services, finance, health care, tourism, and government; creating a readily identifiable downtown core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses; achieving a healthy balance of housing and jobs. ▶▶

### An Effective Government

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

# Citizens of the City of Albany



**Elected**



Recommended by City Manager and ratified by Council

Appointed by City Manager



CITY OF  
*Albany*

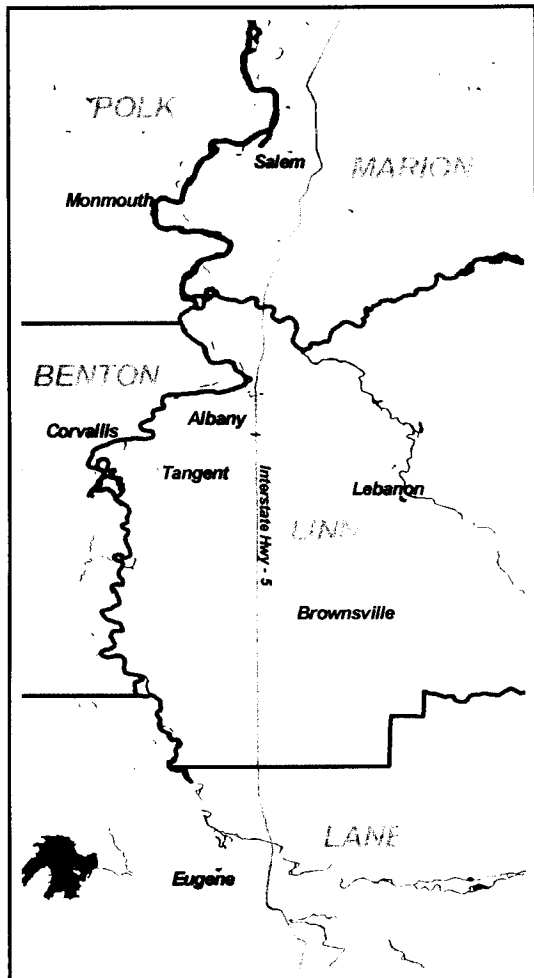
2016-2017



**A BRIEF TOUR OF ALBANY**

**Location**

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



**Population**

Albany has a population of 45,360. Nearly 86 percent of the City’s population resides in Linn County, with the remainder in Benton County. The City saw its greatest growth in the 1960s and 1970s, with over 40 percent increases in population in each decade. In the 1980s, the total increase was approximately 10 percent. In the 1990s, the total increase was approximately 39 percent. The increases for the last six years are:

<u>As of</u>	<u>Population</u>	<u>% Change</u>
2001	41,145	0.4%
2002	41,650	1.2%
2003	42,280	1.5%
2004	43,600	3.1%
2005	44,030	1.0%
2006	45,360	3.0%

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

**Demographics**

*City Boundary Land Area*

2003 .....	16.84 sq. mi.
2004 .....	17.53 sq. mi.
2005 .....	17.70 sq. mi.

*Urban Growth Boundary Land Area*

2005 .....	21.72 sq. mi.
------------	---------------

*Assessed Value (\$Millions)*

2003 .....	2,273
2004 .....	2,309
2005 .....	2,604

Source: Linn and Benton County Assessor’s Offices

*School Enrollment*

2003 .....	8,430
2004 .....	8,517
2005 .....	8,721

*Infrastructure (as of June 30, 2005)*

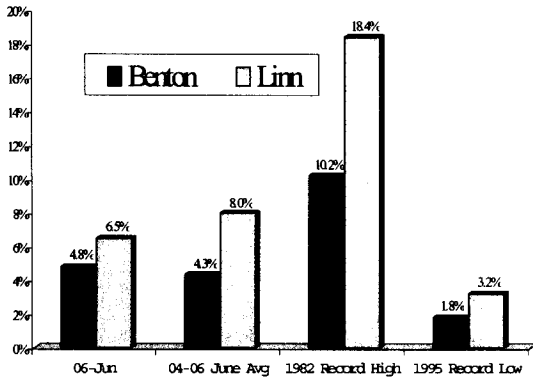
Police Stations .....	1
Fire Stations .....	4
Libraries .....	2
Number of Parks.....	27
Miles of Asphalt roads .....	196.0
Miles of Concrete roads.....	4.0
Miles of Gravel roads .....	7.6
Miles of Water Lines .....	254.1
Miles of Sewer Lines.....	209.7

**Economics**

*Unemployment Rate, Linn County*

2004.....	9.4%
2005.....	8.1%
2006.....	6.5%

**Linn and Benton  
Unemployment History**



*Unemployment Rate, Benton County*

2004.....	3.5%
2005.....	4.7%
2006.....	4.8%

Source: State of Oregon Human Resources Employment Division – June 2006.

*Top Ten Taxpayers to the City of Albany in 2005.*

<u>Taxpayer</u>	<u>Tax Imposed</u>
Dayton Hudson Corporation	\$577,408
Oregon Metallurgical Corporation	226,283
Oregon Freeze Dry foods Inc.	207,084
Waverly Land Management	160,643
Qwest Corporation	144,906
Steadfast Heritage LLC	138,268
Northwest Natural Gas Company	133,465
Metropolitan Life Insurance Company	114,561
PacifiCorp (PP&L)	107,250
National Frozen Foods Corporation	97,314

*Major Employers*

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

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

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

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

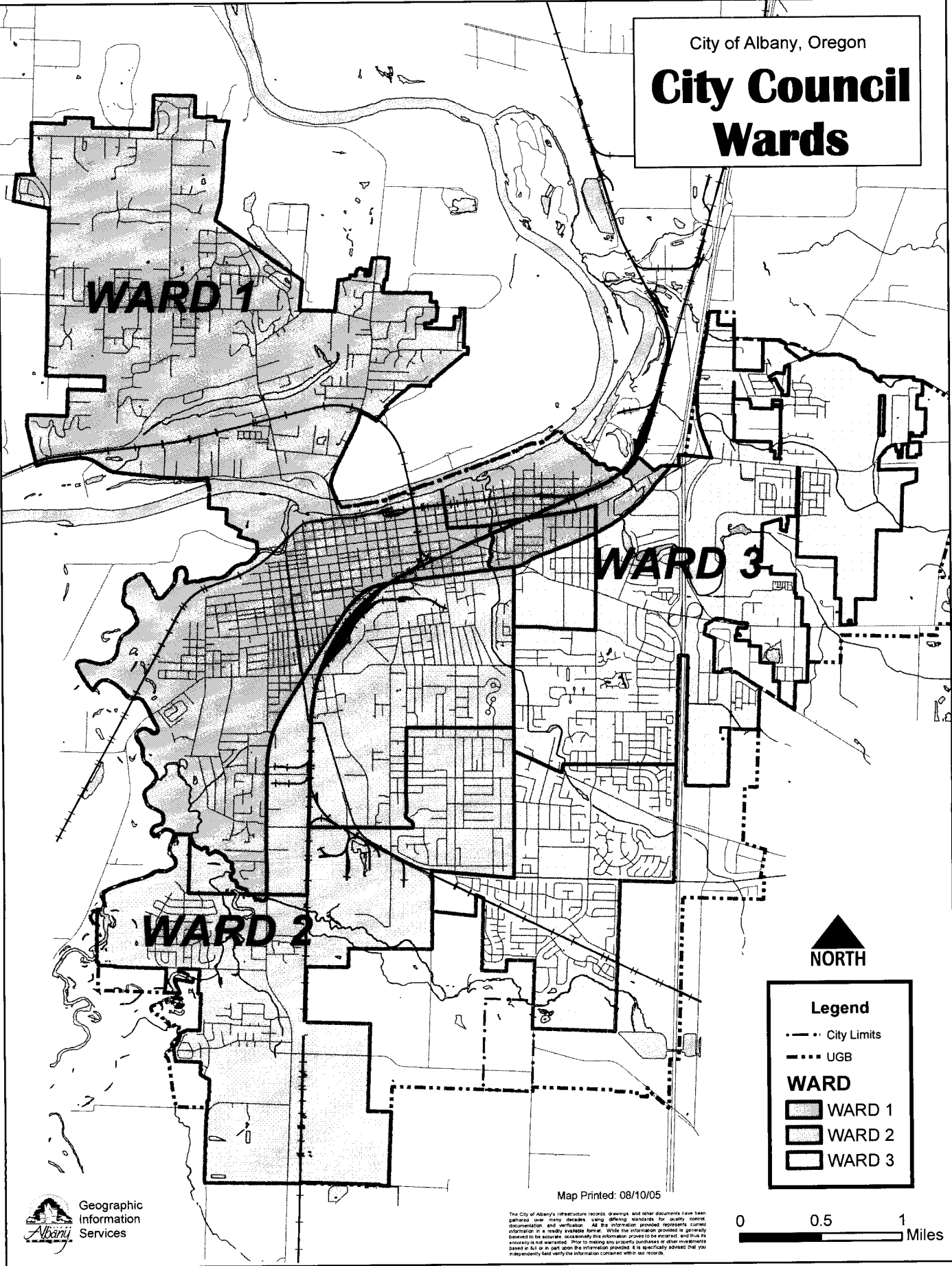
**Government**

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

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

City of Albany, Oregon

# City Council Wards



Geographic  
Information  
Services  
*Albany*

The City of Albany's infrastructure records (drawings and other documents) have been gathered over many decades using different standards for quality, source, documentation, and verification. All the information provided represents current information in a readily available format. While the information provided is generally believed to be accurate, occasionally this information proves to be incorrect, and thus its accuracy is not warranted. Prior to making any property purchase or other investment based in full or in part upon the information provided, it is specifically advised that you independently verify the information contained within our records.

## FINANCIAL STRUCTURE

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

### General Fund

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

#### Major Revenues

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

#### Primary Services

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

### Special Revenue Funds

These funds account for revenues, which are to be used for a specific purpose. Most times 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 code enforcement
- Environmental safety services
- Economic Development
- Public transit
- Ambulance

### Debt Service Funds

These funds are set up to account for the payment of principal and interest on General Obligation (GO) 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 Funds

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.

### Permanent Funds

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

#### Major Revenues

- Endowments
- Gifts and donations

#### Primary Services

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

## FINANCIAL 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
- 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

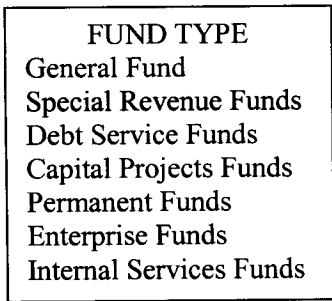
#### Primary Services

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

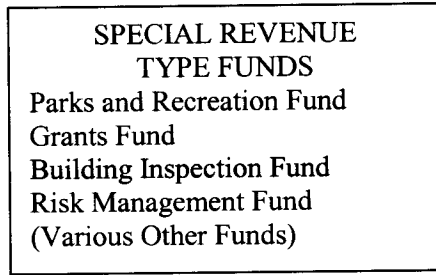


**BUDGET DOCUMENT STRUCTURE**

The City's budget document is organized into sections by Fund Type. Each Fund Type section contains summaries by fund and activity. Each activity is explained by its functions and responsibilities, budget year initiatives, significant budget changes, three-year expenditure history, staffing summary, and performance measures.

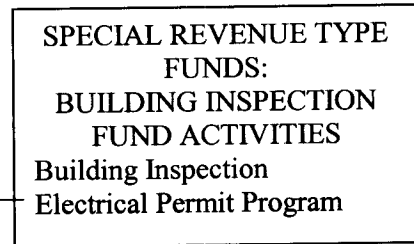


The highest level of budgeting is by Fund Type. The City budgets using seven Fund Types.

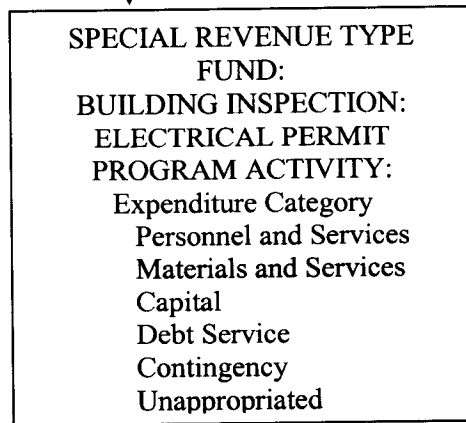


Within those seven Fund Types there are 19 funds.

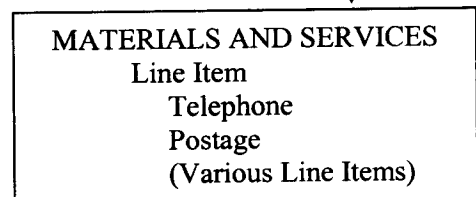
Budgeted within each fund is at least one "activity." The number of activities is based on the level of management control needed to effectively control expenditures.



Within each activity are budgeted seven "expenditure categories." This is the lowest level of budget appropriation.



For management purposes only, the City budgets by "line item" within each expenditure category. The "line item" budgets are not included within this budget document. Anyone wishing to review the line item detail may do so by contacting the City's Finance Office.



## **CITY OF ALBANY BUDGET PROCESS**

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

Soon after the revenue forecast has been done, the City Council and Budget Committee met 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 initiatives.

### **Department Initiatives**

After Citywide themes and goals have been developed, management and staff will formulate their current and future departmental initiatives. While prioritizing these initiatives, 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.
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 expenditures for the next 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. This balanced budget will then be passed on to the Budget Committee for further review.
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

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4. *Budget Committee Meets* - At the first formal meeting, the City Manager presents the budget message and the proposed budget document to the Budget Committee for further review. The Budget Committee may then meet as often as necessary with the public, until all citizen concerns are heard.
  5. *Budget Committee Approves Budget* - When the Budget Committee is satisfied that the budget will meet the needs of the citizens of Albany, it will approve the document and forward it on to the City Council for adoption. The Budget Committee shall also approve a rate of total ad valorem property taxes to be certified for collection.
  6. *Notice of Hearing and Financial Summary* - After approval of the budget, a budget hearing must be held. The City Council must publish by one or more of the methods described in ORS 294.311 a summary of the recommended budget and a notice of budget hearing five to 25 days before the scheduled hearing date. If the notice is posted instead of published in the newspaper, then a second posted notice is required eight to 14 days prior to the budget hearing.
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.

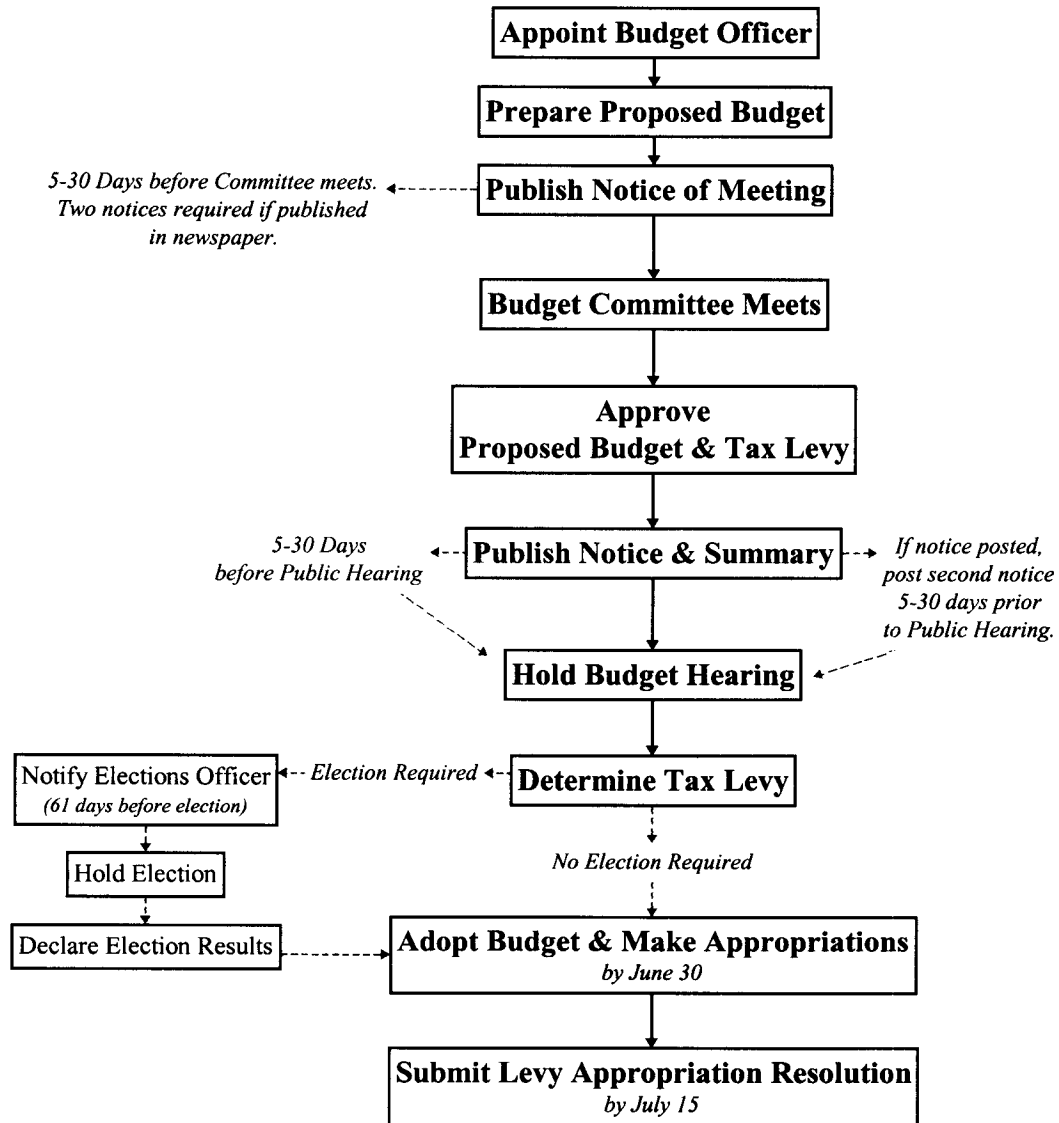
Included in the notice shall be a summary of the budget comparing the most recent preceding year's actual expenditures and budget resources, the current year budget summary with detail for each expenditure category (Personnel Services, Materials & Services, Capital Outlays, Debt Service, Transfers, and 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.

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.

# USER'S GUIDE

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

## THE BUDGET PROCESS



### Supplemental Budget

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

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

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

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

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

## 2006-2007 BUDGET CALENDAR

<b>Fire Department submits preliminary budget to RFPDs</b> <i>Council/Budget Committee Work Session</i>	<b>January 18</b> <i>January 31</i>
<i>Council/Budget Committee Work Session</i>	<i>February 07</i>
<b>Outside agency grant applications sent out</b> <i>Council/Budget Committee Work Session</i>	<b>February 16</b> <i>February 21</i>
<i>Council, Budget Committee, Planning Commission, and staff review of the Capital Improvement Program (CIP) and budget update.</i>	<i>March 01</i>
<b>Outside agency grant requests due:</b> <b>City Manager, Chief Financial Officer, Department Director Budget reviews</b>	<b>March 09</b> <b>Month of March</b>
<b>CIP Public Hearing and adoption by CC</b>	<b>April 12</b>
<i>Budget Committee (Proposed Budget and Budget Message)</i> <i>Budget Committee Meetings (Review Budget)</i>	<i>May 09</i> <i>May 16, May 23</i>
<b>Publish Budget and Supplemental Budget Notice &amp; Summary</b> <i>Public Hearing on 2006-2007 Budget &amp; 2005-2006 Supplemental Budget</i> <i>Adoption of 2006-2007 Budget &amp; 2005-2006 Supplemental Budget by Council</i>	<b>June 01 &amp; June 08</b> <i>June 14</i> <i>June 14</i>
<b>File budget with Linn County, Benton County, and the state of Oregon</b>	<b>July 15</b>

## USER'S GUIDE

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### BUDGET ASSUMPTIONS

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

#### Economic

- **Interest:** The average rate of return for City investments will be three percent.
- **Assessed Value Growth:** The assessed value of property within the City of Albany will increase by 4.54 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 19 percent of the monthly salary.
- **PERS Pick-Up:** The City of Albany will continue the PERS pick-up of six percent.
- **Health Benefits:** An increase in health insurance premiums will be calculated at 10 percent.

### REVENUE TRENDS AND ASSUMPTIONS

#### General Fund

- The Local Option Public Safety Levy for this budget will be at a similar level of compression as in 2005 - 2006. The City's permanent tax rate will be \$6.3984/\$1,000 valuation.

#### Special Revenue Funds

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

#### Capital Project Funds

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

#### Enterprise Funds

- A sewer rate increase of 9.0 percent is expected July 1, 2006.
- Water rates will increase in January 2007 by 2.5 percent.

## BUDGET POLICIES

### I. REVENUE POLICIES

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

#### A. Local Taxes

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

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

#### B. Fees for Services

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

**Rationale:** Utility customers living outside the City limits will be charged 10 percent more for water and 50 percent more for sewer service. Both utility plants were bought and improved with General Obligation Bonds. The full faith and credit of the City taxpayers secure these bonds. Customers living outside the City cannot be held responsible for repayment of the bonds from property taxes in case of default.

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

#### C. Licenses

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



## BUDGET POLICIES

### II. EXPENDITURE POLICIES

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

#### A. Personnel

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

#### B. Materials & Services

1. As Internal Service Funds, the Equipment Maintenance, Information Technology Services, Geographic Information Systems, and Graphic Services will charge user fees to activities to which services are provided.
2. As Enterprise Funds, the Sewer and Water Funds will be charged an indirect charge for administrative fees in accordance with the City's Indirect Cost Allocation Plan.
3. The City will evaluate its service delivery system according to established efficiency and effectiveness criteria to determine whether a service should be provided with staff or by contract.

#### C. Capital

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

### III. OTHER POLICIES

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

## BUDGET POLICIES

5. Supplemental budget adjustments will consist of negotiated labor agreements, audited ending fund balances, emergency requests, and those circumstances shown below (ORS 294.480).
  - Occurrences not known when the budget was proposed.
  - Unforeseen situations which require action.
  - Unanticipated funds from another government unit.
  - A request for services/facilities is received with funding paid by others.
  - Involuntary destruction, conversion, or sale of property has necessitated immediate replacement to carry out operations.
  - Ad valorem taxes are received during the year in an amount sufficiently greater than expected.
6. The City will annually seek the GFOA (Government Finance Officers Association) Certificate of Achievement for Excellence in Financial Reporting and the GFOA Distinguished Budget Presentation Award.
7. An employee benefit reserve fund will be maintained to pay extraordinary claims, insurance premiums, and other costs associated with medical, dental, vision, and workers' compensation coverage. The size of the employee benefit reserve fund shall be between two and four percent of total personnel and fringe benefit costs.
8. Outside agencies will submit funding applications for grants to the City no later than March 1 of each year. Funding applications will be reviewed by the Department Director responsible for the funding of the grant under the guidelines adopted by the City Council and the Budget Committee. Primary consideration will be given to those programs that fit within the City's mission and vision statements. Applications that are approved by the Department Director and City Manager shall be included in the Proposed Budget for Budget Committee approval.



THE CITY OF  
*Albany*

## INVESTMENT POLICY AND PORTFOLIO GUIDELINES

### I. POLICY STATEMENT

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

### II. SCOPE

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

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

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

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

### III. OBJECTIVES AND STRATEGY

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

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

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

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

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

## INVESTMENT POLICY AND PORTFOLIO GUIDELINES

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

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

### IV. LEGAL LIMITATIONS, RESPONSIBILITIES, AND AUTHORITY

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

### V. ETHICS AND CONFLICT OF INTEREST

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

### VI. DELEGATION OF INVESTMENT AUTHORITY

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

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

### VII. INVESTMENT LIMITATIONS

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

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

## INVESTMENT POLICY AND PORTFOLIO GUIDELINES

U.S. Treasury Bills, Notes, Strips, and Bonds <i>ORS 294.035 (1)</i> (and obligations secured by U.S. Treasury)	100%	36 months
U.S. Gov. Agency Discount Notes and Bonds <i>ORS 294.035 (1)*</i>	45-50%	36 months
Bankers Acceptances (Oregon Issued) (1) <i>ORS 294.035 (8) (a)</i>	25%	6 months
Corporate Indebtedness (2) (Aa/P1, A-1/AA, National market) (2)	35%	9 months
Single issuer <i>ORS 294.035 (9) (b)</i>	5%	9 months
Corporate Indebtedness (2) (P-2/A, A-2/A or better, Oregon Issue) (3)	35%	9 months
Single issuer <i>ORS 294.035 (9) (c)</i>	5%	9 months
Time Certificates of Deposit - Commercial Banks (3) <i>ORS 294.035 (4)</i>	25%	1 year
Repurchase Agreements (4) <i>ORS 294.035 (11)</i>	25%	10 days
Local Government Investment Pool (5) <i>ORS 294.810 (1)</i>	90%	Daily Demand
State of Oregon and its Political Subdivisions (Rated A or better) <i>ORS 294.035 (2)</i>	10%	36 months
State of California, Idaho, and Washington and their Political Subdivisions (Rated AA or better) <i>ORS 294.035 (3)</i>	10%	36 months

\* *No more than 15 percent per entity.*

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

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

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

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

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

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

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

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

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

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

### VIII. MATURITY STRUCTURE

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

## INVESTMENT POLICY AND PORTFOLIO GUIDELINES

exceed 18 months.

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

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

### IX. PRUDENCE

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

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

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

### X. INTERNAL CONTROLS

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

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

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

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

### XI. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The Investment Officer shall maintain a list of all authorized brokers/dealers and financial institutions that are approved for investment purposes or investment dealings. Any firm is eligible to make an application to the City of Albany and upon due consideration and approval will be added to the list. Additions and deletions to the list will be made at the discretion of the Assistant City Manager/Chief Financial 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 National Association of Securities Dealers (NASD), Securities and Exchange Commission (SEC), etc. The Investment Officer shall conduct an annual evaluation of each

## INVESTMENT POLICY AND PORTFOLIO GUIDELINES

firm's credit worthiness to determine if it should remain on the list. Securities brokers/dealers not affiliated with a bank shall be required to have an office located in Oregon and be classified as reporting dealers affiliated with the Federal Reserve as primary dealers.

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

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

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

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

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

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

### XII. PURCHASE OF DERIVATIVES AND REVERSE REPURCHASE AGREEMENTS

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

### XIII. SAFEKEEPING AND COLLATERALIZATION

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

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



## INVESTMENT POLICY AND PORTFOLIO GUIDELINES

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.

### **Collateralization**

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

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

### XIV. PERFORMANCE EVALUATION AND REPORTING

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

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

At minimum, this report shall contain:

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

### XV. INVESTMENT POLICY ADOPTION BY GOVERNING BOARD

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

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

## RISK MANAGEMENT POLICIES/PROCEDURES

### I. PURPOSE

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

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

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

### II. RISK MANAGEMENT RESPONSIBILITIES

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

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

#### A. RESPONSIBILITIES OF THE HUMAN RESOURCES DIRECTOR

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

#### B. RESPONSIBILITIES OF THE ASSISTANT CITY MANAGER/CHIEF FINANCIAL OFFICER

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

## RISK MANAGEMENT POLICIES/PROCEDURES

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

### C. RESPONSIBILITIES OF THE CITY ATTORNEY

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

### D. RESPONSIBILITIES OF THE FIRE DEPARTMENT

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

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

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

### E. RESPONSIBILITIES OF OTHER PERSONNEL

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

Prompt reporting of losses helps expedite claims handling, reduces loss of time for personnel, and results in cost savings through settlement of justifiable claims. Therefore, all incidents resulting in bodily injury to any person, whether or not employed by the City, should be reported immediately to City Manager and Human Resources in accordance with Employee Relations Policy 3.10 (On-the-job Accident Reporting and Workers' Compensation Claim Processing). All incidents resulting in property damage, destruction or illegal taking of City property, and vehicle accidents shall be reported immediately to the Senior Accountant and in accordance with Employee Relations Policy 3.6 (City Vehicles and Equipment: Use, Parking, Maintenance, and Loss or Damages). The Risk Manager and the City Attorney's office will file claims against insurance companies or persons damaging City property.

RISK MANAGEMENT POLICIES/PROCEDURES

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

F. BUDGET

Personnel costs to administer property/casualty claims, Workers' Compensation claims, and Employee Group Insurance claims shall be budgeted within the Administrative Services Department activity.

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

G. INSURANCE COVERAGES

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

**Property/Casualty**

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

**Liability**

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

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

Deductibles:	Comprehensive	\$100
	Collision	\$500

**Boiler & Machinery**

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

**Trip**

Limit:	\$5,250
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## RISK MANAGEMENT POLICIES/PROCEDURES

### **Workers' Compensation**

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

### **Employee Group Insurance**

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

### H. SELF-INSURANCE

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

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

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

### III. CONTRACT AND LEASE REQUIREMENTS

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

### IV. ALLOCATION OF INSURANCE COSTS

A. When City operations or divisions have their own revenue sources or are a legal entity to themselves, insurance costs should be attributed to such operations or divisions and will be charged specifically to those operations or divisions.

B. When premium breakdown is not determinable, liability insurance, Workers' Compensation, and property insurance costs shall be allocated accordingly to each department based on payroll and loss experience. Property insurance costs are allocated according to the specific properties used and operated by each of the divisions or departments.

### V. INSURANCE AGENT OF RECORD

It is the policy of the City of Albany to have an insurance agent of record who will be responsible for recommendations on employee group insurance. The City shall maintain a Professional Services Agreement for Agent of Record to cover employee group insurance. Such Agreement shall remain in effect from year to year and until the Agent or the City provides a ninety (90) day notice of termination.

### VI. CONFIDENTIALITY OF RECORDS

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

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

## RISK MANAGEMENT POLICIES/PROCEDURES

### VII. REPORTING PROPERTY/CASUALTY ACCIDENTS AND LOSSES

- A. It is important that accidents and losses be reported promptly and in accordance with prescribed procedures. The maintenance of a favorable public image, the protection of the City's interests, the reduction in time lost for personnel and equipment, and the savings realized through prompt settlements, are significant benefits.

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

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

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

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

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

### VIII. PROCEDURE FOR SECURING INSURANCE

- A. All department or division heads are to make recommendations as to coverage that would best protect their particular operation.

## RISK MANAGEMENT POLICIES/PROCEDURES

- B. All reports and records received from the different departments will be reviewed and the insurance program will be reviewed to meet the changing requirements.
- C. The Risk Manager and the Senior Accountant will consult with the City Attorney's office for a recommendation concerning the City's liabilities.
- D. The Risk Manager will make recommendations to the City Manager and City Council as to the proper and adequate insurance coverage.

### IX. REPORTS TO BE FILED

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

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

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

Table 1  
**SUMMARY OF RESOURCES AND REQUIREMENTS BY FUND TYPE AND CATEGORY**  
 Adopted for the Fiscal Year 2006-07

Fund/Program	General	Special Revenue	Debt Service	Capital Projects	Permanent	Enterprise	Internal Service	Totals
<b>RESOURCES</b>								
Property taxes	\$12,800,900	\$ 5,435,200	\$ 981,500	\$ -	\$ -	\$ 739,500	\$ -	\$ 19,957,100
Transient room taxes	-	338,900	247,700	-	-	-	-	586,600
Franchise fees/privilege taxes	3,130,000	841,200	-	-	-	-	-	3,971,200
Licenses & fees	300,000	3,371,500	-	-	-	2,180,000	-	5,851,500
Intergovernmental revenues	2,264,500	4,467,400	-	3,000,000	-	680,500	-	10,412,400
Charges for service	385,000	3,965,800	446,200	-	-	20,086,500	8,803,400	33,686,900
Fines & forfeitures	745,000	-	-	-	-	-	-	745,000
Assessment revenues	-	-	29,500	76,000	-	99,000	-	204,500
Other revenues	94,900	595,600	-	2,000,000	4,000	18,370,000	100,000	21,164,500
Investment earnings	150,000	593,100	78,500	12,200	6,600	810,600	11,000	1,662,000
<b>Total Current Revenues</b>	<b>19,870,300</b>	<b>19,608,700</b>	<b>1,783,400</b>	<b>5,088,200</b>	<b>10,600</b>	<b>42,966,100</b>	<b>8,914,400</b>	<b>98,241,700</b>
Transfers in	2,463,600	1,438,000	347,300	620,000	-	3,068,000	-	7,936,900
Beginning balance	3,674,800	19,053,200	2,182,600	1,090,000	52,200	25,596,500	175,700	51,825,000
Reserved beginning balance	-	-	511,300	-	-	640,100	-	1,151,400
Beginning balance held in trust	-	-	-	-	79,500	-	-	79,500
<b>TOTAL RESOURCES</b>	<b>\$26,008,700</b>	<b>\$40,099,900</b>	<b>\$4,824,600</b>	<b>\$6,798,200</b>	<b>\$142,300</b>	<b>\$72,270,700</b>	<b>\$9,090,100</b>	<b>\$159,234,500</b>

<b>REQUIREMENTS</b>								
Personnel	\$17,199,200	\$ 6,808,500	\$ -	\$ 49,000	\$ -	\$ 4,615,800	\$6,364,800	\$ 35,037,300
Materials & Services	5,629,300	9,750,900	5,500	2,850,000	9,900	10,140,000	2,671,300	31,056,900
Capital	36,000	19,058,700	-	3,899,200	-	48,195,700	54,000	71,243,600
Transfers Out	948,300	3,559,200	-	-	-	3,314,000	-	7,821,500
Debt Service	-	63,000	4,819,100	-	-	5,152,300	-	10,034,400
Contingency	2,195,900	859,600	-	-	-	852,900	-	3,908,400
Unappropriated	-	-	-	-	132,400	-	-	132,400
<b>TOTAL REQUIREMENTS</b>	<b>\$26,008,700</b>	<b>\$40,099,900</b>	<b>\$4,824,600</b>	<b>\$6,798,200</b>	<b>\$142,300</b>	<b>\$72,270,700</b>	<b>\$9,090,100</b>	<b>\$159,234,500</b>

**SELECTED FINANCIAL RATIOS**

Fund/Program	General	Special Revenue	Debt Service	Capital Projects	Permanent	Enterprise	Internal Service	Totals
Property taxes as a percentage of the total fund type budget.	49.22%	13.55%	20.34%	-	-	1.02%	-	12.53%
Current revenues as a percentage of Personnel and Materials & Services.	87.04%	118.41%	-	-	107.07%	291.18%	98.65%	148.64%
Personnel and Materials & Services as a percentage of the total fund type budget.	87.77%	41.30%	0.11%	42.64%	6.96%	20.42%	99.41%	41.51%
Capital as a percentage of the total fund budget.	0.14%	47.53%	-	57.36%	-	66.69%	0.59%	44.74%

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



Table 2  
**SUMMARY OF MAJOR REVENUES BY FUND TYPE**  
 Adopted Budget for the Fiscal Year 2006-07

Fund type/Fund name	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06	Percent of Fund Type Budget
			Adopted Budget	Revised Budget			
<b>GENERAL FUND</b>							
Property taxes	\$ 10,782,290	\$ 11,440,187	\$ 11,898,300	\$ 11,898,300	\$ 12,800,900	7.59%	49.23%
Franchise fees/privilege taxes	2,891,151	3,067,286	3,067,000	3,067,000	3,130,000	2.05%	12.03%
Licenses & fees	235,228	249,864	275,000	275,000	300,000	9.09%	1.15%
Intergovernmental revenues	1,713,528	1,757,893	1,895,700	1,910,200	2,264,500	18.55%	8.71%
Charges for service	299,300	299,200	310,000	310,000	385,000	24.19%	1.48%
Fines & forfeitures	492,736	488,661	564,000	564,000	745,000	32.09%	2.86%
Other revenues	55,545	222,551	50,000	50,000	94,900	89.80%	0.36%
Investment earnings	43,429	91,650	80,000	80,000	150,000	87.50%	0.58%
<b>Total Current Resources</b>	<b>16,513,207</b>	<b>17,617,292</b>	<b>18,140,000</b>	<b>18,154,500</b>	<b>19,870,300</b>	<b>9.45%</b>	<b>76.40%</b>
Transfers in	1,186,900	2,372,935	2,633,600	3,126,600	2,463,600	(21.21%)	9.47%
Beginning balance	2,725,434	2,292,352	2,506,100	2,506,100	3,674,800	46.63%	14.13%
<b>Total General Fund</b>	<b>20,425,541</b>	<b>22,282,579</b>	<b>23,279,700</b>	<b>23,787,200</b>	<b>26,008,700</b>	<b>9.34%</b>	<b>100.00%</b>
<b>SPECIAL REVENUE FUNDS</b>							
Property taxes	\$ 4,839,059	\$ 4,845,771	\$ 5,060,300	\$ 5,060,300	\$ 5,435,200	7.41%	13.54%
Transient room taxes	270,227	299,200	288,900	288,900	338,900	17.31%	0.85%
Franchise fees/privilege taxes	764,456	693,933	764,000	764,000	841,200	10.10%	2.10%
Licenses & fees	2,810,158	3,997,644	3,485,000	3,485,000	3,371,500	(3.26%)	8.41%
Intergovernmental revenues	4,227,867	4,071,568	4,233,800	4,735,200	4,467,400	(5.66%)	11.14%
Charges for service	6,614,554	3,584,515	3,174,400	3,215,400	3,965,800	23.34%	9.89%
Assessment revenues	43,317	39,027	44,300	44,300	-	(100.00%)	-
Other revenues	608,400	3,169,917	510,100	566,800	595,600	5.08%	1.49%
Investment earnings	175,260	362,362	203,500	216,500	593,100	173.95%	1.48%
<b>Total Current Resources</b>	<b>20,353,298</b>	<b>21,063,937</b>	<b>17,764,300</b>	<b>18,376,400</b>	<b>19,608,700</b>	<b>6.71%</b>	<b>48.90%</b>
Transfers in	1,094,608	1,133,455	1,036,900	7,817,300	1,438,000	(81.60%)	3.59%
Beginning balance	10,663,979	16,071,779	12,417,400	12,959,100	19,053,200	47.03%	47.51%
<b>Total Special Revenue Funds</b>	<b>32,111,885</b>	<b>38,269,171</b>	<b>31,218,600</b>	<b>39,152,800</b>	<b>40,099,900</b>	<b>2.42%</b>	<b>100.00%</b>
<b>DEBT SERVICE FUND</b>							
Property taxes	\$ 1,077,292	\$ 1,063,906	\$ 1,059,000	\$ 1,059,000	\$ 981,500	(7.32%)	20.34%
Transient room taxes	239,540	251,204	259,300	259,300	247,700	(4.47%)	5.13%
Charges for service	408,285	441,551	426,100	426,100	446,200	4.72%	9.25%
Assessment revenues	728,114	774,579	570,000	570,000	29,500	(94.82%)	0.61%
Other revenues	-	1,483,097	-	-	-	-	-
Investment earnings	35,862	58,923	47,700	97,700	78,500	(19.65%)	1.63%
<b>Total Current Resources</b>	<b>2,489,093</b>	<b>4,073,260</b>	<b>2,362,100</b>	<b>2,412,100</b>	<b>1,783,400</b>	<b>(26.06%)</b>	<b>36.96%</b>
Transfers in	241,008	272,561	357,300	2,857,300	347,300	(87.85%)	7.20%
Beginning balance	-	2,203,275	2,107,800	2,337,800	2,182,600	(6.64%)	45.24%
Reserved beginning balance	2,141,623	644,411	447,500	447,500	511,300	14.26%	10.60%
<b>Total Debt Service Fund</b>	<b>4,871,724</b>	<b>7,193,507</b>	<b>5,274,700</b>	<b>8,054,700</b>	<b>4,824,600</b>	<b>(40.10%)</b>	<b>100.00%</b>
<b>CAPITAL PROJECTS FUNDS</b>							
Intergovernmental revenues	\$ 3,908,087	\$ 6,100,101	\$ 4,577,000	\$ 4,577,000	\$ 3,000,000	(34.45%)	44.13%
Charges for service	617,936	652,548	536,300	536,300	-	(100.00%)	-
Assessment revenues	252,537	2,038,098	349,000	549,000	76,000	(86.16%)	1.12%
Other revenues	42,766	37,053	20,000	4,020,000	2,000,000	(50.25%)	29.42%
Investment earnings	26,823	92,555	66,000	98,000	12,200	(87.55%)	0.18%
<b>Total Current Resources</b>	<b>4,848,149</b>	<b>8,920,355</b>	<b>5,548,300</b>	<b>9,780,300</b>	<b>5,088,200</b>	<b>(47.98%)</b>	<b>74.85%</b>
Transfers in	24,000	2,086,775	502,500	672,500	620,000	(7.81%)	9.12%
Beginning balance	185,236	3,354,917	4,636,700	5,394,300	1,090,000	(79.79%)	16.03%
<b>Total Capital Projects Funds</b>	<b>5,057,385</b>	<b>14,362,047</b>	<b>10,687,500</b>	<b>15,847,100</b>	<b>6,798,200</b>	<b>(57.10%)</b>	<b>100.00%</b>

Table 2  
**SUMMARY OF MAJOR REVENUES BY FUND TYPE, continued**  
 Adopted Budget for the Fiscal Year 2006-07

Fund type/Fund name	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06	Percent of Fund Type Budget
			Adopted Budget	Revised Budget			
<b>PERMANENT FUNDS</b>							
Other revenues	\$ 453	\$ 3,042	\$ 3,000	\$ 3,000	\$ 4,000	33.33%	2.82%
Investment earnings	1,614	2,593	1,600	1,600	6,600	312.50%	4.64%
<b>Total Current Resources</b>	<b>2,067</b>	<b>5,635</b>	<b>4,600</b>	<b>4,600</b>	<b>10,600</b>	<b>130.43%</b>	<b>7.45%</b>
Beginning balance	42,425	9,449	47,500	47,500	52,200	9.89%	36.68%
Beginning balance held in trust	79,500	79,500	79,500	79,500	79,500	-	55.87%
<b>Total Permanent Funds</b>	<b>123,992</b>	<b>94,584</b>	<b>131,600</b>	<b>131,600</b>	<b>142,300</b>	<b>8.13%</b>	<b>108.13%</b>
<b>ENTERPRISE FUNDS</b>							
Property taxes	\$ 795,189	\$ 780,962	\$ 726,500	\$ 726,500	\$ 739,500	1.79%	1.01%
Licenses & fees	2,666,043	3,423,218	2,078,000	2,078,000	2,180,000	4.91%	3.02%
Intergovernmental revenues	762,906	4,495,412	3,565,000	3,565,000	680,500	(80.91%)	0.94%
Charges for service	17,106,492	18,008,024	18,586,100	18,586,100	20,086,500	8.07%	27.79%
Assessment revenues	101,687	100,251	113,000	113,000	99,000	(12.39%)	0.14%
Other revenues	43,673,915	287,720	210,000	210,000	18,370,000	8,647.62%	25.42%
Investment earnings	559,223	905,812	511,600	511,600	810,600	58.44%	1.12%
<b>Total Current Resources</b>	<b>65,665,455</b>	<b>28,001,399</b>	<b>25,790,200</b>	<b>25,790,200</b>	<b>42,966,100</b>	<b>66.60%</b>	<b>59.44%</b>
Transfers in	-	577,841	2,143,000	2,143,000	3,068,000	43.16%	4.25%
Beginning balance	16,390,788	51,376,488	32,859,300	32,859,300	25,596,500	(22.10%)	35.42%
Reserved beginning balance	3,611,208	689,876	746,300	746,300	640,100	(14.23%)	0.89%
<b>Total Enterprise Funds</b>	<b>85,667,451</b>	<b>80,645,604</b>	<b>61,538,800</b>	<b>61,538,800</b>	<b>72,270,700</b>	<b>17.44%</b>	<b>100.00%</b>
<b>INTERNAL SERVICE FUNDS</b>							
Intergovernmental revenues	\$ -	\$ -	\$ -	\$ 10,000	\$ -	(100.00%)	-
Charges for service	4,258,077	9,101,107	12,368,900	12,440,900	8,803,400	(29.24%)	96.85%
Other revenues	53,945	73,396	50,000	53,500	100,000	86.92%	1.10%
Investment earnings	10,549	10,940	8,400	25,400	11,000	(56.69%)	0.12%
<b>Total Current Resources</b>	<b>4,322,571</b>	<b>9,185,443</b>	<b>12,427,300</b>	<b>12,529,800</b>	<b>8,914,400</b>	<b>(28.85%)</b>	<b>98.07%</b>
Transfers in	-	49,519	40,000	335,300	-	(100.00%)	-
Beginning balance	703,363	738,754	547,000	749,800	175,700	(76.57%)	1.93%
<b>Total Internal Service Funds</b>	<b>5,025,934</b>	<b>9,973,716</b>	<b>13,014,300</b>	<b>13,614,900</b>	<b>9,090,100</b>	<b>(33.23%)</b>	<b>100.00%</b>
<b>TOTAL ALL FUNDS</b>	<b>\$153,283,912</b>	<b>\$172,821,208</b>	<b>\$145,145,200</b>	<b>\$162,127,100</b>	<b>\$159,234,500</b>	<b>(1.78%)</b>	

**2006-07 Adopted Budget - Revenues, All Funds**

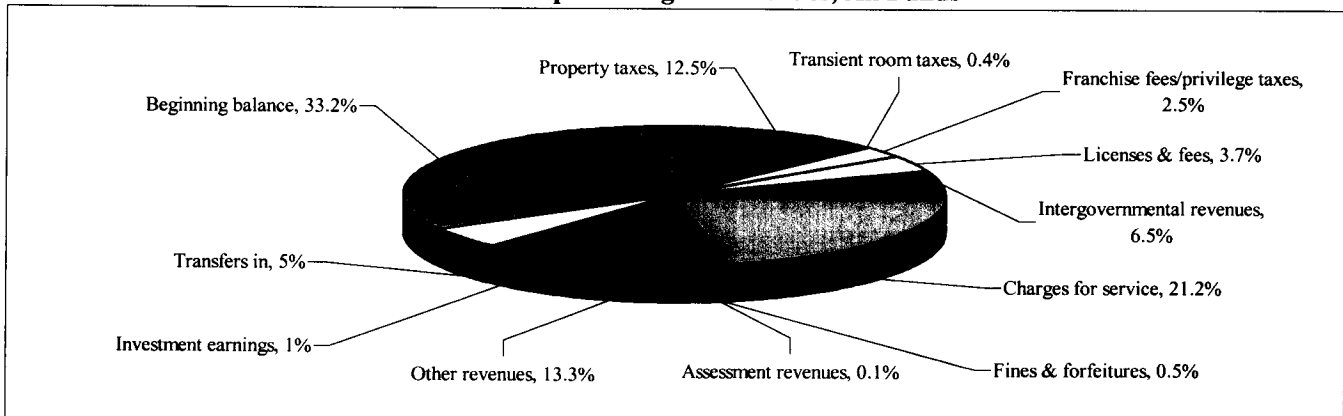


Table 2 summarizes by fund the major revenue categories indicating category percentages of total fund revenues and percentage change from the prior fiscal year.

Table 3  
**ADOPTED BUDGET BY FUND AND FUND TYPE**

Adopted Budget for the Fiscal Year 2006-07

Fund type/Fund name	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06	Percent of Fund Type Budget
			Adopted Budget	Revised Budget			
<b>GENERAL FUND</b>							
Personnel	\$ 13,260,255	\$ 14,505,014	\$ 15,774,000	\$ 15,860,500	\$ 17,199,200	8.44%	66.13%
Materials & Services	3,928,921	4,250,099	4,607,500	4,749,500	5,629,300	18.52%	21.64%
Capital	248,526	178,454	17,000	27,000	36,000	33.33%	0.14%
Transfers Out	695,500	615,428	724,700	724,700	948,300	30.85%	3.65%
Contingency	-	-	2,156,500	2,425,500	2,195,900	(9.47%)	8.44%
<b>Total General Fund</b>	<b>18,133,202</b>	<b>19,548,995</b>	<b>23,279,700</b>	<b>23,787,200</b>	<b>26,008,700</b>	<b>9.34%</b>	<b>100.00%</b>
<b>SPECIAL REVENUE FUNDS</b>							
Personnel	4,647,722	4,715,505	5,947,100	6,149,900	6,808,500	10.71%	16.97%
Materials & Services	9,808,147	7,370,551	10,485,500	8,860,400	9,750,900	10.05%	24.32%
Capital	1,651,190	4,634,900	10,536,400	17,436,200	19,058,700	9.31%	47.53%
Transfers Out	1,575,316	3,537,757	3,631,800	6,223,400	3,559,200	(42.81%)	8.88%
Debt Service	36,996	36,262	61,100	61,100	63,000	3.11%	0.16%
Contingency	-	-	556,700	421,800	859,600	103.79%	2.14%
<b>Total Special Revenue Funds</b>	<b>17,719,371</b>	<b>20,294,975</b>	<b>31,218,600</b>	<b>39,152,800</b>	<b>40,099,900</b>	<b>2.42%</b>	<b>100.00%</b>
<b>DEBT SERVICE FUND</b>							
Materials & Services	3,637	38,834	2,500	2,500	5,500	120.00%	0.11%
Transfers Out	-	-	-	2,500,000	-	(100.00%)	-
Debt Service	2,285,296	4,042,093	5,272,200	5,552,200	4,819,100	(13.20%)	99.89%
<b>Total Debt Service Fund</b>	<b>2,288,933</b>	<b>4,080,927</b>	<b>5,274,700</b>	<b>8,054,700</b>	<b>4,824,600</b>	<b>(40.10%)</b>	<b>100.00%</b>
<b>CAPITAL PROJECTS FUND</b>							
Personnel	-	-	-	-	49,000	-	0.72%
Materials & Services	130,557	313,253	1,491,100	1,458,600	2,850,000	95.39%	41.92%
Capital	4,238,207	7,975,783	9,143,700	10,095,800	3,899,200	(61.38%)	57.36%
Transfers Out	-	51,799	52,700	4,292,700	-	(100.00%)	-
<b>Total Capital Projects Fund</b>	<b>4,368,764</b>	<b>8,340,835</b>	<b>10,687,500</b>	<b>15,847,100</b>	<b>6,798,200</b>	<b>(57.10%)</b>	<b>100.00%</b>
<b>PERMANENT FUNDS</b>							
Materials & Services	1,246	-	5,800	5,800	9,900	70.69%	6.96%
Unappropriated	-	-	125,800	125,800	132,400	5.25%	93.04%
<b>Total Permanent Funds</b>	<b>1,246</b>	<b>-</b>	<b>131,600</b>	<b>131,600</b>	<b>142,300</b>	<b>8.13%</b>	<b>100.00%</b>
<b>ENTERPRISE FUNDS</b>							
Personnel	5,329,474	3,440,461	3,194,600	3,194,600	4,615,800	44.49%	6.38%
Materials & Services	6,646,598	7,606,927	9,989,700	9,989,700	10,140,000	1.50%	14.03%
Capital	9,496,581	27,076,934	40,261,600	40,261,600	48,195,700	19.71%	66.69%
Transfers Out	-	1,315,000	2,184,200	2,184,200	3,314,000	51.73%	4.59%
Debt Service	12,141,427	4,611,475	5,242,700	5,242,700	5,152,300	(1.72%)	7.13%
Contingency	-	-	666,000	666,000	852,900	28.06%	1.18%
<b>Total Enterprise Funds</b>	<b>33,614,080</b>	<b>44,050,797</b>	<b>61,538,800</b>	<b>61,538,800</b>	<b>72,270,700</b>	<b>17.44%</b>	<b>100.00%</b>

Table 3  
**ADOPTED BUDGET BY FUND AND FUND TYPE, continued**  
 Adopted Budget for the Fiscal Year 2006-07

Fund type/Fund name	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06	Percent of Fund Type Budget
			Adopted Budget	Revised Budget			
<b>INTERNAL SERVICE FUNDS</b>							
Personnel	2,638,753	5,197,069	7,218,700	7,273,700	6,364,800	(12.50%)	70.02%
Materials & Services	1,553,698	3,436,037	4,979,400	5,291,700	2,671,300	(49.52%)	29.39%
Capital	46,586	-	682,900	43,200	54,000	25.00%	0.59%
Transfers Out	-	650,000	92,000	867,000	-	(100.00%)	-
Contingency	-	-	41,300	139,300	-	(100.00%)	-
<b>Total Internal Service Funds</b>	<b>4,239,037</b>	<b>9,283,106</b>	<b>13,014,300</b>	<b>13,614,900</b>	<b>9,090,100</b>	<b>(33.23%)</b>	<b>100.00%</b>
<b>Total All Funds Types</b>	<b>\$80,364,633</b>	<b>\$105,599,635</b>	<b>\$145,145,200</b>	<b>\$162,127,100</b>	<b>\$159,234,500</b>	<b>(1.78%)</b>	
<b>ALL FUNDS</b>							
Personnel	\$25,876,204	\$ 27,858,049	\$ 32,134,400	\$ 32,478,700	\$ 35,037,300	7.88%	22.01%
Materials & Services	22,072,804	23,015,701	31,561,500	30,358,200	31,056,900	2.30%	19.50%
Capital	15,681,090	39,866,071	60,641,600	67,863,800	71,243,600	4.98%	44.74%
Transfers Out	2,270,816	6,169,984	6,685,400	16,792,000	7,821,500	(53.42%)	4.91%
Debt Service	14,463,719	8,689,830	10,576,000	10,856,000	10,034,400	(7.57%)	6.30%
Contingency	-	-	3,420,500	3,652,600	3,908,400	7.00%	2.45%
Unappropriated	-	-	125,800	125,800	132,400	5.25%	0.08%
<b>Total All Funds Types</b>	<b>\$80,364,633</b>	<b>\$105,599,635</b>	<b>\$145,145,200</b>	<b>\$162,127,100</b>	<b>\$159,234,500</b>	<b>(1.78%)</b>	<b>99.99%</b>

**2005-06 Adopted Budget by Expenditure Category**

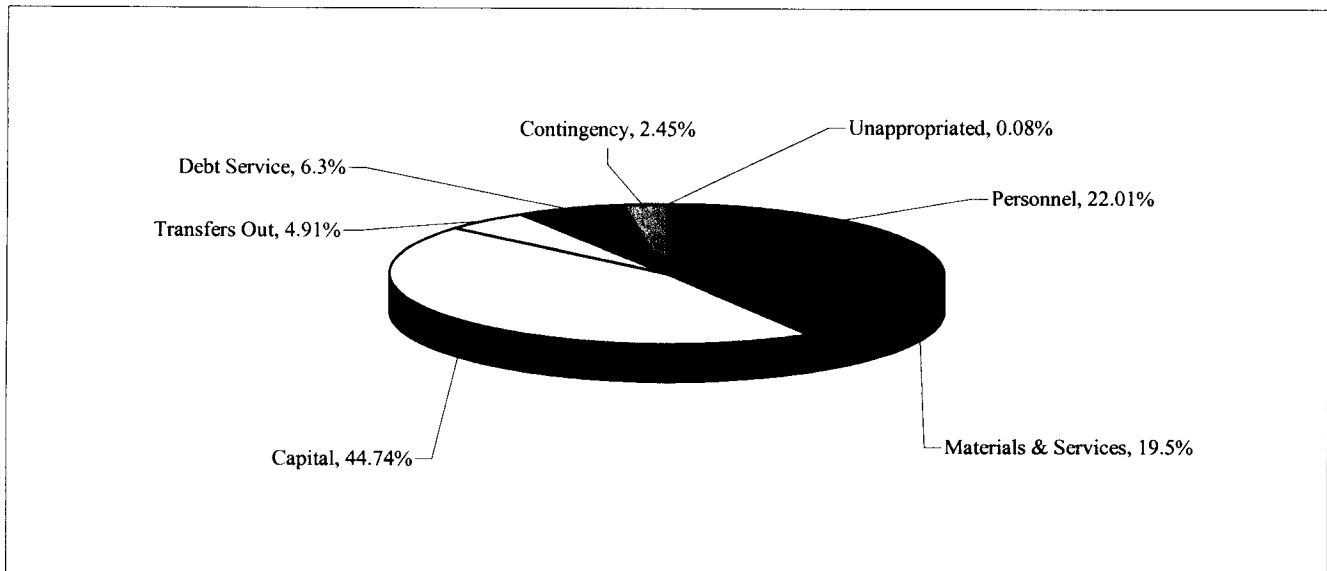


Table 4  
**BUDGET BY FUND AND REQUIREMENT CATEGORY**

Adopted for the Fiscal Year 2006-07

	.....RESOURCES.....		
	Beginning Fund Balance	Revenues	Total Resources
<b>GENERAL FUND</b>	\$ 3,200,000	\$ 22,808,700	\$ 26,008,700
<b>SPECIAL REVENUE FUNDS</b>			
Parks & Recreation	3,059,100	5,499,900	8,559,000
Grants	8,700	1,491,900	1,500,600
Building Inspection	704,300	1,683,400	2,387,700
Risk Management	500,000	535,000	1,035,000
Economic Development	305,200	860,900	1,166,100
Ambulance	24,300	1,858,100	1,882,400
Public Transit	57,300	819,500	876,800
Public Safety Levy	267,300	2,264,700	2,532,000
Capital Replacement	5,800,000	1,119,000	6,919,000
Street	8,327,000	4,914,300	13,241,300
Total Special Revenue Funds	19,053,200	21,046,700	40,099,900
<b>DEBT SERVICE FUND</b>			
Debt Service	2,693,900	2,130,700	4,824,600
Total Debt Service Fund	2,693,900	2,130,700	4,824,600
<b>CAPITAL PROJECTS FUND</b>			
Capital Projects	1,090,000	5,708,200	6,798,200
Total Capital Projects Fund	1,090,000	5,708,200	6,798,200
<b>PERMANENT FUNDS</b>			
Senior Center Endowment	47,500	6,400	53,900
Library Trust	84,200	4,200	88,400
Total Permanent Funds	131,700	10,600	142,300
<b>ENTERPRISE FUNDS</b>			
Sewer	9,927,500	30,328,200	40,255,700
Water	16,309,100	15,705,900	32,015,000
Total Enterprise Funds	26,236,600	46,034,100	72,270,700
<b>INTERNAL SERVICE FUNDS</b>			
Central Services	175,700	5,162,500	5,338,200
Engineering/Water Quality	-	3,751,900	3,751,900
Total Internal Service Funds	175,700	8,914,400	9,090,100
<b>ADOPTED BUDGET FOR 2006-07</b>	<b>\$52,581,100</b>	<b>\$106,653,400</b>	<b>\$159,234,500</b>
Percent change from 2005-06	-9.54%	2.55%	-1.78%
Percent of 2005-06 budget	33.02%	66.98%	100.00%
<b>REVISED BUDGET FOR 2005-06</b>	<b>\$58,127,200</b>	<b>\$103,999,900</b>	<b>\$162,127,100</b>
Percent of 2005-06 budget	35.85%	64.15%	100.00%

Table 4 summarizes resources and requirements by fund. The final budget amounts for 2005-06 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
\$17,199,200	\$ 5,629,300	\$ 36,000	\$ 948,300	\$ -	\$2,195,900	\$ -	\$ 26,008,700
2,415,700	2,449,200	3,368,300	200,100	-	125,700	-	8,559,000
26,300	666,800	807,500	-	-	-	-	1,500,600
1,140,300	800,700	-	-	-	446,700	-	2,387,700
-	1,035,000	-	-	-	-	-	1,035,000
254,900	496,300	261,000	82,000	63,000	8,900	-	1,166,100
1,514,000	368,400	-	-	-	-	-	1,882,400
568,300	280,200	-	-	-	28,300	-	876,800
-	-	-	2,532,000	-	-	-	2,532,000
-	350,500	6,243,400	325,100	-	-	-	6,919,000
889,000	3,303,800	8,378,500	420,000	-	250,000	-	13,241,300
6,808,500	9,750,900	19,058,700	3,559,200	63,000	859,600	-	40,099,900
-	5,500	-	-	4,819,100	-	-	4,824,600
-	5,500	-	-	4,819,100	-	-	4,824,600
49,000	2,850,000	3,899,200	-	-	-	-	6,798,200
49,000	2,850,000	3,899,200	-	-	-	-	6,798,200
-	2,400	-	-	-	-	51,500	53,900
-	7,500	-	-	-	-	80,900	88,400
-	9,900	-	-	-	-	132,400	142,300
2,232,100	4,647,300	30,716,500	1,192,800	1,161,000	306,000	-	40,255,700
2,383,700	5,492,700	17,479,200	2,121,200	3,991,300	546,900	-	32,015,000
4,615,800	10,140,000	48,195,700	3,314,000	5,152,300	852,900	-	72,270,700
3,263,900	2,074,300	-	-	-	-	-	5,338,200
3,100,900	597,000	54,000	-	-	-	-	3,751,900
6,364,800	2,671,300	54,000	-	-	-	-	9,090,100
\$35,037,300	\$31,056,900	\$ 71,243,600	\$ 7,821,500	\$10,034,400	\$3,908,400	\$ 132,400	\$159,234,500
7.88%	2.30%	4.98%	-53.42%	-7.57%	7.00%	5.25%	-1.78%
22.02%	19.50%	44.74%	4.91%	6.30%	2.45%	0.08%	100.00%
\$32,478,700	\$30,358,200	\$ 67,863,800	\$16,792,000	\$10,856,000	\$3,652,600	\$ 125,800	\$162,127,100
20.03%	18.72%	41.86%	10.36%	6.70%	2.25%	0.08%	100.00%

Table 5  
**BUDGET BY FUND/PROGRAM AND REQUIREMENT CATEGORY**  
 Adopted for the Fiscal Year 2006-07

Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency	Unappropriated	Totals
<b>GENERAL FUND</b>								
Nondepartmental	\$ -	\$ 479,900	\$ -	\$ 948,300	\$ -	\$ 2,195,900	\$ -	\$ 3,624,100
Municipal Court	254,200	328,500	-	-	-	-	-	582,700
Code Enforcement	16,000	14,000	-	-	-	-	-	30,000
Fire Suppression	5,110,400	1,282,900	36,000	-	-	-	-	6,429,300
Public Safety Levy: Fire	590,000	300,600	-	-	-	-	-	890,600
Fire & Life Safety	422,000	137,400	-	-	-	-	-	559,400
Police	7,972,600	1,621,500	-	-	-	-	-	9,594,100
Public Safety Levy: Police	726,700	125,100	-	-	-	-	-	851,800
Planning	848,300	212,900	-	-	-	-	-	1,061,200
Housing	10,000	464,800	-	-	-	-	-	474,800
Library	1,249,000	661,700	-	-	-	-	-	1,910,700
<b>Total General Fund</b>	<b>17,199,200</b>	<b>5,629,300</b>	<b>36,000</b>	<b>948,300</b>	<b>-</b>	<b>2,195,900</b>	<b>-</b>	<b>26,008,700</b>
<b>PARKS &amp; RECREATION FUND</b>								
Sports Services	86,400	122,700	-	-	-	-	-	209,100
Children/Youth/Family Rec Services	172,800	35,000	-	-	-	-	-	207,800
Resource Development/Marketing Services	110,000	59,300	-	-	-	-	-	169,300
Adult Rec & Fitness Services	143,700	34,800	-	-	-	-	-	178,500
Park Maintenance Services	580,700	841,300	171,900	-	-	-	-	1,593,900
Parks & Recreation Administration	315,100	543,700	-	200,100	-	125,700	-	1,184,600
Senior Services	361,800	129,700	-	-	-	-	-	491,500
Aquatic Services	432,200	180,400	-	-	-	-	-	612,600
Urban Forestry	119,900	104,200	-	-	-	-	-	224,100
Park SDC Projects	44,300	125,700	3,196,400	-	-	-	-	3,366,400
Performance Series	25,000	135,800	-	-	-	-	-	160,800
NW Art and Air Festival	23,800	122,600	-	-	-	-	-	146,400
Senior Center Foundation	-	14,000	-	-	-	-	-	14,000
<b>Total Parks &amp; Recreation Fund</b>	<b>2,415,700</b>	<b>2,449,200</b>	<b>3,368,300</b>	<b>200,100</b>	<b>-</b>	<b>125,700</b>	<b>-</b>	<b>8,559,000</b>
<b>GRANTS FUND</b>								
911 Emergency Dispatch	-	300,000	-	-	-	-	-	300,000
FAA Annual Capital Grant	-	-	632,000	-	-	-	-	632,000
Title XIX Grant	26,300	-	-	-	-	-	-	26,300
SCBA Homeland Security Grant	-	314,900	-	-	-	-	-	314,900
DOJ Bulletproof Vest	-	7,800	-	-	-	-	-	7,800
05-06 SHPO Historic Preservation	-	19,900	-	-	-	-	-	19,900
06-07 SHPO Grant	-	14,300	-	-	-	-	-	14,300
Library Foundation	-	-	35,500	-	-	-	-	35,500
Oregon Community Foundation	-	-	140,000	-	-	-	-	140,000
State Library Grant	-	9,900	-	-	-	-	-	9,900
<b>Total Grants Fund</b>	<b>26,300</b>	<b>666,800</b>	<b>807,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,500,600</b>
<b>BUILDING INSPECTION FUND</b>								
Building Inspection	997,700	755,900	-	-	-	446,700	-	2,200,300
Electrical Permit Program	142,600	44,800	-	-	-	-	-	187,400
<b>Total Building Inspection Fund</b>	<b>1,140,300</b>	<b>800,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>446,700</b>	<b>-</b>	<b>2,387,700</b>
<b>RISK MANAGEMENT FUND</b>								
Risk Management	-	1,035,000	-	-	-	-	-	1,035,000
<b>Total Risk Management Fund</b>	<b>-</b>	<b>1,035,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,035,000</b>
<b>ECONOMIC DEVELOPMENT FUND</b>								
Target Utilities	-	-	-	-	63,000	-	-	63,000
Economic Development Activities	254,900	347,200	-	-	-	8,900	-	611,000
Albany Municipal Airport	-	149,100	261,000	82,000	-	-	-	492,100
<b>Total Economic Development Fund</b>	<b>254,900</b>	<b>496,300</b>	<b>261,000</b>	<b>82,000</b>	<b>63,000</b>	<b>8,900</b>	<b>-</b>	<b>1,166,100</b>
<b>AMBULANCE FUND</b>								
Ambulance	1,514,000	368,400	-	-	-	-	-	1,882,400
<b>Total Ambulance Fund</b>	<b>1,514,000</b>	<b>368,400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,882,400</b>

Table 5  
**BUDGET BY FUND/PROGRAM AND REQUIREMENT CATEGORY, continued**  
 Adopted for the Fiscal Year 2006-07

Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contin- gency	Unappro- priated	Totals
<b>PUBLIC TRANSIT FUND</b>								
Albany Transit System	\$ 221,500	\$ 158,100	\$ -	\$ -	\$ -	\$ 28,300	\$ -	\$ 407,900
Linn-Benton Loop	189,700	86,800	-	-	-	-	-	276,500
Paratransit System	157,100	35,300	-	-	-	-	-	192,400
Total Public Transit Fund	568,300	280,200	-	-	-	28,300	-	876,800
<b>PUBLIC SAFETY LEVY FUND</b>								
Public Safety Levy	-	-	-	2,532,000	-	-	-	2,532,000
Total Public Safety Levy Fund	-	-	-	2,532,000	-	-	-	2,532,000
<b>CAPITAL REPLACEMENT FUND</b>								
Equipment Replacement	-	26,000	3,336,400	55,100	-	-	-	3,417,500
City Facilities Replacement	-	-	1,830,000	270,000	-	-	-	2,100,000
GF Facilities Maintenance Projects	-	228,500	381,000	-	-	-	-	609,500
IT Equipment Replacement	-	96,000	696,000	-	-	-	-	792,000
Total Capital Replacement Fund	-	350,500	6,243,400	325,100	-	-	-	6,919,000
<b>STREET FUND</b>								
Street Maintenance	676,200	1,913,000	-	-	-	-	-	2,589,200
Street Administration	99,300	565,300	-	120,000	-	250,000	-	1,034,600
Street Operations Administration	113,500	65,500	8,400	-	-	-	-	187,400
Street Capital & Restoration	-	760,000	3,133,400	300,000	-	-	-	4,193,400
N. Albany Frontage Fee Projects	-	-	580,200	-	-	-	-	580,200
Transportation SDC Projects	-	-	4,656,500	-	-	-	-	4,656,500
Total Street Fund	889,000	3,303,800	8,378,500	420,000	-	250,000	-	13,241,300
<b>DEBT SERVICE FUND</b>								
Bancroft Debt Service	-	200	-	-	2,139,500	-	-	2,139,700
1995 Fairgrounds Revenue Bond Debt	-	1,000	-	-	505,400	-	-	506,400
1996 Fire Substation GO Bonds	-	2,000	-	-	391,100	-	-	393,100
1999 GO Street Improvement Bond	-	1,000	-	-	854,300	-	-	855,300
2002 LTD Tax Pension Bonds	-	-	-	-	582,800	-	-	582,800
2004 Revenue Obligations	-	1,300	-	-	346,000	-	-	347,300
Total Debt Service Fund	-	5,500	-	-	4,819,100	-	-	4,824,600
<b>CAPITAL PROJECTS FUND</b>								
Albany Data Integration Project	-	850,000	50,000	-	-	-	-	900,000
LID Construction Projects	-	-	277,000	-	-	-	-	277,000
Albany Station REA Building	24,000	-	1,576,000	-	-	-	-	1,600,000
Albany Station Pathway	10,000	-	620,000	-	-	-	-	630,000
North Albany Park & Ride	15,000	-	935,000	-	-	-	-	950,000
Library Renovation	-	2,000,000	-	-	-	-	-	2,000,000
Bicycle/Pedestrian Project	-	-	441,200	-	-	-	-	441,200
Total Capital Projects Fund	49,000	2,850,000	3,899,200	-	-	-	-	6,798,200
<b>SENIOR CENTER ENDOWMENT FUND</b>								
Senior Center Endowment	-	2,400	-	-	-	-	51,500	53,900
Total Senior Center Endowment Fund	-	2,400	-	-	-	-	51,500	53,900
<b>LIBRARY TRUST FUND</b>								
V. O. Torney Trust	-	-	-	-	-	-	11,400	11,400
Manela Trust	-	7,500	-	-	-	-	69,500	77,000
Total Library Trust Fund	-	7,500	-	-	-	-	80,900	88,400





Handwritten text in a cursive script, possibly containing the name "A. J. W. C. F." and a date "1854". The text is very faint and difficult to read due to the grainy quality of the scan.

Table 5  
**BUDGET BY FUND/PROGRAM AND REQUIREMENT CATEGORY, continued**  
 Adopted for the Fiscal Year 2006-07

Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency	Unappropriated	Totals
<b>SEWER FUND</b>								
Sewer Environmental Services	\$ 398,300	\$ 196,700	\$ 72,000	\$ -	\$ -	\$ -	\$ -	\$ 667,000
Wastewater Treatment Plant	525,300	1,360,600	-	-	-	-	-	1,885,900
Wastewater Collection	739,400	675,800	220,900	-	-	-	-	1,636,100
Wastewater Administration	198,500	1,356,000	-	49,800	-	306,000	-	1,910,300
Sewer Operations Administration	227,000	133,600	8,400	-	-	-	-	369,000
Sewer Customer Services	143,600	213,000	-	-	-	-	-	356,600
Sewer System Capital Projects	-	710,000	2,087,800	50,000	-	-	-	2,847,800
Sewer Equipment Replacement	-	-	866,300	-	-	-	-	866,300
Sewer SDC Improvement Fee Projects	-	-	4,270,300	1,068,000	-	-	-	5,338,300
Sewer SDC Reimbursement Fee Projects	-	-	1,357,700	-	-	-	-	1,357,700
Sewer Debt Service	-	600	-	-	510,300	-	-	510,900
Sewer Debt Service: North Albany	-	1,000	-	-	650,700	-	-	651,700
Sewer Economic Development	-	-	122,100	25,000	-	-	-	147,100
WW Facilities Improvement	-	-	21,711,000	-	-	-	-	21,711,000
<b>Total Sewer Fund</b>	<b>2,232,100</b>	<b>4,647,300</b>	<b>30,716,500</b>	<b>1,192,800</b>	<b>1,161,000</b>	<b>306,000</b>	<b>-</b>	<b>40,255,700</b>
<b>WATER FUND</b>								
Water Administration	198,500	1,310,700	-	96,200	-	546,900	-	2,152,300
Water Canal Maintenance	81,500	176,700	-	-	-	-	-	258,200
Vine Street Water Treatment Plant	174,300	642,000	16,500	-	-	-	-	832,800
Water Distribution	951,500	1,387,000	7,200	-	-	-	-	2,345,700
Albany-Millersburg WTP	453,400	591,800	150,000	-	-	-	-	1,195,200
Water Operations Administration	227,000	132,700	8,400	-	-	-	-	368,100
Water Customer Services	297,500	362,800	-	-	-	-	-	660,300
Water SDC Improvement Fee Projects	-	-	913,700	-	-	-	-	913,700
Water SDC Reimbursement Fee Projects	-	-	863,000	-	-	-	-	863,000
2003 Water Bond Projects	-	-	5,097,000	-	-	-	-	5,097,000
JWP Construction	-	-	145,000	-	-	-	-	145,000
Water Debt Service	-	2,000	-	-	3,049,100	-	-	3,051,100
Water GO Debt Service	-	2,000	-	-	942,200	-	-	944,200
Water Capital: Canal	-	622,000	507,000	2,000,000	-	-	-	3,129,000
Water System Capital Projects	-	263,000	8,797,000	-	-	-	-	9,060,000
Water Economic Development	-	-	493,700	25,000	-	-	-	518,700
North Albany Water Capital Projects	-	-	148,700	-	-	-	-	148,700
Water Equipment Replacement	-	-	332,000	-	-	-	-	332,000
<b>Total Water Fund</b>	<b>2,383,700</b>	<b>5,492,700</b>	<b>17,479,200</b>	<b>2,121,200</b>	<b>3,991,300</b>	<b>546,900</b>	<b>-</b>	<b>32,015,000</b>
<b>CENTRAL SERVICES FUND</b>								
Council & Nondepartmental	11,100	239,900	-	-	-	-	-	251,000
Administrative Services	1,487,800	763,300	-	-	-	-	-	2,251,100
Information Technology Services	645,800	340,700	-	-	-	-	-	986,500
Human Resources	457,100	215,300	-	-	-	-	-	672,400
Facilities Maintenance	205,300	273,400	-	-	-	-	-	478,700
GIS Services	416,000	205,000	-	-	-	-	-	621,000
Permit Tracking	40,800	36,700	-	-	-	-	-	77,500
<b>Total Central Services Fund</b>	<b>3,263,900</b>	<b>2,074,300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,338,200</b>
<b>ENGINEERING/WATER QUALITY FUND</b>								
Engineering Services	2,096,600	273,700	-	-	-	-	-	2,370,300
Water Quality Control Service	202,300	77,700	-	-	-	-	-	280,000
Facilities & Maintenance Engineering	802,000	245,600	54,000	-	-	-	-	1,101,600
<b>Total Engineering/Water Quality Fund</b>	<b>3,100,900</b>	<b>597,000</b>	<b>54,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,751,900</b>
<b>Grand Totals</b>	<b>\$31,936,400</b>	<b>\$30,459,900</b>	<b>\$71,189,600</b>	<b>\$7,821,500</b>	<b>\$10,034,400</b>	<b>\$3,908,400</b>	<b>\$ 132,400</b>	<b>\$159,234,500</b>

Table 6  
**SCHEDULE OF RESTRICTED (R) AND UNRESTRICTED (U) RESERVES**

Adopted for the Fiscal Year 2006-07

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
<b>GENERAL FUND</b>		
100-10-1003-99005 Contingencies	\$ 2,195,900	U Budgetary policy sets a 3.5% minimum, 20% maximum
<b>Total General Fund</b>	<b>2,195,900</b>	<b>8.44% of General Fund budget</b>
<b>PARKS &amp; RECREATION FUND</b>		
202-35-1408-99005 Contingencies	125,700	U Designated for Parks activities
202-35-1500-90012 Reserve: Capital Projects	415,100	R Restricted to Parks SDC projects
202-35-1501-69008 Reserve: Prepaid Donations	13,900	U Designated for next fiscal year activities
202-35-1503-69008 Reserve: Prepaid Donations	22,800	U Designated for next fiscal year activities
<b>Total Parks &amp; Recreation Fund</b>	<b>577,500</b>	<b>6.75% of Parks &amp; Recreation Fund budget</b>
<b>BUILDING INSPECTION FUND</b>		
204-40-1602-69014 Reserve: Abatement/Compliance	-	U Designated for Building Inspection activities
204-40-1602-99005 Contingencies	446,700	U Designated for Building Inspection activities
<b>Total Building Inspection Fund</b>	<b>446,700</b>	<b>18.71% of Building Inspection Fund budget</b>
<b>RISK MANAGEMENT FUND</b>		
208-10-1005-69016 Reserve: Risk Management	1,035,000	U Designated for potential risk management liabilities
<b>Total Risk Management Fund</b>	<b>1,035,000</b>	<b>100% of Risk Management Fund budget</b>
<b>ECONOMIC DEVELOPMENT FUND</b>		
211-10-1007-95000 Reserve: Debt Service	23,200	R Restricted to debt service
211-16-1101-99005 Contingencies	8,900	R Restricted to debt service
211-16-1103-90012 Reserve: Capital Projects	254,700	U Designated for airport improvements
<b>Total Economic Development Fund</b>	<b>286,800</b>	<b>24.59% of Economic Development Fund budget</b>
<b>PUBLIC TRANSIT FUND</b>		
213-16-1106-99005 Contingencies	28,300	U Designated for Albany Transit System activities
213-16-1107-69015 Reserve: Operating	1,900	U Designated for Transit Loop System activities
<b>Total Public Transit Fund</b>	<b>30,200</b>	<b>3.44% of Public Transit Fund budget</b>
<b>STREET FUND</b>		
250-50-2604-99005 Contingencies	250,000	U Designated for Albany Transit System activities
250-50-2700-90009 Reserve: Street Connection Fees	178,400	R Restricted to street capital projects
250-50-2700-90012 Reserve: Capital Projects	1,752,500	R Restricted to street capital projects
250-50-2701-90012 Reserve: Capital Projects	580,200	U Restricted to North Albany projects
250-50-2702-90012 Reserve: Capital Projects	4,284,500	U Restricted to Transportation SDC projects
<b>Total Street Fund</b>	<b>7,045,600</b>	<b>53.21% of Street Fund budget</b>
<b>DEBT SERVICE FUND</b>		
301-10-1016-95000 Reserve: Debt Service	678,100	R Restricted to debt service
301-10-1018-95000 Reserve: Debt Service	252,700	R Restricted to debt service
301-10-1019-95000 Reserve: Debt Service	81,900	R Restricted to debt service
301-10-1020-95000 Reserve: Debt Service	98,000	R Restricted to debt service
301-10-1021-95000 Reserve: Debt Service	136,600	R Restricted to debt service
<b>Total Debt Service Fund</b>	<b>1,247,300</b>	<b>25.85% of Debt Service Fund budget</b>
<b>SENIOR CENTER ENDOWMENT FUND</b>		
501-35-1418-99505 Unappropriated Surplus	51,500	R Restricted endowment donations
<b>Total Senior Center Endowment Fund</b>	<b>51,500</b>	<b>95.55% of Senior Center Endowment Fund budget</b>
<b>LIBRARY TRUST FUND</b>		
502-45-1703-99505 Unappropriated Surplus	11,400	R Restricted endowment donations
502-45-1704-99505 Unappropriated Surplus	69,500	R Restricted endowment donations
<b>Total Library Trust Fund</b>	<b>80,900</b>	<b>91.52% of Library Trust Fund budget</b>

Table 6  
**SCHEDULE OF RESTRICTED (R) AND UNRESTRICTED (U) RESERVES, continued**  
 Adopted for the Fiscal Year 2006-07

Fund/Account#/Description	Reserved Amount	Description/Percent of Fund Budget
<b>SEWER FUND</b>		
601-50-2407-99005 Contingencies	306,000	U Designated for sewer operations
601-50-2500-90003 Reserve: Connection Fees	500,000	U Designated for sewer system capital projects
601-50-2500-90011 Reserve: Storm Drain Collection Fees	110,000	U Designated for sewer system capital projects
601-50-2500-90012 Reserve: Capital Projects	278,800	U Designated for sewer system capital projects
601-50-2501-90007 Reserve: Equipment Replacement	732,100	U Designated for sewer equipment replacement
601-50-2502-90001 Reserve: Pipe Oversizing	15,000	R Restricted SDC - capacity increasing projects
601-50-2502-90012 Reserve: Capital Projects	3,455,300	R Restricted SDC - capacity increasing projects
601-50-2503-90012 Reserve: Capital Projects	27,700	R Restricted SDC - general capital improvements
601-50-2505-95000 Reserve: Debt Service	460,600	R Restricted to debt service
601-50-2506-90012 Reserve: Capital Projects	122,100	U Designated for sewer economic development charges
<b>Total Sewer Fund</b>	<b>6,007,600</b>	<b>14.92% of Sewer Fund budget</b>
<b>WATER FUND</b>		
615-50-2202-99005 Contingencies	546,900	U Designated for water operations
615-50-2300-90001 Reserve: Pipe Oversizing	10,000	R Restricted to water system pipe over-sizing
615-50-2300-90012 Reserve: Capital Projects	356,700	R Restricted to water system facility improvements
615-50-2301-90012 Reserve: Capital Projects	447,000	R Restricted to SDC - treatment plant/distribution system
615-50-2302-90012 Reserve: Capital Projects	3,077,000	R Restricted to 2003 water bond projects
615-50-2306-95000 Reserve: Debt Service	96,100	R Restricted to debt service
615-50-2307-90002 Reserve: Canal Capital	200,000	U Designated for water canal maintenance
615-50-2308-90003 Reserve: Connection Fees	300,000	U Designated for water capital projects
615-50-2308-90012 Reserve: Capital Projects	1,808,500	U Designated for water capital projects
615-50-2309-90012 Reserve: Capital Projects	493,700	U Designated for water economic development projects
615-50-2310-90012 Reserve: Capital Projects	148,700	R Restricted to North Albany projects
615-50-2311-90007 Reserve: Equipment Replacement	295,000	U Designated for water equipment replacement
<b>Total Water Fund</b>	<b>7,779,600</b>	<b>24.3% of Water Fund budget</b>
<b>TOTAL RESTRICTED RESERVES</b>	<b>11,851,900</b>	
<b>TOTAL UNRESTRICTED RESERVES</b>	<b>14,932,700</b>	
<b>TOTAL RESERVES</b>	<b>\$26,784,600</b>	

Table 7  
**HISTORICAL FINANCIAL INFORMATION BY FUND AND FUND TYPE**

Adopted Budget for the Fiscal Year 2006-07

Fund type/Fund name	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06
			Adopted Budget	Revised Budget		
<b>General Fund</b>	\$18,133,189	\$ 19,548,991	\$ 23,279,700	\$ 23,787,200	\$ 26,008,700	9.34%
<b>Special Revenue Funds</b>						
Payroll Insurance	3,689,220	490,880	410,000	410,000	-	(100.00%)
Parks & Recreation	4,084,068	7,258,073	6,029,400	6,365,100	8,559,000	34.47%
Grants	1,067,281	1,143,133	1,247,900	1,692,100	1,500,600	(11.32%)
Building Inspection	1,110,437	1,333,590	2,642,800	2,642,800	2,387,700	(9.65%)
Community Development	7,845	122,075	438,500	543,500	-	(100.00%)
Environmental Safety	150,543	96,288	157,000	171,000	-	(100.00%)
Library Memorial	16,522	33,813	91,200	140,300	-	(100.00%)
Risk Management	-	258,591	2,452,300	2,452,300	1,035,000	(57.79%)
VALIANT	39,496	25,741	44,500	54,600	-	(100.00%)
Economic Improvement District	43,317	39,027	44,400	49,400	-	(100.00%)
Economic Development	382,671	451,431	977,700	1,084,500	1,166,100	7.52%
Ambulance	1,574,274	1,638,418	1,792,600	1,832,600	1,882,400	2.72%
Public Transit	475,049	500,449	619,200	625,000	876,800	40.29%
Senior Center Foundation	12,699	14,094	17,100	18,100	-	(100.00%)
Public Safety Levy	1,161,899	2,165,588	2,299,600	2,299,600	2,532,000	10.11%
State Revenue Sharing	250,700	253,100	286,000	326,000	-	(100.00%)
Capital Replacement	-	-	-	6,740,000	6,919,000	2.66%
Street	3,653,348	4,470,677	11,668,400	11,705,900	13,241,300	13.12%
<b>Total Special Revenue Funds</b>	<b>17,719,369</b>	<b>20,294,968</b>	<b>31,218,600</b>	<b>39,152,800</b>	<b>40,099,900</b>	<b>2.42%</b>
<b>Debt Service Funds</b>						
Debt Service	1,930,311	3,726,504	2,693,700	5,193,700	4,824,600	(7.11%)
Bancroft Bond Redemption	358,622	354,423	2,581,000	2,861,000	-	(100.00%)
<b>Total Debt Service Funds</b>	<b>2,288,933</b>	<b>4,080,927</b>	<b>5,274,700</b>	<b>8,054,700</b>	<b>4,824,600</b>	<b>(40.10%)</b>
<b>Capital Projects Funds</b>						
Equipment Replacement	526,790	287,684	3,706,300	4,457,600	-	(100.00%)
Capital Projects	2,827,926	7,346,748	6,631,200	10,839,500	6,798,200	(37.28%)
Improvement Fund	1,014,049	706,402	350,000	550,000	-	(100.00%)
<b>Total Capital Projects Funds</b>	<b>4,368,765</b>	<b>8,340,834</b>	<b>10,687,500</b>	<b>15,847,100</b>	<b>6,798,200</b>	<b>(57.10%)</b>
<b>Permanent Funds</b>						
Senior Center Endowment	-	-	46,700	46,700	53,900	15.42%
Library Trust	1,246	-	84,900	84,900	88,400	4.12%
<b>Total Permanent Funds</b>	<b>1,246</b>	<b>-</b>	<b>131,600</b>	<b>131,600</b>	<b>142,300</b>	<b>8.13%</b>
<b>Enterprise Funds</b>						
Sewer	12,473,298	9,254,379	22,905,700	22,905,700	40,255,700	75.75%
Water	21,140,769	34,796,407	38,633,100	38,633,100	32,015,000	(17.13%)
<b>Total Enterprise Funds</b>	<b>33,614,067</b>	<b>44,050,786</b>	<b>61,538,800</b>	<b>61,538,800</b>	<b>72,270,700</b>	<b>17.44%</b>
<b>Internal Service Funds</b>						
Central Services	2,104,853	2,617,884	2,995,600	3,220,600	5,338,200	65.75%
Information Technology	771,451	1,276,297	1,475,500	1,640,800	-	(100.00%)
Equipment Maintenance	959,149	749,535	-	-	-	-
GIS	403,581	473,430	637,500	732,800	-	(100.00%)
Engineering/Water Quality	-	4,165,960	7,905,700	8,020,700	3,751,900	(53.22%)
<b>Total Internal Service Funds</b>	<b>4,239,034</b>	<b>9,283,106</b>	<b>13,014,300</b>	<b>13,614,900</b>	<b>9,090,100</b>	<b>(33.23%)</b>
<b>Totals for All Fund Types</b>	<b>\$80,364,603</b>	<b>\$105,599,612</b>	<b>\$145,145,200</b>	<b>\$162,127,100</b>	<b>\$159,234,500</b>	<b>(1.78%)</b>

Table 7 summarizes 2006-07 budget by fund and fund type. Also included are the actual expenditures for the 2003-04 and the 2004-05 fiscal years as well as the 2005-06 adopted and revised budgets.

Table 8  
**PROJECTED CHANGES IN FUND BALANCE**  
 Adopted for the Fiscal Year 2006-07

Fund Type/Fund Name	July 1, 2006 Fund Balance	.....Resources.....		Operating: Personnel, Materials & Services (1)	Capital (2)	Transfers Out	Debt Service (3)	Projected June 30, 2007 Fund Balance
		Current	Transfers In					
<b>GENERAL FUND</b>	\$ 3,674,800	\$19,870,300	\$2,463,600	\$22,828,500	\$ 36,000	\$ 948,300	\$ -	\$ 2,195,900
<b>SPECIAL REVENUE FUNDS</b>								
Parks & Recreation	3,059,100	5,176,900	323,000	4,828,200	2,953,200	200,100	-	577,500
Grants	8,700	1,428,400	63,500	693,100	807,500	-	-	-
Building Inspection	704,300	1,683,400	-	1,941,000	-	-	-	446,700
Risk Management	500,000	535,000	-	-	-	-	-	1,035,000
Economic Development	305,200	620,500	240,400	751,200	6,300	82,000	39,800	286,800
Ambulance	24,300	1,690,100	168,000	1,882,400	-	-	-	-
Public Transit	57,300	525,900	293,600	846,600	-	-	-	30,200
Public Safety Levy	267,300	2,264,700	-	-	-	2,532,000	-	-
Capital Replacement	5,800,000	1,029,500	89,500	350,500	6,243,400	325,100	-	-
Street	8,327,000	4,654,300	260,000	4,192,800	1,582,900	420,000	-	7,045,600
<b>Total Special Revenue Funds</b>	<b>19,053,200</b>	<b>19,608,700</b>	<b>1,438,000</b>	<b>15,485,800</b>	<b>11,593,300</b>	<b>3,559,200</b>	<b>39,800</b>	<b>9,421,800</b>
<b>DEBT SERVICE FUND</b>								
Debt Service	2,693,900	1,783,400	347,300	5,500	-	-	3,571,800	1,247,300
<b>Total Debt Service Fund</b>	<b>2,693,900</b>	<b>1,783,400</b>	<b>347,300</b>	<b>5,500</b>	<b>-</b>	<b>-</b>	<b>3,571,800</b>	<b>1,247,300</b>
<b>CAPITAL PROJECTS FUNDS</b>								
Capital Projects	1,090,000	5,088,200	620,000	2,899,000	3,899,200	-	-	-
<b>Total Capital Projects Funds</b>	<b>1,090,000</b>	<b>5,088,200</b>	<b>620,000</b>	<b>2,899,000</b>	<b>3,899,200</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>PERMANENT FUNDS</b>								
Senior Center Endowment	47,500	6,400	-	2,400	-	-	-	51,500
Library Trust	84,200	4,200	-	7,500	-	-	-	80,900
<b>Total Permanent Funds</b>	<b>131,700</b>	<b>10,600</b>	<b>-</b>	<b>9,900</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>132,400</b>
<b>Total Governmental Fund Types</b>	<b>26,643,600</b>	<b>46,361,200</b>	<b>4,868,900</b>	<b>41,228,700</b>	<b>15,528,500</b>	<b>4,507,500</b>	<b>3,611,600</b>	<b>12,997,400</b>
<b>ENTERPRISE FUNDS</b>								
Sewer	9,927,500	29,260,200	1,068,000	6,879,400	25,014,900	1,192,800	1,161,000	6,007,600
Water	16,309,100	13,705,900	2,000,000	7,876,400	10,246,500	2,121,200	3,991,300	7,779,600
<b>Total Enterprise Funds</b>	<b>26,236,600</b>	<b>42,966,100</b>	<b>3,068,000</b>	<b>14,755,800</b>	<b>35,261,400</b>	<b>3,314,000</b>	<b>5,152,300</b>	<b>13,787,200</b>
<b>INTERNAL SERVICE FUNDS</b>								
Central Services	175,700	5,162,500	-	5,338,200	-	-	-	-
Engineering/Water Quality	-	3,751,900	-	3,697,900	54,000	-	-	-
<b>Total Internal Service Funds</b>	<b>175,700</b>	<b>8,914,400</b>	<b>-</b>	<b>9,036,100</b>	<b>54,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Proprietary Fund Types</b>	<b>26,412,300</b>	<b>51,880,500</b>	<b>3,068,000</b>	<b>23,791,900</b>	<b>35,315,400</b>	<b>3,314,000</b>	<b>5,152,300</b>	<b>13,787,200</b>
<b>Total All Fund Types</b>	<b>\$53,055,900</b>	<b>\$98,241,700</b>	<b>\$7,936,900</b>	<b>\$65,020,600</b>	<b>\$50,843,900</b>	<b>\$7,821,500</b>	<b>\$8,763,900</b>	<b>\$26,784,600</b>

The projected June 30, 2007, fund balance is determined by subtracting the total requirements from the sum of the total resources and the July 1, 2006, beginning balance. Amounts held in reserve for future operating expenditures, debt service, and capital projects total \$1,073,600, \$1,270,500, and \$20,399,700, respectively. The reserved amounts are included in the projected June 30, 2007, fund balance.

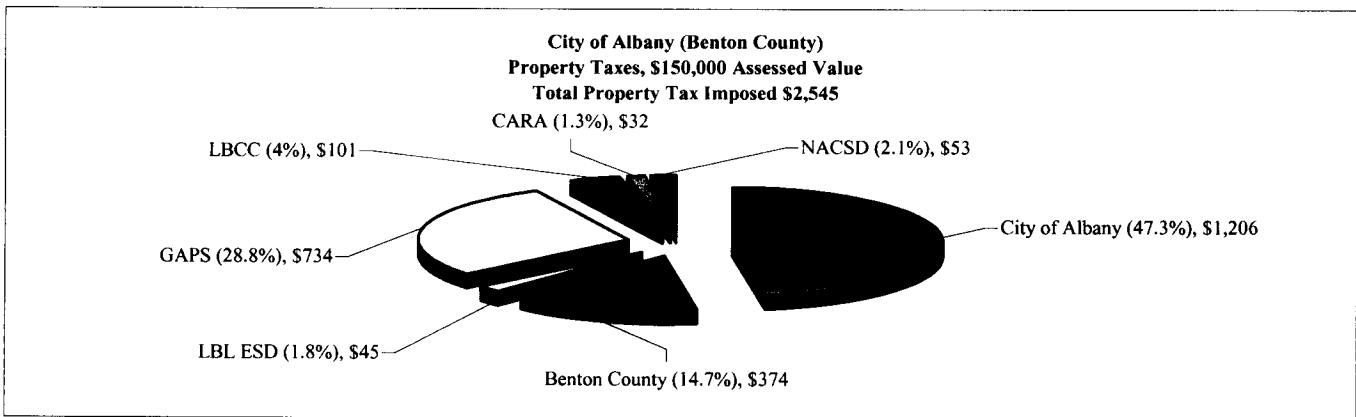
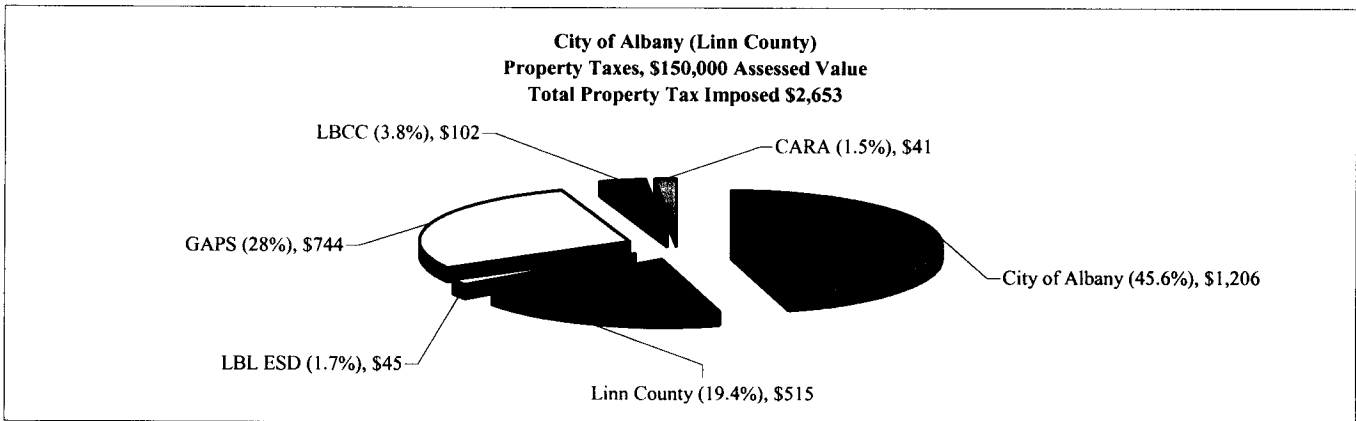
- (1) Operating expenditures less operating reserves.
- (2) Capital projects less capital reserves.
- (3) Debt service less debt reserves.

Table 9

**PROPERTY TAX RATES - ALL OVERLAPPING DISTRICTS**

Per \$1,000 of Assessed Value

Fiscal Year	County	City of Albany	Linn & Benton Counties	Linn/Benton/ Lincoln Counties ESD	Greater Albany Public School District	Linn/Benton Community College	Albany Urban Renewal (CARA)	North Albany County Service District (NACSD)	Total Effective Rate (1)
1996-1997	Linn	\$6.82	2.60	0.22	4.77	0.69	-	\$0.00	\$15.10
	Benton	6.82	2.02	0.22	4.77	0.69	-	0.53	15.05
1997-1998	Linn	7.74	3.43	0.31	5.93	0.73	-	-	18.14
	Benton	7.74	2.18	0.31	5.93	0.77	-	0.55	17.48
1998-1999	Linn	6.70	3.11	0.31	5.23	0.72	-	-	16.07
	Benton	6.70	2.21	0.31	5.23	0.72	-	0.54	15.71
1999-2000	Linn	7.16	3.19	0.31	5.54	0.70	-	-	16.90
	Benton	7.16	2.53	0.31	5.54	0.70	-	0.50	16.74
2000-2001	Linn	7.36	3.20	0.30	5.50	0.71	-	-	17.07
	Benton	7.36	2.55	0.30	5.50	0.70	-	0.46	16.87
2001-2002	Linn	7.30	3.05	0.30	5.07	0.72	-	-	16.44
	Benton	7.30	2.85	0.30	5.07	0.70	-	0.46	16.68
2002-2003	Linn	7.23	3.04	0.30	4.93	0.69	0.18	-	16.37
	Benton	7.23	2.85	0.30	4.93	0.70	0.18	0.46	16.65
2003-2004	Linn	8.12	3.34	0.30	4.92	0.67	0.20	-	17.55
	Benton	8.12	2.86	0.28	4.64	0.64	0.15	0.39	17.08
2004-2005	Linn	8.04	3.43	0.30	4.96	0.68	0.27	-	17.68
	Benton	8.04	2.49	0.30	4.89	0.67	0.21	0.35	16.95
2005-2006	Linn	7.96	3.31	0.30	4.84	0.67	0.30	-	17.38
	Benton	7.96	2.55	0.30	4.51	0.67	0.23	0.33	16.55



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

## DEBT MANAGEMENT

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

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

### Debt Summary

Outstanding debt as of July 1, 2006:

Short-term	None
Long-term:	
Gross bonded debt (all debt with a General Obligation pledge)	
1996 General Obligation Fire Substation Construction Bonds	\$ 2,400,000
1998 General Obligation Water Bonds	3,115,000
1999 General Obligation Street Construction Bonds	7,310,000
General Fund Pledge Obligations	
1995 Hotel/Motel Tax Revenue Bonds	1,030,000
Pledged from the general revenues of the City	
2002 Limited Tax Pension Obligations	6,739,431
Payable from unobligated, non-property tax, revenues of the City	
2004 Revenue Obligations	3,490,000
Gross Debt (General Obligation and General Fund pledge)	<u>\$ 24,084,431</u>
Net direct debt (all debt paid in whole or in part by taxes)	\$ 12,825,000
Net overlapping debt as of June 30, 2003	10,931,359
Total net direct debt and overlapping debt	<u>\$ 23,756,359</u>

### Debt Ratios

		<u>Per Capita</u>	<u>Percent of True Cash Value</u>
2006 Population	45,360		
True Cash Value	\$ 3,011,863,594	\$ 66,399.11	
Gross Bonded Debt	12,825,000	282.74	0.43%
Gross Debt including General Fund Obligations	24,084,431	530.96	0.80%
Net Direct Debt (General Obligation only)	12,825,000	282.74	0.43%
Overlapping Debt	10,931,359	240.99	0.36%
Net Direct (General Obligation) and Overlapping Debt	23,756,359	523.73	0.79%
Gross Debt and Overlapping Debt	35,015,790	771.95	1.16%

### Future Bond Plans:

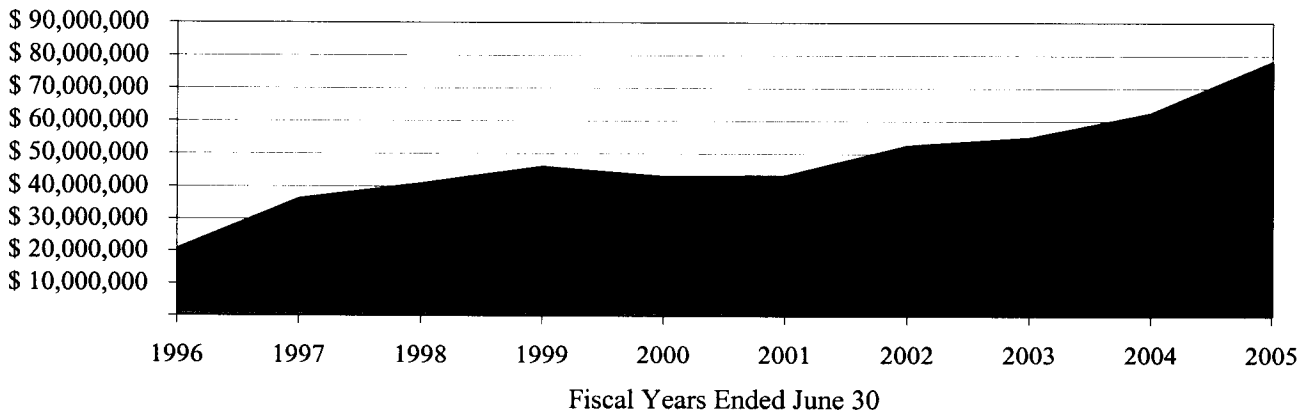
The City does not plan to issue any bonds in Fiscal Year 2006-2007.



Debt Service Schedule - Table 10  
**COMPUTATION OF LEGAL DEBT MARGIN**  
as of June 30, 2006

True Cash Value for the City of Albany (1)		\$ 3,011,863,594
3% Limitation		<u>3%</u>
General Obligation Debt Limit - 3% of True Cash Value		<u>90,355,908</u>
 Gross bonded debt principal:		
1996 Fire Substation Construction Bonds	\$	2,400,000
1998 Water Bonds		3,115,000
1999 General Obligation Street Bonds		7,310,000
Less:		
Sinking Fund Reserve (2)		462,184
 Net debt subject to 3% limitation		 <u>\$ 12,362,816</u>
 Legal Debt Margin for General Obligation Debt		 <u><u>\$ 77,993,092</u></u>

**Historical Trend of Legal Debt Margin**



(1) Source: Tax Rolls - Linn and Benton County Tax Assessors as of July 1, 2005.

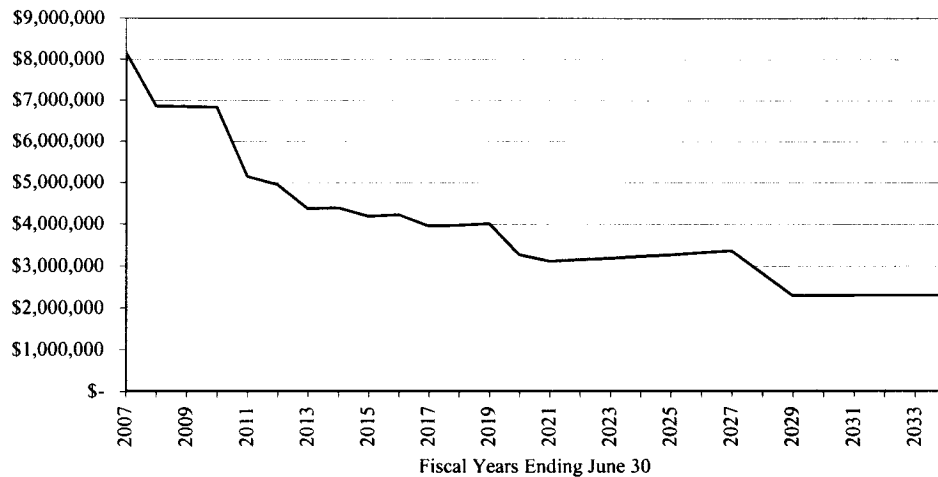
(2) Sinking Fund Reserve equals \$307,710 from the Debt Service Fund and \$154,474 from the Water Fund.

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

Debt Service Schedule - Table 11  
**SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS**  
**OUTSTANDING PRINCIPAL AND INTEREST - ALL FUNDS**  
as of June 30, 2006

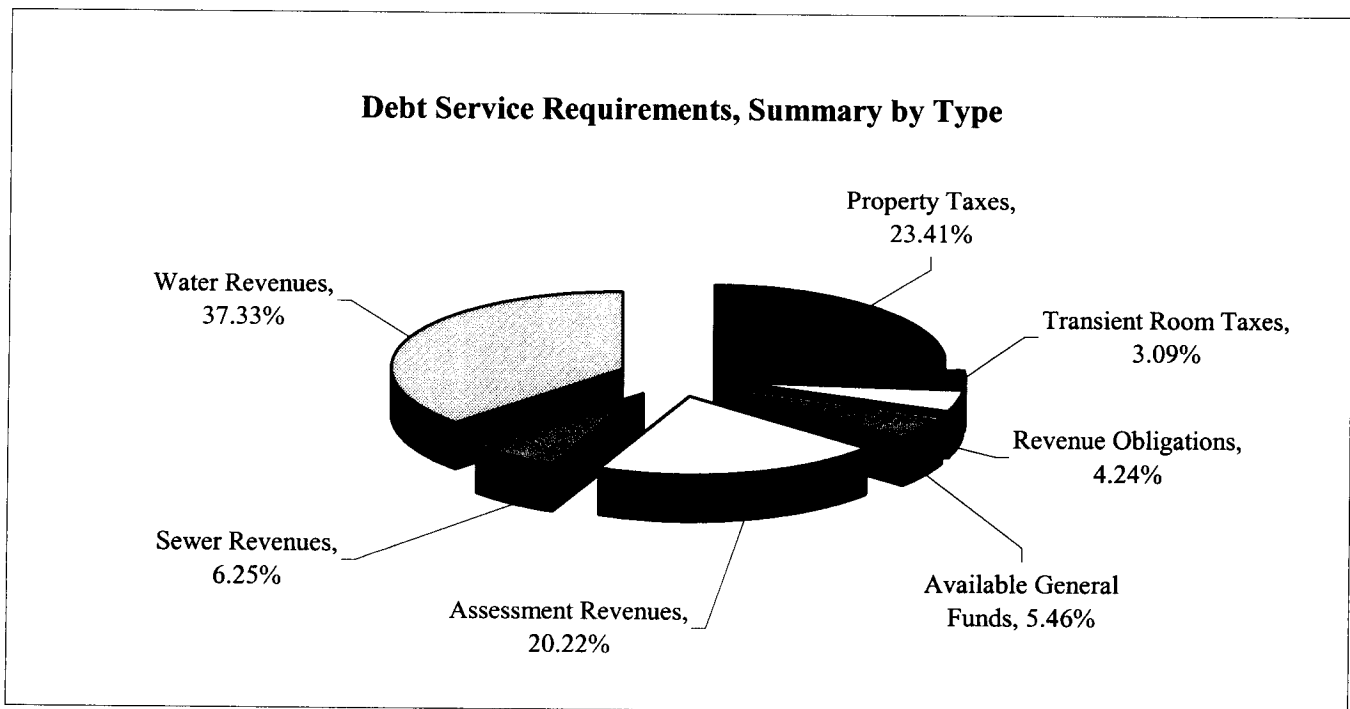
Years of Maturity	.....Total Requirements.....		
	Total	Principal	Interest
2006-2007	\$ 8,166,637	\$ 5,123,776	\$ 3,042,861
2007-2008	6,853,005	4,004,375	2,848,630
2008-2009	6,843,388	4,154,195	2,689,193
2009-2010	6,829,789	4,290,042	2,539,747
2010-2011	5,143,034	2,717,073	2,425,961
2011-2012	4,945,923	2,597,446	2,348,477
2012-2013	4,359,610	2,087,868	2,271,742
2013-2014	4,386,722	2,181,687	2,205,035
2014-2015	4,181,947	2,040,019	2,141,928
2015-2016	4,215,753	2,132,498	2,083,255
2016-2017	3,941,258	1,914,483	2,026,775
2017-2018	3,969,689	1,996,140	1,973,549
2018-2019	4,001,397	2,086,257	1,915,140
2019-2020	3,259,364	1,454,604	1,804,760
2020-2021	3,105,661	1,630,000	1,475,661
2021-2022	3,144,151	1,760,000	1,384,151
2022-2023	3,174,846	1,890,000	1,284,846
2023-2024	3,219,315	2,040,000	1,179,315
2024-2025	3,256,486	2,190,000	1,066,486
2025-2026	3,306,435	2,360,000	946,435
2026-2027	3,356,316	2,545,000	811,316
2027-2028	2,820,206	2,155,000	665,206
2028-2029	2,290,325	1,740,000	550,325
2029-2030	2,298,125	1,835,000	463,125
2030-2031	2,299,000	1,930,000	369,000
2031-2032	2,300,000	2,030,000	270,000
2032-2033	2,300,875	2,135,000	165,875
2033-2034	2,306,250	2,250,000	56,250
	<u>\$ 110,275,507</u>	<u>\$ 67,270,463</u>	<u>\$ 43,005,044</u>

**Annual Principal and Interest Requirements - All Funds**



Debt Service Schedule - Table 12  
**SUMMARY OF DEBT SERVICE BY TYPE AND FUND**  
 2006-2007 Fiscal Year Requirements

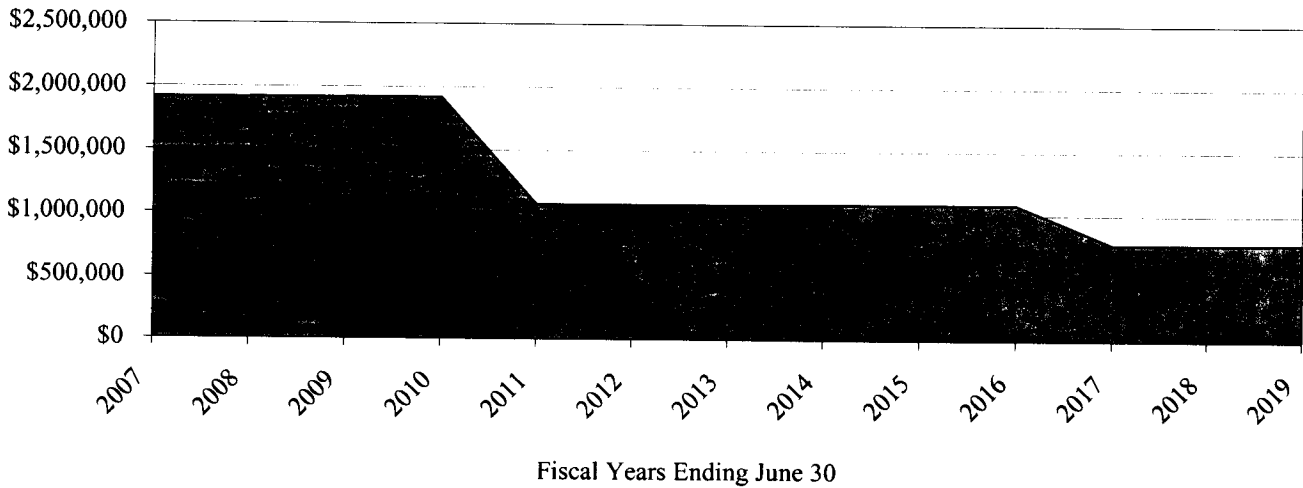
Fund/Source	Principal	Interest	Total for 2006-2007
<b>DEBT SERVICE FUND:</b>			
Property Taxes	\$ 610,000	\$ 455,435	\$ 1,065,435
Transient Room Taxes	200,000	52,625	252,625
Revenue Obligations	225,000	120,976	345,976
Limited Tax Pension Obligations (payable from available general funds)	55,650	390,407	446,057
<b>Total Debt Service Fund</b>	<b>1,090,650</b>	<b>1,019,443</b>	<b>2,110,093</b>
<b>BANCROFT BOND REDEMPTION FUND:</b>			
Limited Tax Bancroft Improvement Bonds	1,374,342	86,991	1,461,333
<b>SEWER FUND:</b>			
Property Assessments	161,080	28,994	190,074
Sewer Revenue	465,000	45,249	510,249
<b>Total Sewer Fund:</b>	<b>626,080</b>	<b>74,243</b>	<b>700,323</b>
<b>WATER FUND:</b>			
Property Taxes	725,000	121,021	846,021
Water Revenue	1,307,704	1,741,163	3,048,867
<b>Total Water Fund:</b>	<b>2,032,704</b>	<b>1,862,184</b>	<b>3,894,888</b>
<b>Total Requirements for Fiscal Year 2006-2007</b>	<b>\$ 5,123,776</b>	<b>\$ 3,042,861</b>	<b>\$ 8,166,637</b>



Debt Service Schedule - Table 13  
**SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS**  
**GENERAL OBLIGATION SUPPORTED BONDS**  
as of June 30, 2006

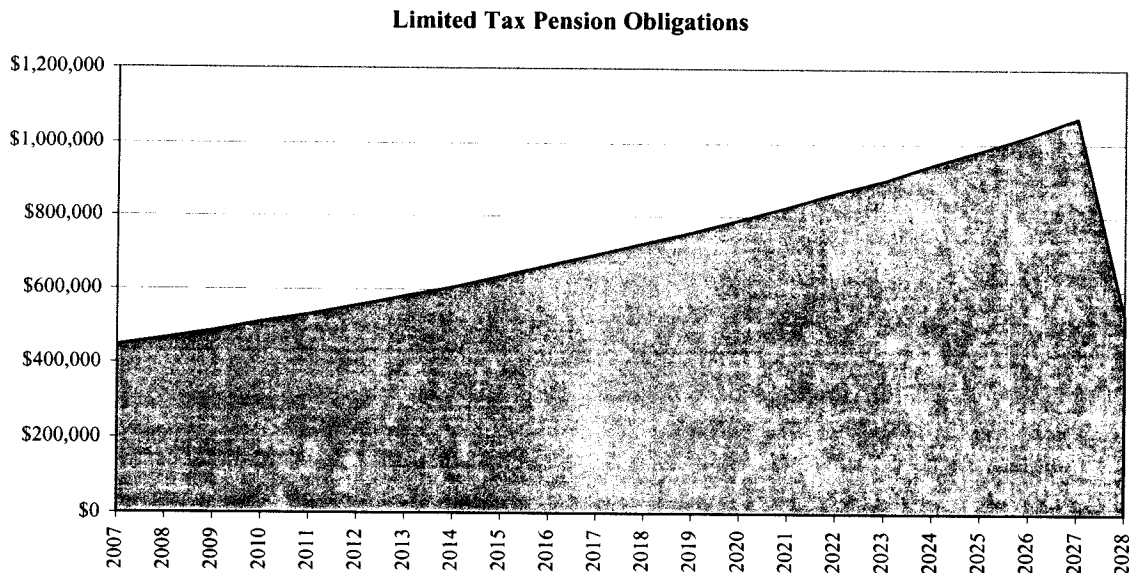
Years of Maturity	.....Total Requirements.....			1996 Fire Substation Construction		1998 Water		1999 General Obligation Street Bonds	
	Total	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2006-2007	\$ 1,911,456	\$ 1,335,000	\$ 576,456	\$ 185,000	\$ 124,150	\$ 725,000	\$ 121,021	\$ 425,000	\$ 331,285
2007-2008	1,912,284	1,395,000	517,284	195,000	114,552	760,000	89,085	440,000	313,647
2008-2009	1,914,262	1,460,000	454,262	205,000	104,250	795,000	55,065	460,000	294,947
2009-2010	1,917,408	1,530,000	387,408	215,000	93,223	835,000	18,788	480,000	275,397
2010-2011	1,071,312	735,000	336,312	230,000	81,315			505,000	254,997
2011-2012	1,071,520	770,000	301,520	245,000	68,490			525,000	233,030
2012-2013	1,069,792	805,000	264,792	255,000	54,862			550,000	209,930
2013-2014	1,075,742	850,000	225,742	275,000	40,287			575,000	185,455
2014-2015	1,079,042	895,000	184,042	290,000	24,750			605,000	159,292
2015-2016	1,079,547	940,000	139,547	305,000	8,387			635,000	131,160
2016-2017	771,315	670,000	101,315					670,000	101,315
2017-2018	769,490	700,000	69,490					700,000	69,490
2018-2019	775,890	740,000	35,890					740,000	35,890
	<u>\$16,419,060</u>	<u>\$12,825,000</u>	<u>\$3,594,060</u>	<u>\$2,400,000</u>	<u>\$ 714,266</u>	<u>\$3,115,000</u>	<u>\$ 283,959</u>	<u>\$7,310,000</u>	<u>\$2,595,835</u>

**General Obligation Debt**



Debt Service Schedule - Table 14  
**SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS**  
**LIMITED TAX PENSION OBLIGATIONS \***  
as of June 30, 2006

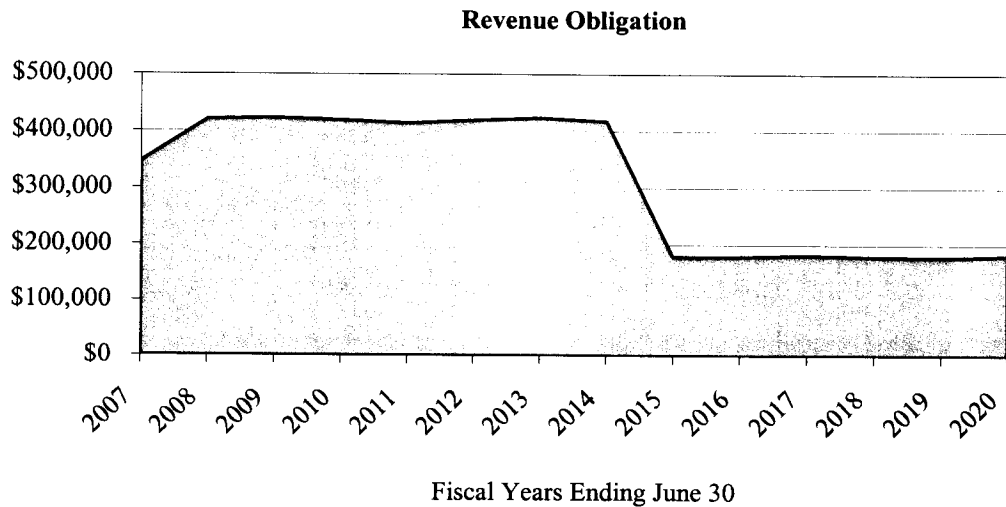
Years of Maturity	.....Total Requirements.....			2002 Limited Tax Pension Bonds	
	Total	Principal	Interest	Principal	Interest
2006-2007	\$ 446,057	\$ 55,650	\$ 390,407	\$ 55,650	\$ 390,407
2007-2008	466,058	65,043	401,015	65,043	401,015
2008-2009	486,058	73,231	412,827	73,231	412,827
2009-2010	511,057	82,139	428,918	82,139	428,918
2010-2011	531,058	86,861	444,197	86,861	444,197
2011-2012	556,057	92,951	463,106	92,951	463,106
2012-2013	581,057	97,868	483,189	97,868	483,189
2013-2014	606,058	101,687	504,371	101,687	504,371
2014-2015	636,057	105,019	531,038	105,019	531,038
2015-2016	666,058	107,498	558,560	107,498	558,560
2016-2017	696,058	109,483	586,575	109,483	586,575
2017-2018	726,058	111,140	614,918	111,140	614,918
2018-2019	756,057	111,257	644,800	111,257	644,800
2019-2020	791,058	159,604	631,454	159,604	631,454
2020-2021	826,605	460,000	366,605	460,000	366,605
2021-2022	865,095	530,000	335,095	530,000	335,095
2022-2023	898,790	600,000	298,790	600,000	298,790
2023-2024	942,690	685,000	257,690	685,000	257,690
2024-2025	980,767	770,000	210,767	770,000	210,767
2025-2026	1,024,947	865,000	159,947	865,000	159,947
2026-2027	1,070,694	970,000	100,694	970,000	100,694
2027-2028	534,250	500,000	34,250	500,000	34,250
	<u>\$15,598,644</u>	<u>\$6,739,431</u>	<u>\$8,859,213</u>	<u>\$6,739,431</u>	<u>\$8,859,213</u>



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

Debt Service Schedule - Table 15  
**SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS**  
**Revenue Obligations**  
as of June 30, 2006

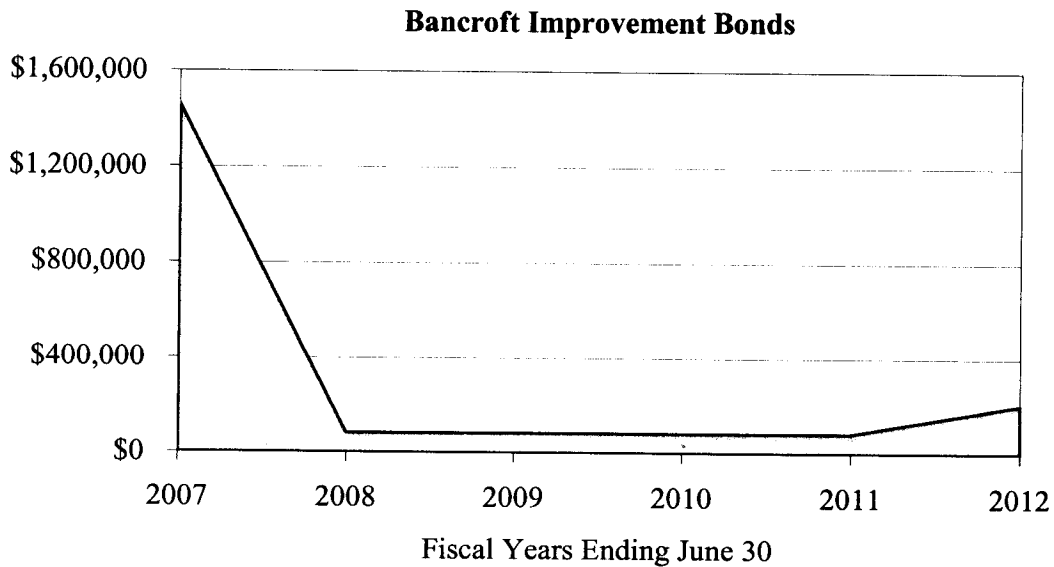
Years of Maturity	.....Total Requirements.....			Revenue Obligations Series 2004	
	Total	Principal	Interest	Principal	Interest
2006-2007	\$ 345,976	\$ 225,000	\$ 120,976	\$ 225,000	\$ 120,976
2007-2008	420,350	305,000	115,350	305,000	115,350
2008-2009	422,726	315,000	107,726	315,000	107,726
2009-2010	419,064	320,000	99,064	320,000	99,064
2010-2011	413,664	325,000	88,664	325,000	88,664
2011-2012	418,914	340,000	78,914	340,000	78,914
2012-2013	423,204	355,000	68,204	355,000	68,204
2013-2014	417,228	365,000	52,228	365,000	52,228
2014-2015	179,454	140,000	39,454	140,000	39,454
2015-2016	179,554	145,000	34,554	145,000	34,554
2016-2017	182,304	155,000	27,304	155,000	27,304
2017-2018	179,554	160,000	19,554	160,000	19,554
2018-2019	178,394	165,000	13,394	165,000	13,394
2019-2020	182,000	175,000	7,000	175,000	7,000
	<u>\$4,362,386</u>	<u>\$3,490,000</u>	<u>\$ 872,386</u>	<u>\$3,490,000</u>	<u>\$ 872,386</u>



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

as of June 30, 2006

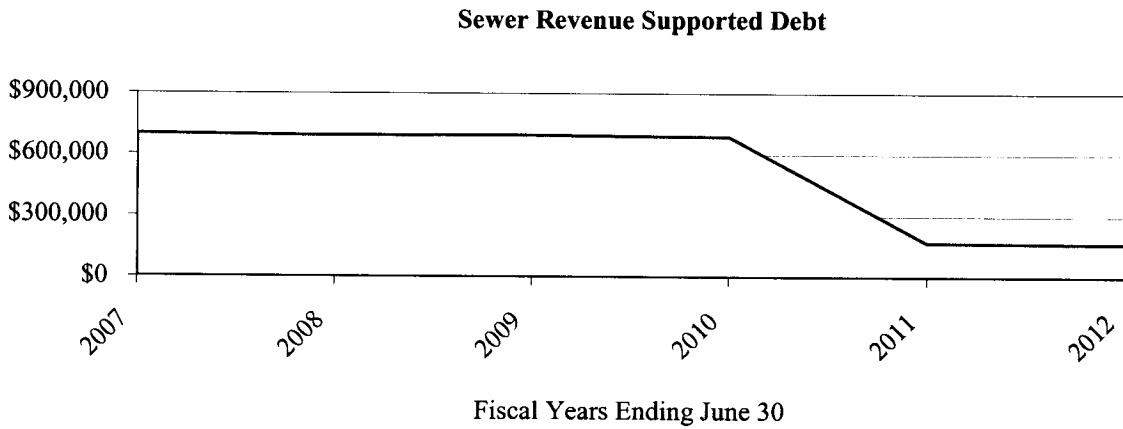
Years of Maturity	.....Total Requirements.....			1997 Limited Tax Assessment Bonds		2002 Limited Tax Assessment Bonds	
	Total	Principal	Interest	Principal	Interest	Principal	Interest
2006-2007	\$ 1,461,333	\$ 1,374,342	\$ 86,991	\$ 1,315,000	\$ 61,148	\$ 59,342	\$ 25,843
2007-2008	85,185	62,377	22,808			62,377	22,808
2008-2009	85,185	65,567	19,618			65,567	19,618
2009-2010	85,185	68,920	16,265			68,920	16,265
2010-2011	85,185	72,444	12,741			72,444	12,741
2011-2012	206,771	197,735	9,036			197,735	9,036
	<u>\$ 2,008,844</u>	<u>\$ 1,841,385</u>	<u>\$ 167,459</u>	<u>\$ 1,315,000</u>	<u>\$ 61,148</u>	<u>\$ 526,385</u>	<u>\$ 106,311</u>



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

Debt Service Schedule - Table 17  
**SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS**  
**REVENUE SUPPORTED DEBT - SEWER FUND**  
as of June 30, 2006

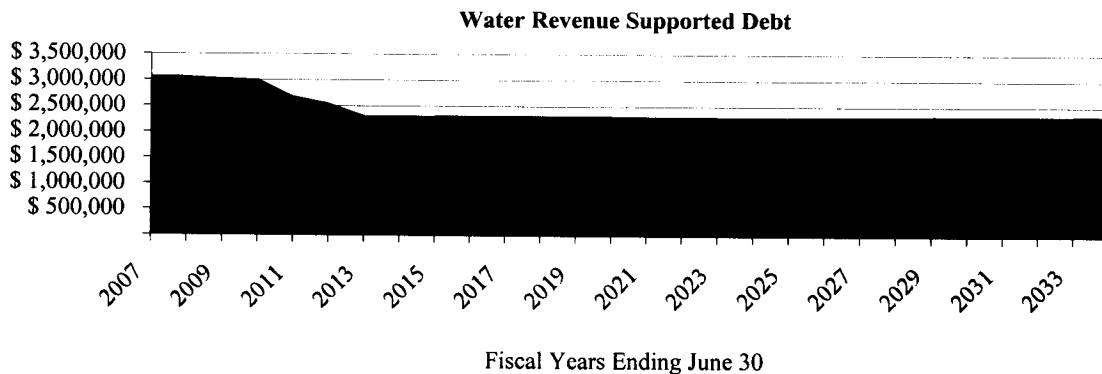
Years of Maturity	.....Total Requirements.....			S.R.F. Loan		2004 Sewer	
	Total	Principal	Interest	Principal	Interest	Principal	Interest
2006-2007	\$ 700,323	\$ 626,080	\$ 74,243	\$ 161,080	\$ 28,994	\$ 465,000	\$ 45,249
2007-2008	693,036	636,080	56,956	161,080	24,162	475,000	32,794
2008-2009	695,352	656,081	39,271	161,081	19,330	495,000	19,941
2009-2010	687,269	666,081	21,188	161,081	14,497	505,000	6,691
2010-2011	170,746	161,081	9,665	161,081	9,665		
2011-2012	165,913	161,081	4,832	161,081	4,832		
	<u>\$ 3,112,639</u>	<u>\$ 2,906,484</u>	<u>\$ 206,155</u>	<u>\$ 966,484</u>	<u>\$ 101,480</u>	<u>\$ 1,940,000</u>	<u>\$ 104,675</u>





Debt Service Schedule - Table 18  
**SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS**  
**REVENUE SUPPORTED DEBT - WATER FUND**  
as of June 30, 2006

Years of Maturity	.....Total Requirements.....			2002 Certificates of Participation		2004 Water	
	Total	Principal	Interest	Principal	Interest	Principal	Interest
2006-2007	\$ 3,048,867	\$ 1,307,704	\$ 1,741,163	\$ 57,704	\$ 21,125	\$ 1,250,000	\$ 1,720,038
2007-2008	3,034,367	1,340,875	1,693,492	60,875	17,955	1,280,000	1,675,537
2008-2009	2,999,617	1,374,316	1,625,301	64,316	14,514	1,310,000	1,610,787
2009-2010	2,981,694	1,412,902	1,568,792	67,902	10,928	1,345,000	1,557,864
2010-2011	2,655,031	1,126,687	1,528,344	71,687	7,141	1,055,000	1,521,203
2011-2012	2,526,748	1,035,679	1,491,069	75,679	3,150	960,000	1,487,919
2012-2013	2,285,557	830,000	1,455,557			830,000	1,455,557
2013-2014	2,287,694	865,000	1,422,694			865,000	1,422,694
2014-2015	2,287,394	900,000	1,387,394			900,000	1,387,394
2015-2016	2,290,594	940,000	1,350,594			940,000	1,350,594
2016-2017	2,291,581	980,000	1,311,581			980,000	1,311,581
2017-2018	2,294,587	1,025,000	1,269,587			1,025,000	1,269,587
2018-2019	2,291,056	1,070,000	1,221,056			1,070,000	1,221,056
2019-2020	2,286,306	1,120,000	1,166,306			1,120,000	1,166,306
2020-2021	2,279,056	1,170,000	1,109,056			1,170,000	1,109,056
2021-2022	2,279,056	1,230,000	1,049,056			1,230,000	1,049,056
2022-2023	2,276,056	1,290,000	986,056			1,290,000	986,056
2023-2024	2,276,625	1,355,000	921,625			1,355,000	921,625
2024-2025	2,275,719	1,420,000	855,719			1,420,000	855,719
2025-2026	2,281,488	1,495,000	786,488			1,495,000	786,488
2026-2027	2,285,622	1,575,000	710,622			1,575,000	710,622
2027-2028	2,285,956	1,655,000	630,956			1,655,000	630,956
2028-2029	2,290,325	1,740,000	550,325			1,740,000	550,325
2029-2030	2,298,125	1,835,000	463,125			1,835,000	463,125
2030-2031	2,299,000	1,930,000	369,000			1,930,000	369,000
2031-2032	2,300,000	2,030,000	270,000			2,030,000	270,000
2032-2033	2,300,875	2,135,000	165,875			2,135,000	165,875
2033-2034	2,306,250	2,250,000	56,250			2,250,000	56,250
	<u>\$67,595,246</u>	<u>\$38,438,163</u>	<u>\$29,157,083</u>	<u>\$ 398,163</u>	<u>\$ 74,813</u>	<u>\$38,040,000</u>	<u>\$29,082,270</u>

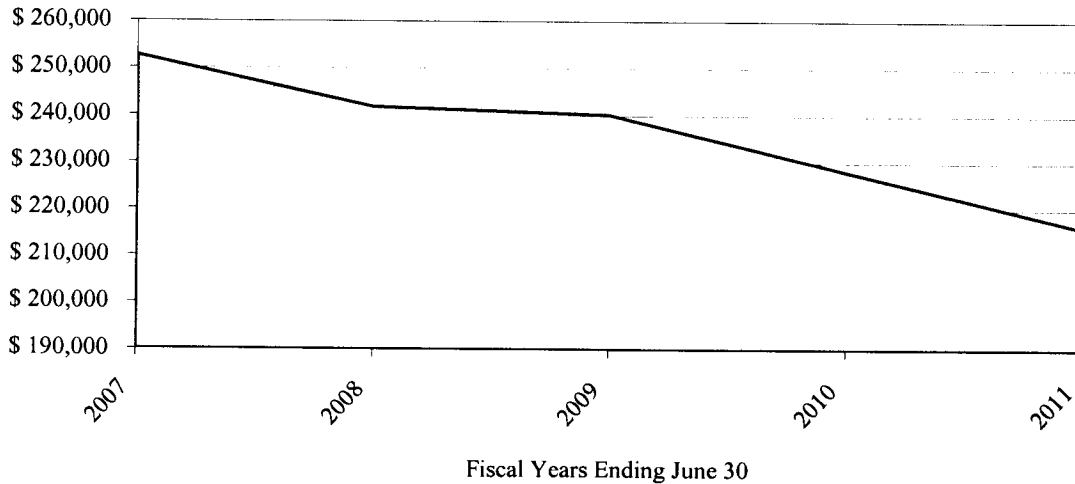


Debt Service Schedule - Table 19

**SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS**  
**SPECIAL REVENUE SUPPORTED BONDS - HOTEL/MOTEL ROOM TAX**  
as of June 30, 2006

Years of Maturity	.....Total Requirements.....			1995 Series A	
	Total	Principal	Interest	Principal	Interest
2006-2007	\$ 252,625	\$ 200,000	\$ 52,625	\$ 200,000	\$ 52,625
2007-2008	241,725	200,000	41,725	200,000	41,725
2008-2009	240,188	210,000	30,188	210,000	30,188
2009-2010	228,112	210,000	18,112	210,000	18,112
2010-2011	216,038	210,000	6,038	210,000	6,038
	<u>\$ 1,178,688</u>	<u>\$ 1,030,000</u>	<u>\$ 148,688</u>	<u>\$ 1,030,000</u>	<u>\$ 148,688</u>

**Hotel/Motel Room Tax Revenue Supported Debt**



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

Fiscal Year Ended June 30	Operating Revenue	Operating Expense(2)	Net Operating Revenue	Debt Requirements(3)		Total Debt Requirements	Coverage
				Principal	Interest		
1996	\$ 9,848,363	\$ 5,805,091	\$ 4,043,272	\$ 730,000	\$ 858,540	\$ 1,588,540	254.53%
1997	10,625,772	6,400,969	4,224,803	770,000	816,161	1,586,161	266.35%
1998	10,812,600	6,442,518	4,370,082	800,000	771,892	1,571,892	278.01%
1999	12,024,171	7,384,109	4,640,062	850,000	725,692	1,575,692	294.48%
2000	12,942,813	8,237,264	4,705,549	710,000	675,529	1,385,529	339.62%
2001	13,195,007	9,599,974	3,595,033	930,000	632,375	1,562,375	230.10%
2002	13,740,259	10,058,642	3,681,617	990,000	584,371	1,574,371	233.85%
2003	15,079,613	10,501,818	4,577,795	1,045,000	536,874	1,581,874	289.39%
2004	18,804,174	11,418,450	7,385,724	1,090,000	940,396	2,030,396	363.76%
2005	18,803,046	10,796,509	8,006,537	1,872,850	1,899,438	3,772,288	212.25%

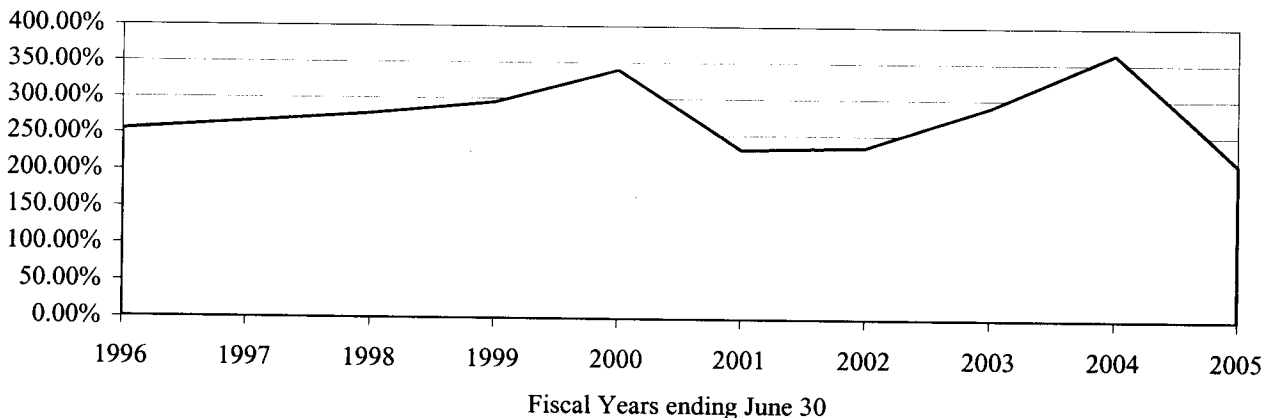
(1) In November 1984, the City issued General Obligation/Revenue Bonds to purchase the Citywide water system from Pacific Power & Light. The 1984 bonds were advance refunded in 1985 and the 1985 bonds were in turn advance refunded in 1987. Through 1992, the annual debt requirements were made from revenues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

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

(2) Operating expenses less depreciation.

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

**Enterprise Funds Bond Coverage**



**GENERAL FUND**  
ACTIVITY FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

**ACTIVITY 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 activities include:

**Nondepartmental**

Expenditures which cannot be attributed to other General Fund activities are accounted for in this department. Major interfund transfers include: \$260,000 to the Street Fund for street lighting; \$170,200 to the Debt Service Fund to service debt on the 2004 Revenue Obligations; \$153,100 of State Revenue Sharing proceeds to the Albany Transit System; \$101,400 of State Revenue Sharing proceeds to the Paratransit System. \$385,000 will be paid to the Facilities Maintenance program for maintenance of General Fund Buildings. Included in this program is the General Fund Contingency at \$2,195,900.

**Municipal Court**

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

**Code Enforcement**

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

**Fire Suppression**

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

**Public Safety Levy-Fire**

This program accounts for the Fire personnel and materials funded by the five-year Public Safety Levy passed by the voters in the November 2, 2002, General Election. The 2006-07 Fiscal Year is the fourth year of the levy.

**Fire & Life Safety**

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

**Police**

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

**Public Safety Levy-Police**

This program accounts for the Police personnel and materials funded by the five-year Public Safety Levy passed by the voters in the November 2, 2002, General Election. The Fiscal Year 2006-07 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 as a member of the City's economic development team. Comprehensive planning activities include involvement in housing issues, historic preservation issues, and transportation planning.

**Housing**

A new program for Fiscal Year 2006-07, 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**  
**ACTIVITY FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS**

**REVENUE TRENDS AND ASSUMPTIONS**

**Property Taxes**

The estimated 2006-07 collection of current property taxes for the General Fund will total \$12,340,900. Provisions of Ballot Measure 50 and subsequent legislation have combined to set the permanent tax rate for the City of Albany at \$6.3984 per \$1,000 of assessed value. Ballot Measure 50 limits the annual increase in assessed value of each property to three percent. The increase is not automatic and can only increase as much as the real market value up to the three percent limit. The value of new construction is added to the assessed value allowing property taxes revenues to increase. For 2006-07, tax collections are estimated to rise by 4.55 percent. The collection rate is estimated to be 92.87 percent of the taxes levied.

In addition, in the General Election of November 2002, Albany voters passed a local option levy to support public safety. The levy is for five years at \$0.95 per \$1,000 of assessed value. For 2006-07, tax collections from the levy are estimated to be \$2,169,700. The tax revenues will be received into the Public Safety Fund (215) and distributed to the General Fund (100) throughout the year.

**Franchise Fees and Privilege Taxes**

Franchise fees and privilege taxes, which account for 12.03 percent of the General Fund budget, are forecast to increase 2.05 percent. Continuing the trend of the last three years, telephone franchise fees are expected to be 18 percent lower. Garbage franchise fees and garbage privilege taxes are estimated to increase by 16.18 percent and 9.65 percent, respectively.

**Licenses and Fees**

Planning fees are expected to increase with the continuing strength in development activities.

**Intergovernmental Revenues**

The major increase in this category is due to the accounting of State Revenue Sharing proceeds in the General Fund rather than in a separate fund. As in past years, these funds will be used to support the Albany Transit System, the Linn-Benton Loop System, and the Paratransit System. Rural fire district payments will increase \$55,300 (3.99 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 repair, 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 2006-07 will increase by 24.19 percent.

**Fines and Forfeitures**

With the increase of four police officers, it is expected that traffic fine revenue will increase by 32 percent from the prior year.

**Other Revenues**

The major increase in this section is to account for payments received for the Albany Economic Improvement District. In prior years this activity was presented in a separate fund.

**Investment Earnings**

As interest rates continue to rise, the City will have increased earnings on its investment of idle cash. For 2006-07, interest earnings are expected to be \$150,000, an increase of 87.5 percent above the 2005-06 estimate.

**GENERAL FUND**

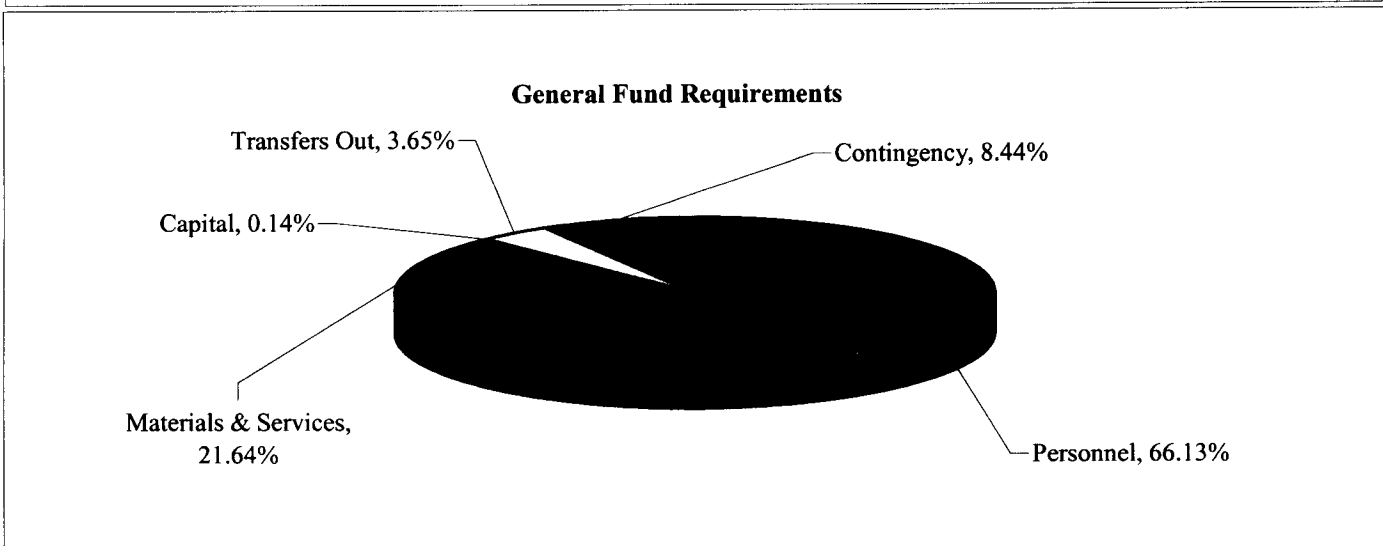
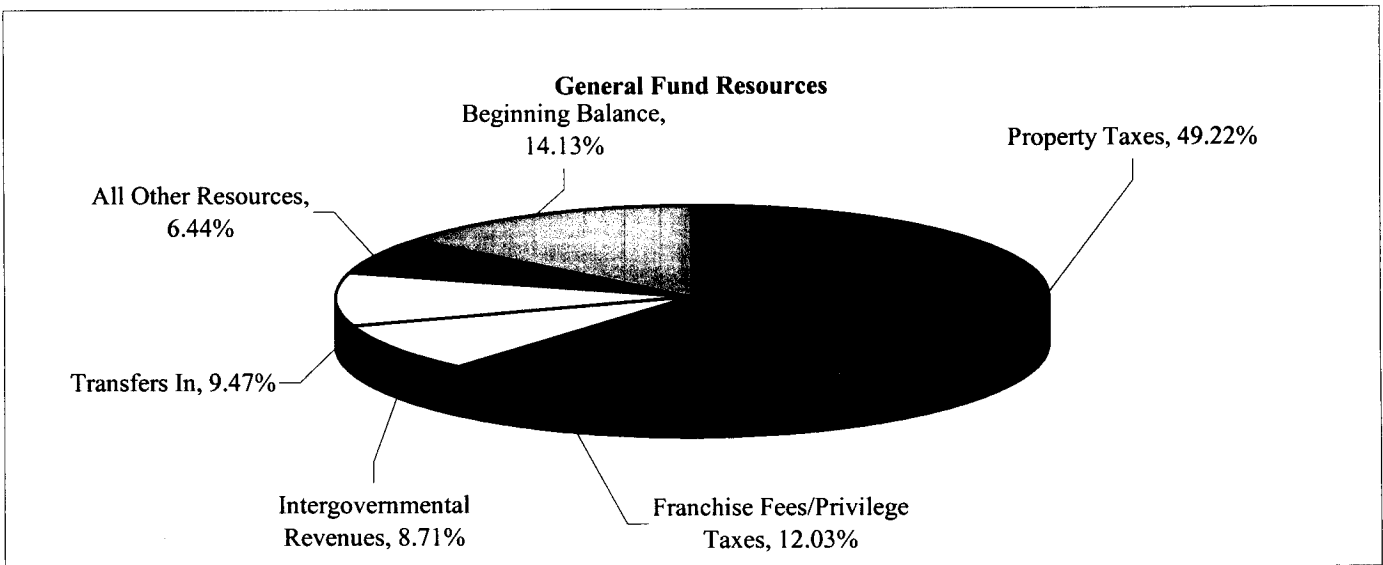
Adopted for the Fiscal Year 2006-07

**RESOURCES**

Property Taxes	\$ 12,800,900
Franchise Fees/Privilege Taxes	3,130,000
Licenses & Fees	300,000
Intergovernmental Revenues	2,264,500
Charges for Service	385,000
Fines & Forfeitures	745,000
Other Revenues	94,900
Investment Earnings	150,000
Transfers In	2,463,600
Beginning Balance	3,674,800
<b>Total Resources</b>	<b>\$ 26,008,700</b>

**REQUIREMENTS**

Personnel	\$ 17,199,200
Materials & Services	5,629,300
Capital	36,000
Transfers Out	948,300
Contingency	2,195,900
<b>Total Requirements</b>	<b>\$ 26,008,700</b>



**GENERAL FUND FUND**  
**RESOURCE BUDGET DETAIL**

RESOURCES	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
Property Taxes - Current	\$10,307,282	\$11,045,107	\$11,447,300	\$11,447,300	\$12,340,900	7.81%	47.45%
Property Taxes - Delinquent	475,008	395,080	451,000	451,000	460,000	2.00%	1.77%
Privilege Tax: Electric	1,411,916	1,413,841	1,430,000	1,430,000	1,400,000	(2.10%)	5.38%
Franchise Fees: Communication Facilities	32,610	84,685	50,000	50,000	50,000	-	0.19%
Franchise Fees: Telephone	262,447	240,059	225,000	225,000	185,000	(17.78%)	0.71%
Franchise Fees: Garbage Collection	290,203	310,945	340,000	340,000	395,000	16.18%	1.52%
Privilege Tax: Natural Gas	576,035	685,449	684,000	684,000	750,000	9.65%	2.88%
Franchise Fees: Cable TV	317,940	332,307	338,000	338,000	350,000	3.55%	1.35%
Licenses	6,939	6,649	5,000	5,000	5,000	-	0.02%
Library Fees	64,238	56,635	60,000	60,000	60,000	-	0.23%
Planning Fees	142,317	167,130	190,000	190,000	210,000	10.53%	0.81%
Alarm Fees	21,734	19,450	20,000	20,000	25,000	25.00%	0.10%
DUII Enforcement Grant	2,513	10,924	7,000	21,500	16,000	(25.58%)	0.06%
State Liquor Taxes	389,873	419,546	400,200	400,200	434,000	8.45%	1.67%
State Cigarette Taxes	79,257	77,953	79,300	79,300	80,000	0.88%	0.31%
State Revenue Sharing	-	-	-	-	270,000	-	1.04%
Albany Rural Fire District	919,801	908,462	1,062,600	1,062,600	1,170,200	10.13%	4.50%
North Albany Rural Fire District	195,908	208,592	211,600	211,600	150,000	(29.11%)	0.58%
Palestine Rural Fire District	101,176	107,416	110,000	110,000	119,300	8.45%	0.46%
GAPS Police Grant	25,000	25,000	25,000	25,000	25,000	-	0.10%
Space Rental	299,300	299,200	310,000	310,000	385,000	24.19%	1.48%
Municipal Court Fines	483,444	477,392	550,000	550,000	726,000	32.00%	2.79%
Parking Violations	3,042	4,469	4,000	4,000	4,000	-	0.02%
Nuisance Vehicle Administration Fee	6,250	6,800	10,000	10,000	15,000	50.00%	0.06%
Gifts & Donations	970	22,641	-	-	10,000	-	0.04%
DARE Donations	9,644	103	-	-	-	-	-
Grass Abatement Fee Principal	153	-	-	-	-	-	-
Grass Abatement Fee Interest	26	-	-	-	-	-	-
Pay Phones	225	107	-	-	-	-	-
Miscellaneous Revenue	44,548	37,454	50,000	50,000	40,000	(20.00%)	0.15%
Over & short	(21)	186	-	-	-	-	-
Capital Lease Proceeds	-	162,060	-	-	-	-	-
AEID Principal	-	-	-	-	44,000	-	0.17%
AEID Interest	-	-	-	-	900	-	-
Interest	43,429	91,650	80,000	80,000	150,000	87.50%	0.58%
<b>Total Current Resources</b>	<b>16,513,207</b>	<b>17,617,292</b>	<b>18,140,000</b>	<b>18,154,500</b>	<b>19,870,300</b>	<b>9.45%</b>	<b>76.42%</b>
From Water Fund	-	-	-	-	49,800	-	0.19%
From Community Development	-	-	-	403,000	-	(100.00%)	-
From Public Safety Fund	92,003	731,700	564,000	564,000	621,600	10.21%	2.39%
From Health Insurance Fund	-	237,547	410,000	410,000	-	(100.00%)	-
From Public Safety Levy-Police	390,711	588,141	750,200	750,200	851,800	13.54%	3.28%
From Public Safety Levy-Fire	679,186	745,547	817,400	817,400	890,600	8.96%	3.42%
From CARA Fund	25,000	70,000	-	-	-	-	-
From Public Works Services Fund	-	-	92,000	92,000	-	(100.00%)	-
From State Revenue Sharing Fund	-	-	-	40,000	-	(100.00%)	-
From Sewer Fund	-	-	-	-	49,800	-	0.19%
From Economic Imp District Fund	-	-	-	5,000	-	(100.00%)	-
From VALIANT Fund	-	-	-	25,000	-	(100.00%)	-
From Environmental Safety Fund	-	-	-	20,000	-	(100.00%)	-
<b>Total Transfers In</b>	<b>1,186,900</b>	<b>2,372,935</b>	<b>2,633,600</b>	<b>3,126,600</b>	<b>2,463,600</b>	<b>(21.21%)</b>	<b>9.47%</b>
Beginning Balance	2,725,434	2,292,352	2,506,100	2,506,100	3,200,000	27.69%	12.28%
Designated Beginning Balance-Housing	-	-	-	-	474,800	-	1.83%
<b>Total General Fund Resources</b>	<b>\$20,425,541</b>	<b>\$22,282,579</b>	<b>\$23,279,700</b>	<b>\$23,787,200</b>	<b>\$26,008,700</b>	<b>9.34%</b>	<b>100.00%</b>

**GENERAL FUND FUND  
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2003-04	2004-05	.....2005-06.....		.....2006-07.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Nondepartmental							
Personnel	\$ 9,718	\$ 8,808	\$ 15,700	\$ 15,700	\$ -	\$ -	\$ -
Materials & Services	1,235,294	1,644,643	1,661,700	1,704,700	479,900	479,900	479,900
Capital	192,753	16,394	-	-	-	-	-
Transfers Out	695,500	615,428	724,700	724,700	948,300	948,300	948,300
Contingency	-	-	2,156,500	2,425,500	2,195,900	2,195,900	2,195,900
Municipal Court	456,716	471,487	492,000	492,000	582,700	582,700	582,700
Code Enforcement	16,905	28,696	30,000	30,000	30,000	30,000	30,000
Fire Suppression	4,852,457	5,145,470	5,429,400	5,600,400	6,429,300	6,429,300	6,429,300
Public Safety Levy: Fire	679,444	744,605	817,400	817,400	890,600	890,600	890,600
Fire & Life Safety	455,859	483,975	521,100	521,100	559,400	559,400	559,400
Police	6,689,157	7,248,297	7,809,400	7,823,900	9,594,100	9,594,100	9,594,100
Public Safety Levy: Police	391,076	586,992	750,200	750,200	851,800	851,800	851,800
Planning	638,085	707,103	880,300	880,300	1,061,200	1,061,200	1,061,200
Housing	-	-	-	-	474,800	474,800	474,800
Library	1,433,470	1,488,833	1,597,800	1,607,800	1,910,700	1,910,700	1,910,700
Building Maintenance	386,755	358,260	393,500	393,500	-	-	-
<b>Total Requirements</b>	<b>\$18,133,189</b>	<b>\$19,548,991</b>	<b>\$23,279,700</b>	<b>\$23,787,200</b>	<b>\$26,008,700</b>	<b>\$26,008,700</b>	<b>\$26,008,700</b>

**Staffing Summary (FTEs)**

Municipal Court	4.050	4.050	4.050	4.050	4.050	4.050	4.050
Fire Suppression	45.000	48.000	48.000	48.000	47.000	47.000	47.000
Public Safety Levy: Fire	8.000	8.000	8.000	8.000	8.000	8.000	8.000
Fire & Life Safety	4.000	4.000	4.000	4.000	4.000	4.000	4.000
Police	77.250	77.250	78.000	78.000	83.000	83.000	83.000
Public Safety Levy: Police	9.000	9.000	9.000	9.000	9.000	9.000	9.000
Planning	7.500	7.500	8.500	8.500	8.500	8.500	8.500
Library	20.038	20.038	20.038	20.038	20.038	20.038	20.038
Building Maintenance	3.100	2.000	-	-	-	-	-
<b>Total FTEs</b>	<b>177.938</b>	<b>179.838</b>	<b>179.588</b>	<b>179.588</b>	<b>183.588</b>	<b>183.588</b>	<b>183.588</b>

Adopted Requirements by Type	Materials			Transfers Out	Contingency	Adopted Budget	% of Fund Budget
	Personnel	& Services	Capital				
Nondepartmental	\$ -	\$ 479,900	\$ -	\$ 948,300	\$ 2,195,900	\$ 3,624,100	13.93%
Municipal Court	254,200	328,500	-	-	-	582,700	2.24%
Code Enforcement	16,000	14,000	-	-	-	30,000	0.12%
Fire Suppression	5,110,400	1,282,900	36,000	-	-	6,429,300	24.72%
Public Safety Levy: Fire	590,000	300,600	-	-	-	890,600	3.42%
Fire & Life Safety	422,000	137,400	-	-	-	559,400	2.15%
Police	7,972,600	1,621,500	-	-	-	9,594,100	36.89%
Public Safety Levy: Police	726,700	125,100	-	-	-	851,800	3.28%
Planning	848,300	212,900	-	-	-	1,061,200	4.08%
Housing	10,000	464,800	-	-	-	474,800	1.83%
Library	1,249,000	661,700	-	-	-	1,910,700	7.34%
<b>Total Requirements</b>	<b>\$17,199,200</b>	<b>\$ 5,629,300</b>	<b>\$ 36,000</b>	<b>\$ 948,300</b>	<b>\$ 2,195,900</b>	<b>\$26,008,700</b>	<b>100.00%</b>
<b>Percent of Fund Budget</b>	<b>66.13%</b>	<b>21.64%</b>	<b>0.14%</b>	<b>3.65%</b>	<b>8.44%</b>	<b>100.00%</b>	



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### General Fund: Nondepartmental (100-10-1003)

**Responsible Manager/Title:** Susan Busbice, Assistant City Manager/Chief Financial Officer

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#### Functions and Responsibilities

- Included within this activity are expenditures that may apply to several different General Fund Departments and are not identified with any one specific program.
- The General Fund subsidizes the electricity cost for street lights with a transfer to the Street Fund.
- Beginning with Fiscal Year 2006-2007 the State Revenue Sharing proceeds are recorded in the General Fund.
- Proceeds from the Nondepartmental program are used to support the Public Transit System which includes; the Albany Transit System, the Linn-Benton Loop, and the Paratransit System.

**ACTIVITY BUDGET DATA**

**General Fund Fund: Nondepartmental (100-10-1003)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 9,718	\$ 8,808	\$ 15,700	\$ 15,700	\$ -	(100.00%)
Materials & Services	1,235,294	1,644,643	1,661,700	1,704,700	479,900	(71.85%)
Capital	192,753	16,394	-	-	-	-
Transfers Out	695,500	615,428	724,700	724,700	948,300	30.85%
Debt Service	-	-	-	-	-	-
Contingency	-	-	2,156,500	2,425,500	2,195,900	(9.47%)
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$2,133,265</b>	<b>\$2,285,273</b>	<b>\$4,558,600</b>	<b>\$4,870,600</b>	<b>\$3,624,100</b>	<b>(25.59%)</b>

**Program Resources**

None attributable to this program

<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
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**Materials & Services Detail**

Central Service Charges	\$ 806,700	\$1,063,000	\$1,158,400	\$1,158,400	\$ -	(100.00%)
IT Services	266,100	349,100	369,000	369,000	-	(100.00%)
GIS System Charges	95,000	95,000	95,000	95,000	-	(100.00%)
Building Maintenance Charges	-	-	-	-	385,000	-
Albany Boys & Girls Club	5,000	63,100	-	-	-	-
YMCA	-	25,000	-	-	-	-
Community After School Program	-	11,000	-	-	-	-
All other	62,494	38,443	-	-	94,900	-
<b>Total Materials &amp; Services</b>	<b>\$1,235,294</b>	<b>\$1,644,643</b>	<b>\$1,661,700</b>	<b>\$1,704,700</b>	<b>\$ 479,900</b>	

**Transfers Out Detail**

To Parks & Recreation Fund	\$ 67,800	\$ -	\$ 90,000	\$ 90,000	\$ 93,600	4.00%
To Equipment Replacement Fund	24,000	24,000	89,500	89,500	89,500	-
To Street Fund: Street Lighting	320,000	260,000	260,000	260,000	260,000	-
To Urban Forestry Management	17,992	38,867	40,000	40,000	40,000	-
To Albany Transit System	16,700	-	-	-	153,100	-
To Equip Rep: PS Land Aquisition	-	20,000	50,000	50,000	-	(100.00%)
To Transit Loop System	8,000	-	-	-	15,500	-
To City Hall COP Debt Service	241,008	272,561	-	-	-	-
To Economic Development	-	-	20,600	20,600	25,000	21.36%
To Paratransit System	-	-	-	-	101,400	-
To 2004 Revenue Obligations	-	-	174,600	174,600	170,200	(2.52%)
<b>Total Transfers Out</b>	<b>\$ 695,500</b>	<b>\$ 615,428</b>	<b>\$ 724,700</b>	<b>\$ 724,700</b>	<b>\$ 948,300</b>	<b>30.85%</b>

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**General Fund: Municipal Court (100-10-1029)**

**Responsible Manager/Title:** Susan Busbice, Assistant City Manager/Chief Financial Officer

**Functions and Responsibilities**

- Municipal Court employees are responsible for processing the citations issued by the Albany Police Department, the City’s Code Enforcement Division, and by private citizens of the City of Albany. It 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.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Themes</u>
Budget Year 2005-2006			
• Complete computer upgrade and conversion.	December 2005	In Progress	An Effective Government
• Upgrade AS 400 and convert document management system to Microsoft Word.	December 2005	In Progress	An Effective Government
• Hire and train one permanent part-time person and one temporary part-time person. (Hiring complete, training is ongoing.)	July 2006	Completed	An Effective Government
Budget Year 2006-2007			
• Complete computer upgrade AS 400 and conversion.	December 2006		An Effective Government
• Upgrade and convert document management system to Microsoft Word.	December 2006		An Effective Government

## ACTIVITY BUDGET DATA

### General Fund Fund: Municipal Court (100-10-1029)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 221,802	\$ 233,034	\$ 248,600	\$ 248,600	\$ 254,200	2.25%
Materials & Services	234,914	238,453	243,400	243,400	328,500	34.96%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 456,716</b>	<b>\$ 471,487</b>	<b>\$ 492,000</b>	<b>\$ 492,000</b>	<b>\$ 582,700</b>	<b>18.43%</b>

#### Program Resources

Municipal Court Fines	\$ 483,444	\$ 477,392	\$ 550,000	\$ 550,000	\$ 726,000	32.00%
Parking Violations	3,042	4,469	4,000	4,000	4,000	-
<b>Total Program Resources</b>	<b>\$ 486,486</b>	<b>\$ 481,861</b>	<b>\$ 554,000</b>	<b>\$ 554,000</b>	<b>\$ 730,000</b>	<b>31.77%</b>

#### Staffing Summary

FTEs	4.050	4.050	4.050	4.050	4.050
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#### Performance Measures/Workload Indicators

Number of warrants issued.	2,566	2,265	2,500	2,500	2,500
Case numbers issued.	4,350	4,866	4,500	4,500	4,900
Percent of pre-trials set within 90 days	98%	98%	98%	98%	98%
Percent of jury trials set within 90 days	75%	75%	75%	75%	75%
Percent of bench trials set within 90 days	80%	80%	80%	80%	80%
Percent of charges docketed within one working day.	85%	85%	90%	90%	90%

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**General Fund: Code Enforcement (100-11-1026)**  
**Responsible Manager/Title: Wes Hare, City Manager**

**Functions and Responsibilities**

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

<b><u>Initiatives</u></b>	<b><u>Target Completion Date</u></b>	<b><u>Status</u></b>	<b><u>Supports Strategic Plan Theme</u></b>
Budget Year 2005-2006			
• Prompt cleanup of private properties throughout the City in response to complaints.	June 2006	Completed	Great Neighborhoods
• Close out three-four complaints each month.	June 2006	Completed	Great Neighborhoods
Budget Year 2006-2007			
• Close out 40 complaints per year.	June 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**

**General Fund Fund: Code Enforcement (100-11-1026)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 12,683	\$ 18,325	\$ 16,300	\$ 16,300	\$ 16,000	(1.84%)
Materials & Services	4,222	10,371	13,700	13,700	14,000	2.19%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 16,905</b>	<b>\$ 28,696</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>-</b>

**Program Resources**

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
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**Performance Measures/Workload Indicators**

Percent of time forty complaints are cleared per year.	75%	74%	75%	75%	75%
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## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**General Fund: Fire Suppression (100-25-1201)**

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

### Functions and Responsibilities

- Respond available shift personnel within 90 seconds after notification of a fire, drowning, rescue, hazardous material, act of terrorism, or natural/manmade disaster, and mitigate incident.
  - Respond fire suppression personnel trained as EMT/paramedics to medical emergencies, motor vehicle collisions, and traumas.
  - Prepare for the broad spectrum of emergencies by training all personnel to a high level of proficiency and maintain special teams, i.e. Water Rescue, HazMat, and Technical Rescue.
  - Staff two engines, one truck, and one switch crew (engine or ambulance) full-time.
  - Fire Department costs are shared with three rural fire districts, creating an 80/20 cost split between the City and rural districts representing 85 square miles.
- Participate in the department Fire Cause and Determination and Arson Investigation Program to determine origin of fires and eliminate arson.
  - Produce and maintain City of Albany Emergency Operations Plan.
  - Provide community education and service by fostering business partnerships and participating in civic events.
  - Participate in department Juvenile Firesetter Program to reduce number of fires set by juveniles.
  - Participate in the department's proactive fire education program through the schools (grades K-8) to reduce fire problems.
  - Maintain vehicles and equipment in state of preparedness and condition for proper use during emergencies.

Initiatives	Target Completion Date	Status	Supports Strategic Plan Theme
Budget Year 2005-2006			
• City Mitigation Planning (required for FEMA monies).	December 2005	Completed	A Safe City
• Evaluate plan and financial strategies to replace Station 11 and upgrade Station 12.	March 2006	In Progress	A Safe City
• Evaluate options to secure consistent, adequate funding.	June 2006	In Progress	A Safe City
Budget Year 2006-2007			
• Complete replacement of SCBA.	September 2006		A Safe City
• Implement ICMA Community Performance Measures.	December 2006		A Safe City
• Replace non-compliant apparatus.	May 2007		A Safe City
• Complete State USAR training.	June 2007		A Safe City
• Begin implementation of Hazard Mitigation Plan.	June 2007		A Safe City

## ACTIVITY BUDGET DATA

### General Fund Fund: Fire Suppression (100-25-1201)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$4,245,518	\$4,526,916	\$4,792,300	\$4,864,300	\$5,110,400	5.06%
Materials & Services	568,215	618,554	620,100	719,100	1,282,900	78.40%
Capital	38,724	-	17,000	17,000	36,000	111.76%
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$4,852,457</b>	<b>\$5,145,470</b>	<b>\$5,429,400</b>	<b>\$5,600,400</b>	<b>\$6,429,300</b>	<b>14.80%</b>

#### Program Resources

Albany Rural Fire District	\$ 919,801	\$ 908,462	\$1,062,600	\$1,062,600	\$1,170,200	10.13%
North Albany Rural Fire District	195,908	208,592	211,600	211,600	150,000	(29.11%)
Palestine Rural Fire District	101,176	107,416	110,000	110,000	119,300	8.45%
<b>Total Program Resources</b>	<b>\$1,216,885</b>	<b>\$1,224,470</b>	<b>\$1,384,200</b>	<b>\$1,384,200</b>	<b>\$1,439,500</b>	<b>4.00%</b>

#### Staffing Summary

FTEs	45.000	48.000	48.000	48.000	47.000
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#### Performance Measures/Workload Indicators

Value of property protected (millions of \$)	\$3,020	\$3,090	\$3,800	\$3,800	\$4,100
Value of actual fire losses (millions of \$)	\$4.24	\$1.69	\$3.80	\$3.80	\$4.10
Arrival of first-in company to fire incidents in the city within four minutes (Standard = 90% of the time).	62%	68%	90%	90%	90%
Total fire incidents per 1,000 population served. The median for cities under 100,000 is 3.21.	n/a	5.17	5.00	5.00	5.00
Total number of overlapping calls for emergency fire and EMS services.	1,748	1,818	1,900	1,900	1,980
Total number of calls for emergency fire and EMS services.	5,343	5,594	5,700	5,700	6,200
Number of full response structure fires.	258	82 *	88 *	88 *	88 *

\* Actual structure fires with loss. Previous years showed responses to reported structure fires.

#### Significant Budget Change(s)

Increased Information Technology Systems service charges by \$35,000 to fund .5 FTE Information Systems Technician in the Information Systems Services program.

Transferred \$19,300 of materials and services expenditures from Fire & Life Safety to this program.

Increased contractual services by \$100,000 for vehicle maintenance with Benton County. Eliminated the Fire Mechanic position and the vehicle maintenance line item.



**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**General Fund: Public Safety Levy: Fire (100-25-1202)**  
**Responsible Manager/Title: Kevin Kreitman, Fire Chief**

**Functions and Responsibilities**

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

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
Budget Year 2005-2006			
<ul style="list-style-type: none"> <li>• Evaluate equipment replacement for Fire and Emergency Medical Services (EMS).</li> <li>• Refer to 25-1201 Fire Suppression and 25-1203 Fire &amp; Life Safety for additional Initiatives.</li> </ul>	December 2005	Completed	A Safe City
Budget Year 2006-2007			
<ul style="list-style-type: none"> <li>• Refer to Fire Suppression and Fire &amp; Life Safety for Initiatives.</li> </ul>			

**ACTIVITY BUDGET DATA**

**General Fund Fund: Public Safety Levy: Fire (100-25-1202)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 359,489	\$ 499,760	\$ 568,000	\$ 568,000	\$ 590,000	3.87%
Materials & Services	319,955	244,845	249,400	249,400	300,600	20.53%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 679,444</b>	<b>\$ 744,605</b>	<b>\$ 817,400</b>	<b>\$ 817,400</b>	<b>\$ 890,600</b>	<b>8.96%</b>

**Program Resources**

From Public Safety Levy-Fire	\$ 679,186	\$ 745,547	\$ 817,400	\$ 817,400	\$ 890,600	8.96%
<b>Total Program Resources</b>	<b>\$ 679,186</b>	<b>\$ 745,547</b>	<b>\$ 817,400</b>	<b>\$ 817,400</b>	<b>\$ 890,600</b>	<b>8.96%</b>

**Staffing Summary**

FTEs	8.000	8.000	8.000	8.000	8.000
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**Budget Note**

This program accounts for Fire personnel and materials funded by the five-year Public Safety Levy approved by the Albany voters in the November 2002 General Election. Refer to 100-25-1201, Fire Suppression, and 100-25-1203, Fire and Life Safety, for performance measures and workload indicators.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**General Fund: Fire & Life Safety (100-25-1203)**  
**Responsible Manager/Title: Kevin Kreitman, Fire Chief**

### Functions and Responsibilities

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Conduct fire and life safety inspections of priority occupancies covered by municipal and adopted fire codes within the City limits and contract rural districts.</li> <li>• Bill and collect fees as allowed by ordinance or state law for services provided by the Fire &amp; Life Safety Division.</li> <li>• Review new construction plans for compliance with the Oregon Fire Code (OFC) and appropriate city, county, and state laws and codes.</li> <li>• Maintain records and provide information on occupancies in our jurisdiction pertaining to fire and life safety regulations.</li> <li>• Investigate fires within our jurisdiction as to cause and point of origin. Provide information on arson fires to law enforcement agencies.</li> </ul> | <ul style="list-style-type: none"> <li>• Provide the Juvenile Firesetter Program and coordinate with applicable agencies.</li> <li>• Coordinate dissemination of public information on emergency incidents or catastrophic events within our jurisdiction.</li> <li>• Provide information, education, and advice on fire and life safety codes, laws, and regulations, as set by Municipal Code and state law.</li> <li>• Interface with high-hazard occupancies that use extremely hazardous substances and coordinate with other applicable agencies.</li> <li>• Fire Department costs are shared with three rural fire districts, creating an 80/20 cost split between the City and rural districts.</li> </ul> |
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<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Explore additional Fire & Life Safety Division positions in Public Safety Levy renewal.	March 2006	Completed	A Safe City
• Evaluate options to secure consistent, adequate funding.	June 2006	In Progress	A Safe City
• Consider implementing permit program as identified in OFC.	June 2006	Completed	A Safe City
• Implement All-Hazard Home Safety Program.	June 2006	In Progress	A Safe City
• Inspect identified high-risk occupancies twice per fiscal year.	June 2006	In Progress	A Safe City
<b>Budget Year 2006-2007</b>			
• Evaluate occupancy inspection cycles and resource needs.	December 2006		A Safe City
• Consider implementing a realtor home safety inspection program.	January 2007		A Safe City
• Implement All-Hazard Home Safety Program.	June 2007		A Safe City
• Promote benefits of residential sprinkler systems.	June 2007		A Safe City

**ACTIVITY BUDGET DATA**

**General Fund Fund: Fire & Life Safety (100-25-1203)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 348,385	\$ 383,350	\$ 413,900	\$ 413,900	\$ 422,000	1.96%
Materials & Services	100,574	100,625	107,200	107,200	137,400	28.17%
Capital	6,900	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 455,859</b>	<b>\$ 483,975</b>	<b>\$ 521,100</b>	<b>\$ 521,100</b>	<b>\$ 559,400</b>	<b>7.35%</b>

**Program Resources**

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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**Staffing Summary**

FTEs	4.000	4.000	4.000	4.000	4.000
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**Performance Measures/Workload Indicators**

Correction rate of life safety hazards listed on inspection forms of occupancies inspected by the Fire & Life Safety program.	95%	98%	90%	90%	90%
Percentage of time comments are provided within 10 days on new construction plan reviews.	100%	100%	90%	90%	90%
Percentage of customer service inquiries handled on the day received.	100%	90%	90%	90%	90%
Percent of grades K-5 in the Greater Albany Public School District to receive Fire & Life Safety classroom education during the school year.	100%	100%	100%	100%	100%

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**General Fund: Police (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.
- Complete 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.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Implement Lexipol General Order Manual.	January 2006	Reviewing Draft	An Effective Government
• Complete state accreditation.	June 2006	Under Review	An Effective Government
• Continue review and update of Strategic Plan objectives.	June 2006	Ongoing	A Safe City
• Develop site acquisition plan for new police facility.	June 2006	Under Review	An Effective Government
• Develop department annual report.	June 2006	In Process	An Effective Government
• Replace facility roof and HVAC system.	June 2006	Roof Complete HVAC Ongoing	An Effective Government
Budget Year 2006-2007			
• Assign two additional officers to drug enforcement.	July 2006		A Safe City
• Assign two full-time traffic enforcement officers.	July 2006		A Safe City
• Implement Lexipol Manual.	September 2006		An Effective Government
• Complete annual report.	December 2006		An Effective Government
• Review organizational structure to improve service delivery.	December 2006		A Safe City
• Complete RFP and final assessment of Photo Red Light Program.	January 2007		A Safe City
• Conduct community survey.	January 2007		An Effective Government
• Develop alternative crime prevention programs to improve service.	January 2007		A Safe City
• Expand Neighborhood Watch by 10% citywide.	March 2007		A Safe City

**ACTIVITY BUDGET DATA**  
**General Fund Fund: Police (100-30-1301)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$5,987,905	\$6,396,866	\$7,057,700	\$7,072,200	\$7,972,600	12.73%
Materials & Services	698,776	689,371	751,700	751,700	1,621,500	115.71%
Capital	2,476	162,060	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$6,689,157</b>	<b>\$7,248,297</b>	<b>\$7,809,400</b>	<b>\$7,823,900</b>	<b>\$9,594,100</b>	<b>22.63%</b>

<b>Program Resources</b>						
Alarm Fees	\$ 21,734	\$ 19,450	\$ 20,000	\$ 20,000	\$ 25,000	25.00%
DUII Enforcement Grant	2,513	10,924	7,000	21,500	16,000	(25.58%)
GAPS Police Grant	25,000	25,000	25,000	25,000	25,000	-
Municipal Court Fines	483,444	477,392	550,000	550,000	726,000	32.00%
Nuisance Vehicle Administration Fee	6,250	6,800	10,000	10,000	15,000	50.00%
DARE Donations	9,644	103	-	-	-	-
<b>Total Program Resources</b>	<b>\$ 548,585</b>	<b>\$ 539,669</b>	<b>\$ 612,000</b>	<b>\$ 626,500</b>	<b>\$ 807,000</b>	<b>28.81%</b>

**Staffing Summary**

FTEs	77.250	77.250	78.000	78.000	83.000
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**Performance Measures/Workload Indicators**

Part 1 Crimes (UCR) (1).	4,141	3,577	4,400	4,400	3,600
Part 2 Crimes (UCR) (2).	5,701	5,555	6,000	6,000	5,800
Part 3 Crimes (UCR) (3).	232	215	250	250	250
Part 1 Clearance Rate.	20%	14%	20%	20%	20%
Part 2 Clearance Rate.	38%	23%	39%	39%	35%
Part 3 Clearance Rate.	88%	93%	92%	92%	93%
Total number of arrests.	3,785	3,763	3,800	3,800	3,800
Number of uniform traffic citations issued.	3,755	3,536	5,000	5,000	7,500
Animal and abandoned vehicle calls.	2,349	3,365	2,100	2,100	3,300

(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) Part 3 crimes include: hit & run, reckless driving, eluding, recovered stolen property/vehicles.

UCR - Uniform Crime Reporting

**Significant Budget Change(s)**

Increased Information Technology Systems service charges by \$35,000 to fund .5 FTE Information Systems Technician in the Information Systems Services program.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**General Fund: Public Safety Levy: Police (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.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Develop annual levy report.	January 2006	Under Review	An Effective Government
• Develop plan to renew existing Public Safety Levy.	January 2006	Ongoing	An Effective Government
Budget Year 2006-2007			
• Finalize plan to renew existing Public Safety Levy.	August 2006		An Effective Government
• Develop annual levy report.	January 2007		An Effective Government

## ACTIVITY BUDGET DATA

### General Fund Fund: Public Safety Levy: Police (100-30-1302)

			.....2005-06.....		2006-07	% Change from 2005-06
	2003-04 Actual	2004-05 Actual	Adopted Budget	Revised Budget	Adopted Budget	
<b>Program Requirements</b>						
Personnel	\$ 298,412	\$ 540,463	\$ 676,500	\$ 676,500	\$ 726,700	7.42%
Materials & Services	84,991	46,529	73,700	73,700	125,100	69.74%
Capital	7,673	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 391,076</b>	<b>\$ 586,992</b>	<b>\$ 750,200</b>	<b>\$ 750,200</b>	<b>\$ 851,800</b>	<b>13.54%</b>

#### Program Resources

From Public Safety Levy-Police	\$ 390,711	\$ 588,141	\$ 750,200	\$ 750,200	\$ 851,800	13.54%
<b>Total Program Resources</b>	<b>\$ 390,711</b>	<b>\$ 588,141</b>	<b>\$ 750,200</b>	<b>\$ 750,200</b>	<b>\$ 851,800</b>	<b>13.54%</b>

#### Staffing Summary

FTEs	9.000	9.000	9.000	9.000	9.000
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#### Budget Note

This program accounts for Police personnel and materials funded by the five-year Public Safety Levy approved by the Albany voters in the November 2002 General Election. Refer to 100-30-1301, Police, for performance measures and workload indicators.



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**General Fund: Planning (100-40-1601)**

**Responsible Manager/Title:** Helen Burns Sharp, Community Development Director

### Functions and Responsibilities

- Planning staff administers the Development Code. Applications reviewed include proposed zone changes, subdivisions, and site plans.
  - Planning staff oversees the City’s response in the state-mandated “periodic review” process to update plans and codes.
  - Planning staff is a member of the City’s economic development team.
  - Comprehensive planning activities include involvement in housing and historic preservation issues and transportation planning.
- Special planning and management activities include planning and technical assistance on wetlands and floodplains.
  - Refinement plans take a comprehensive look at land use, transportation and natural resource issues in a particular area.
  - Planning is City staff’s point of contact for annexation requests. The City Council decides whether requests are “timely” to be placed on the ballot.
  - Planning is a member of the inter-departmental team seeking new tools to deal with code enforcement issues.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Obtain state certification of two industrial sites.	June 2006	In Progress	A Healthy Economy
• Participate in an organizational effort to address deficiencies in code enforcement.	June 2006	In Progress	Great Neighborhoods
<b>Budget Year 2006-2007</b>			
• Complete Periodic Review.	December 2006		Great Neighborhoods
• Complete Oak Creek Refinement Plan.	September 2006		Great Neighborhoods
• Obtain state certification of Stone Forest industrial site.	March 2007		A Healthy Economy
• Simplify design standards for mixed use development in village centers.	June 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**  
**General Fund Fund: Planning (100-40-1601)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 586,706	\$ 667,244	\$ 793,000	\$ 793,000	\$ 848,300	6.97%
Materials & Services	51,379	39,859	87,300	87,300	212,900	143.87%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 638,085</b>	<b>\$ 707,103</b>	<b>\$ 880,300</b>	<b>\$ 880,300</b>	<b>\$ 1,061,200</b>	<b>20.55%</b>

**Program Resources**

Planning Fees	\$ 142,317	\$ 167,130	\$ 190,000	\$ 190,000	\$ 210,000	10.53%
<b>Total Program Resources</b>	<b>\$ 142,317</b>	<b>\$ 167,130</b>	<b>\$ 190,000</b>	<b>\$ 190,000</b>	<b>\$ 210,000</b>	<b>10.53%</b>

**Staffing Summary**

FTEs	7.500	7.500	8.500	8.500	8.500
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**Performance Measures/Workload Indicators**

Number of planning applications.	158	167	150	150	160
Percent of applications reviewed within state-mandated timeframes.	100%	100%	100%	100%	100%
Percent of time spent on comprehensive long-range planning.	54%	45%	54%	54%	50%

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### General Fund: Housing (100-40-1606)

**Responsible Manager/Title:** Helen Burns Sharp, Community Development Director

#### Functions and Responsibilities

- The City’s Housing program assists with the development or maintenance of affordable housing.
- The source of the funds for this activity are repayments to the City from deferred payment loans on private properties rehabilitated under a Community Development Block Grant (CDBG) project in the late 1970s and several Rental Rehabilitation grants.
- The deferred payment loans from the CDBG project are due and payable when the title of the property transfers.
- Currently, eight of the original 44 CDBG loans are outstanding, representing deferred revenue of \$68,900. Rental Rehabilitation loans have all been paid back.
- The Rental Rehabilitation program required that program income from a closed grant be spent only on affordable housing activities.
- Expenditures this year may include assistance to the Albany Partnership for Housing, Helping Hands Homeless Shelter, Paint Your Heart Out, and Interfaith Caregivers.
- Funds are also earmarked this year as match for housing rehabilitation funds provided by the Regional Housing Center.
- This program also helps with personnel costs associated with enforcement of code violations relating to housing, including funding for building inspectors investigating alleged violations.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2006-2007			
<ul style="list-style-type: none"> <li>• Evaluate requests for affordable housing projects.</li> </ul>	June 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**  
**General Fund Fund: Housing (100-40-1606)**

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 10,000	-
Materials & Services	-	-	-	-	464,800	-
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 474,800</b>	<b>-</b>

**Program Resources**

Designated Beginning Balance-Housing	\$ -	\$ -	\$ -	\$ -	\$ 474,800	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 474,800</b>	<b>-</b>

**Significant Budget Change(s)**

Repayments of Community Development Block Grants and Rental Rehabilitation loans are used by the City for various housing related projects. In previous years, these activities were accounted for in a separate fund. Beginning with this budget, revenues and expenditures will be accounted for in the General Fund.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**General Fund: Library (100-45-1701)**

**Responsible Manager/Title: Ed Gallagher, Library Director**

**Functions and Responsibilities**

- The Library provides resources to enrich the educational, cultural, and recreational opportunities of the community.
- 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.
- Educating Albany’s children is a significant Library priority.
- The Main Library is open Monday through Wednesday, 10:00 a.m. to 8:00 p.m.; Thursday and Friday, 10:00 a.m. to 6:00 p.m.; and Saturday, 10:00 a.m. to 5:00 p.m. Operating hours for the Downtown Carnegie Library are Monday through Friday, 10:00 a.m. to 6:00 p.m.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005 -2006			
• Evaluate and implement space/staff efficiencies at Main Library.	December 2005	Completed	Effective Government
• Update Library Facility Plan.	June 2006	In Progress	Great Neighborhoods
• Consider recommendations from the Linn Library League regarding formation of a Library District.	June 2006	In Progress	Great Neighborhoods Effective Government
Budget Year 2006-2007			
• Issue RFP for design services to renovate the Unitrin building.	July 2006		Effective Government Healthy Economy
• Choose construction firm and complete RFP renovation work.	June 2007		Great Neighborhoods
• Decide on recommendations from the Linn Library League regarding formation of a Library District.	June 2007		Effective Government Great Neighborhoods
• Begin Library Facilities Plan	June 2007		Effective Government

**ACTIVITY BUDGET DATA**  
**General Fund Fund: Library (100-45-1701)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$1,043,355	\$1,108,229	\$1,192,000	\$1,192,000	\$1,249,000	4.78%
Materials & Services	390,115	380,604	405,800	405,800	661,700	63.06%
Capital	-	-	-	10,000	-	(100.00%)
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$1,433,470</b>	<b>\$1,488,833</b>	<b>\$1,597,800</b>	<b>\$1,607,800</b>	<b>\$1,910,700</b>	<b>18.84%</b>

**Program Resources**

Library Fees	\$ 64,238	\$ 56,635	\$ 60,000	\$ 60,000	\$ 60,000	-
<b>Total Program Resources</b>	<b>\$ 64,238</b>	<b>\$ 56,635</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>-</b>

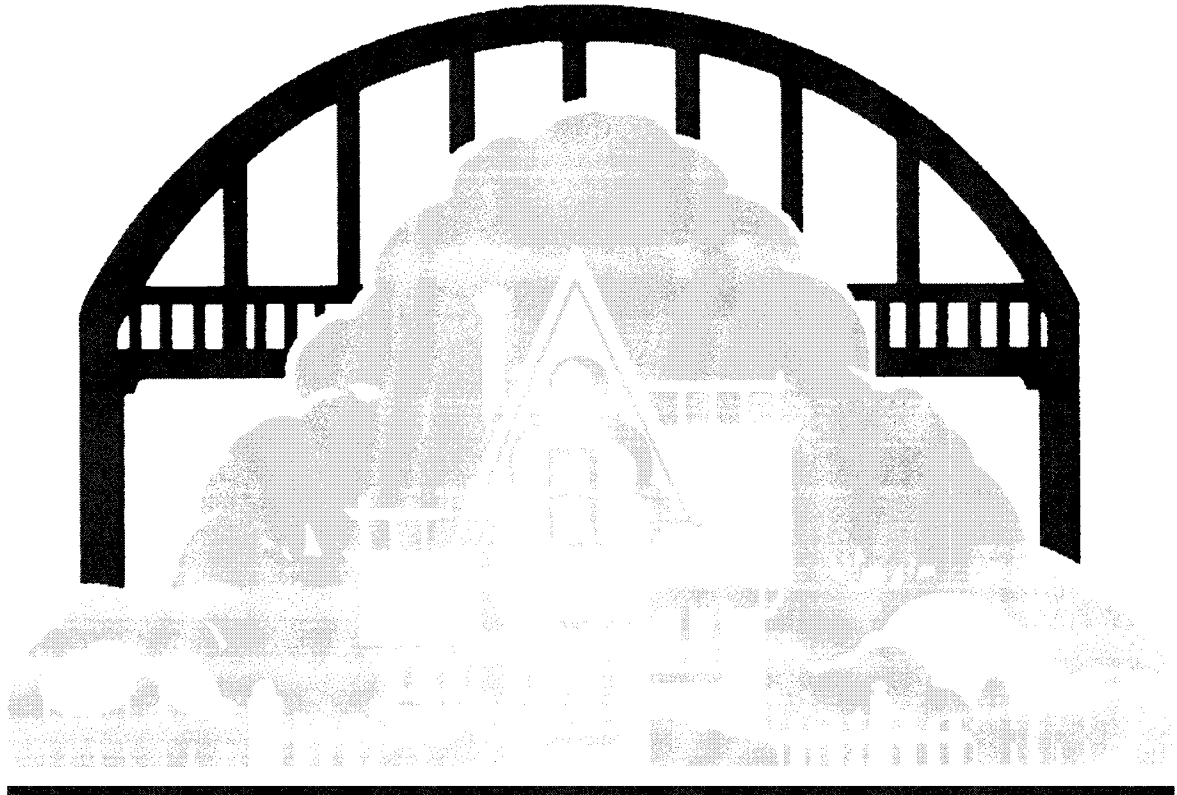
**Staffing Summary**

FTEs	20.038	20.038	20.038	20.038	20.038
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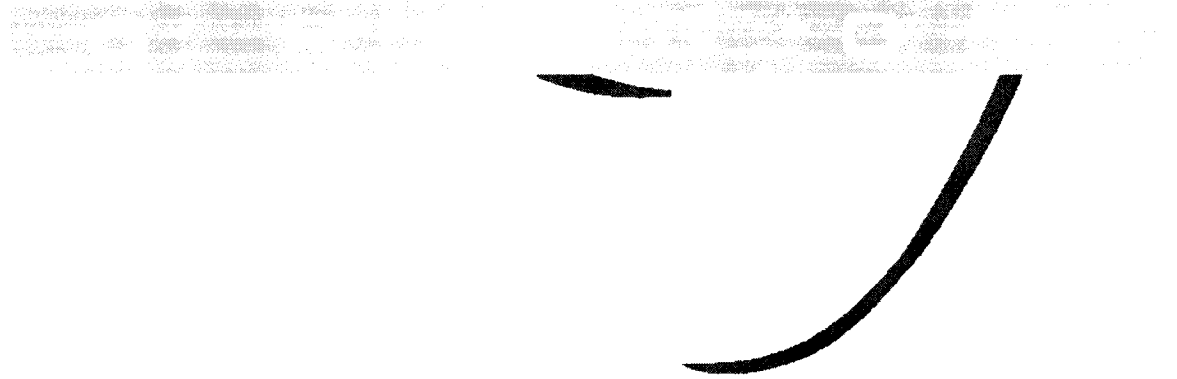
**Performance Measures/Workload Indicators**

Circulation.	533,067	584,862	627,000	627,000	600,000
Library visitors.	288,739	318,269	320,000	320,000	325,000
Meet average circulation per capita (Average = 15.06).	12.61	13.26	14.10	14.10	15.00
Exceed average for reference questions (Average = 34,700).	15,773	27,863	23,000	23,000	35,000
Lead state in children's program attendance (Currently ranked second).	14,352	21,864	17,000	17,000	26,000
Meet average operating expenditures per capita (Average = \$37.02).	\$33.51	\$34.51	\$35.50	\$35.50	\$37.00

*Performance measures based upon Oregon State Library statistics for libraries of similar size.*



CITY OF  
*Albany*



## SPECIAL REVENUE FUNDS

### ACTIVITY 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 2006-07, the Parks & Recreation Fund is forecast to receive current property taxes totalling \$3,085,200. Overall, current resources are expected to increase 3.35 percent over the prior fiscal year estimate.

#### **GRANTS FUND**

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

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

**FAA Annual Capital Grant:** The City will combine the grant balance of \$600,000 with a \$32,000 City match requirement to complete the main apron, a taxiway to serve future hangars, security fencing, security lighting for the main apron, and navigation aid (REIL) for the runway.

**Title XIX Grant:** Grant proceeds are used for nonmedical rides for the frail elderly and other clients. Under present Federal budget proposals, the funding for this grant is expected to decrease.

**2005 Fire Act Grant:** A US Department of Homeland Security grant that will be used to replace non-compliant self-contained breathing apparatus units. This grant must be completed by September 2006.

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

**2005-06 State Historic Preservation Office (SHPO) Historic Preservation Grant:** Proceeds are used for rehabilitation grants to the Carnegie Library, the Monteith House, and to owners of historic properties. The grant is also used for professional services, and for outreach and educational activities associated with the City's preservation program.

**2006-07 State Historic Preservation Office (SHPO) Historic Preservation Grant:** Proceeds are used for rehabilitation grants to owners of historic properties.

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

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

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

#### **BUILDING INSPECTION FUND**

The Building Inspection Fund issues building and electrical permits, conducts inspections, administers state building codes and the City's Municipal Code, and assists the public with information relating to building and development codes. Building officials are expecting a construction slow down indicated by a 8.45 percent decrease in current resources.

#### **RISK MANAGEMENT FUND**

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



## **SPECIAL REVENUE FUNDS**

### **ACTIVITY FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS**

#### **ECONOMIC DEVELOPMENT FUND**

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

#### **AMBULANCE FUND**

The Ambulance fund provides emergency and non-emergency ambulance transportation for the City of Albany and portions of Linn, Benton, and Marion Counties. Included are ambulance billing, customer service, collection for charges related to ambulance transports, and administrative support of the FIREMED program. The primary source of revenue are ambulance service charges. Service charge revenue is expected to rise about 4.5 percent to \$1,592,600. Ambulance revenues are limited by federal reimbursement rates. Additional call volume has helped offset lower federal rates.

#### **PUBLIC TRANSIT FUND**

The Public Transit Fund operates the Albany Transit System, the Transit Loop System, and the Paratransit System. The Albany Transit System provides bus service within the City. The Transit Loop System provides transportation between the cities of Albany and Corvallis and Linn Benton Community College. The Paratransit System provides transportation to essential services for the elderly who have disabilities that prevent them from using other public transit. Proceeds from State Revenue Sharing, through transfers from the General Fund, provide 29 percent of the total fund resources. Grants from the Federal Transit Administration and local governmental agencies provide 42.4 percent.

#### **PUBLIC SAFETY LEVY FUND**

The Public Safety Levy Fund provides an independent accounting of property tax revenues collected from the Public Safety Levy passed by the voters of the City in the November 2002, General Election. The rate is \$0.95 per \$1,000 of assessed value for a period of five years starting with the 2003-04 fiscal year. 2006-07 is the fourth year of the levy. The City will ask for renewal of the levy at the November 2006, General Election.

#### **CAPITAL REPLACEMENT FUND**

This is a new fund for Fiscal Year 2006-07. The Capital Replacement Fund accounts for monies accumulated for the replacement of vehicles, computer equipment, and City facilities. The Equipment Replacement Fund and the Information Technology program were closed and reestablished as programs within this fund. A new program, City Facilities Replacement, has been created to accumulate funds for the replacement of major City buildings. Monies are also accumulated here 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 \$2,066,400 in Fiscal Year 2006-07, a less than one percent increase from the amount projected for the previous fiscal year. The five percent sewer and water in-lieu-of franchise fee will generate \$447,500 and \$393,700 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 2006-07

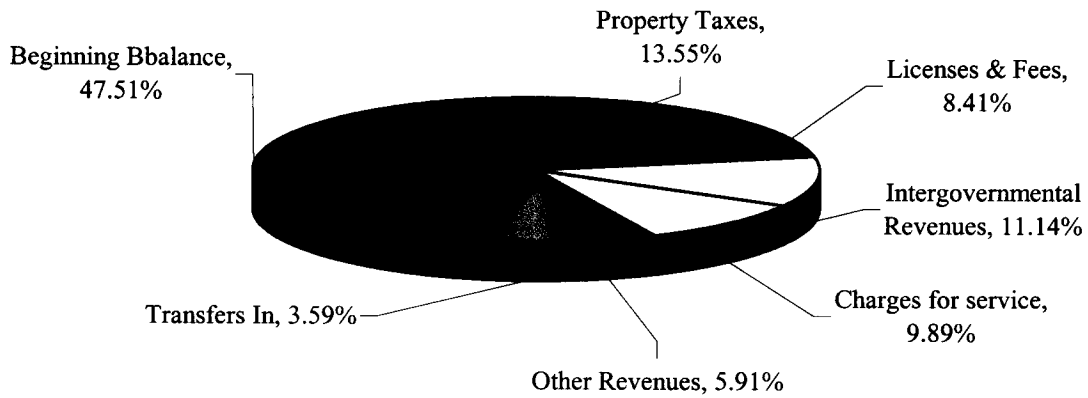
### RESOURCES

Property Taxes	\$ 5,435,200
Transient Room Taxes	338,900
Franchise Fees/Privilege Taxes	841,200
Licenses & Fees	3,371,500
Intergovernmental Revenues	4,467,400
Charges for service	3,965,800
Other Revenues	595,600
Investment Earnings	593,100
Transfers In	1,438,000
Beginning Bbalance	19,053,200
<b>Total Resources</b>	<b>\$ 40,099,900</b>

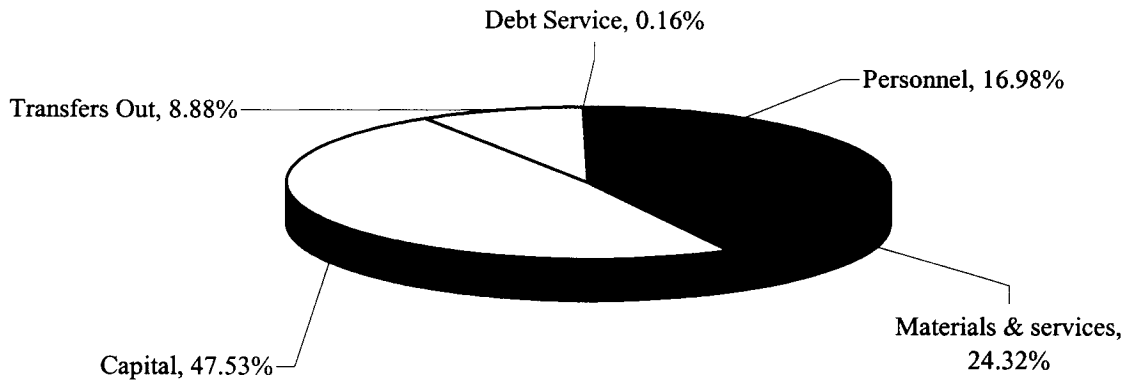
### REQUIREMENTS

Personnel	\$ 6,808,500
Materials & services	9,750,900
Capital	19,058,700
Transfers Out	3,559,200
Debt Service	63,000
Contingency	859,600
<b>Total Requirements</b>	<b>\$ 40,099,900</b>

**Special Revenue Sources by Type**



**Special Revenue Requirements by Category**



**PARKS & RECREATION FUND**

**RESOURCE BUDGET DETAIL**

RESOURCES	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
Property Taxes - Current	\$ 2,907,132	\$ 2,761,273	\$ 2,861,900	\$2,861,900	\$3,085,200	7.80%	36.05%
Property Taxes - Delinquent	134,447	111,330	140,600	140,600	105,300	(25.11%)	1.23%
Parks SDC: Principal	91,135	10,414	10,000	10,000	1,600	(84.00%)	0.02%
Parks SDC: Interest	3,422	1,101	1,000	1,000	300	(70.00%)	-
Parks Systems Development Charges	754,017	1,012,030	750,000	750,000	750,000	-	8.76%
Business Energy Tax Credit Grant	-	-	-	44,000	-	(100.00%)	-
State Marine Board	9,000	9,000	9,000	9,000	9,000	-	0.11%
Linn County	-	-	-	-	17,500	-	0.20%
Special Transit Fund: Linn Co	23,000	24,200	24,600	24,600	-	(100.00%)	-
Charges for Services	2,592	244,300	-	15,000	-	(100.00%)	-
CYF Recreation Fees	-	14,596	28,500	28,500	33,200	16.49%	0.39%
CYF Sponsorships	-	620	1,500	1,500	4,000	166.67%	0.05%
Batting Cage Revenues	3,892	2,319	8,000	8,000	-	(100.00%)	-
Marketing Fees	-	5,041	18,000	18,000	18,000	-	0.21%
Adult Recreation Fees	27,456	12,512	20,000	20,000	20,000	-	0.23%
Swimming Pool Receipts	-	(158)	231,700	231,700	241,000	4.01%	2.82%
Senior Center Rental Fees	38,729	33,982	37,000	37,000	40,000	8.11%	0.47%
Concession Sales	18,929	22,567	-	-	-	-	-
Maple Lawn Preschool Fees	51,304	57,237	60,300	60,300	61,000	1.16%	0.71%
Sports Program Fees	101,888	88,056	126,000	126,000	110,000	(12.70%)	1.29%
Ski School Fees/Equip Rentals	7,672	6,023	8,500	8,500	-	(100.00%)	-
Children's Performing Arts Series	6,874	7,882	8,000	8,000	9,000	12.50%	0.11%
Waverly Boat Revenues	5,423	4,293	6,300	6,300	4,600	(26.98%)	0.05%
Park Permits	6,735	15,271	18,000	23,000	18,600	(19.13%)	0.22%
Fitness Program Fees	16,366	26,435	23,000	38,000	40,000	5.26%	0.47%
Preschool Material/Service Fees	5,211	4,488	3,500	3,500	3,500	-	0.04%
Senior Program Fees	-	2,698	4,800	10,800	6,000	(44.44%)	0.07%
Extreme Sports Entry Fees	400	610	400	400	400	-	-
Children's Art Activities	-	471	1,500	1,500	2,000	33.33%	0.02%
Souvenir Sales	7,465	8,024	10,700	10,700	8,600	(19.63%)	0.10%
Food Faire Revenues	18,997	16,036	24,500	24,500	24,500	-	0.29%
Preschool Fundraising Proceeds	5,510	4,598	5,500	5,500	5,700	3.64%	0.07%
NW Art & Air Festival Fees	7,510	8,235	7,700	7,700	7,700	-	0.09%
Hot Air Balloon Rides	8,915	6,000	7,800	7,800	7,800	-	0.09%
Senior Newsletter	2,659	2,836	2,600	2,600	2,900	11.54%	0.03%
Gift Shop Revenue	-	-	-	-	6,500	-	0.08%
Trip Revenue	46,593	55,311	42,500	42,500	42,500	-	0.50%
Merchandise Sales - Aquatics	-	-	-	-	14,000	-	0.16%
Swanson Facility Rental Fees	-	-	4,500	4,500	2,000	(55.56%)	0.02%
Concession Sales - Aquatic	-	-	21,600	21,600	7,000	(67.59%)	0.08%
Concession Sales - Sports	-	-	30,000	30,000	17,300	(42.33%)	0.20%
Public Arts	-	-	-	-	500	-	0.01%
Call-A-Ride Revenue	8,704	10,698	12,000	12,000	-	(100.00%)	-
NW Art & Air Festival Sponsors	49,046	71,500	62,500	62,500	62,500	-	0.73%
Current Year Sponsorships	10,153	15,847	15,500	15,500	11,500	(25.81%)	0.13%
Advance Sponsorships	60,275	62,550	83,000	83,000	90,000	8.43%	1.05%
Pre-Concert Activity Sponsors	1,500	531	2,000	2,000	2,000	-	0.02%
Fun in the Park Sponsorships	-	-	-	2,500	-	(100.00%)	-
Gifts & Donations	25,709	469,113	59,700	65,700	189,500	188.43%	2.21%
Monday Night Concert Series	10,879	8,928	9,500	9,500	9,500	-	0.11%
Pass-The-Hat Donations	14,106	16,951	20,900	20,900	19,000	(9.09%)	0.22%
Park Fixture Donations	50	1,370	38,000	38,000	-	(100.00%)	-
Senior Center Sponsorships	-	-	1,500	1,500	7,800	420.00%	0.09%

continued

**PARKS & RECREATION FUND**  
**RESOURCE BUDGET DETAIL, continued**

Program Resources	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
Long-Term Debt Sale Proceeds	-	2,287,147	-	-	-	-	-
Miscellaneous Revenue	13,992	5,881	6,900	15,100	3,800	(74.83%)	0.04%
Brochure Advertising Revenue	1,434	2,222	4,000	4,000	4,000	-	0.05%
General Fundraising	-	-	-	-	500	-	0.01%
Land Sales	-	26,575	-	-	-	-	-
Interest	33,000	92,660	32,200	32,200	49,600	54.04%	0.58%
<b>Total Current Resources</b>	<b>4,542,121</b>	<b>7,651,604</b>	<b>4,907,200</b>	<b>5,008,900</b>	<b>5,176,900</b>	<b>3.35%</b>	<b>60.48%</b>
From Parks Fund	-	24,500	23,000	23,000	23,000	-	0.27%
From Water Fund	-	-	-	-	46,400	-	0.54%
From Health Insurance Fund	-	33,013	-	-	-	-	-
From General Fund	67,800	-	90,000	90,000	133,600	48.44%	1.56%
From Couplet Landscape Maintenance	4,420	312,605	-	-	-	-	-
From State Revenue Sharing Fund	-	-	88,800	88,800	-	(100.00%)	-
From Street Fund	-	-	-	-	120,000	-	1.40%
From Grants Fund	-	-	-	20,500	-	(100.00%)	-
From Senior Center Foundation Fund	-	-	-	1,000	-	(100.00%)	-
Intragovernmental Revenue	45,300	46,400	-	-	-	-	-
<b>Total Transfers In</b>	<b>117,520</b>	<b>416,518</b>	<b>201,800</b>	<b>223,300</b>	<b>323,000</b>	<b>44.65%</b>	<b>3.77%</b>
Beginning Balance	2,037,725	2,613,298	920,400	1,132,900	3,059,100	170.02%	35.75%
<b>Totals</b>	<b>\$ 6,697,366</b>	<b>\$10,681,420</b>	<b>\$ 6,029,400</b>	<b>\$6,365,100</b>	<b>\$8,559,000</b>	<b>34.47%</b>	<b>100.00%</b>

**PARKS & RECREATION FUND  
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2003-04	2004-05	.....2005-06.....		.....2006-07.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sports Services	\$ 211,921	\$ 265,296	\$ 235,900	\$ 264,900	\$ 209,100	\$ 209,100	\$ 209,100
Children/Youth/Family Recreation Services	-	148,348	193,700	193,700	207,800	207,800	207,800
Resource Development/ Marketing Services	-	100,500	98,900	98,900	169,300	169,300	169,300
Adult Recreation & Fitness Services	263,985	143,197	149,500	177,500	178,500	178,500	178,500
Maple Lawn Preschool	84,802	-	-	-	-	-	-
Park Maintenance Services	1,507,073	1,760,710	1,418,500	1,418,500	1,593,900	1,593,900	1,593,900
Parks & Recreation Administration	993,016	1,191,083	1,177,500	1,231,200	1,184,600	1,184,600	1,184,600
Senior Services	333,066	356,945	370,900	370,900	491,500	491,500	491,500
Aquatic Services	7,417	6,491	489,600	599,600	612,600	612,600	612,600
Urban Forestry	-	-	-	-	224,100	224,100	224,100
Park SDC Projects	329,322	70,739	1,275,000	1,275,000	3,366,400	3,366,400	3,366,400
Performance Series	124,129	140,521	166,700	166,700	160,800	160,800	160,800
Paratransit System	83,278	85,916	127,500	171,500	-	-	-
NW Art and Air Festival	91,112	98,353	122,400	122,400	146,400	146,400	146,400
Couplet Landscape Maintenance	4,420	312,605	-	-	-	-	-
Swanson Aquatic Facility	50,527	2,577,369	203,300	273,300	-	-	-
Senior Center Foundation	-	-	-	1,000	14,000	14,000	14,000
<b>Total Requirements</b>	<b>\$4,084,068</b>	<b>\$7,258,073</b>	<b>\$6,029,400</b>	<b>\$6,365,100</b>	<b>\$8,559,000</b>	<b>\$8,559,000</b>	<b>\$8,559,000</b>

**Staffing Summary (FTEs)**

Sports Services	1.000	1.250	1.250	1.250	1.000	1.000	1.000
Children/Youth/Family Recreation Services	-	3.338	3.338	3.338	3.100	3.100	3.100
Resource Development/ Marketing Services	-	0.540	0.540	0.540	1.540	1.540	1.540
Adult Recreation & Fitness Services	2.250	1.450	1.450	1.450	1.200	1.200	1.200
Maple Lawn Preschool	2.238	-	-	-	-	-	-
Park Maintenance Services	8.000	8.000	8.000	8.000	8.000	8.000	8.000
Parks & Recreation Administration	4.400	4.125	4.125	4.125	4.200	4.200	4.200
Senior Services	3.250	3.200	3.750	3.750	5.200	5.200	5.200
Aquatic Services	-	-	3.575	3.575	4.575	4.575	4.575
Urban Forestry	-	-	-	-	1.500	1.500	1.500
Park SDC Projects	0.600	0.075	0.075	0.075	-	-	-
Performance Series	-	0.580	0.580	0.580	0.330	0.330	0.330
Paratransit System	1.475	1.475	2.180	2.180	-	-	-
NW Art and Air Festival	-	0.330	0.330	0.330	0.330	0.330	0.330
<b>Total FTEs</b>	<b>23.213</b>	<b>24.363</b>	<b>29.193</b>	<b>29.193</b>	<b>30.975</b>	<b>30.975</b>	<b>30.975</b>

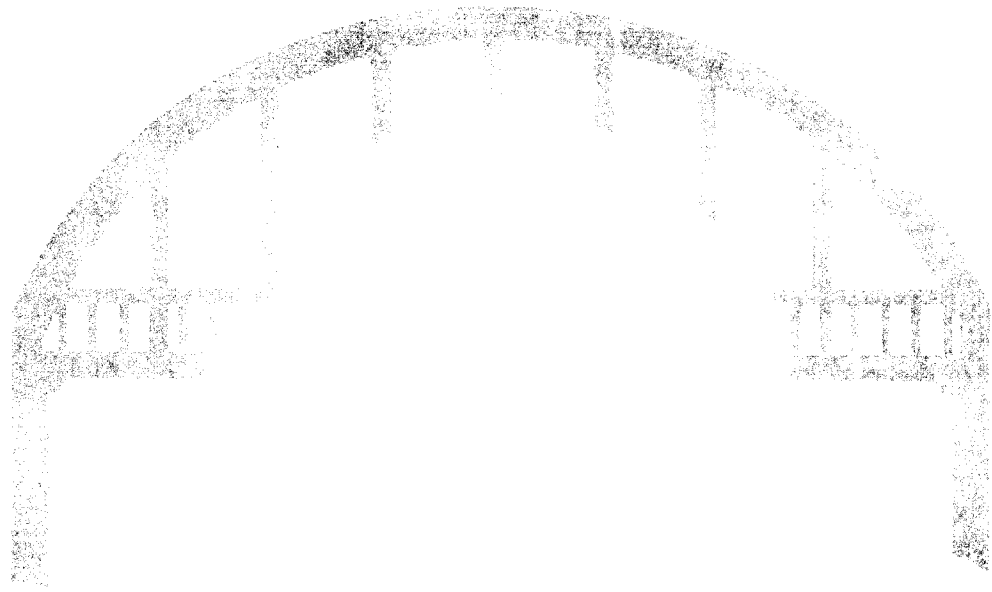
Adopted Requirements by Type	Materials		Capital	Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
	Personnel	& Services					
Sports Services	\$ 86,400	\$ 122,700	\$ -	\$ -	\$ -	\$ 209,100	2.44%
Children/Youth/Family Recreation Services	172,800	35,000	-	-	-	207,800	2.43%
Resource Development/ Marketing Services	110,000	59,300	-	-	-	169,300	1.98%
Adult Recreation & Fitness Services	143,700	34,800	-	-	-	178,500	2.09%
Park Maintenance Services	580,700	841,300	171,900	-	-	1,593,900	18.62%
Parks & Recreation Administration	315,100	543,700	-	200,100	125,700	1,184,600	13.84%
Senior Services	361,800	129,700	-	-	-	491,500	5.74%
Aquatic Services	432,200	180,400	-	-	-	612,600	7.16%
Urban Forestry	119,900	104,200	-	-	-	224,100	2.62%
Park SDC Projects	44,300	125,700	3,196,400	-	-	3,366,400	39.33%
Performance Series	25,000	135,800	-	-	-	160,800	1.88%
NW Art and Air Festival	23,800	122,600	-	-	-	146,400	1.71%
Senior Center Foundation	-	14,000	-	-	-	14,000	0.16%
<b>Total Requirements</b>	<b>\$2,415,700</b>	<b>\$2,449,200</b>	<b>\$3,368,300</b>	<b>\$ 200,100</b>	<b>\$ 125,700</b>	<b>\$8,559,000</b>	<b>100.00%</b>
<b>Percent of Fund Budget</b>	<b>28.22%</b>	<b>28.62%</b>	<b>39.35%</b>	<b>2.34%</b>	<b>1.47%</b>	<b>100.00%</b>	

**PARKS & RECREATION FUND**

**ACTIVITIES SUPPORTED BY PROPERTY TAXES, USER FEES, AND OTHER REVENUES**

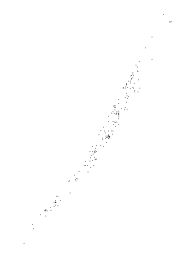
Detailed below are the property taxes and other user fees supporting the following Parks and Recreation programs: Sports Services, Children/Youth/Family Rec Services, Resource Development/Marketing Services, Adult Rec & Fitness Services, Park Maintenance Services, Parks & Recreation Administration, Senior Services, Aquatic Services, and Urban Forestry. These programs represent 57% of the Parks and Recreation budget. The revenue items listed below are included in the Parks and Recreation Fund - Revenue Budget Detail on the previous pages.

RESOURCES	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
Property Taxes - Current	\$ 2,907,132	\$ 2,761,273	\$ 2,861,900	\$ 2,861,900	\$ 3,085,200	7.80%	63.33%
Property Taxes - Delinquent	134,447	111,330	140,600	140,600	105,300	(25.11%)	2.16%
State Marine Board	9,000	9,000	9,000	9,000	9,000	-	0.18%
Linn County	-	-	-	-	17,500	-	0.36%
Charges for Services	2,592	244,300	-	15,000	-	(100.00%)	-
CYF Recreation Fees	-	14,596	28,500	28,500	33,200	16.49%	0.68%
CYF Sponsorships	-	620	1,500	1,500	4,000	166.67%	0.08%
Batting Cage Revenues	3,892	2,319	8,000	8,000	-	(100.00%)	-
Marketing Fees	-	5,041	18,000	18,000	18,000	-	0.37%
Adult Recreation Fees	27,456	12,512	20,000	20,000	20,000	-	0.41%
Swimming Pool Receipts	-	(158)	231,700	231,700	241,000	4.01%	4.95%
Senior Center Rental Fees	38,729	33,982	37,000	37,000	40,000	8.11%	0.82%
Concession Sales	18,929	22,567	-	-	-	-	-
Maple Lawn Preschool Fees	51,304	57,237	60,300	60,300	61,000	1.16%	1.25%
Sports Program Fees	101,888	88,056	126,000	126,000	110,000	(12.70%)	2.26%
Ski School Fees/Equip Rentals	7,672	6,023	8,500	8,500	-	(100.00%)	-
Children's Performing Arts Series	6,874	-	-	-	-	-	-
Waverly Boat Revenues	5,423	4,293	6,300	6,300	4,600	(26.98%)	0.09%
Park Permits	6,735	15,271	18,000	23,000	18,600	(19.13%)	0.38%
Fitness Program Fees	16,366	26,435	23,000	38,000	40,000	5.26%	0.82%
Preschool Material/Service Fees	5,211	4,488	3,500	3,500	3,500	-	0.07%
Senior Program Fees	-	2,698	4,800	10,800	6,000	(44.44%)	0.12%
Extreme Sports Entry Fees	400	610	400	400	400	-	0.01%
Preschool Fundraising Proceeds	5,510	4,598	5,500	5,500	5,700	3.64%	0.12%
Senior Newsletter	2,659	2,836	2,600	2,600	2,900	11.54%	0.06%
Trip Revenue	46,593	55,311	42,500	42,500	42,500	-	0.87%
Merchandise Sales - Aquatics	-	-	-	-	14,000	-	0.29%
Swanson Facility Rental Fees	-	-	4,500	4,500	2,000	(55.56%)	0.04%
Concession Sales - Aquatic	-	-	21,600	21,600	7,000	(67.59%)	0.14%
Concession Sales - Sports	-	-	30,000	30,000	17,300	(42.33%)	0.36%
Public Arts	-	-	-	-	500	-	0.01%
Fun in the Park Sponsorships	-	-	-	2,500	-	(100.00%)	-
Gifts & Donations	10,810	6,840	17,000	23,000	183,500	697.83%	3.77%
Monday Night Concert Series	10,879	-	-	-	-	-	-
Park Fixture Donations	50	1,370	38,000	38,000	-	(100.00%)	-
Senior Center Sponsorships	-	-	1,500	1,500	7,800	420.00%	0.16%
Miscellaneous Revenue	13,490	3,435	3,100	11,300	-	(100.00%)	-
Brochure Advertising Revenue	1,434	2,222	4,000	4,000	4,000	-	0.08%
Land Sales	-	26,575	-	-	-	-	-
Interest	7,376	22,162	10,000	10,000	14,500	45.00%	0.30%
<b>Total Current Resources</b>	<b>3,442,851</b>	<b>3,547,842</b>	<b>3,787,300</b>	<b>3,845,000</b>	<b>4,119,000</b>	<b>7.13%</b>	<b>84.54%</b>
From Water Fund	-	-	-	-	46,400	-	0.95%
From Health Insurance Fund	-	33,013	-	-	-	-	-
From General Fund	67,800	-	90,000	90,000	133,600	48.44%	2.74%
From Couplet Landscape Maintenance	4,420	312,605	-	-	-	-	-
From Street Fund	-	-	-	-	120,000	-	2.46%
From Grants Fund	-	-	-	20,500	-	(100.00%)	-
From Senior Center Foundation Fund	-	-	-	1,000	-	(100.00%)	-
<b>Total Transfers In</b>	<b>72,220</b>	<b>345,618</b>	<b>90,000</b>	<b>111,500</b>	<b>300,000</b>	<b>169.06%</b>	<b>6.15%</b>
Beginning Balance	363,580	477,371	257,200	399,700	452,400	13.18%	9.31%
<b>TOTAL RESOURCES</b>	<b>\$ 3,878,651</b>	<b>\$ 4,370,831</b>	<b>\$ 4,134,500</b>	<b>\$ 4,356,200</b>	<b>\$ 4,871,400</b>	<b>11.83%</b>	<b>100.00%</b>
<b>REQUIREMENTS</b>							
Activity Name	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Sports Services	\$ 86,400	\$ 122,700	\$ -	\$ -	\$ -	\$ 209,100	4.29%
Children/Youth/Family Rec Services	172,800	35,000	-	-	-	207,800	4.27%
Resource Development/Marketing Services	110,000	59,300	-	-	-	169,300	3.48%
Adult Rec & Fitness Services	143,700	34,800	-	-	-	178,500	3.66%
Park Maintenance Services	580,700	841,300	171,900	-	-	1,593,900	32.72%
Parks & Recreation Administration	315,100	543,700	-	200,100	125,700	1,184,600	24.32%
Senior Services	361,800	129,700	-	-	-	491,500	10.09%
Aquatic Services	432,200	180,400	-	-	-	612,600	12.57%
Urban Forestry	119,900	104,200	-	-	-	224,100	4.60%
<b>Total Requirements</b>	<b>\$ 2,322,600</b>	<b>\$ 2,051,100</b>	<b>\$ 171,900</b>	<b>\$ 200,100</b>	<b>\$ 125,700</b>	<b>\$4,871,400</b>	<b>100.00%</b>
<b>Percent of Budget</b>	<b>47.68%</b>	<b>42.10%</b>	<b>3.53%</b>	<b>4.11%</b>	<b>2.58%</b>	<b>100.00%</b>	



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A HISTORY OF  
ALBANY



**PARKS & RECREATION FUND**  
**SELF SUPPORTED SPECIAL ACTIVITIES**

Detailed below are the user fees and other resources used to support the following Parks and Recreation Fund programs: Park SDC Projects, Performance Series, NW Art and Air Festival, and Senior Center Foundation. These programs represent 43% of the total Parks and Recreation Fund budget. The revenue items listed below are included in the Parks and Recreation Fund - Revenue Budget Detail on the previous pages.

RESOURCES	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
Parks SDC: Principal	\$ 91,135	\$ 10,414	\$ 10,000	\$ 10,000	\$ 1,600	(84.00%)	0.04%
Parks SDC: Interest	3,422	1,101	1,000	1,000	300	(70.00%)	0.01%
Parks Systems Development Charges	754,017	1,012,030	750,000	750,000	750,000	-	20.34%
Business Energy Tax Credit Grant	-	-	-	44,000	-	(100.00%)	-
Special Transit Fund: Linn Co	23,000	24,200	24,600	24,600	-	(100.00%)	-
Children's Performing Arts Series	-	7,882	8,000	8,000	9,000	12.50%	0.24%
Children's Art Activities	-	471	1,500	1,500	2,000	33.33%	0.05%
Souvenir Sales	7,465	8,024	10,700	10,700	8,600	(19.63%)	0.23%
Food Faire Revenues	18,997	16,036	24,500	24,500	24,500	-	0.66%
NW Art & Air Festival Fees	7,510	8,235	7,700	7,700	7,700	-	0.21%
Hot Air Balloon Rides	8,915	6,000	7,800	7,800	7,800	-	0.21%
Gift Shop Revenue	-	-	-	-	6,500	-	0.18%
Call-A-Ride Revenue	8,704	10,698	12,000	12,000	-	(100.00%)	-
NW Art & Air Festival Sponsors	49,046	71,500	62,500	62,500	62,500	-	1.69%
Current Year Sponsorships	10,153	15,847	15,500	15,500	11,500	(25.81%)	0.31%
Advance Sponsorships	60,275	62,550	83,000	83,000	90,000	8.43%	2.44%
Pre-Concert Activity Sponsors	1,500	531	2,000	2,000	2,000	-	0.05%
Gifts & Donations	14,899	462,273	42,700	42,700	6,000	(85.95%)	0.16%
Monday Night Concert Series	-	8,928	9,500	9,500	9,500	-	0.26%
Pass-The-Hat Donations	14,106	16,951	20,900	20,900	19,000	(9.09%)	0.52%
Long-Term Debt Sale Proceeds	-	2,287,147	-	-	-	-	-
Miscellaneous Revenue	502	2,446	3,800	3,800	3,800	-	0.10%
General Fundraising	-	-	-	-	500	-	0.01%
Interest	25,624	70,498	22,200	22,200	35,100	58.11%	0.95%
<b>Total Current Resources</b>	<b>1,099,270</b>	<b>4,103,762</b>	<b>1,119,900</b>	<b>1,163,900</b>	<b>1,057,900</b>	<b>(9.11%)</b>	<b>28.66%</b>
From Parks Fund	-	24,500	23,000	23,000	23,000	-	0.62%
From State Revenue Sharing Fund	-	-	88,800	88,800	-	(100.00%)	-
Intragovernmental Revenue	45,300	46,400	-	-	-	-	-
<b>Total Transfers In</b>	<b>45,300</b>	<b>70,900</b>	<b>111,800</b>	<b>111,800</b>	<b>23,000</b>	<b>(79.43%)</b>	<b>0.62%</b>
Beginning Balance	1,674,145	2,135,927	663,200	733,200	2,606,700	255.52%	70.72%
<b>Totals</b>	<b>\$2,818,715</b>	<b>\$6,310,589</b>	<b>\$1,894,900</b>	<b>\$2,008,900</b>	<b>\$3,687,600</b>	<b>83.56%</b>	<b>100.00%</b>

REQUIREMENTS	Materials		Transfers	Contingency	Adopted Budget	% of Fund Budget
Activity Name	Personnel	& Services	Capital	Out		
Park SDC Projects	\$ 44,300	\$ 125,700	\$3,196,400	\$ -	\$ -	\$3,366,400 91.29%
Performance Series	25,000	135,800	-	-	-	160,800 4.36%
NW Art and Air Festival	23,800	122,600	-	-	-	146,400 3.97%
Senior Center Foundation	-	14,000	-	-	-	14,000 0.38%
<b>Total Requirements</b>	<b>\$ 93,100</b>	<b>\$ 398,100</b>	<b>\$3,196,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$3,687,600 100.00%</b>
<b>Percent of Budget</b>	<b>2.52%</b>	<b>10.80%</b>	<b>86.68%</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>



**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

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

**Functions and Responsibilities**

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

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
<b>Budget Year 2005-2006</b>			
• Continue to increase income through sponsorships, programming, and cutting overhead.	June 2006	In Progress	An Effective Government
• Plan for infrastructure changes recommended by the new Timber Linn and Parks Master Plans.	June 2006	In Progress	Great Neighborhoods
• Further develop citizen sports advisory groups as we prepare to make program and infrastructure changes.	June 2006	In Progress	Great Neighborhoods
<b>Budget Year 2006-2007</b>			
• Actively build relationships with partnering providers to prepare for program changes related to the implementation of the Parks Master Plan.	June 2007		An Effective Government
• Maximize ability to use gymnasium facilities through negotiated written agreements with facility owners.	June 2007		An Effective Government
• Expand opportunities for non athlete citizens to participate in recreational sports activities.	June 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**

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

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 75,660	\$ 73,166	\$ 79,000	\$ 83,000	\$ 86,400	4.10%
Materials & Services	136,261	192,130	156,900	181,900	122,700	(32.55%)
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 211,921</b>	<b>\$ 265,296</b>	<b>\$ 235,900</b>	<b>\$ 264,900</b>	<b>\$ 209,100</b>	<b>(21.06%)</b>

**Program Resources**

Concession Sales	\$ 18,929	\$ 22,567	\$ -	\$ -	\$ -	-
Sports Program Fees	101,888	88,056	126,000	126,000	110,000	(12.70%)
Concession Sales - Sports	-	-	30,000	30,000	17,300	(42.33%)
<b>Total Program Resources</b>	<b>\$ 120,817</b>	<b>\$ 110,623</b>	<b>\$ 156,000</b>	<b>\$ 156,000</b>	<b>\$ 127,300</b>	<b>(18.40%)</b>

**Staffing Summary**

FTEs	1.000	1.250	1.250	1.250	1.000
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**Performance Measures/Workload Indicators**

Number of participants in a City sports program during the year.	3,260	3,450	3,700	3,700	3,800
Number of participant hours in a City sports program activity during the year.	39,465	40,000	46,000	46,000	47,000
Percent of Albany residents who are satisfied or very satisfied with the level of service of the sports program. (Standard = 75%)	n/a	85%	95%	95%	95%
Percentage of variable costs recovered through registration fees for basketball and volleyball programs.	n/a	80%	110%	110%	85%
Percentage of revenues over variable costs for food concessions.	n/a	100%	150%	150%	125%
Increase number of sports teams.	n/a	5	10	10	2

**Budget Note**

The .25 FTE Recreation Programs Specialist position has been moved to the Resources Development/Marketing Services program.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Parks & Recreation Fund: Children/Youth/Family Recreation Services (202-35-1403)**  
**Responsible Manager/Title: Katie Nooshazar, Recreation Programs 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.
  - Coordinate a recreational program for young children in an integrated setting that develops problem solving skills, builds self-esteem, and encourages personal responsibility.
- Develop and maintain partnerships with community agencies, businesses, and service organizations to achieve objectives, promote cooperation, avoid duplication of service, and provide activities designed to meet community needs.

Initiatives	Target Completion Date	Status	Supports Strategic Plan Theme
<b>Budget Year 2005-2006</b>			
<ul style="list-style-type: none"> <li>• Develop a comprehensive program to serve children, youth, and families. Utilize needs assessment to determine areas for program enhancement.</li> </ul>	September 2005	Completed	Great Neighborhoods
<ul style="list-style-type: none"> <li>• Identify and pursue concession opportunities related to children, youth, and families including birthday parties, product sales, rentals, etc.</li> </ul>	August 2005	In Progress	An Effective Government
<ul style="list-style-type: none"> <li>• Assess community's needs for summer recreational offerings for youth. Develop and implement a strategy to meet those needs.</li> </ul>	April 2006	In Progress	Great Neighborhoods
<b>Budget Year 2006-2007</b>			
<ul style="list-style-type: none"> <li>• Develop summer programs for children ages 3-6 that will build social skills and active lifestyles.</li> </ul>	March 2007		Great Neighborhoods
<ul style="list-style-type: none"> <li>• Develop a series of summer offerings for youth ages 12-18 that will provide physical and mental challenges while promoting leadership and positive use of leisure time.</li> </ul>	March 2007		Great Neighborhoods
<ul style="list-style-type: none"> <li>• Coordinate with community partners to assess community needs for services for children, youth, and family. Work with partners to meet needs.</li> </ul>	December 2006		An Effective Government

**ACTIVITY BUDGET DATA**

**Parks & Recreation Fund: Children/Youth/Family Rec Services (202-35-1403)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06
Personnel	\$ -	\$ 116,811	\$ 159,400	\$ 159,400	\$ 172,800	8.41%
Materials & Services	-	31,537	34,300	34,300	35,000	2.04%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ 148,348</b>	<b>\$ 193,700</b>	<b>\$ 193,700</b>	<b>\$ 207,800</b>	<b>7.28%</b>

<b>Program Resources</b>						
CYF Recreation Fees	\$ -	\$ 14,596	\$ 28,500	\$ 28,500	\$ 33,200	16.49%
CYF Sponsorships	-	620	1,500	1,500	4,000	166.67%
Maple Lawn Preschool Fees	-	57,237	60,300	60,300	61,000	1.16%
Ski School Fees/Equip Rentals	-	6,023	8,500	8,500	-	(100.00%)
Preschool Material/Service Fees	-	4,488	3,500	3,500	3,500	-
Preschool Fundraising Proceeds	-	4,598	5,500	5,500	5,700	3.64%
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ 87,562</b>	<b>\$ 107,800</b>	<b>\$ 107,800</b>	<b>\$ 107,400</b>	<b>(0.37%)</b>

**Staffing Summary**

FTEs	-	3.338	3.338	3.338	3.100
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**Performance Measures/Workload Indicators**

Percent of preschool participants who are satisfied or very satisfied with services. (Standard = 80%)	n/a	95%	95%	95%	95%
Percent of class and program participants who are satisfied or very satisfied with services. (Standard = 80%).	n/a	85%	85%	85%	85%
Percent of children and youth who are registered compared to the number of openings.	n/a	80%	80%	80%	80%
Percentage of total program costs subsidized by property tax revenues.	n/a	41%	44%	44%	48%

**Budget Note**

The .25 FTE Recreation Programs Specialist position has been moved to the Resources Development/Marketing Services program.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

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

**Functions and Responsibilities**

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

<b><u>Initiatives</u></b>	<b><u>Target Completion Date</u></b>	<b><u>Status</u></b>	<b><u>Supports Strategic Plan Theme</u></b>
<b>Budget Year 2005-2006</b>			
• Implement new Parks & Recreation logo.	August 2005	Complete	Great Neighborhoods
• Utilize Parks & Recreation benefits statements in advertising and promotions of services and projects.	January 2006	In Progress	Great Neighborhoods
• Assist a task force in the formation of a 501(C)3 Foundation to provide funding and support options.	January 2006	In Progress	An Effective Government
<b>Budget Year 2006-2007</b>			
• Evaluate resource and sponsorship needs and develop and implement a strategy to meet those needs.	December 2006		An Effective Government
• Review current sponsorship levels and coordinate a program that pairs potential sponsors with appropriate programs and opportunities. Develop a comprehensive system for proposals and recognition.	February 2007		An Effective Government
• Develop a comprehensive marketing plan for Parks and Recreation that solidifies community niche and positions department in appropriate role.	February 2007		An Effective Government

**ACTIVITY BUDGET DATA**

**Parks & Recreation Fund: Resource Development/Marketing Services (202-35-1404)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ 48,965	\$ 48,200	\$ 48,200	\$ 110,000	128.22%
Materials & Services	-	51,535	50,700	50,700	59,300	16.96%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ 100,500</b>	<b>\$ 98,900</b>	<b>\$ 98,900</b>	<b>\$ 169,300</b>	<b>71.18%</b>

**Program Resources**

Marketing Fees	\$ -	\$ 5,041	\$ 18,000	\$ 18,000	\$ 18,000	-
Brochure Advertising Revenue	-	2,222	4,000	4,000	4,000	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ 7,263</b>	<b>\$ 22,000</b>	<b>\$ 22,000</b>	<b>\$ 22,000</b>	<b>-</b>

**Staffing Summary**

FTEs	-	0.540	0.540	0.540	1.540
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**Performance Measures/Workload Indicators**

Percent of Parks and Recreation brochures that are mailed to Albany residents at least one week prior to the start of a new season. (Standard = 100%).	n/a	100%	100%	100%	100%
Number of ads sold to support brochure marketing. (Standard = 20).	n/a	24	24	24	24

**Budget Note**

The 1.0 FTE Recreation Programs Specialist position previously included in other programs has been included in this program.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

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

**Functions and Responsibilities**

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Provide high quality recreational, cultural, outdoor, and wellness opportunities for adults, in order to build skills, provide positive life-style choices, and leisure options.</li> <li>• Facilitate the development of community recreation and adopt recreation initiatives.</li> </ul> | <ul style="list-style-type: none"> <li>• Develop and maintain close working relationships with community agencies to promote cooperation, avoid duplication of services, and co-sponsor events and programs.</li> <li>• Create recreational opportunities that enhance quality of life and build great neighborhoods.</li> </ul> |
|--|--|

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
<b>Budget Year 2005-2006</b>			
• Develop partnerships with businesses and agencies to provide opportunities for a healthier Albany.	December 2005	In Progress	Great Neighborhoods
• Implement facility management plan for staffing and rental of the aquatic/fitness facility.	July 2005	Completed	An Effective Government
• Increase opportunities for people with disabilities to participate in recreational programs.	June 2006	In Progress	Great Neighborhoods An Effective Government
<b>Budget Year 2006-2007</b>			
• Develop new revenue streams for Adult Recreation & Fitness to enhance cost recovery efforts.	June 2007		An Effective Government Great Neighborhoods
• Develop a plan to better utilize facilities available to Parks & Recreation.	December 2006		An Effective Government Great Neighborhoods
• Increase opportunities for outdoor recreation.	June 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**

**Parks & Recreation Fund: Adult Rec & Fitness Services (202-35-1405)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 191,774	\$ 117,922	\$ 124,400	\$ 147,400	\$ 143,700	(2.51%)
Materials & Services	72,211	25,275	25,100	30,100	34,800	15.61%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 263,985</b>	<b>\$ 143,197</b>	<b>\$ 149,500</b>	<b>\$ 177,500</b>	<b>\$ 178,500</b>	<b>0.56%</b>

**Program Resources**

Adult Recreation Fees	\$ 27,456	\$ 12,512	\$ 20,000	\$ 20,000	\$ 20,000	-
Fitness Program Fees	16,366	26,435	23,000	38,000	40,000	5.26%
Swanson Facility Rental Fees	-	-	4,500	4,500	2,000	(55.56%)
Concessions-Fitness	-	-	-	-	-	-
<b>Total Program Resources</b>	<b>\$ 43,822</b>	<b>\$ 38,947</b>	<b>\$ 47,500</b>	<b>\$ 62,500</b>	<b>\$ 62,000</b>	<b>(0.80%)</b>

**Staffing Summary**

FTEs	2.250	1.450	1.450	1.450	1.200
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**Performance Measures/Workload Indicators**

Percent of classes planned that were provided.	85%	85%	85%	85%	87%
Percentage of adult population served by this program.	2%	4%	6%	6%	7%
Percentage of participants satisfied or very satisfied with Adult Recreation classes.	95%	95%	95%	95%	95%
Percentage of participants satisfied or very satisfied with fitness classes.	90%	90%	95%	95%	95%
Percentage of total program costs subsidized by property tax revenues.	83%	73%	68%	65%	65%

**Budget Note**

The .25 FTE Recreation Programs Specialist position has been moved to the Resources Development/Marketing Services program.



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

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

### Functions and Responsibilities

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

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Complete an assessment of Park Maintenance performance against service objectives and costs; develop strategies to improve productivity cost-effectiveness.	December 2005	In Progress	An Effective Government
• Complete assessment of repair and replacement needs in existing parks; draft strategies to address them.	December 2005	In Progress	An Effective Government
• Complete planned park improvements on schedule and within budget.	March 2006	In Progress	Great Neighborhoods
<b>Budget Year 2006-2007</b>			
• Improve cost effectiveness of maintenance efforts through increased productivity and cost avoidance.	June 2007		An Effective Government
• Assume maintenance of Oak Creek greenbelt from developer upon dedication.	July 2006		Great Neighborhoods
• Complete planned park improvements at Henderson Park Playground and Riverview Heights Park Playground on schedule and within budget.	June 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**

**Parks & Recreation Fund: Park Maintenance Services (202-35-1407)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 496,743	\$ 488,527	\$ 545,000	\$ 545,000	\$ 580,700	6.55%
Materials & Services	835,894	1,198,051	778,500	778,500	841,300	8.07%
Capital	174,436	74,132	95,000	95,000	171,900	80.95%
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$1,507,073</b>	<b>\$1,760,710</b>	<b>\$1,418,500</b>	<b>\$1,418,500</b>	<b>\$1,593,900</b>	<b>12.37%</b>

**Program Resources**

State Marine Board	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	-
Park Fixture Donations	50	1,370	38,000	38,000	-	(100.00%)
From Couplet Landscape Maintenance	4,420	312,605	-	-	-	-
<b>Total Program Resources</b>	<b>\$ 13,470</b>	<b>\$ 322,975</b>	<b>\$ 47,000</b>	<b>\$ 47,000</b>	<b>\$ 9,000</b>	<b>(80.85%)</b>

**Staffing Summary**

FTEs	8.000	8.000	8.000	8.000	8.000
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**Performance Measures/Workload Indicators**

Number of acres maintained per FTE.	n/a	31	31	31	52.74
Average cost of maintenance per developed acre.	\$5,004	\$5,674	\$5,674	\$5,674	\$4,500
Percent of satisfactory site/facility audits.	n/a	90%	90%	90%	90%
Percentage of lost-time for work-related injuries and illnesses.	n/a	2%	2%	2%	0.27%

<b>Capital Projects</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Takena Playground Equipment	\$ 17,500	\$ -	\$ -	\$ -
Burkhart Park Playground	15,000	-	-	-
Riverview Heights Playground	-	125,000	125,000	125,000
Henderson Park Playground	-	46,900	46,900	46,900
<b>Total Capital Projects</b>	<b>\$ 32,500</b>	<b>\$ 171,900</b>	<b>\$ 171,900</b>	<b>\$ 171,900</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Parks & Recreation Fund: Parks & Recreation Administration (202-35-1408)

Responsible Manager/Title: Ed Hodney, Parks & Recreation Director

#### Functions and Responsibilities

- Establish and achieve department goals and strategies to carry out the City’s vision, mission and policies.
  - Prepare, control, and monitor department budgets to achieve department goals and responsibilities.
- Organize and administer department personnel, facilities, programs, and activities.
  - Provide training for employees to increase knowledge, skills, and job performance.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Complete an update of the Parks Master Plan.	November 2005	Completed	Great Neighborhoods
• Complete and implement Timber Linn Park Master Plan.	July 2005	Completed	Great Neighborhoods
• Complete a review of current Parks System Development Charges.	November 2005	In Progress	An Effective Government
• Open and operate new aquatic facility at Swanson Park.	July 2005	Completed	Great Neighborhoods
• Assume full management of Albany Community Pool.	July 2005	Completed	An Effective Government
• Complete an assessment of community service needs.	June 2006	In Progress	An Effective Government
• Secure agreement with YMCA on Timber Linn Park partnership.	June 2006	In Progress	An Effective Government
<b>Budget Year 2006-2007</b>			
• Secure Council adoption of partnership agreement with YMCA for Timber Linn Park development.	June 2007		An Effective Government
• Initiate and/or complete Parks adopted CIP projects on schedule.	June 2007		Great Neighborhoods
• Continue pursuit of cost recovery objectives per City Strategic Plan.	June 2007		An Effective Government

**ACTIVITY BUDGET DATA**

**Parks & Recreation Fund: Parks & Recreation Administration (202-35-1408)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 297,267	\$ 292,692	\$ 304,400	\$ 335,400	\$ 315,100	(6.05%)
Materials & Services	695,749	681,116	567,100	672,100	543,700	(19.10%)
Capital	-	-	-	-	-	-
Transfers Out	-	217,275	205,700	205,700	200,100	(2.72%)
Debt Service	-	-	-	-	-	-
Contingency	-	-	100,300	18,000	125,700	598.33%
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 993,016</b>	<b>\$1,191,083</b>	<b>\$1,177,500</b>	<b>\$1,231,200</b>	<b>\$1,184,600</b>	<b>(3.78%)</b>

**Program Resources**

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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**Staffing Summary**

FTEs	4.400	4.125	4.125	4.125	4.200
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**Performance Measures/Workload Indicators**

Percent of customers who are satisfied or completely satisfied with the service received.	n/a	96%	96%	96%	96%
Percentage of customer complaints resolved within 48 hours.	n/a	95%	95%	95%	96%
Percentage of written or email inquiries responded to within 48 hours.	n/a	95%	95%	95%	96%

**Budget Note**

The revenues and expenditures of the Arts Commission have been incorporated into this program.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Parks & Recreation Fund: Senior Services (202-35-1409)

Responsible Manager/Title: Katie Nooshazar, Recreation Programs Manager

#### Functions and Responsibilities

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

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Utilize facilities condition report to develop strategies for correcting deficiencies and for performing regular maintenance and repair of facility and furnishings.	August 2006	In Progress	An Effective Government
• Participate in the community needs assessment process and develop strategies to meet identified needs.	August 2006	Completed	Great Neighborhoods
• Continue evaluation of cost recovery strategies and identify and implement revenue enhancement strategies.	June 2005	In Progress	An Effective Government
<b>Budget Year 2006-2007</b>			
• Coordinate with community partners to identify unmet service needs for target populations. Develop strategies to meet those needs.	February 2007		Great Neighborhoods
• Identify and develop new revenue streams for Senior Services in order to enhance cost recovery of services offered.	January 2007		An Effective Government
• Develop strategies for correcting facility deficiencies. Develop service level objectives for regular maintenance and repair of facility and furnishings.	December 2006		An Effective Government

## ACTIVITY BUDGET DATA

### Parks & Recreation Fund: Senior Services (202-35-1409)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 198,002	\$ 203,689	\$ 241,700	\$ 241,700	\$ 361,800	49.69%
Materials & Services	135,064	153,256	129,200	129,200	129,700	0.39%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 333,066</b>	<b>\$ 356,945</b>	<b>\$ 370,900</b>	<b>\$ 370,900</b>	<b>\$ 491,500</b>	<b>32.52%</b>

#### Program Resources

Senior Center Rental Fees	\$ 38,729	\$ 33,982	\$ 37,000	\$ 37,000	\$ 40,000	8.11%
Senior Program Fees	-	2,698	4,800	10,800	6,000	(44.44%)
Senior Newsletter	2,659	2,836	2,600	2,600	2,900	11.54%
Trip Revenue	46,593	55,311	42,500	42,500	42,500	-
<b>Total Program Resources</b>	<b>\$ 87,981</b>	<b>\$ 94,827</b>	<b>\$ 86,900</b>	<b>\$ 92,900</b>	<b>\$ 91,400</b>	<b>(1.61%)</b>

#### Staffing Summary

FTEs	3.250	3.200	3.750	3.750	5.200
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#### Performance Measures/Workload Indicators

Percent of users who are satisfied or very satisfied with the level of service received at the Senior Center.	60%	80%	80%	80%	85%
Number of rental uses of the facility (Standard = 175).	n/a	190	200	200	200
Percent of facility renters who are satisfied or very satisfied with services rendered.	n/a	80%	80%	80%	85%
Number of Senior Center uses during the year (Standard = 82,000).	n/a	85,000	84,000	84,000	86,000

#### Budget Note

Included in this program is the Senior Services Supervisor position and .25 FTE of the Recreation Programs Specialist position included in other budgets.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Parks & Recreation Fund: Aquatic Services (202-35-1410)**  
**Responsible Manager/Title:** Rob Romancier, Recreation Programs 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 drownings through water awareness with a focus on youth.
- Promote safety and positive leisure 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 and paddle boat services for recreation experience.

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
<b>Budget Year 2005-2006</b>			
• Implement consolidated Aquatic Services operation (Albany Community Pool, COOL! Swanson Park Action Center Pool, Tadena Wading Pool, and Waverly Boat House).	July 2005	Completed	An Effective Government
• Complete assessment of programs, prices, and revenues under consolidated Aquatic Services budget and incorporate adjustments to each in subsequent budget proposal.	March 2006	Completed	An Effective Government
<b>Budget Year 2006-2007</b>			
• Develop and implement strategic plan for Albany Community Pool (ACP) and COOL! Swanson Park Action Center.	December 2006		An Effective Government
• Increase recreation and family swim attendance through increased programming, marketing, and special events.	June 2007		Great Neighborhoods
• Review and develop an aquatic pricing for programs.	September 2006		An Effective Government
• Develop a potential teen program and present to potential community partnerships.	January 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**

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

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 63	\$ 180	\$ 349,000	\$ 419,000	\$ 432,200	3.15%
Materials & Services	7,354	6,311	140,600	180,600	180,400	(0.11%)
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 7,417</b>	<b>\$ 6,491</b>	<b>\$ 489,600</b>	<b>\$ 599,600</b>	<b>\$ 612,600</b>	<b>2.17%</b>

**Program Resources**

Swimming Pool Receipts	\$ -	\$ (158)	\$ 231,700	\$ 231,700	\$ 241,000	4.01%
Concession Sales - Aquatic	-	-	21,600	21,600	7,000	(67.59%)
Waverly Boat Revenues	5,423	4,293	6,300	6,300	4,600	(26.98%)
<b>Total Program Resources</b>	<b>\$ 5,423</b>	<b>\$ 4,135</b>	<b>\$ 259,600</b>	<b>\$ 259,600</b>	<b>\$ 252,600</b>	<b>(2.70%)</b>

**Staffing Summary**

FTEs	-	-	3.575	3.575	4.575
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**Performance Measures/Workload Indicators**

Percent of users who are satisfied or very satisfied with their aquatic experience.	n/a	n/a	88%	88%	92%
Percentage of total program costs subsidized by tax revenues.	27%	36%	47%	57%	59%

**Budget Note**

An additional 1.0 FTE Aquatics Program Leader position has been funded in this program.



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Parks & Recreation Fund: Urban Forestry (202-35-1419)

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

#### Functions and Responsibilities

- This program is responsible for the maintenance and enhancement of Albany's urban forest including planting, trimming, watering, and removal of hazardous trees City trees in the public street right-of-way and parklands.
- Provides site plan reviews for Urban Forestry related projects.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Develop and implement a five-year strategic plan to enhance the Urban Forestry Program.	June 2006	Completed	Great Neighborhoods
• Develop and implement an Urban Forestry Management Plan.	June 2006	In Progress	An Effective Government
• Develop and implement a street tree inventory.	June 2006	In Progress	Great Neighborhoods
• Develop a street right-of-way landscaping plan.	June 2006	In Progress	Great Neighborhoods
Budget Year 2006-2007			
• Develop and implement an Urban Forestry Management Plan.	June 2007		An Effective Government
• Develop and implement a street tree inventory.	June 2007		Great Neighborhoods
• Develop a street right-of-way landscaping plan that includes enhancement of the Downtown core.	June 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**

**Parks & Recreation Fund: Urban Forestry (202-35-1419)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 119,900	-
Materials & Services	-	-	-	-	104,200	-
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 224,100</b>	<b>-</b>

**Program Resources**

From Water Fund	\$ -	\$ -	\$ -	\$ -	\$ 46,400	-
From Street Fund	-	-	-	-	120,000	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 166,400</b>	<b>-</b>

**Staffing Summary**

FTEs	-	-	-	-	1,500	
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**Performance Measures/Workload Indicators**

Retain "Tree City USA" status.	n/a	n/a	n/a	n/a	Yes
Hold Tree Commission meetings monthly.	n/a	n/a	n/a	n/a	Yes
Number of trees trimmed annually.	n/a	n/a	n/a	n/a	1,600
Number of dead/hazardous trees removed annually.	n/a	n/a	n/a	n/a	45
Number of 25" tree permits issued annually.	n/a	n/a	n/a	n/a	30

**Budget Notes**

For the 2006-07 fiscal year, The Urban Forestry program has been transferred into Parks & Recreation from Public Works. One-half of the Program Manager's salary and benefits will be paid in this program. The balance of the Program Manager's salary has been included in the Facilities Maintenance Program in the Central Services Fund.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

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

**Functions and Responsibilities**

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

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
<b>Budget Year 2005-2006</b>			
• Acquire property for the development of a neighborhood park to serve the Clover Ridge area.	June 2006	In Progress	Great Neighborhoods
• Complete update of the Parks, Recreation, and Open Space Plan.	November 2005	Completed	Great Neighborhoods
• Update Parks Systems Development Charge (SDC) methodology.	November 2005	In Progress	Great Neighborhoods An Effective Government
<b>Budget Year 2006-2007</b>			
• Complete acquisition of neighborhood park site in East Albany (Clover Ridge area).	June 2007		Great Neighborhoods
• Acquire new community park site in South Albany per the 2005 Parks Master Plan.	June 2007		Great Neighborhoods
• Complete development of a new neighborhood park in the 53 <sup>rd</sup> Avenue area.	June 2007		Great Neighborhoods
• Initiate site planning for newly donated parks in North Pointe Meadows and Henshaw Farms developments.	June 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**

**Parks & Recreation Fund: Park SDC Projects (202-35-1500)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 51,238	\$ 8,599	\$ 27,300	\$ 27,300	\$ 44,300	62.27%
Materials & Services	15,860	29,851	63,300	63,300	125,700	98.58%
Capital	262,224	32,289	1,184,400	1,184,400	3,196,400	169.88%
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 329,322</b>	<b>\$ 70,739</b>	<b>\$ 1,275,000</b>	<b>\$ 1,275,000</b>	<b>\$ 3,366,400</b>	<b>164.03%</b>

<b>Program Resources</b>						
Parks SDC: Principal	\$ 91,135	\$ 10,414	\$ 10,000	\$ 10,000	\$ 1,600	(84.00%)
Parks SDC: Interest	3,422	1,101	1,000	1,000	300	(70.00%)
Parks Systems Development Charges	754,017	1,012,030	750,000	750,000	750,000	-
Interest	17,604	43,616	22,000	22,000	35,000	59.09%
Beginning Balance	1,014,026	1,550,882	492,000	492,000	2,579,500	424.29%
<b>Total Program Resources</b>	<b>\$ 1,880,204</b>	<b>\$ 2,618,043</b>	<b>\$ 1,275,000</b>	<b>\$ 1,275,000</b>	<b>\$ 3,366,400</b>	<b>164.03%</b>

**Staffing Summary**

FTEs	0.600	0.075	0.075	0.075	-
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**Performance Measures/Workload Indicators**

Number of acres of park land.	613	613	621	621	603
Number of acres of park land per 1,000 residents. (Standard = 20 acres).	14.1	14.0	14.0	14.0	13.3

<b>Capital Projects</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Land Acquisition	\$ 17,500	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000
Riverfront Multi-Use Path System	15,000	-	-	-
Spring Meadows Park Development	-	281,300	281,300	281,300
Reserve: Capital Projects	-	415,100	415,100	415,100
<b>Total Capital Projects</b>	<b>\$ 32,500</b>	<b>\$ 3,196,400</b>	<b>\$ 3,196,400</b>	<b>\$ 3,196,400</b>

**Budget Notes**

Capital projects include the purchase of properties in the eastern and southern areas of Albany to accommodate population growth.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Parks & Recreation Fund: Performance Series (202-35-1501)

Responsible Manager/Title: Katie Nooshazar, Recreation Programs Manager

#### Functions and Responsibilities

- Create high-quality, diverse performance series that provides opportunities for families to enjoy positive leisure time together.
- Provide a safe setting for individuals of all socio-economic backgrounds to experience a sense of community and enhance the livability of Albany through free performance series.
- Develop corporate sponsorships that link business and local government in a partnership that meets community needs and provides positive economic impact on Albany.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Develop partnership with Linn County Fair & Expo to present a joint concert that benefits the community.	August 2005	Completed	An Effective Government
• Conduct needs assessment at all performance series.	August 2005	In Progress	A Healthy Economy
• Institute crowd safety guidelines in conjunction with the Albany Police Department and security service provider.	September 2005	Completed	A Safe City
<b>Budget Year 2006-2007</b>			
• Expand corporate sponsorships in order to provide high-quality performance series that meets community's needs. Develop a comprehensive sponsorship plan for series.	February 2007		An Effective Government
• Identify and implement strategies to improve food courts at both River Rhythms and Mondays at Monteith in order to diversify offerings and ensure high-quality food service.	August 2006		Great Neighborhoods
• Evaluate concert production strategies and determine cost-effective staffing structure to ensure high-quality event.	December 2006		An Effective Government

**ACTIVITY BUDGET DATA**

**Parks & Recreation Fund: Performance Series (202-35-1501)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 15,215	\$ 33,969	\$ 36,500	\$ 36,500	\$ 25,000	(31.51%)
Materials & Services	108,914	106,552	130,200	130,200	135,800	4.30%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 124,129</b>	<b>\$ 140,521</b>	<b>\$ 166,700</b>	<b>\$ 166,700</b>	<b>\$ 160,800</b>	<b>(3.54%)</b>

**Program Resources**

Children's Performing Arts Series	\$ -	\$ 7,882	\$ 8,000	\$ 8,000	\$ 9,000	12.50%
Souvenir Sales	2,716	4,300	5,500	5,500	3,600	(34.55%)
Food Faire Revenues	12,639	10,761	17,000	17,000	17,000	-
Current Year Sponsorships	10,153	15,847	15,500	15,500	11,500	(25.81%)
Advance Sponsorships	60,275	62,550	83,000	83,000	90,000	8.43%
Pre-Concert Activity Sponsors	1,500	531	2,000	2,000	2,000	-
Gifts & Donations	1	45	100	100	-	(100.00%)
Monday Night Concert Series	-	8,928	9,500	9,500	9,500	-
Pass-The-Hat Donations	12,246	15,401	15,700	15,700	15,000	(4.46%)
Miscellaneous Revenue	478	1,754	1,800	1,800	800	(55.56%)
Interest	(96)	(377)	-	-	-	-
Beginning Balance	37,836	13,619	8,600	8,600	2,400	(72.09%)
<b>Total Program Resources</b>	<b>\$ 137,748</b>	<b>\$ 141,241</b>	<b>\$ 166,700</b>	<b>\$ 166,700</b>	<b>\$ 160,800</b>	<b>(3.54%)</b>

**Staffing Summary**

FTEs	-	0.580	0.580	0.580	0.330
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**Performance Measures/Workload Indicators**

Average number of individuals attending River Rhythms concerts. (Standard = 3,000 per concert).	n/a	3,200	3,200	3,200	3,200
Percent of participants who are satisfied or very satisfied with quality of the events. (Standard = 80%).	80%	90%	90%	90%	90%
Percent of all direct costs recovered through donations, sponsorships, and other	100%	100%	100%	100%	100%
Number of youth participation in special events. (Standard = 6,000 annually).	n/a	7,200	7,200	7,200	7,500
Percent of sponsors satisfied or very satisfied with events. (Standard = 75%).	n/a	90%	85%	85%	90%

**Budget Note**

The .25 FTE Recreation Programs Specialist position has been moved to the Resources Development/Marketing Services program.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Parks & Recreation Fund: Northwest Art & Air Festival (202-35-1503)**  
**Responsible Manager/Title: Katie Nooshazar, Recreation Programs Manager**

### Functions and Responsibilities

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Provide an entertaining, educational, and informative event that will enhance Albany's livability for residents and draw visitors from throughout the Northwest.</li> <li>• Utilize community sponsorships to fund the Northwest Art &amp; Air Festival.</li> </ul> | <ul style="list-style-type: none"> <li>• Promote art and air activities that provide opportunities for cultural enrichment and support families.</li> <li>• Utilize event to showcase businesses and industry in order to create a positive economic impact on the community.</li> </ul> |
|--|--|

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Establish a NW Art & Air Festival promotions task force to increase participation in event.	August 2005	Completed	A Healthy Economy
• Solidify NW Art & Air Festival funding through sponsorships and non-tax revenue.	June 2006	In Progress	An Effective Government
• Evaluate NW Art & Air Festival security issues and work with a security company and the Albany Police Department to ensure participant safety.	August 2005	In Progress	A Safe City
<b>Budget Year 2006-2007</b>			
• Coordinate with community partners to enhance children's area at NW Art & Air Festival.	August 2006		Great Neighborhoods
• Develop a cost-effective production and staffing strategy for NW Art & Air Festival that meets community needs and provides a high-quality event.	August 2006		An Effective Government
• Expand corporate sponsorship opportunities in order to provide a signature community event.	March 2007		Great Neighborhoods

## ACTIVITY BUDGET DATA

### Parks & Recreation Fund: NW Art and Air Festival (202-35-1503)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 260	\$ 23,376	\$ 28,200	\$ 28,200	\$ 23,800	(15.60%)
Materials & Services	90,852	74,977	94,200	94,200	122,600	30.15%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 91,112</b>	<b>\$ 98,353</b>	<b>\$ 122,400</b>	<b>\$ 122,400</b>	<b>\$ 146,400</b>	<b>19.61%</b>

#### Program Resources

Children's Art Activities	\$ -	\$ 471	\$ 1,500	\$ 1,500	\$ 2,000	33.33%
Souvenir Sales	4,749	3,724	5,200	5,200	5,000	(3.85%)
Food Faire Revenues	6,358	5,275	7,500	7,500	7,500	-
NW Art & Air Festival Fees	7,510	8,235	7,700	7,700	7,700	-
Hot Air Balloon Rides	8,915	6,000	7,800	7,800	7,800	-
NW Art & Air Festival Sponsors	49,046	71,500	62,500	62,500	62,500	-
Pass-The-Hat Donations	1,860	1,550	5,200	5,200	4,000	(23.08%)
Miscellaneous Revenue	25	691	2,000	2,000	3,000	50.00%
Interest	(279)	(1,018)	-	-	-	-
From Parks Fund	-	24,500	23,000	23,000	23,000	-
Beginning Balance	(10,489)	(23,417)	-	-	23,900	-
<b>Total Program Resources</b>	<b>\$ 67,695</b>	<b>\$ 97,511</b>	<b>\$ 122,400</b>	<b>\$ 122,400</b>	<b>\$ 146,400</b>	<b>19.61%</b>

#### Staffing Summary

FTEs	-	0.330	0.330	0.330	0.330
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#### Performance Measures/Workload Indicators

Number of individuals who participate in the NWAAF. (Standard = 20,000).	20,000	20,000	22,000	22,000	22,000
Percentage of participants who are satisfied or very satisfied with this program. (Standard = 75%).	80%	80%	80%	80%	90%
Percentage of sponsors who are satisfied or very satisfied with the festival. (Standard = 75%).	80%	80%	80%	80%	90%
Percentage of total program costs subsidized by tax revenues.	26%	26%	19%	19%	16%



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

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

### Functions and Responsibilities

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• Assist with coordination of the activities and services offered by the senior groups using the Albany Senior Center.</li> <li>• Provide scholarship funding to low-income Call-A-Ride and Senior Center participants.</li> </ul> | <ul style="list-style-type: none"> <li>• Provide support and assistance to Senior Center staff to meet the needs of the older citizens in Albany.</li> <li>• Assist with planning and implementation of programs and special events.</li> </ul> |
|---|---|

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Identify and apply for grant funding to enhance senior programming and service opportunities.	January 2006	Completed	An Effective Government
• Assist with senior community needs assessment.	January 2006	Completed	An Effective Government
• Evaluate gift shop offerings and identify ways to enhance revenue.	June 2006	In Progress	An Effective Government
<b>Budget Year 2006-2007</b>			
• Assist with outreach efforts to identify and meet needs of target populations age 50+.	January 2007		Great Neighborhoods
• Assist with event planning and implementation for event funded by Linn County Cultural Trust grant.	September 2006		Great Neighborhoods
• Assist with volunteer management program including development of volunteer manual, volunteer job descriptions, volunteer placement evaluation, and volunteer recognition.	December 2006		An Effective Government

**ACTIVITY BUDGET DATA**

**Parks & Recreation Fund: Senior Center Foundation (202-35-1506)**

	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06
			Adopted Budget	Revised Budget		
<b>Program Requirements</b>						
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	1,000	14,000	1,300.00%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 14,000</b>	<b>1,300.00%</b>

**Program Resources**

Gift Shop Revenue	\$ -	\$ -	\$ -	\$ -	\$ 6,500	-
Gifts & Donations	-	-	-	-	6,000	-
General Fundraising	-	-	-	-	500	-
Interest	-	-	-	-	100	-
Beginning Balance	-	-	-	-	900	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,000</b>	<b>-</b>

**Significant Budget Change(s)**

In past years, the Senior Center Foundation was accounted for in a separate fund. Beginning with this budget, the Foundation has been included with the Parks and Recreation Fund.

## 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 2006-2007 Budget Year:

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

**FAA Annual Capital Grant (203-16-5003):** The City will combine the grant balance of \$600,000 with a \$32,000 City match requirement to complete the taxi lane to the main apron, a taxi lane to serve future hangers, security fencing, security lighting for the main apron, and navigation aid (REIL) for the runway.

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

**2005 Fire Act Grant (203-25-5049):** A US Department of Homeland Security grant that will replace non-compliant self-contained breathing apparatus (SCBA). The project started in September 2005 and must be completed by September 2006.

**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.

**2005-2006 State Historic Preservation Office (SHPO) Historic Preservation Grant (203-40-5031):** Proceeds are used for rehabilitation grants to the Carnegie Library, the Monteith House, and to owners of historic properties. The remainder will be used for professional services and for outreach and educational activities associated with the City's preservation program.

**2006-2007 State Historic Preservation Office (SHPO) Historic Preservation Grant (203-40-5048):** Proceeds are used for rehabilitation grants to owners of historic properties.

**Library Foundation Grant (203-45-5032):** Proceeds are used to provide ongoing support to the Albany Public Library, with special focus on maintaining services and the facility at the Carnegie Branch.

**Oregon Community Foundation (203-45-5033):** Investment earnings from this fund may be annually disbursed to enhance the objectives and services of the Albany Public Library system.

**Oregon State Library Grant (203-45-5034):** Also known as the Ready to Read Grant, proceeds are used for the provisions of Library services and resources to children. The amount is determined by census data regarding the number of children in the Library's service area.

**GRANTS FUND**  
**RESOURCE BUDGET DETAIL**

RESOURCES	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
FAA Entitlement Proceeds	\$ 338,229	\$ -	\$ 450,000	\$ 450,000	\$ 600,000	33.33%	39.98%
Non-Medical Medicaid Grant	17,948	21,051	26,000	26,000	25,000	(3.85%)	1.67%
Title XIX Grant	55,378	89,155	21,000	23,500	-	(100.00%)	-
Bureau of Justice	13,959	8,086	-	6,800	3,400	(50.00%)	0.23%
BLM-US Forest Service	-	49,000	-	-	-	-	-
State of Oregon CLG	-	3,200	3,200	3,200	-	(100.00%)	-
Federal Transit Administration	198,063	-	-	-	-	-	-
HUD Grant	-	74,557	-	-	-	-	-
FEMA Grant	-	8,629	6,500	6,500	-	(100.00%)	-
Oregon Watershed Enhancement Board	60,000	-	52,000	52,000	-	(100.00%)	-
CDBG Grant	206,433	32,999	-	-	-	-	-
Oregon Emergency Management	23,342	-	-	-	-	-	-
OECD Department	-	-	100,000	145,000	-	(100.00%)	-
OHSU Office of Rural Health	5,575	-	-	-	-	-	-
Land & Water Conservation Fund	-	137,409	137,500	137,500	-	(100.00%)	-
US Dept of Homeland Security	-	-	-	283,400	283,400	-	18.89%
Oregon Dept of Transportation	4,731	-	-	-	-	-	-
State of Oregon	301,792	257,774	235,700	238,900	340,700	42.61%	22.70%
LCDC	-	-	5,000	5,000	-	(100.00%)	-
Oregon Parks & Rec Department	229,138	10,000	-	-	-	-	-
ODOT Vehicle Preservation Grant	-	28,431	-	-	-	-	-
State of Oregon OTIA Grant	26,305	-	-	-	-	-	-
Oregon Office of Homeland Security	-	-	-	7,300	-	(100.00%)	-
State of Oregon - Lottery	-	-	-	39,900	-	(100.00%)	-
Linn County Victim Impact Panel Grant	-	-	-	7,800	-	(100.00%)	-
City Hall Arts Grant	-	-	-	-	-	-	-
Oregon Community Foundation	-	-	55,000	55,000	140,000	154.55%	9.33%
Albany Library Foundation	5,790	20,000	35,000	35,000	35,000	-	2.33%
Gifts & Donations	413	17,737	500	500	-	(100.00%)	-
Interest	782	1,218	700	700	900	28.57%	0.06%
<b>Total Current Resources</b>	<b>1,487,878</b>	<b>759,246</b>	<b>1,128,100</b>	<b>1,524,000</b>	<b>1,428,400</b>	<b>(6.27%)</b>	<b>95.19%</b>
From Equipment Replacement Fund	-	3,381	-	-	31,500	-	2.10%
From Community Development	-	528	-	-	-	-	-
From Health Insurance Fund	-	773	-	-	-	-	-
From Equipment Replacement Fund	-	48,418	-	-	-	-	-
From Economic Development Fund	20,796	881	-	7,100	-	(100.00%)	-
From Albany Municipal Airport	-	-	50,000	50,000	32,000	(36.00%)	2.13%
<b>Total Transfers In</b>	<b>20,796</b>	<b>53,981</b>	<b>50,000</b>	<b>57,100</b>	<b>63,500</b>	<b>11.21%</b>	<b>4.23%</b>
Beginning Balance	(411,892)	29,502	69,800	111,000	8,700	(92.16%)	0.58%
<b>Totals</b>	<b>\$ 1,096,782</b>	<b>\$ 842,729</b>	<b>\$ 1,247,900</b>	<b>\$ 1,692,100</b>	<b>\$ 1,500,600</b>	<b>(11.32%)</b>	<b>100.00%</b>



**GRANTS FUND**

**REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2003-04	2004-05	.....2005-06.....		.....2006-07.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
911 Emergency Dispatch	\$ 201,729	\$ 239,514	\$ 220,000	\$ 220,000	\$ 300,000	\$ 300,000	\$ 300,000
FAA Annual Capital Grant	-	8,807	500,000	500,000	632,000	632,000	632,000
Albany Industrial Park North-South	-	-	-	47,000	-	-	-
Title XIX Grant	-	-	-	-	26,300	26,300	26,300
FEMA	-	13,229	6,500	6,500	-	-	-
SCBA Homeland Security Grant	-	-	-	283,400	314,900	314,900	314,900
DOJ Bulletproof Vest	5,930	4,255	4,600	4,600	7,800	7,800	7,800
2003 Law Enforcement Grant	-	-	13,100	13,100	-	-	-
Linn County Victim Impact Panel	-	-	-	7,800	-	-	-
State Homeland Security Grant	-	-	-	7,300	-	-	-
2004 Law Enforcement Grant	-	-	-	6,800	-	-	-
City Hall Art Grant	36	35	2,500	5,000	-	-	-
Title XIX Grant	95,418	94,075	63,600	104,800	-	-	-
Swanson Aquatic Facility Land Acq	-	-	37,500	37,500	-	-	-
Swanson Aquatic Facility Construction	-	250,000	100,000	100,000	-	-	-
04-05 SHPO Historic Preservation	-	462	6,900	10,100	-	-	-
03-05 LCDC UGM Periodic Review	-	-	5,000	5,000	-	-	-
23rd Ave Infrastructure	-	4,399	128,000	173,000	-	-	-
05-06 SHPO Historic Preservation	-	-	6,000	6,000	19,900	19,900	19,900
06-07 SHPO Grant	-	-	-	-	14,300	14,300	14,300
Library Foundation	25,000	3,302	35,000	35,000	35,500	35,500	35,500
Oregon Community Foundation	-	-	55,000	55,000	140,000	140,000	140,000
State Library Grant	13,980	10,890	12,200	12,200	9,900	9,900	9,900
OWEB 2nd Avenue Culvert Removal	-	-	52,000	52,000	-	-	-
CLOSED GRANTS	725,188	514,165	-	-	-	-	-
<b>Total Requirements</b>	<b>\$1,067,281</b>	<b>\$1,143,133</b>	<b>\$1,247,900</b>	<b>\$1,692,100</b>	<b>\$1,500,600</b>	<b>\$1,500,600</b>	<b>\$1,500,600</b>

**Staffing Summary (FTEs)**

Title XIX Grant	2.000	2.000	0.750	0.750	0.250	0.250	0.250
<b>Total FTEs</b>	<b>2.000</b>	<b>2.000</b>	<b>0.750</b>	<b>0.750</b>	<b>0.250</b>	<b>0.250</b>	<b>0.250</b>

Adopted Requirements by Type	Materials			Transfers Out	Contingency	Adopted Budget	% of Fund Budget
	Personnel	& Services	Capital				
911 Emergency Dispatch	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000	19.99%
FAA Annual Capital Grant	-	-	632,000	-	-	632,000	42.12%
Title XIX Grant	26,300	-	-	-	-	26,300	1.75%
SCBA Homeland Security Grant	-	314,900	-	-	-	314,900	20.98%
DOJ Bulletproof Vest	-	7,800	-	-	-	7,800	0.52%
05-06 SHPO Historic Preservation	-	19,900	-	-	-	19,900	1.33%
Library Foundation	-	-	35,500	-	-	35,500	2.37%
Oregon Community Foundation	-	-	140,000	-	-	140,000	9.33%
State Library Grant	-	9,900	-	-	-	9,900	0.66%
06-07 SHPO Grant	-	14,300	-	-	-	14,300	0.95%
<b>Total Requirements</b>	<b>\$ 26,300</b>	<b>\$ 666,800</b>	<b>\$ 807,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$1,500,600</b>	<b>100.00%</b>
<b>Percent of Fund Budget</b>	<b>1.75%</b>	<b>44.44%</b>	<b>53.81%</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>	

## BUILDING INSPECTION FUND

### RESOURCE BUDGET DETAIL

RESOURCES	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06	Percent of Fund Budget
			Adopted Budget	Revised Budget			
Building Permit Surcharge	\$ 53,211	\$ 69,838	\$ 116,200	\$ 116,200	\$ 116,400	0.17%	4.87%
Master Electrical Permit	2,319	1,698	1,400	1,400	1,500	7.14%	0.06%
Electrical Minor Labels	1,950	1,500	1,400	1,400	1,500	7.14%	0.06%
Residential Permits	797,790	1,059,540	1,179,400	1,179,400	1,116,600	(5.32%)	46.76%
Commercial Permits	139,205	219,132	307,000	307,000	200,800	(34.59%)	8.41%
Land Use Plan Review Fee	-	8,436	20,000	20,000	20,800	4.00%	0.87%
Manufactured Home Set-up Fees	4,676	3,197	4,800	4,800	5,000	4.17%	0.21%
Fire Sprinkler Permits	3,456	6,843	5,800	5,800	6,000	3.45%	0.25%
Fire Sprinkler Plan Review	1,937	2,955	2,300	2,300	2,400	4.35%	0.10%
Parking Lot Permits	2,595	2,555	3,200	3,200	3,300	3.13%	0.14%
Parking Lot Plan Review	195	835	1,200	1,200	1,200	-	0.05%
Residential Electrical Permits	116,102	153,794	158,100	158,100	164,400	3.98%	6.89%
Fire Alarm Permits	1,975	3,839	3,000	3,000	3,100	3.33%	0.13%
Fire Alarm Plan Review	350	1,393	1,200	1,200	1,200	-	0.05%
Sign Permits	3,282	2,733	2,300	2,300	2,400	4.35%	0.10%
Document Imaging Fees	9,239	19,523	17,600	17,600	18,300	3.98%	0.77%
Miscellaneous Revenue	264	157	200	200	200	-	0.01%
Interest	8,062	16,778	13,600	13,600	18,300	34.56%	0.77%
<b>Total Current Resources</b>	<b>1,146,608</b>	<b>1,574,746</b>	<b>1,838,700</b>	<b>1,838,700</b>	<b>1,683,400</b>	<b>(8.45%)</b>	<b>70.50%</b>
From Health Insurance Fund	-	11,553	-	-	-	-	-
Total Transfers In	-	11,553	-	-	-	-	-
Beginning Balance	595,044	631,215	804,100	804,100	704,300	(12.41%)	29.50%
<b>Totals</b>	<b>\$1,741,652</b>	<b>\$2,217,514</b>	<b>\$2,642,800</b>	<b>\$2,642,800</b>	<b>\$2,387,700</b>	<b>(9.65%)</b>	<b>100.00%</b>

**BUILDING INSPECTION FUND  
REQUIREMENT/STAFFING SUMMARIES**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		.....2006-07.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Building Inspection	\$ 975,658	\$1,169,644	\$2,466,700	\$2,466,700	\$2,200,300	\$2,200,300	\$2,200,300
Electrical Permit Program	134,779	163,946	176,100	176,100	187,400	187,400	187,400
<b>Total Requirements</b>	<b>\$1,110,437</b>	<b>\$1,333,590</b>	<b>\$2,642,800</b>	<b>\$2,642,800</b>	<b>\$2,387,700</b>	<b>\$2,387,700</b>	<b>\$2,387,700</b>

**Staffing Summary (FTEs)**

Building Inspection	9.250	10.250	12.000	12.000	12.000	12.000	12.000
Electrical Permit Program	1.250	1.250	1.500	1.500	1.500	1.500	1.500
<b>Total FTEs</b>	<b>10.500</b>	<b>11.500</b>	<b>13.500</b>	<b>13.500</b>	<b>13.500</b>	<b>13.500</b>	<b>13.500</b>

<b>Adopted Requirements by Type</b>	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Building Inspection	\$ 997,700	\$ 755,900	\$ -	\$ -	\$ 446,700	\$2,200,300	92.15%
Electrical Permit Program	142,600	44,800	-	-	-	187,400	7.85%
<b>Total Requirements</b>	<b>\$1,140,300</b>	<b>\$ 800,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 446,700</b>	<b>\$2,387,700</b>	<b>100.00%</b>
<b>Percent of Fund Budget</b>	<b>47.76%</b>	<b>33.53%</b>	<b>-</b>	<b>-</b>	<b>18.71%</b>	<b>100.00%</b>	



**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Building Inspection Fund: Building Inspection (204-40-1602)**  
**Responsible Manager/Title:** Blaine Brassfield, Building Official

**Functions and Responsibilities**

- Monitor state legislation and administrative rule making and implement new requirements that result from new legislature. Provide information to the public regarding construction code standards and updates.
- Protect public health and safety through enforcement of the state building codes that enhance the community’s quality of life.
- 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.

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
<b>Budget Year 2005-2006</b>			
• Develop a compliance program for the Community Development Department.	June 2006	Completed	A Safe City
• Digitize plans for 600 completed projects and post images to permit tracking system.	November 2005	In Progress	An Effective Government
• Develop and implement a community outreach program for the Community Development Department.	June 2006	Completed	An Effective Government
<b>Budget Year 2006-2007</b>			
• Abate at least four contaminated drug lab properties and other dangerous and/or uninhabitable properties.	June 2007		A Safe City
• Digitize plans for 500 completed projects and post images to permit tracking system.	June 2007		An Effective Government

## ACTIVITY BUDGET DATA

### Building Inspection Fund: Building Inspection (204-40-1602)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 582,991	\$ 569,308	\$ 1,016,500	\$ 1,016,500	\$ 997,700	(1.85%)
Materials & Services	392,667	600,336	1,137,300	1,137,300	755,900	(33.54%)
Capital	-	-	-	-	-	-
Transfers Out	-	-	17,600	17,600	-	(100.00%)
Debt Service	-	-	-	-	-	-
Contingency	-	-	295,300	295,300	446,700	51.27%
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 975,658</b>	<b>\$ 1,169,644</b>	<b>\$ 2,466,700</b>	<b>\$ 2,466,700</b>	<b>\$ 2,200,300</b>	<b>(10.80%)</b>

#### Program Resources

Building Permit Surcharge	\$ 44,976	\$ 59,293	\$ 105,200	\$ 105,200	\$ 105,000	(0.19%)
Residential Permits	797,790	1,059,540	1,179,400	1,179,400	1,116,600	(5.32%)
Commercial Permits	139,205	219,132	307,000	307,000	200,800	(34.59%)
Land Use Plan Review Fee	-	8,435	20,000	20,000	20,800	4.00%
Manufactured Home Set-up Fees	4,676	3,197	4,800	4,800	5,000	4.17%
Fire Sprinkler Permits	3,456	6,843	5,800	5,800	6,000	3.45%
Fire Sprinkler Plan Review	1,937	2,955	2,300	2,300	2,400	4.35%
Parking Lot Permits	2,595	2,555	3,200	3,200	3,300	3.13%
Parking Lot Plan Review	195	835	1,200	1,200	1,200	-
Fire Alarm Permits	1,975	3,839	3,000	3,000	3,100	3.33%
Fire Alarm Plan Review	350	1,393	1,200	1,200	1,200	-
Sign Permits	3,282	2,733	2,300	2,300	2,400	4.35%
Document Imaging Fees	9,239	19,522	17,600	17,600	18,300	3.98%
Miscellaneous Revenue	264	160	200	200	200	-
Interest	7,939	16,801	13,500	13,500	14,000	3.70%
From Health Insurance Fund	-	11,553	-	-	-	-
Beginning Balance	589,132	631,353	800,000	800,000	700,000	(12.50%)
<b>Total Program Resources</b>	<b>\$ 1,607,011</b>	<b>\$ 2,050,139</b>	<b>\$ 2,466,700</b>	<b>\$ 2,466,700</b>	<b>\$ 2,200,300</b>	<b>(10.80%)</b>

#### Staffing Summary

FTEs	9.250	10.250	12.000	12.000	12.000
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#### Performance Measures/Workload Indicators

Total permits issued.	4,329	4,736	4,500	4,500	4,200
New construction permits issued.	714	617	900	900	430
Single family permits issued.	404	558	650	650	400
New construction value (Millions of \$).	\$68.9	\$83.9	\$88.0	\$88.0	\$70.0
Percent of inspections performed within policy framework.	98%	98%	98%	98%	98%
Follow-up on work being done without a permit.	180	150	150	150	150
Percentage of completed projects that have had plans digitized and linked to the permits tracking system.	50%	20%	65%	65%	45%

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Building Inspection Fund: Electrical Permit Program (204-40-1603)**

**Responsible Manager/Title: Blaine Brassfield, Building Official**

**Functions and Responsibilities**

- Protect public health and safety through enforcement of the state building codes that 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 and development codes 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 to applicable municipal codes and state building codes.
- Pursue abatement of electrical hazards on private property on a complaint basis.

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
Budget Year 2005-2006			
<ul style="list-style-type: none"> <li>• Recruit, hire and train a combination inspector for electrical. (Maintain an ongoing recruitment list.)</li> </ul>	January 2006	Completed	An Effective Government
Budget Year 2006-2007			
<ul style="list-style-type: none"> <li>• Review commercial businesses for possible enrollment in plant inspection program.</li> </ul>	June 2007		A Safe City

## ACTIVITY BUDGET DATA

### Building Inspection Fund: Electrical Permit Program (204-40-1603)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 91,052	\$ 117,431	\$ 122,800	\$ 122,800	\$ 142,600	16.12%
Materials & Services	43,727	46,515	53,300	53,300	44,800	(15.95%)
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 134,779</b>	<b>\$ 163,946</b>	<b>\$ 176,100</b>	<b>\$ 176,100</b>	<b>\$ 187,400</b>	<b>6.42%</b>

Program Resources						
Building Permit Surcharge	\$ 8,235	\$ 10,544	\$ 11,000	\$ 11,000	\$ 11,400	3.64%
Master Electrical Permit	2,319	1,698	1,400	1,400	1,500	7.14%
Electrical Minor Labels	1,950	1,500	1,400	1,400	1,500	7.14%
Residential Electrical Permits	116,102	153,794	158,100	158,100	164,400	3.98%
Interest	123	(23)	100	100	4,300	4,200.00%
Beginning Balance	5,912	(138)	4,100	4,100	4,300	4.88%
<b>Total Program Resources</b>	<b>\$ 134,641</b>	<b>\$ 167,375</b>	<b>\$ 176,100</b>	<b>\$ 176,100</b>	<b>\$ 187,400</b>	<b>6.42%</b>

#### Staffing Summary

FTEs	1.250	1.250	1.500	1.500	1.500
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#### Performance Measures/Workload Indicators

Number of new residential and commercial permits issued (new, additions, and alterations).	1,337	1,558	1,600	1,600	1,600
Percent of inspections performed within policy framework.	98%	98%	98%	98%	98%
Follow-up on work being done without a permit.	133	150	150	150	150

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Risk Management Fund: Risk Management (208-10-1005)**

**Responsible Manager/Title:** Susan Busbice, Assistant City Manager/Chief Financial Officer

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**Functions and Responsibilities**

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

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<b><u>Initiatives</u></b>	<b><u>Target Completion Date</u></b>	<b><u>Status</u></b>	<b><u>Supports Strategic Plan Themes</u></b>
Budget Year 2006-2007 Review and revise Risk Management Policy.	June 2007		An Effective Government

**ACTIVITY BUDGET DATA**

**Risk Management Fund: Risk Management (208-10-1005)**

<b>Program Requirements</b>	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06
			Adopted Budget	Revised Budget		
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	258,591	2,452,300	452,300	1,035,000	128.83%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	2,000,000	-	(100.00%)
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ 258,591</b>	<b>\$2,452,300</b>	<b>\$2,452,300</b>	<b>\$1,035,000</b>	<b>(57.79%)</b>

**Program Resources**

Departmental Charges	\$ 922,692	\$ 997,834	\$ 500,000	\$ 500,000	\$ 500,000	-
Interest	6,519	31,851	23,000	23,000	35,000	52.17%
Beginning Balance	-	929,211	1,929,300	1,929,300	500,000	(74.08%)
<b>Total Program Resources</b>	<b>\$ 929,211</b>	<b>\$1,958,896</b>	<b>\$2,452,300</b>	<b>\$2,452,300</b>	<b>\$1,035,000</b>	<b>(57.79%)</b>

**Budget Note:**

In fiscal Year 2005-06, \$2,000,000 will be transferred to the City Facilities Replacement program in the Capital Replacement Fund leaving \$500,000 in the Risk Management fund.

<b>Budget Recap</b>	.....2006-07.....		
	Proposed	Approved	Adopted
Risk Management	\$1,035,000	\$1,035,000	\$1,035,000

**ECONOMIC DEVELOPMENT FUND**

**RESOURCE BUDGET DETAIL**

RESOURCES	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06	Percent of Fund Budget
			Adopted Budget	Revised Budget			
Transient Room Tax	\$ 270,227	\$ 299,200	\$ 288,900	\$ 288,900	\$ 338,900	17.31%	29.06%
Airport: Fuel	9,797	66,539	55,600	55,600	70,000	25.90%	6.00%
Airport: Tie Down Fees	5,957	6,915	8,500	8,500	7,500	(11.76%)	0.64%
Airport: Lease	14,594	31,256	19,000	19,000	26,400	38.95%	2.26%
Fixed Base Operator Revenues	9,623	8,763	14,400	14,400	18,000	25.00%	1.54%
Space Rental	-	18,000	18,000	18,000	18,000	-	1.54%
Dayton Hudson Corp (Target)	32,707	32,058	31,400	31,400	35,200	12.10%	3.02%
Miscellaneous Revenue	1,047	8,700	-	-	-	-	-
Land Sales	-	-	100,000	100,000	100,000	-	8.58%
Interest	1,537	4,139	2,700	7,700	6,500	(15.58%)	0.56%
<b>Total Current Resources</b>	<b>345,489</b>	<b>475,570</b>	<b>538,500</b>	<b>543,500</b>	<b>620,500</b>	<b>14.17%</b>	<b>53.20%</b>
From General Fund	-	-	20,600	20,600	25,000	21.36%	2.14%
From CARA Fund	-	-	98,200	110,000	115,400	4.91%	9.90%
From Water Economic Development	-	-	20,600	20,600	25,000	21.36%	2.14%
From Sewer Economic Development	-	-	20,600	20,600	25,000	21.36%	2.14%
From Albany Municipal Airport	-	-	-	-	50,000	-	4.29%
<b>Total Transfers In</b>	<b>-</b>	<b>-</b>	<b>160,000</b>	<b>171,800</b>	<b>240,400</b>	<b>39.93%</b>	<b>20.61%</b>
<b>Beginning Balance</b>	<b>319,574</b>	<b>929,211</b>	<b>279,200</b>	<b>369,200</b>	<b>305,200</b>	<b>(17.33%)</b>	<b>26.19%</b>
<b>Totals</b>	<b>\$ 665,063</b>	<b>\$ 1,404,781</b>	<b>\$ 977,700</b>	<b>\$ 1,084,500</b>	<b>\$ 1,166,100</b>	<b>7.52%</b>	<b>100.00%</b>

**Budget Note**

CARA-Central Albany Revitalization Area

**ECONOMIC DEVELOPMENT FUND  
REQUIREMENT/STAFFING SUMMARIES**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		.....2006-07.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Target Utilities	\$ 36,996	\$ 36,262	\$ 61,100	\$ 61,100	\$ 63,000	\$ 63,000	\$ 63,000
Economic Development Activities	345,675	415,169	448,900	555,700	611,000	611,000	611,000
Albany Municipal Airport	-	-	467,700	467,700	492,100	492,100	492,100
<b>Total Requirements</b>	<b>\$ 382,671</b>	<b>\$ 451,431</b>	<b>\$ 977,700</b>	<b>\$ 1,084,500</b>	<b>\$ 1,166,100</b>	<b>\$ 1,166,100</b>	<b>\$ 1,166,100</b>

**Staffing Summary (FTEs)**

Economic Development Activities	-	-	1.000	2.000	2.585	2.585	2.585
<b>Total FTEs</b>	<b>-</b>	<b>-</b>	<b>1.000</b>	<b>2.000</b>	<b>2.585</b>	<b>2.585</b>	<b>2.585</b>

<b>Adopted Requirements by Type</b>	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contin- gency	Adopted Budget	% of Fund Budget
Target Utilities	\$ -	\$ -	\$ -	\$ -	\$ 63,000	\$ -	\$ 63,000	5.40%
Economic Development Activities	254,900	347,200	-	-	-	8,900	611,000	52.40%
Albany Municipal Airport	-	149,100	261,000	82,000	-	-	492,100	42.20%
<b>Total Requirements</b>	<b>\$ 254,900</b>	<b>\$ 496,300</b>	<b>\$ 261,000</b>	<b>\$ 82,000</b>	<b>\$ 63,000</b>	<b>\$ 8,900</b>	<b>\$ 1,166,100</b>	<b>100.00%</b>
<b>Percent of Fund Budget</b>	<b>21.86%</b>	<b>42.57%</b>	<b>22.38%</b>	<b>7.03%</b>	<b>5.40%</b>	<b>0.76%</b>	<b>100.00%</b>	



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Economic Development Fund: Target Utilities (211-10-1007)**  
**Responsible Manager/Title:** John Stahl, Assistant Finance Director

### Functions and Responsibilities

- This activity received funds from loans and grants in order to design and construct the water lines, sanitary sewer, roads, storm drainage, and a traffic signal light needed to accommodate the Target Distribution Center.
- The grants were received as an economic incentive for Target to build its 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>
2005-2006	\$ 23,736	\$ 15,995	\$ 39,731	\$ 35,124	\$ 4,607
2006-2007	23,925	14,746	38,671	34,187	4,484
2007-2008	24,155	13,436	37,591	33,232	4,359
2008-2009	24,373	12,117	36,490	32,259	4,231
2009-2010	24,619	10,753	35,372	31,271	4,101
2010-2011	29,884	9,337	39,221	34,674	4,547
2011-2012	30,164	7,619	37,783	33,403	4,380
2012-2013	30,460	5,886	36,346	32,132	4,214
2013-2014	35,774	4,134	39,908	35,281	4,627
2014-2015	36,107	2,077	38,184	33,757	4,427
Totals	\$ 283,197	\$ 96,100	\$ 379,297	\$ 335,320	\$ 43,977

**ACTIVITY BUDGET DATA**

**Economic Development Fund: Target Utilities (211-10-1007)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	-
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	36,996	36,262	61,100	61,100	63,000	3.11%
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 36,996</b>	<b>\$ 36,262</b>	<b>\$ 61,100</b>	<b>\$ 61,100</b>	<b>\$ 63,000</b>	<b>3.11%</b>

**Program Resources**

Dayton Hudson Corp (Target)	\$ 32,707	\$ 32,058	\$ 31,400	\$ 31,400	\$ 35,200	12.10%
Interest	429	596	500	500	800	60.00%
Beginning Balance	37,647	33,787	29,200	29,200	27,000	(7.53%)
<b>Total Program Resources</b>	<b>\$ 70,783</b>	<b>\$ 66,441</b>	<b>\$ 61,100</b>	<b>\$ 61,100</b>	<b>\$ 63,000</b>	<b>3.11%</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Economic Development Fund: Economic Development Activities (211-16-1101)

**Responsible Manager/Title:** Dick Ebbert, Economic Development Director

#### Functions and Responsibilities

- Market Albany to convention, event, and tournament planners; coordinate year-round events; and support facilities assisting meeting planners.
- Provide administrative oversight for economic development activities and the Strategic Plan initiatives.
- Establish, retain, and expand business in Albany through a contact with the Albany-Millersburg Economic Development Corporation (AMEDC).

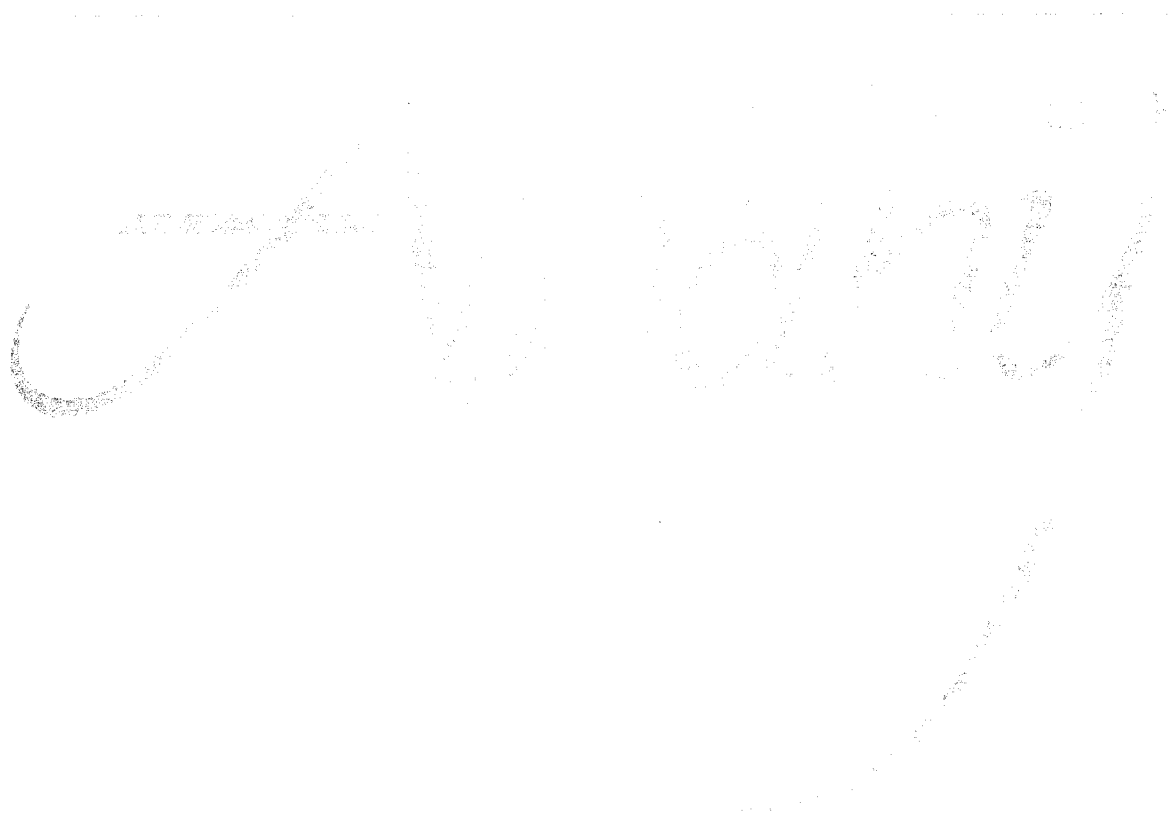
<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Develop strategy to coordinate the activities of AMEDC, AVA, CARA, large industrial firms, and key retailers within the City that focuses on key projects to enhance the economic health of the community.	June 2006	Completed	A Healthy Economy
• Actively work with AMEDC to recruit new business and industry to bring 100 new jobs to the Albany area by 2007.	June 2006	Moved to Performance Measures	A Healthy Economy
• Create a liaison program with existing industries in the Albany service area to preserve and grow the employment base.	December 2005	Completed	A Healthy Economy
• Work with AVA to bring one new event to Albany during the fiscal year.	June 2006	Completed	A Healthy Economy
• Assist the City Council in refining and implementing the “healthy economy” section of the Strategic Plan.	January 2006	Completed	A Healthy Economy
• Recruit a new restaurant to the City’s Opal Court property near the airport.	October 2005	In Progress	A Healthy Economy
• Provide the City Council with a quarterly report on transient room tax receipts and trends.	Quarterly	Completed	A Healthy Economy

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Economic Development Fund: Economic Development Activities (211-16-1101)

**Responsible Manager/Title:** Dick Ebbert, Economic Development Director

Initiatives	Target Completion Date	Status	Supports Strategic Plan Theme
Budget Year 2006-2007			
<ul style="list-style-type: none"> <li>• Conduct a follow-up meeting on the successful City-hosted “Brownfield Seminar” to assure the state’s interest and involvement in the Stone Forest and waterfront properties.</li> </ul>	December 2006		A Healthy Economy
<ul style="list-style-type: none"> <li>• Complete the field work and paperwork on the Ellingson Road properties and submit to Oregon Economic &amp; Community Development Department (OECDD) for state certification (shovel ready) industrial site.</li> </ul>	December 2006		A Healthy Economy
<ul style="list-style-type: none"> <li>• Work with AMEDC to initiate and publicize the new Enterprise Zone boundaries and incentives for existing and prospective businesses.</li> </ul>	September 2006		A Healthy Economy
<ul style="list-style-type: none"> <li>• Complete the recruitment of a new restaurant to the City’s Opal Court property near the airport.</li> </ul>	December 2006		A Healthy Economy



**ACTIVITY BUDGET DATA**

**Economic Development Fund: Economic Development Activities (211-16-1101)**

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06
Personnel	\$ -	\$ -	\$ 130,300	\$ 142,100	\$ 254,900	79.38%
Materials & Services	324,879	403,088	310,600	405,600	347,200	(14.40%)
Capital	-	11,200	-	-	-	-
Transfers Out	20,796	881	-	7,100	-	(100.00%)
Debt Service	-	-	-	-	-	-
Contingency	-	-	8,000	900	8,900	888.89%
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 345,675</b>	<b>\$ 415,169</b>	<b>\$ 448,900</b>	<b>\$ 555,700</b>	<b>\$ 611,000</b>	<b>9.95%</b>

**Program Resources**

Transient Room Tax	\$ 270,227	\$ 299,200	\$ 288,900	\$ 288,900	\$ 338,900	17.31%
Airport: Fuel	9,797	66,539	-	-	-	-
Airport: Tie Down Fees	5,957	6,915	-	-	-	-
Airport: Lease	14,594	31,256	-	-	-	-
Fixed Base Operator Revenues	9,623	8,763	-	-	-	-
Space Rental	-	18,000	-	-	-	-
Miscellaneous Revenue	1,047	8,700	-	-	-	-
Interest	1,108	3,543	-	5,000	3,500	(30.00%)
From General Fund	-	-	20,600	20,600	25,000	21.36%
From CARA Fund	-	-	98,200	110,000	115,400	4.91%
From Water Economic Development	-	-	20,600	20,600	25,000	21.36%
From Sewer Economic Development	-	-	20,600	20,600	25,000	21.36%
From Albany Municipal Airport	-	-	-	-	50,000	-
Beginning Balance	281,927	248,605	-	90,000	28,200	(68.67%)
<b>Total Program Resources</b>	<b>\$ 594,280</b>	<b>\$ 691,521</b>	<b>\$ 448,900</b>	<b>\$ 555,700</b>	<b>\$ 611,000</b>	<b>9.95%</b>

**Staffing Summary**

FTEs	-	-	1.000	2.000	2.585
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**Outside Agency Grants**

Albany Visitors Association	\$ 205,000	\$ 215,000	\$ 230,000	\$ 230,000	\$ 234,800
AMEDC	40,000	40,000	40,000	40,000	40,000
Albany Downtown Association	10,000	15,200	15,000	15,000	15,000

**Performance Measures/Workload Indicators**

Add 10 (net) new jobs to the Albany workforce.	n/a	n/a	n/a	n/a	20
Update the vacant building and lease/rental fee schedules for the local area.	n/a	n/a	n/a	n/a	Yes
Work to establish a true "regional" approach for the economic development of both counties.	n/a	n/a	n/a	n/a	Yes
Contact every major company CEO or Plant Manager within Albany.	n/a	n/a	n/a	n/a	13

**Significant Budget Changes**

A .585 FTE Economic Development Project Coordinator position has been added to this program.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Economic Development Fund: Albany Municipal Airport (211-16-1103)**  
**Responsible Manager/Title:** Dick Ebbert, Economic Development Director

### Functions and Responsibilities

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

Initiatives	Target Completion Date	Status	Supports Strategic Plan Theme
Budget Year 2005-2006			
• This is a new activity.			
• Review all airport leases and increase lease fees per the Transportation Master Plan.	August 2005	Completed	A Healthy Economy
• Renew FBO lease to current market lease rate with annual term.	August 2005	Completed	A Healthy Economy
• Implement FAA entitlement grant monies to continue airport improvements and upgrades.	December 2005	In Progress	A Healthy Economy
• Implement the Oregon Department of Aviation (ODA) "Pavement Management Program" improvements at the Albany Municipal Airport.	December 2005	Completed	A Healthy Economy
• Review and update storm water collection plan for airport property with Engineering and Environmental Services departments.	December 2005	In Progress	A Healthy Economy
• Develop plan for mitigating wetland issues on airport property.	June 2006	In Progress	A Healthy Economy
Budget Year 2006-2007			
• Complete property negotiations and sell restaurant property.	December 2006		A Healthy Economy
• Negotiate contract and complete mitigation plan for wetland area on east side of air field.	June 2007		A Healthy Economy
• Coordinate with Public Works Department to revise and update the storm drain plan for the entire airport.	December 2006		A Healthy Economy

**ACTIVITY BUDGET DATA**

**Economic Development Fund: Albany Municipal Airport (211-16-1103)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	125,100	125,100	149,100	19.18%
Capital	-	-	292,600	292,600	261,000	(10.80%)
Transfers Out	-	-	50,000	50,000	82,000	64.00%
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 467,700</b>	<b>\$ 467,700</b>	<b>\$ 492,100</b>	<b>5.22%</b>

**Program Resources**

Airport: Fuel	\$ -	\$ -	\$ 55,600	\$ 55,600	\$ 70,000	25.90%
Airport: Tie Down Fees	-	-	8,500	8,500	7,500	(11.76%)
Airport: Lease	-	-	19,000	19,000	26,400	38.95%
Fixed Base Operator Revenues	-	-	14,400	14,400	18,000	25.00%
Space Rental	-	-	18,000	18,000	18,000	-
Land Sales	-	-	100,000	100,000	100,000	-
Interest	-	-	2,200	2,200	2,200	-
Beginning Balance	-	-	250,000	250,000	250,000	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 467,700</b>	<b>\$ 467,700</b>	<b>\$ 492,100</b>	<b>5.22%</b>

**Performance Measures/Workload Indicators**

Percentage of airport land leases reviewed annually.	n/a	n/a	100%	100%	100%
Construct hangar space for 30 additional aircraft by 2009. Annual goal = 10 spaces.	n/a	n/a	10	10	10

<b>Capital Projects</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Airport Security	\$ 5,000	\$ 3,000	\$ 6,300	\$ 6,300
Reserve: Capital Projects	287,600	254,700	254,700	254,700
<b>Total Capital Projects</b>	<b>\$ 292,600</b>	<b>\$ 257,700</b>	<b>\$ 261,000</b>	<b>\$ 261,000</b>



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Ambulance Fund: Ambulance (212-25-1206)**  
**Responsible Manager/Title: John R. Bradner, Assistant Fire Chief**

### Functions and Responsibilities

- Oversees emergency medical services within the Fire Department and provides staffing for two full-time ambulances that respond to medical emergencies and are an integral part of the emergency response activities represented in the Fire Suppression budget.
  - Paramedics and Emergency Medical Technicians (EMT) provide emergency medical care at the scene of illnesses and injuries, continue care during transport to area medical facilities, and provide continuity of care as patients are transferred to the care of hospital personnel.
  - City ambulances provide emergency and non-emergency ambulance transportation for the City of Albany and approximately 185 square miles of rural Linn and Benton Counties.
- The Ambulance program is supported by fee-for-service, FireMed subscription service, and property taxes. Department staff performs all billing and collection services associated with the ambulance and FireMed programs.
  - Conduct Emergency Medical Service training, skill proficiency, and re-certification for all applicable personnel.
  - Maintain ambulances and all medical equipment in a state of preparedness and obtain all equipment and supplies for emergency medical response.
  - Comply with local, state, and federal law related to provision of emergency medical care and transportation.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Evaluate medic unit replacement options.	January 2006	Completed	A Safe City
• Explore options to secure consistent, adequate funding.	June 2006	In Progress	A Safe City
• Explore options to increase availability to Public Access Defibrillators.	June 2006	Completed	A Safe City
<b>Budget Year 2006-2007</b>			
• Complete purchase and outfitting three new medic units.	December 2006		A Safe City
• Implement ICMA Community Performance Measures.	December 2006		A Safe City
• Secure consistent, adequate funding.	June 2007		A Safe City
• Increase use of public access defibrillators with other emergency agencies, community groups, businesses, and industry.	June 2007		A Safe City

**ACTIVITY BUDGET DATA**

**Ambulance Fund: Ambulance (212-25-1206)**

	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06
			Adopted Budget	Revised Budget		
<b>Program Requirements</b>						
Personnel	\$1,318,285	\$1,337,775	\$1,461,000	\$1,476,000	\$1,514,000	2.57%
Materials & Services	255,989	300,643	331,600	356,600	368,400	3.31%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$1,574,274</b>	<b>\$1,638,418</b>	<b>\$1,792,600</b>	<b>\$1,832,600</b>	<b>\$1,882,400</b>	<b>2.72%</b>

**Program Resources**

Ambulance Service Fees	\$1,334,365	\$1,558,893	\$1,523,000	\$1,523,000	\$1,592,600	4.57%
FireMed Fees	98,735	96,872	100,000	100,000	95,000	(5.00%)
Gifts & Donations	100	-	-	-	-	-
Miscellaneous Revenue	3,058	3,166	1,000	1,000	-	(100.00%)
Interest	598	1,323	600	600	2,500	316.67%
From Public Safety Fund	-	100,200	168,000	168,000	168,000	-
From Health Insurance Fund	-	23,204	-	-	-	-
Beginning Balance	150,169	12,751	-	40,000	24,300	(39.25%)
<b>Total Program Resources</b>	<b>\$1,587,025</b>	<b>\$1,796,409</b>	<b>\$1,792,600</b>	<b>\$1,832,600</b>	<b>\$1,882,400</b>	<b>2.72%</b>

**Staffing Summary**

FTEs	16.000	16.000	16.000	16.000	16.000
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**Performance Measures/Workload Indicators**

Billing recovery ratio.	73.5%	79.1%	73.0%	73.0%	75.0%
Cost recovery percentage.	100.0%	94.2%	90.0%	90.0%	90.0%
EMS responses per 1,000 population served. The median for cities under 100,000 is 55.	n/a	85.74	87.00	87.00	87.00

<b>Budget Recap</b>	.....2006-07.....		
	Proposed	Approved	Adopted
Ambulance	\$1,882,400	\$1,882,400	\$1,882,400

**PUBLIC TRANSIT FUND**  
**RESOURCE BUDGET DETAIL**

RESOURCES	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06	Percent of Fund Budget
			Adopted Budget	Revised Budget			
State Operating Match Grant	\$123,704	\$158,031	\$171,300	\$171,300	\$ -	(100.00%)	-
Business Energy Tax Credit Grant	-	-	108,000	108,000	22,000	(79.63%)	2.51%
FTA Section 5311 Grant	-	-	-	-	329,400	-	37.57%
Local Funds: Operational	59,494	45,600	46,900	46,900	48,000	2.35%	5.47%
Special Transit Fund: Linn Co	11,625	13,000	13,000	13,000	38,000	192.31%	4.33%
Special Transit Fund: Benton Co	4,600	4,600	4,600	4,600	4,600	-	0.52%
Advertising Revenue	501	-	10,500	10,500	200	(98.10%)	0.02%
Bus Fares	28,955	33,764	27,000	27,000	27,500	1.85%	3.14%
LBCC Fare Match Program	27,000	32,000	31,000	31,000	34,800	12.26%	3.97%
Call-A-Ride Revenue	-	-	-	-	16,000	-	1.82%
Trolley Rental Charges	3,000	3,495	3,500	3,500	3,000	(14.29%)	0.34%
Gifts & Donations	-	-	-	-	2,000	-	0.23%
Miscellaneous Revenue	-	1,662	-	-	100	-	0.01%
Interest	110	443	200	200	300	50.00%	0.03%
<b>Total Current Resources</b>	<b>258,989</b>	<b>292,595</b>	<b>416,000</b>	<b>416,000</b>	<b>525,900</b>	<b>26.42%</b>	<b>59.96%</b>
From Health Insurance Fund	-	6,312	-	-	-	-	-
From General Fund	24,700	-	-	-	270,000	-	30.79%
From State Revenue Sharing Fund	205,400	206,700	197,100	197,100	-	(100.00%)	-
From Capital Equipment	-	-	-	-	23,600	-	2.69%
<b>Total Transfers In</b>	<b>230,100</b>	<b>213,012</b>	<b>197,100</b>	<b>197,100</b>	<b>293,600</b>	<b>48.96%</b>	<b>33.48%</b>
Beginning Balance	4,101	18,141	6,100	11,900	57,300	381.51%	6.56%
<b>Totals</b>	<b>\$493,190</b>	<b>\$523,748</b>	<b>\$619,200</b>	<b>\$625,000</b>	<b>\$876,800</b>	<b>40.29%</b>	<b>100.00%</b>

**Budget Note**

LBCC-Linn Benton Community College  
FTA-Federal Transit Administration

**PUBLIC TRANSIT FUND  
REQUIREMENT/STAFFING SUMMARIES**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		.....2006-07.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Albany Transit System	\$ 293,794	\$ 307,942	\$ 385,000	\$ 385,000	\$ 407,900	\$ 407,900	\$ 407,900
Linn-Benton Loop	181,255	192,507	234,200	240,000	276,500	276,500	276,500
Paratransit System	-	-	-	-	192,400	192,400	192,400
<b>Total Requirements</b>	<b>\$ 475,049</b>	<b>\$ 500,449</b>	<b>\$ 619,200</b>	<b>\$ 625,000</b>	<b>\$ 876,800</b>	<b>\$ 876,800</b>	<b>\$ 876,800</b>

**Staffing Summary (FTEs)**

Albany Transit System	3.625	3.340	3.340	3.340	3.340	3.340	3.340
Linn-Benton Loop	2.125	2.410	2.410	2.410	3.070	3.070	3.070
Paratransit System	-	-	-	-	2.675	2.675	2.675
<b>Total FTEs</b>	<b>5.750</b>	<b>5.750</b>	<b>5.750</b>	<b>5.750</b>	<b>9.085</b>	<b>9.085</b>	<b>9.085</b>

<b>Adopted Requirements by Type</b>	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Albany Transit System	\$ 221,500	\$ 158,100	\$ -	\$ -	\$ 28,300	\$ 407,900	46.52%
Linn-Benton Loop	189,700	86,800	-	-	-	276,500	31.54%
Paratransit System	157,100	35,300	-	-	-	192,400	21.94%
<b>Total Requirements</b>	<b>\$ 568,300</b>	<b>\$ 280,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 28,300</b>	<b>\$ 876,800</b>	<b>100.00%</b>
<b>Percent of Fund Budget</b>	<b>64.82%</b>	<b>31.96%</b>	<b>-</b>	<b>-</b>	<b>3.23%</b>	<b>100.00%</b>	

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Public Transit Fund: Albany Transit System (213-16-1106)**  
**Responsible Manager/Title: Dick Ebbert, Economic Development Director**

### Functions and Responsibilities

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Provide a safe and reliable public transit system along fixed routes to link residential areas with retail, employment, medical, and educational centers.</li> <li>• Maintain records of ridership, maintenance and operation of the system, and apply for state and federal grants in order to obtain system funding.</li> </ul> | <ul style="list-style-type: none"> <li>• Administer the Ride-Home-Free Program with local merchants.</li> <li>• Provide rides to LBCC and OSU students through the combined Pass Programs.</li> <li>• Provide management and supervision of the transit system.</li> </ul> |
|--|--|

Initiatives	Target Completion Date	Status	Supports Strategic Plan Theme
<b>Budget Year 2005-2006</b>			
• Receive Business Energy Tax Credit (BETC) funding for operating expenses.	July 2005	Completed	Great Neighborhoods
• Contract with a transit planning consultant to identify affordable improvements to the system.	September 2005	In Progress	Great Neighborhoods
• Develop and implement a mid-day route to Gibson Hill Park in North Albany.	August 2005	Completed	Great Neighborhoods
<b>Budget Year 2006-2007</b>			
• Reestablish Albany Call-A-Ride/ Paratransit as a program within the Public Transit budget.	July 2006		An Effective Government
• Increase fares approximately 20 percent across the board to offset the cost of doing business.	August 2006		An Effective Government
• Contract with a transit planning consultant to identify affordable improvements to the system.	January 2007		Great Neighborhoods
• Investigate ways of expanding service areas using existing personnel and equipment.	June 2007		Great Neighborhoods

## ACTIVITY BUDGET DATA

### Public Transit Fund: Albany Transit System (213-16-1106)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 191,622	\$ 213,055	\$ 211,500	\$ 226,500	\$ 221,500	(2.21%)
Materials & Services	102,172	94,887	128,000	158,500	158,100	(0.25%)
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	45,500	-	28,300	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 293,794</b>	<b>\$ 307,942</b>	<b>\$ 385,000</b>	<b>\$ 385,000</b>	<b>\$ 407,900</b>	<b>5.95%</b>

#### Program Resources

State Operating Match Grant	\$ 67,359	\$ 90,935	\$ 98,800	\$ 98,800	\$ -	(100.00%)
Business Energy Tax Credit Grant	-	-	70,500	70,500	-	(100.00%)
FTA Section 5311 Grant	-	-	-	-	186,200	-
Special Transit Fund: Linn Co	3,750	5,000	5,000	5,000	5,000	-
Advertising Revenue	501	-	1,500	1,500	100	(93.33%)
Bus Fares	16,296	23,130	15,500	15,500	15,500	-
LBCC Fare Match Program	2,000	3,000	2,000	2,000	4,800	140.00%
Trolley Rental Charges	3,000	3,495	3,500	3,500	3,000	(14.29%)
Miscellaneous Revenue	-	1,662	-	-	100	-
Interest	32	476	100	100	100	-
From Health Insurance Fund	-	4,758	-	-	-	-
From General Fund	16,700	-	-	-	153,100	-
From State Revenue Sharing Fund	192,100	192,100	182,100	182,100	-	(100.00%)
Beginning Balance	4,348	12,292	6,000	6,000	40,000	566.67%
<b>Total Program Resources</b>	<b>\$ 306,086</b>	<b>\$ 336,848</b>	<b>\$ 385,000</b>	<b>\$ 385,000</b>	<b>\$ 407,900</b>	<b>5.95%</b>

#### Staffing Summary

FTEs	3.625	3.340	3.340	3.340	3.340
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#### Performance Measures/Workload Indicators

Total number of rides.	74,035	69,973	75,000	75,000	75,000
Number of elderly/disabled passengers.	19,989	17,502	20,200	20,200	20,200
Annual mileage.	73,660	72,879	75,000	75,000	80,400
Cost per ride.	\$3.97	\$4.40	\$4.53	\$5.13	\$5.06
Annual City subsidy*.	208,800	192,100	182,100	182,100	153,100
Annual City subsidy per ride.	\$2.82	\$2.75	\$2.43	\$2.43	\$2.04
Annual City subsidy per capita.	\$4.79	\$4.36	\$4.09	\$4.09	\$3.41

\* The annual City subsidy is the sum of the State Revenue Sharing and General Fund transfers.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Public Transit Fund: Linn-Benton Loop (213-16-1107)**  
**Responsible Manager/Title: Dick Ebbert, Economic Development Director**

### Functions and Responsibilities

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• Provide a safe and reliable public transit system along fixed routes between the cities of Albany and Corvallis.</li> <li>• Maintain records of ridership, maintenance, and operation of the system, and apply for state and federal grants in order to obtain system funding.</li> <li>• Operate the Loop to provide eleven runs per day plus eight runs on Saturday.</li> <li>• Provide rides to LBCC and OSU students through the combined Pass Programs.</li> </ul> | <ul style="list-style-type: none"> <li>• Provide management and supervision for the system, including personnel and operating and maintenance of equipment. Provide staffing for the Linn-Benton Loop Transit Commission.</li> <li>• Manage local operating funds from the partners: Benton County Special Transportation Fund (STF), \$4,600; Linn County STF, \$8,000; Benton County, \$4,800; LBCC, \$15,500; Corvallis, \$15,500; Albany, \$15,500; and Hewlett Packard, \$12,200.</li> </ul> |
|--|---|

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Receive Business Energy Tax Credit (BETC) funding for operating expenses.	July 2005	Completed	Great Neighborhoods
• Contract with a transit planning consultant to identify affordable improvements to the system.	September 2005	In Progress	Great Neighborhoods
• Celebrate 25 <sup>th</sup> anniversary of the Loop system with print ads and small tokens for customers.	August 2005	Completed	Great Neighborhoods
<b>Budget Year 2006-2007</b>			
• Implement ten hours of service on Saturdays and two City holidays.	August 2006		Great Neighborhoods
• Increase fares with implementation of Saturday and holiday service.	August 2006		An Effective Government
• Contract with a transit planning consultant to identify affordable improvements to the system.	January 2007		Great Neighborhoods

## ACTIVITY BUDGET DATA

### Public Transit Fund: Linn-Benton Loop (213-16-1107)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 129,120	\$ 124,648	\$ 152,400	\$ 152,400	\$ 189,700	24.48%
Materials & Services	52,135	67,859	81,800	87,600	86,800	(0.91%)
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 181,255</b>	<b>\$ 192,507</b>	<b>\$ 234,200</b>	<b>\$ 240,000</b>	<b>\$ 276,500</b>	<b>15.21%</b>

Program Resources						
State Operating Match Grant	\$ 56,345	\$ 67,096	\$ 72,500	\$ 72,500	\$ -	(100.00%)
Business Energy Tax Credit Grant	-	-	37,500	37,500	-	(100.00%)
FTA Section 5311 Grant	-	-	-	-	143,200	-
Local Funds: Operational	59,494	45,600	46,900	46,900	48,000	2.35%
Special Transit Fund: Linn Co	7,875	8,000	8,000	8,000	8,000	-
Special Transit Fund: Benton Co	4,600	4,600	4,600	4,600	4,600	-
Advertising Revenue	-	-	9,000	9,000	100	(98.89%)
Bus Fares	12,660	10,634	11,500	11,500	12,000	4.35%
LBCC Fare Match Program	25,000	29,000	29,000	29,000	30,000	3.45%
Interest	77	(33)	100	100	100	-
From Health Insurance Fund	-	1,554	-	-	-	-
From General Fund	8,000	-	-	-	15,500	-
From State Revenue Sharing Fund	13,300	14,600	15,000	15,000	-	(100.00%)
Intragovernmental Revenue	-	-	-	-	-	-
Beginning Balance	(247)	5,849	100	5,900	15,000	154.24%
<b>Total Program Resources</b>	<b>\$ 187,104</b>	<b>\$ 186,900</b>	<b>\$ 234,200</b>	<b>\$ 240,000</b>	<b>\$ 276,500</b>	<b>15.21%</b>

#### Staffing Summary

FTEs	2.125	2.410	2.410	2.410	3.070
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#### Performance Measures/Workload Indicators

Total number of rides.	60,316	64,116	75,000	75,000	72,000
Number of elderly/disabled passengers.	9,789	7,693	20,200	20,200	8,640
Annual mileage.	67,208	77,294	75,000	75,000	80,000
Cost per ride.	\$3.01	\$3.00	\$3.12	\$3.20	\$3.84
Annual City subsidy*.	21,300	14,600	15,000	15,000	15,500
Annual City subsidy per ride.	\$0.35	\$0.23	\$0.20	\$0.20	\$0.22
Annual City subsidy per capita.	\$0.49	\$0.33	\$0.34	\$0.34	\$0.35

\* The annual City subsidy is the sum of the State Revenue Sharing and General Fund transfers.

#### Significant Budget Changes

A 0.25 FTE Transit Services Dispatcher and a 0.25 FTE Transit Operator have been added to this program. In addition, 0.16 FTE has been added to an existing Transit Operator position.



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Public Transit Fund: Paratransit System (213-16-1108)**  
**Responsible Manager/Title:** Dick Ebbert, Economic Development Director

### Functions and Responsibilities

- Provide transportation to essential services, through the Call-A-Ride program for the elderly and individuals who have disabilities that prevent them from using the fixed route system.
  - Maintain ridership and operation records for state-funding purposes.
- Maintain and operate the Paratransit System.
  - Certify eligibility of Americans with Disabilities Act (ADA) participants and provide paratransit service in compliance with Federal law.
  - Provide Medicaid non-medical transport for eligible senior citizens and individuals with disabilities.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Procure grant funds to replace projected Title XIX transportation funding decrease in order to maintain current level of services.	January 2006	Completed	An Effective Government
• Apply for grant funding to replace wheelchair accessible van.	June 2006	In Progress	An Effective Government
• Assess program to identify methods for increasing subscription rides.	December 2005	In Progress	An Effective Government
<b>Budget Year 2006-2007</b>			
• Reestablish Albany Call-A-Ride (Paratransit) as a program with the Public Transit budget.	July 2006		An Effective Government
• Secure adequate staffing and resources to provide Saturday transportation in our community.	August 2006		Great Neighborhoods
• Secure adequate permanent site for Transit and Paratransit operations.	June 2007		An Effective Government
• Evaluate current safety procedures for site and vehicle transportation and update policies as needed.	January 2007		A Safe City
• Apply for grant funding to replace wheelchair accessible van.	December 2006		An Effective Government

## ACTIVITY BUDGET DATA

### Public Transit Fund: Paratransit System (213-16-1108)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 157,100	-
Materials & Services	-	-	-	-	35,300	-
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 192,400</b>	<b>-</b>

#### Program Resources

Business Energy Tax Credit Grant	\$ -	\$ -	\$ -	\$ -	\$ 22,000	-
Special Transit Fund: Linn Co	-	-	-	-	25,000	-
Call-A-Ride Revenue	-	-	-	-	16,000	-
Gifts & Donations	-	-	-	-	2,000	-
Interest	-	-	-	-	100	-
From General Fund	-	-	-	-	101,400	-
From Capital Equipment	-	-	-	-	23,600	-
Beginning Balance	-	-	-	-	2,300	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 192,400</b>	<b>-</b>

#### Staffing Summary

FTEs	-	-	-	-	2.675
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#### Performance Measures/Workload Indicators

Percent of those using the Paratransit/Call-a-Ride program who are satisfied or very satisfied with the service received.	n/a	n/a	n/a	n/a	90%
Number of rides provided per month.	n/a	n/a	n/a	n/a	1,600
Number of miles driven per month to provide transportation to seniors and individuals with disabilities.	n/a	n/a	n/a	n/a	7,000
Number of volunteer hours utilized to provide transportation to seniors and individuals with disabilities.	n/a	n/a	n/a	n/a	4,500

#### Significant Budget Changes

Included in this program for 2006-07 is funding to increase the existing Paratransit Services Supervisor by 0.25 FTE and to increase the existing Transportation Assistant by 0.25 FTE.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Public Safety Levy Fund: Public Safety Levy (215-10-1008)**  
**Responsible Manager/Title: John Stahl, Assistant Finance Director**

**Functions and Responsibilities**

- Provides an independent accounting of property tax revenues collected from the Public Safety Levy passed by the voters of the City of Albany in the November 2002 General Election.
- The levy is \$.95 per \$1,000 of assessed value for a period of five years starting with the 2003-2004 fiscal year.
- Fiscal 2006-2007 is the fourth year of the five-year Public Safety Local Option Levy.

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Council Goal</b>
Budget Year 2005-2006			
<ul style="list-style-type: none"> <li>• Analyze market value and assessed value in order to estimate compression loss.</li> </ul>	May 2006	Completed	Healthy Economy
Budget Year 2006-2007			
<ul style="list-style-type: none"> <li>• Analyze market value and assessed value in order to estimate compression loss.</li> </ul>	May 2007		Healthy Economy

**ACTIVITY BUDGET DATA**

**Public Safety Levy Fund: Public Safety Levy (215-10-1008)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	-
Capital	-	-	-	-	-	-
Transfers Out	1,161,899	2,165,588	2,299,600	2,299,600	2,532,000	10.11%
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$1,161,899</b>	<b>\$2,165,588</b>	<b>\$2,299,600</b>	<b>\$2,299,600</b>	<b>\$2,532,000</b>	<b>10.11%</b>

**Program Resources**

Property Taxes - Current	\$1,797,480	\$1,936,106	\$2,002,800	\$2,002,800	\$2,169,700	8.33%
Property Taxes - Delinquent	-	37,062	55,000	55,000	75,000	36.36%
Interest	7,796	17,256	12,000	12,000	20,000	66.67%
Beginning Balance	-	643,377	229,800	229,800	267,300	16.32%
<b>Total Program Resources</b>	<b>\$1,805,276</b>	<b>\$2,633,801</b>	<b>\$2,299,600</b>	<b>\$2,299,600</b>	<b>\$2,532,000</b>	<b>10.11%</b>

**Transfers Out Detail**

To General Fund	\$ 92,003	\$ 731,700	\$ 564,000	\$ 564,000	\$ 621,600	10.21%
To Ambulance Fund	-	100,200	168,000	168,000	168,000	-
To General Fund - Police	390,711	588,141	750,200	750,200	851,800	13.54%
To General Fund - Fire	679,186	745,547	817,400	817,400	890,600	8.96%
<b>Total Transfers Out</b>	<b>\$1,161,900</b>	<b>\$2,165,588</b>	<b>\$2,299,600</b>	<b>\$2,299,600</b>	<b>\$2,532,000</b>	<b>10.11%</b>

<b>Budget Recap</b>	.....2006-07.....		
	Proposed	Approved	Adopted
Public Safety Levy	\$2,532,000	\$2,532,000	\$2,532,000

**CAPITAL REPLACEMENT FUND**  
**RESOURCE BUDGET DETAIL**

<b>RESOURCES</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
Equipment Replacement Charges	\$ -	\$ -	\$ -	\$ -	\$ 723,500	-	10.46%
Phone System Charges	-	-	-	-	75,000	-	1.08%
Miscellaneous Revenue	-	-	-	-	21,000	-	0.30%
Interest	-	-	-	-	210,000	-	3.04%
<b>Total Current Resources</b>	-	-	-	-	1,029,500	-	14.88%
From Equipment Replacement	-	-	-	4,000,000	-	(100.00%)	-
From General Fund	-	-	-	-	89,500	-	1.29%
From Risk Management Fund	-	-	-	2,000,000	-	(100.00%)	-
From Capital Projects Fund	-	-	-	140,000	-	(100.00%)	-
From IT Services Fund	-	-	-	600,000	-	(100.00%)	-
<b>Total Transfers In</b>	-	-	-	6,740,000	89,500	(98.67%)	1.29%
Beginning Balance	-	-	-	-	5,800,000	-	83.83%
<b>Totals</b>	\$ -	\$ -	\$ -	\$ 6,740,000	\$ 6,919,000	2.66%	100.00%

**CAPITAL REPLACEMENT FUND  
REQUIREMENT SUMMARY**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		.....2006-07.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Equipment Replacement	\$ -	\$ -	\$ -	\$ 3,300,000	\$ 3,417,500	\$ 3,417,500	\$ 3,417,500
City Facilities Replacement	-	-	-	2,140,000	2,100,000	2,100,000	2,100,000
GF Facilities Maintenance Projects	-	-	-	700,000	609,500	609,500	609,500
IT Equipment Replacement	-	-	-	600,000	792,000	792,000	792,000
<b>Total Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,740,000</b>	<b>\$ 6,919,000</b>	<b>\$ 6,919,000</b>	<b>\$ 6,919,000</b>

<b>Adopted Requirements by Type</b>	Materials		Capital	Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
	Personnel	& Services					
Equipment Replacement	\$ -	\$ 26,000	\$ 3,336,400	\$ 55,100	\$ -	\$ 3,417,500	49.39%
City Facilities Replacement	-	-	1,830,000	270,000	-	2,100,000	30.35%
GF Facilities Maintenance Projects	-	228,500	381,000	-	-	609,500	8.81%
IT Equipment Replacement	-	96,000	696,000	-	-	792,000	11.45%
<b>Total Requirements</b>	<b>\$ -</b>	<b>\$ 350,500</b>	<b>\$ 6,243,400</b>	<b>\$ 325,100</b>	<b>\$ -</b>	<b>\$ 6,919,000</b>	<b>100.00%</b>
<b>Percent of Fund Budget</b>	<b>-</b>	<b>5.07%</b>	<b>90.24%</b>	<b>4.70%</b>	<b>-</b>	<b>100.00%</b>	

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Capital Replacement Fund: Equipment Replacement (217-10-1010)

Responsible Manager/Title: John Stahl, Assistant Finance Director

#### Functions and Responsibilities

- The Equipment Replacement program provides a means to replace equipment, excluding Water and Sewer Fund equipment, when the end of its useful life has been reached.
- Equipment is replaced when it is determined by its age, condition, operation and maintenance costs, obsolescence, and depreciation that it is no longer economical to keep. This is referred to as the life expectancy or economic life of the equipment.
- Annually monies are transferred from the various departments to the Equipment Replacement program 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.

#### Equipment Replacement Schedule

Program	Replacement Cost	Estimated June 30, 2006 Balance	Annual Replacement Charge	2006-2007 Budget
Police	\$ 513,500	\$ 510,300	\$ -	\$ 19,000
Public Safety Levy: Police	50,000	(18,300)	45,500	45,500
Fire Suppression/Ambulance	4,314,000	896,100	348,100	200,000
Fire & Life Safety	87,000	23,000	9,300	9,300
Park Maintenance Services	669,500	384,000	45,500	33,000
Parks & Recreation Admin.	80,000	(17,800)	7,200	6,400
Senior Services	150,000	95,200	14,700	1,000
Aquatic Services	8,000	5,900	-	5,800
Building Inspection	-	2,000	-	-
Albany Municipal Airport	332,500	114,900	23,000	23,000
Albany Transit System	172,000	165,500	-	4,000
Linn-Benton Loop	60,000	22,200	1,500	7,500
Paratransit System	43,000	44,500	1,700	-
Street Maintenance	1,122,200	504,100	73,000	73,000
Building Maintenance	64,000	5,400	5,000	2,900
Engineering Services	20,000	4,500	1,400	2,200
Facilities & Maintenance Eng.	177,000	80,800	23,900	24,200
City-wide	-	245,400	-	-
<b>Totals</b>	<b>\$ 7,862,700</b>	<b>\$ 3,067,700</b>	<b>\$ 599,800</b>	<b>\$ 456,800</b>

**ACTIVITY BUDGET DATA**

**Capital Replacement Fund: Equipment Replacement (217-10-1010)**

<b>Program Requirements</b>	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06
			Adopted Budget	Revised Budget		
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	26,000	-
Capital	-	-	-	3,300,000	3,336,400	1.10%
Transfers Out	-	-	-	-	55,100	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$3,300,000</b>	<b>\$3,417,500</b>	<b>3.56%</b>

**Program Resources**

Equipment Replacement Charges	\$ -	\$ -	\$ -	\$ -	\$ 447,500	-
Phone System Charges	-	-	-	-	75,000	-
Miscellaneous Revenue	-	-	-	-	20,000	-
Interest	-	-	-	-	75,000	-
Beginning Balance	-	-	-	-	2,800,000	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$3,417,500</b>	<b>-</b>

**Budget Note**

In Fiscal Year 2005-06, monies accumulated for public safety land acquisition (\$70,000 plus interest) will be transferred from this program to the City Facilities Replacement Program.



**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Capital Replacement Fund: City Facilities Replacement (217-10-1034)**

**Responsible Manager/Title:** John Stahl, Assistant Finance Director

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**Functions and Responsibilities**

- This City Facilities Replacement program is used to account for funds reserved for major City facilities replacement projects.
  - At the end of 2005-2006, \$2,000,000, was transferred from the Risk Management Fund to this program.
- 

<b><u>Initiatives</u></b>	<b><u>Target Completion Date</u></b>	<b><u>Status</u></b>	<b><u>Supports Strategic Plan Themes</u></b>
Budget Year 2006-2007			
<ul style="list-style-type: none"><li>• Complete the Albany Station REA Building.</li></ul>	December 2006		An Effective Government

## ACTIVITY BUDGET DATA

### Capital Replacement Fund: City Facilities Replacement (217-10-1034)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	-
Capital	-	-	-	2,140,000	1,830,000	(14.49%)
Transfers Out	-	-	-	-	270,000	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$2,140,000</b>	<b>\$2,100,000</b>	<b>(1.87%)</b>

#### Program Resources

Interest	\$ -	\$ -	\$ -	\$ -	\$ 100,000	-
From Risk Management Fund	-	-	-	2,000,000	-	(100.00%)
From Capital Projects Fund	-	-	-	140,000	-	(100.00%)
Beginning Balance	-	-	-	-	2,000,000	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$2,140,000</b>	<b>\$2,100,000</b>	<b>(1.87%)</b>

#### Budget Note

Included in this program is a \$270,000 transfer to the Albany Station REA Building program within the Capital Projects fund.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Capital Replacement Fund: General Fund Facilities Maintenance Projects (217-10-2002)

Responsible Manager/Title: John Stahl, Assistant Finance Director

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#### Functions and Responsibilities

- Funds are accumulated in the General Fund Facilities Maintenance Projects program to fund building maintenance expenditures on City-owned General Fund buildings.
  - Contributions are made annually in order to lessen the impact on the budget of large building maintenance expenditures.
- 

Budget Year 2006-2007

Rehabilitation Projects:

Senior Center Roof Replacement  
Carnegie Library Maintenance Projects  
City Hall Roof Replacement  
City Hall Interior Painting  
Police Station Painting

## ACTIVITY BUDGET DATA

### Capital Replacement Fund: GF Facilities Maintenance Projects (217-10-2002)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	228,500	-
Capital	-	-	-	700,000	381,000	(45.57%)
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 700,000</b>	<b>\$ 609,500</b>	<b>(12.93%)</b>
<b>Program Resources</b>						
Interest	\$ -	\$ -	\$ -	\$ -	\$ 20,000	-
From General Fund	-	-	-	-	89,500	-
Beginning Balance	-	-	-	-	500,000	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 609,500</b>	<b>-</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Capital Replacement Fund: IT Equipment Replacement (217-13-1031)

Responsible Manager/Title: Eric von Stromberg

#### 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.

#### Information Technology Equipment Replacement Schedule

Fund	Replacement Cost	Estimated Balance June 30, 2006	Budget 2006-07
General	\$ 462,350	\$ 334,032	\$ 52,700
Parks & Recreation	51,500	41,479	7,400
Building Inspection	23,700	26,874	0
Economic Development	3,400	2,041	800
Ambulance	17,500	12,059	1,300
Public Transit	3,400	3,152	200
Street	6,800	4,193	4,000
Sewer	51,983	41,617	14,400
Water	18,801	19,746	11,300
Central Services	859,466	(111,975)	180,100
Engineering/Water Quality	265,666	226,807	8,700
<b>Totals</b>	<b>\$ 1,764,566</b>	<b>\$ 600,025</b>	<b>\$ 280,900</b>

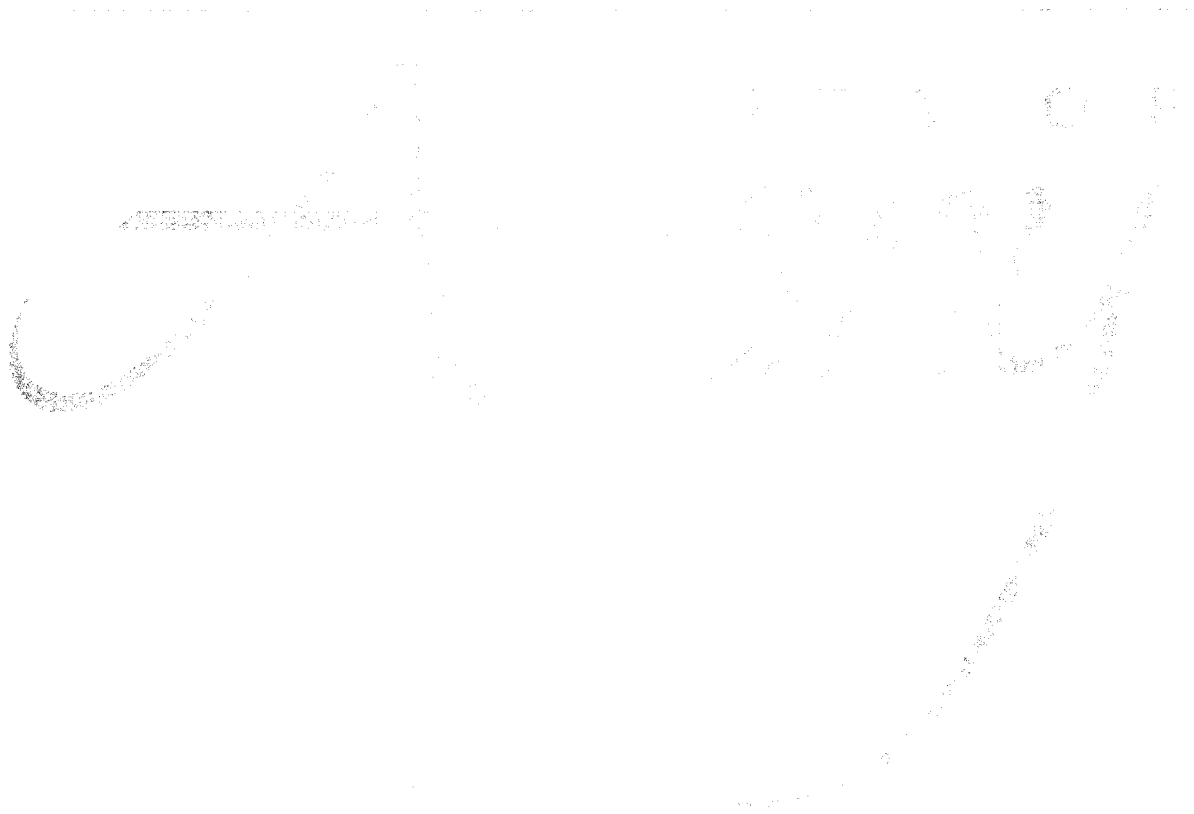
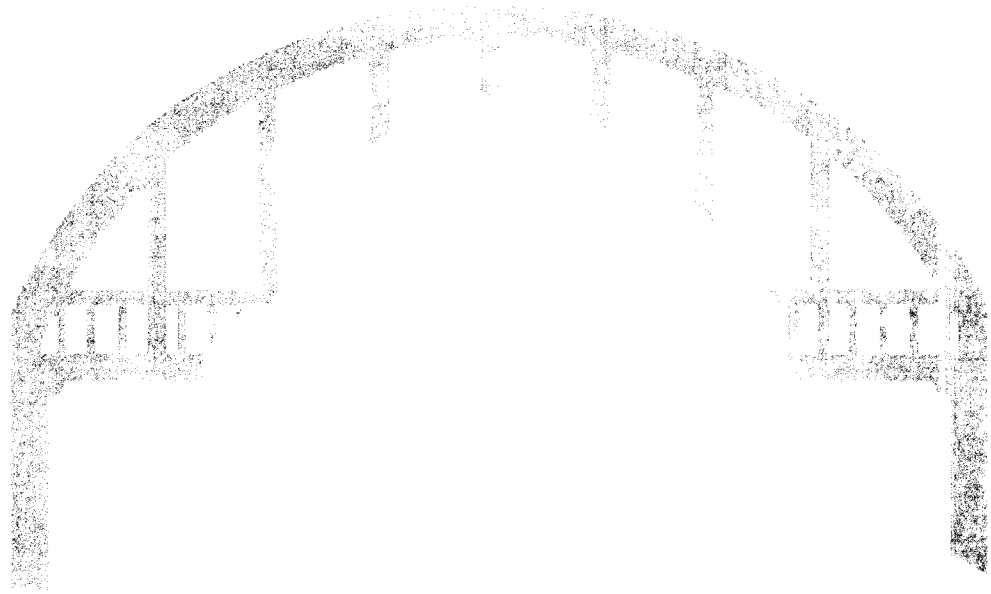
**ACTIVITY BUDGET DATA**

**Capital Replacement Fund: IT Equipment Replacement (217-13-1031)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	96,000	-
Capital	-	-	-	600,000	696,000	16.00%
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 600,000</b>	<b>\$ 792,000</b>	<b>32.00%</b>

**Program Resources**

Equipment Replacement Charges	\$ -	\$ -	\$ -	\$ -	\$ 276,000	-
Miscellaneous Revenue	-	-	-	-	1,000	-
Interest	-	-	-	-	15,000	-
Beginning Balance	-	-	-	-	500,000	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 792,000</b>	<b>-</b>



**STREET FUND**  
**RESOURCE BUDGET DETAIL**

RESOURCES	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
Sewer in Lieu of Franchise Fee	\$ 329,233	\$ 354,556	\$ 407,000	\$ 407,000	\$ 447,500	9.95%	3.38%
Water in Lieu of Franchise Fee	435,223	339,377	357,000	357,000	393,700	10.28%	2.97%
Street SDC: Principal	483	543	-	-	-	-	-
Street SDC: Interest	129	70	100	100	-	(100.00%)	-
Transportation SDC: Principal	97,456	64,766	40,000	40,000	95,000	137.50%	0.72%
Transportation SDC: Interest	5,368	16,702	7,500	7,500	6,500	(13.33%)	0.05%
Street IAF: Principal	-	6,754	-	-	11,700	-	0.09%
Street IAF: Interest	-	941	-	-	4,500	-	0.03%
Street Connection Fees	-	95,855	50,000	50,000	120,000	140.00%	0.91%
Transportation SDC Revenues	717,816	1,131,439	800,000	800,000	625,000	(21.88%)	4.72%
Public Facility Construction Permit	-	97,685	-	-	92,000	-	0.69%
Oregon Dept of Transportation	212,944	28,492	-	-	-	-	-
State of Oregon	-	-	-	37,500	200,000	433.33%	1.51%
State Gasoline Tax	1,898,605	2,119,250	2,052,000	2,052,000	2,066,400	0.70%	15.61%
Surface Transportation Program	-	571,534	370,000	370,000	340,000	(8.11%)	2.57%
Linn County	-	92,126	-	-	-	-	-
Miscellaneous Revenue	55,608	48,185	1,000	1,000	2,000	100.00%	0.02%
Land Sales	230,527	-	-	-	-	-	-
Interest	93,938	174,318	109,500	109,500	250,000	128.31%	1.89%
<b>Total Current Resources</b>	<b>4,077,330</b>	<b>5,142,593</b>	<b>4,194,100</b>	<b>4,231,600</b>	<b>4,654,300</b>	<b>9.99%</b>	<b>35.16%</b>
From Health Insurance Fund	-	16,120	-	-	-	-	-
From General Fund: Franchise Fees	17,992	38,867	-	-	-	-	-
From General Fund	320,000	260,000	260,000	260,000	260,000	-	1.96%
From Street Capital	388,200	-	-	-	-	-	-
<b>Total Transfers In</b>	<b>726,192</b>	<b>314,987</b>	<b>260,000</b>	<b>260,000</b>	<b>260,000</b>	<b>-</b>	<b>1.96%</b>
Beginning Balance	6,558,234	7,708,408	7,214,300	7,214,300	8,327,000	15.42%	62.88%
<b>Totals</b>	<b>\$ 11,361,756</b>	<b>\$ 13,165,988</b>	<b>\$ 11,668,400</b>	<b>\$ 11,705,900</b>	<b>\$ 13,241,300</b>	<b>13.12%</b>	<b>100.00%</b>

**Budget Notes**

The \$260,000 transfer from the General Fund is to partially cover the cost of electricity for City street lights.

The following is a list of several acronyms used with respect to the Street Fund:

- ELA**-Engineering, Legal, Administrative
- IAF**-Improvement Assurance Fee
- LID**-Local Improvement District
- NA**-North Albany
- SDC**-Systems Development Charge



**STREET FUND**  
**REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2003-04	2004-05	.....2005-06.....		.....2006-07.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Street Maintenance	\$ 1,899,714	\$ 1,718,292	\$ 1,841,000	\$ 1,841,000	\$ 2,589,200	\$ 2,589,200	\$ 2,589,200
Urban Forestry Mgmt	49,252	86,012	-	-	-	-	-
Street Administration	129,179	843,270	1,126,300	1,126,300	1,034,600	1,034,600	1,034,600
Street Operations Administration	-	-	-	-	187,400	187,400	187,400
Street Capital & Restoration	1,247,141	1,131,249	3,519,000	3,556,500	4,193,400	4,193,400	4,193,400
N. Albany Frontage Fee Projects	1,501	19,222	522,200	522,200	580,200	580,200	580,200
Transportation SDC Projects	326,562	672,632	4,659,900	4,659,900	4,656,500	4,656,500	4,656,500
<b>Total Requirements</b>	<b>\$ 3,653,349</b>	<b>\$ 4,470,677</b>	<b>\$ 11,668,400</b>	<b>\$ 11,705,900</b>	<b>\$ 13,241,300</b>	<b>\$ 13,241,300</b>	<b>\$ 13,241,300</b>

**Staffing Summary (FTEs)**

Street Maintenance	9.500	7.000	8.000	8.000	8.000	8.000	8.000
Urban Forestry Mgmt	1.000	1.000	-	-	-	-	-
Street Administration	1.000	2.650	-	-	0.800	0.800	0.800
Street Operations Administration	-	-	-	-	1.400	1.400	1.400
<b>Total FTEs</b>	<b>11.500</b>	<b>10.650</b>	<b>8.000</b>	<b>8.000</b>	<b>10.200</b>	<b>10.200</b>	<b>10.200</b>

Adopted Requirements by Type	Materials		Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
	Personnel	& Services					
Street Maintenance	\$ 676,200	\$ 1,913,000	\$ -	\$ -	\$ -	\$ 2,589,200	19.55%
Street Administration	99,300	565,300	-	120,000	250,000	1,034,600	7.81%
Street Operations Administration	113,500	65,500	8,400	-	-	187,400	1.42%
Street Capital & Restoration	-	760,000	3,133,400	300,000	-	4,193,400	31.67%
N. Albany Frontage Fee Projects	-	-	580,200	-	-	580,200	4.38%
Transportation SDC Projects	-	-	4,656,500	-	-	4,656,500	35.17%
<b>Total Requirements</b>	<b>\$ 889,000</b>	<b>\$ 3,303,800</b>	<b>\$ 8,378,500</b>	<b>\$ 420,000</b>	<b>\$ 250,000</b>	<b>\$ 13,241,300</b>	<b>100.00%</b>
<b>Percent of Fund Budget</b>	<b>6.71%</b>	<b>24.95%</b>	<b>63.28%</b>	<b>3.17%</b>	<b>1.89%</b>	<b>100.00%</b>	

**STREET FUND**  
**OPERATION AND MAINTENANCE COMBINED BUDGET**

Detailed below are the gasoline taxes, transfers in, and other resources used to support the following Street Fund operation and maintenance activities: Street Maintenance, Street Administration, and Street Operations Administration. The revenue items listed below are included in the Streets Fund - Revenue Budget Detail presented on the previous pages.

RESOURCES	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
Sewer in Lieu of Franchise Fee	\$ -	\$ 234,149	\$ 407,000	\$ 407,000	\$ 447,500	9.95%	11.74%
Water in Lieu of Franchise Fee	-	225,550	357,000	357,000	393,700	10.28%	10.33%
Public Facility Construction Permit	-	97,685	-	-	92,000	-	2.41%
State Gasoline Tax	1,898,605	2,119,250	1,942,300	1,942,300	1,586,000	(18.34%)	41.61%
Miscellaneous Revenue	109	44,893	1,000	1,000	2,000	100.00%	0.05%
Interest	1,498	14,080	-	-	30,000	-	0.79%
<b>Total Current Resources</b>	<b>1,900,212</b>	<b>2,735,607</b>	<b>2,707,300</b>	<b>2,707,300</b>	<b>2,551,200</b>	<b>(5.77%)</b>	<b>66.93%</b>
From Health Insurance Fund	-	16,120	-	-	-	-	-
From General Fund: Franchise Fees	17,992	38,867	-	-	-	-	-
From General Fund	320,000	260,000	260,000	260,000	260,000	-	6.82%
From Street Capital	388,200	-	-	-	-	-	-
<b>Total Transfers In</b>	<b>726,192</b>	<b>314,987</b>	<b>260,000</b>	<b>260,000</b>	<b>260,000</b>	<b>-</b>	<b>6.82%</b>
Beginning Balance	(43,969)	504,291	-	-	1,000,000	-	26.25%
<b>Totals</b>	<b>\$2,582,435</b>	<b>\$3,554,885</b>	<b>\$2,967,300</b>	<b>\$2,967,300</b>	<b>\$3,811,200</b>	<b>28.44%</b>	<b>100.00%</b>

REQUIREMENTS	Personnel	Materials & Services	Capital	Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
Street Maintenance	\$ 676,200	\$1,913,000	\$ -	\$ -	\$ -	\$2,589,200	67.93%
Street Administration	99,300	565,300	-	120,000	250,000	1,034,600	27.15%
Street Operations Administration	113,500	65,500	8,400	-	-	187,400	4.92%
<b>Total Requirements</b>	<b>\$ 889,000</b>	<b>\$2,543,800</b>	<b>\$ 8,400</b>	<b>\$ 120,000</b>	<b>\$ 250,000</b>	<b>\$3,811,200</b>	<b>100.00%</b>
<b>Percent of Budget</b>	<b>23.32%</b>	<b>66.75%</b>	<b>0.22%</b>	<b>3.15%</b>	<b>6.56%</b>	<b>100.00%</b>	

**Budget Note**

For 2006-07, \$1,586,000, (76.75%), of the State Gasoline Tax revenues will be used for Street Fund operation and maintenance activities.

**STREET FUND**  
**CAPITAL PROJECTS COMBINED BUDGET**

Detailed below are the in lieu of franchise fees, development fees, state support, and other resources used to support the following Street Fund capital activities: Street Capital & Restoration, N. Albany Frontage Fee Projects, and Transportation SDC Projects.

<b>RESOURCES</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
Sewer in Lieu of Franchise Fee	\$ 329,233	\$ 120,407	\$ -	\$ -	\$ -	-	-
Water in Lieu of Franchise Fee	435,223	113,827	-	-	-	-	-
Street SDC: Principal	483	543	-	-	-	-	-
Street SDC: Interest	127	70	100	100	-	(100.00%)	-
Transportation SDC: Principal	97,456	64,766	40,000	40,000	95,000	137.50%	1.01%
Transportation SDC: Interest	5,368	16,702	7,500	7,500	6,500	(13.33%)	0.07%
Street IAF: Principal	-	6,754	-	-	11,700	-	0.12%
Street IAF: Interest	-	941	-	-	4,500	-	0.05%
Street Connection Fees	-	95,855	50,000	50,000	120,000	140.00%	1.27%
Transportation SDC Revenues	717,816	1,131,439	800,000	800,000	625,000	(21.88%)	6.63%
Oregon Dept of Transportation	212,944	28,492	-	-	-	-	-
State of Oregon	-	-	-	37,500	200,000	433.33%	2.12%
State Gasoline Tax	-	-	109,700	109,700	480,400	337.92%	5.09%
Surface Transportation Program	-	571,534	370,000	370,000	340,000	(8.11%)	3.61%
Linn County	-	92,126	-	-	-	-	-
Miscellaneous Revenue	55,500	3,291	-	-	-	-	-
Land Sales	230,527	-	-	-	-	-	-
Interest	92,440	160,238	109,500	109,500	220,000	100.91%	2.33%
<b>Total Current Resources</b>	<b>2,177,117</b>	<b>2,406,985</b>	<b>1,486,800</b>	<b>1,524,300</b>	<b>2,103,100</b>	<b>37.97%</b>	<b>22.30%</b>
Beginning Balance	6,602,203	7,204,117	7,214,300	7,214,300	7,327,000	1.56%	77.70%
<b>Totals</b>	<b>\$8,779,320</b>	<b>\$9,611,102</b>	<b>\$8,701,100</b>	<b>\$8,738,600</b>	<b>\$9,430,100</b>	<b>7.91%</b>	<b>100.00%</b>

<b>REQUIREMENTS</b>	Materials		Transfers	Contin-	Adopted	% of Fund	
Activity Name	Personnel	& Services	Capital	Out	gency Budget	Budget	
Street Capital & Restoration	\$ -	\$ 760,000	\$3,133,400	\$ 300,000	\$ -	\$4,193,400	44.47%
N. Albany Frontage Fee Projects	-	-	580,200	-	-	580,200	6.15%
Transportation SDC Projects	-	-	4,656,500	-	-	4,656,500	49.38%
<b>Total Requirements</b>	<b>\$ -</b>	<b>\$ 760,000</b>	<b>\$8,370,100</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$9,430,100</b>	<b>100.00%</b>
Percent of Budget	-	8.06%	88.76%	3.18%	-	100.00%	

**Budget Note**

For 2006-07, \$480,400, (23.25%), of the State Gasoline Tax revenues will be used for Street Fund capital projects.

**STREET FUND**  
**SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2006-07**

Project Description	Totals	Street Operations Administration	Street Capital & Restoration	North Albany Frontage Fee Projects	Trans- portation SDC Projects
Capital Equipment	\$ 8,400	\$ 8,400	\$ -	\$ -	\$ -
Spicer/Three Lakes Property Acquisition	210,000	-	210,000	-	-
Traffic Calming Projects	10,000	-	10,000	-	-
Geary Street Sidewalk Infill Project	15,000	-	15,000	-	-
Timber Street Alignment	27,500	-	27,500	-	-
ST-03-05 North Albany Road Extension LID	40,000	-	-	-	40,000
ST-05-01 NA Rd/West Thornton Lake Signal	332,000	-	-	-	332,000
ST-06-01 Marion St Reconstruction	290,000	-	290,000	-	-
ST-06-04 Grand Prairie Road	200,000	-	200,000	-	-
ST-07-01 Waverly Rehabilitation	450,000	-	450,000	-	-
<b>Project Totals</b>	<b>1,582,900</b>	<b>8,400</b>	<b>1,202,500</b>	<b>-</b>	<b>372,000</b>
Reserve: Street Connection Fees	178,400	-	178,400	-	-
Reserve: Capital Projects	6,617,200	-	1,752,500	580,200	4,284,500
<b>Total Reserves</b>	<b>6,795,600</b>	<b>-</b>	<b>1,930,900</b>	<b>580,200</b>	<b>4,284,500</b>
<b>Grand Totals</b>	<b>\$ 8,378,500</b>	<b>\$ 8,400</b>	<b>\$ 3,133,400</b>	<b>\$ 580,200</b>	<b>\$ 4,656,500</b>

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Street Fund: Street Maintenance (250-50-2602)**

**Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations**

**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, gravel, and oil-mat streets.
- Stormwater drainage maintenance responsibilities consist of cleaning open channel ditches.
- Right-of-way maintenance responsibilities include barricades, and property clean-up.
- Transportation management responsibilities include airport maintenance, pavement markings, traffic sign maintenance, quarterly streetlight inspections, and quarterly traffic signal inspections and maintenance.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Create an inventory for the City’s traffic signs to input into the Asset Management program.	December 2005	In Progress	Great Neighborhoods
• Perform street condition rating for 25% of City streets.	June 2006	In Progress	Great Neighborhoods
• Assess magnitude of curb and sidewalk condition of City streets and develop a concrete repair program.	June 2006	In Progress	Great Neighborhoods
<b>Budget Year 2006-2007</b>			
• Populate the newly acquired sign inventory program.	June 2007		Great Neighborhoods
• Perform street condition rating for 25% of the City streets.	June 2007		Great Neighborhoods
• Repair tree damaged sidewalks and gutters on an as-needed basis.	June 2007		Great Neighborhoods
• Perform additional pavement repair, pavement overlay, and bridge maintenance.	June 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**

**Street Fund: Street Maintenance (250-50-2602)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 600,240	\$ 570,409	\$ 631,700	\$ 631,700	\$ 676,200	7.04%
Materials & Services	1,299,474	1,139,143	1,209,300	1,209,300	1,913,000	58.19%
Capital	-	8,740	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$1,899,714</b>	<b>\$1,718,292</b>	<b>\$1,841,000</b>	<b>\$1,841,000</b>	<b>\$2,589,200</b>	<b>40.64%</b>

**Staffing Summary**

FTEs	9.500	7.000	8.000	8.000	8.000
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**Performance Measures/Workload Indicators**

Number of miles of improved streets.	164.58	168.12	169.69	169.69	175.55
Number of miles of gravel streets.	4.70	4.09	3.50	3.50	0.15
Percent of gravel streets graded three (3) times per year.	100%	100%	100%	100%	100%
Number of miles of gravel street oil-matted annually.	0.60	0.61	0.50	0.50	2.17
Number of miles slurry-sealed annually.	8.10	6.40	8.00	8.00	8.00
Number of customer service work order/complaint responses.	562	735	600	600	600
Number of City traffic signals.	17	17	17	17	17
Percentage of traffic signals inspected quarterly.	100%	100%	100%	100%	100%
Miles of painted pavement marking.	48	48	48	48	48
Percentage of pavement markings painted annually.	100%	100%	100%	100%	100%
Number of signs repaired annually.	140	205	150	150	150

**Significant Budget Change(s)**

Departmental charges (Central Service, Information Technology, GIS, and insurance) are included in this program that were, in prior years, in the Public Works administrative budget.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Street Fund: Street Administration (250-50-2604)

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

#### Functions and Responsibilities

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Manages the public involvement and community education provisions of state, federal, and local laws relating to utility preservation, water quality protection, water conservation programs, and works with the watershed councils. Develop, plan, and implement water quality programs.</li> </ul> | <ul style="list-style-type: none"> <li>• Manages the public involvement and community education provisions of state, federal, and local laws relating to storm water management, urban runoff, and pollution.</li> <li>• Provides oversight to all City of Albany Public Works Commissions.</li> </ul> |
|--|--|

Initiatives	Target Completion Date	Status	Supports Strategic Plan Theme
<b>Budget Year 2005-2006</b>			
<ul style="list-style-type: none"> <li>• Implement Phase II of the PW Department cost allocation system. This system will track actual Public Works departmental overhead data to evaluate and develop engineering services cost allocations.</li> </ul>	June 2006	Completed	An Effective Government
<ul style="list-style-type: none"> <li>• Improve the skills of the Public Works Supervisors by providing performance management training.</li> </ul>	June 2006	In Progress	An Effective Government
<b>Budget Year 2006-2007</b>			
<ul style="list-style-type: none"> <li>• Implement final phase of the Public Works Department cost allocation system.</li> </ul>	June 2007		An Effective Government
<ul style="list-style-type: none"> <li>• Improve the skills of the Public Works supervisors by implementing upward evaluation and then providing management training.</li> </ul>	June 2007		An Effective Government
<ul style="list-style-type: none"> <li>• Coordinate with the Congressional Delegation for federal funding.</li> </ul>	June 2007		An Effective Government

**ACTIVITY BUDGET DATA**

**Street Fund: Street Administration (250-50-2604)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 89,910	\$ 141,085	\$ -	\$ -	\$ 99,300	-
Materials & Services	8,993	677,990	1,022,300	1,022,300	565,300	(44.70%)
Capital	30,276	24,195	-	-	-	-
Transfers Out	-	-	-	-	120,000	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	104,000	104,000	250,000	140.38%
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 129,179</b>	<b>\$ 843,270</b>	<b>\$1,126,300</b>	<b>\$1,126,300</b>	<b>\$1,034,600</b>	<b>(8.14%)</b>

**Program Resources**

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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**Staffing Summary**

FTEs	1.000	2.650	-	-	0.800
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**Significant Budget Change(s)**

For Fiscal Year 2006-07, Public Works Administrative Services (705-50-2802) has been split between the Street, Sewer, and Water Funds.



**ACTIVITY HIGHLIGHTS AND OBJECTIVES**  
**Street Fund: Street Operations Administration (250-50-2605)**  
**Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations**

**Functions and Responsibilities**

- Provides management and administrative support to the operations Street Maintenance work group.
- Provides emergency on-call service for Public Works.
- Provides for maintenance of building and grounds for operations complex.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Implement management maintenance system for the Vine Street Water Treatment Plant, system reservoirs, and pump stations.	December 2005	Completed	An Effective Government
• Institute Asset Management Systems.	June 2006	In Progress	An Effective Government
• Develop Operations Inventory System.	June 2006	In Progress	An Effective Government
Budget Year 2006-2007			
• Implement a maintenance management system software replacement.	June 2007		An Effective Government
• Coordinate and implement operations building changes needed to accommodate staff displaced by the wastewater treatment plant expansion construction.	June 2007		An Effective Government
- Installation of a modular building for environmental services staff.			
- Construction of a new pole building for equipment.			
• Implement an operations inventory control protocol.	June 2007		An Effective Government

## ACTIVITY BUDGET DATA

### Street Fund: Street Operations Administration (250-50-2605)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 113,500	-
Materials & Services	-	-	-	-	65,500	-
Capital	-	-	-	-	8,400	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 187,400</b>	<b>-</b>

#### Program Resources

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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#### Staffing Summary

FTEs	-	-	-	-	1,400	
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#### Performance Measures/Workload Indicators

Percent completed of asset management development.	n/a	n/a	n/a	n/a	25%
Percent completed of the Shop Master Plan.	n/a	n/a	n/a	n/a	70%
Customer satisfaction percentage from the customer satisfaction complaint survey.	n/a	n/a	n/a	n/a	95%

#### Significant Budget Change(s)

For Fiscal Year 2006-07, Public Works Administrative Services (705-50-2802) has been split between the Street, Sewer, and Water Funds.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Street Fund: Street Capital & Restoration (250-50-2700)

**Responsible Manager/Title:** Mark Shepard, P.E., Assistant Public Works Director/City Engineer

#### Functions and Responsibilities

- This activity provides funding for transportation related capital construction projects including pavement restoration, bridge repair, and grant match.
- This activity receives funds from franchise fees, State gas tax, STP funds, grants, and interest income.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Replace bridge at 2 <sup>nd</sup> Avenue and Periwinkle Creek.	November 2007	In Progress	Great Neighborhoods
• Update the Transportation System Plan (TSP).	June 2007	In Progress	Great Neighborhoods
• Participate in Linn County's improvement of Grand Prairie Road east of Waverly Drive.	October 2006	Completed	Great Neighborhoods
Budget Year 2006-2007			
• Rehabilitate Marion Street between 34 <sup>th</sup> Ave. and the railroad tracks.	October 2006		Great Neighborhoods
• Provide local funding match for bicycle and pedestrian improvement grants.	June 2007		Great Neighborhoods
• Provide City participation for funding of the I-5 Environmental Impact Study for adding lanes and south-bound on-ramp at Knox Butte.	June 2007		Great Neighborhoods
• Rehabilitate Waverly Drive between 36 <sup>th</sup> Ave. and Grand Prairie Rd.	September 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**

**Street Fund: Street Capital & Restoration (250-50-2700)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	417,893	187,364	425,000	425,000	760,000	78.82%
Capital	441,048	593,885	2,731,000	2,768,500	3,133,400	13.18%
Transfers Out	388,200	350,000	363,000	363,000	300,000	(17.36%)
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$1,247,141</b>	<b>\$1,131,249</b>	<b>\$3,519,000</b>	<b>\$3,556,500</b>	<b>\$4,193,400</b>	<b>17.91%</b>

**Program Resources**

Sewer in Lieu of Franchise Fee	\$ 329,233	\$ 120,407	\$ -	\$ -	\$ -	-
Water in Lieu of Franchise Fee	435,223	113,827	-	-	-	-
Street Connection Fees	-	95,855	50,000	50,000	120,000	140.00%
Oregon Dept of Transportation	212,944	28,492	-	-	-	-
State of Oregon	-	-	-	37,500	200,000	433.33%
State Gasoline Tax	-	-	109,700	109,700	480,400	337.92%
Surface Transportation Program	-	571,534	370,000	370,000	340,000	(8.11%)
Linn County	-	92,126	-	-	-	-
Miscellaneous Revenue	3,000	3,293	-	-	-	-
Land Sales	230,527	-	-	-	-	-
Interest	42,182	66,171	30,000	30,000	85,000	183.33%
Beginning Balance	3,111,739	3,117,707	2,959,300	2,959,300	2,968,000	0.29%
<b>Total Program Resources</b>	<b>\$4,364,848</b>	<b>\$4,209,412</b>	<b>\$3,519,000</b>	<b>\$3,556,500</b>	<b>\$4,193,400</b>	<b>17.91%</b>

<b>Capital Projects</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Spicer/3 Lakes Property Acquisition	\$ -	\$ 210,000	\$ 210,000	\$ 210,000
Traffic Calming Projects	10,000	10,000	10,000	10,000
Geary Street Sidewalk Infill Project	45,000	15,000	15,000	15,000
Timber Street Alignment	37,500	27,500	27,500	27,500
North Albany Park & Ride	150,000	-	-	-
Multimodal Pathway	130,000	-	-	-
ST-06-01 Marion St Reconstruction	-	290,000	290,000	290,000
ST-06-04 Grand Prairie Road	-	200,000	200,000	200,000
ST-07-01 Waverly Rehabilitation	-	450,000	450,000	450,000
Reserve: Street Connection Fees	50,000	178,400	178,400	178,400
Reserve: Capital Projects	2,346,000	1,752,500	1,752,500	1,752,500
<b>Total Capital Projects</b>	<b>\$2,768,500</b>	<b>\$3,133,400</b>	<b>\$3,133,400</b>	<b>\$3,133,400</b>

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Street Fund: North Albany Frontage Fee Projects (250-50-2701)**

**Responsible Manager/Title:** Mark Shepard, P.E., Assistant Public Works Director/City Engineer

**Functions and Responsibilities**

- This activity provides funding only for capacity increasing capital improvements for transportation system facilities in North Albany. Revenues are received from North Albany Street Systems Development Charges (SDC).
- The North Albany Street Systems Development Charge was repealed on October 1, 1997, when the Albany Transportation SDC became effective. This activity received some additional revenue during a three-month phase-in period and will continue to receive previously approved installment payments.
- This activity also includes a special street assessment collected from developing property adjacent to major streets in North Albany. These monies are included in a North Albany Street Assessment Reserve to be used for future improvements on major streets in North Albany.
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all Systems Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Reserve fees for future projects.	June 2006	Completed	An Effective Government
Budget Year 2006-2007			
• Reserve fees for future projects.	June 2007		An Effective Government

**ACTIVITY BUDGET DATA**

**Street Fund: N. Albany Frontage Fee Projects (250-50-2701)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	1,501	19,222	-	-	-	-
Capital	-	-	522,200	522,200	580,200	11.11%
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 1,501</b>	<b>\$ 19,222</b>	<b>\$ 522,200</b>	<b>\$ 522,200</b>	<b>\$ 580,200</b>	<b>11.11%</b>

**Program Resources**

Street SDC: Principal	\$ 483	\$ 543	\$ -	\$ -	\$ -	-
Street SDC: Interest	128	70	100	100	-	(100.00%)
Street IAF: Principal	-	6,754	-	-	11,700	-
Street IAF: Interest	-	941	-	-	4,500	-
Interest	6,581	10,307	10,000	10,000	15,000	50.00%
Beginning Balance	498,177	503,868	512,100	512,100	549,000	7.21%
<b>Total Program Resources</b>	<b>\$ 505,369</b>	<b>\$ 522,483</b>	<b>\$ 522,200</b>	<b>\$ 522,200</b>	<b>\$ 580,200</b>	<b>11.11%</b>

<b>Capital Projects</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Reserve: Capital Projects	\$ 522,200	\$ 580,200	\$ 580,200	\$ 580,200
<b>Total Capital Projects</b>	<b>\$ 522,200</b>	<b>\$ 580,200</b>	<b>\$ 580,200</b>	<b>\$ 580,200</b>

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Street Fund: Transportation SDC Projects (250-50-2702)**

**Responsible Manager/Title:** Mark Shepard, P.E., Assistant Public Works Director/City Engineer

**Functions and Responsibilities**

- This activity provides funding only for capacity increasing capital improvements for transportation system facilities identified in the Transportation System Plan adopted in 1997. Revenues are received from Transportation Systems Development Charges (SDC).
- The current Transportation Systems Development Charge (effective July 2005) is \$1,632 for a single-family residence and based upon traffic impact for all other development in Albany. This activity receives 100 percent of the fee.
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all Systems Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Complete traffic signal improvements at North Albany Road/West Thornton Lake.	October 2006	In Progress	Great Neighborhoods
• Build reserves for future projects.	June 2006	Completed	An Effective Government
Budget Year 2006-2007			
• Provide a funding match for State grant toward Bike/Pedestrian improvements along Hwy 20 in North Albany.	October 2007		Great Neighborhoods
• Build reserves for future projects.	June 2007		An Effective Government

**ACTIVITY BUDGET DATA**

**Street Fund: Transportation SDC Projects (250-50-2702)**

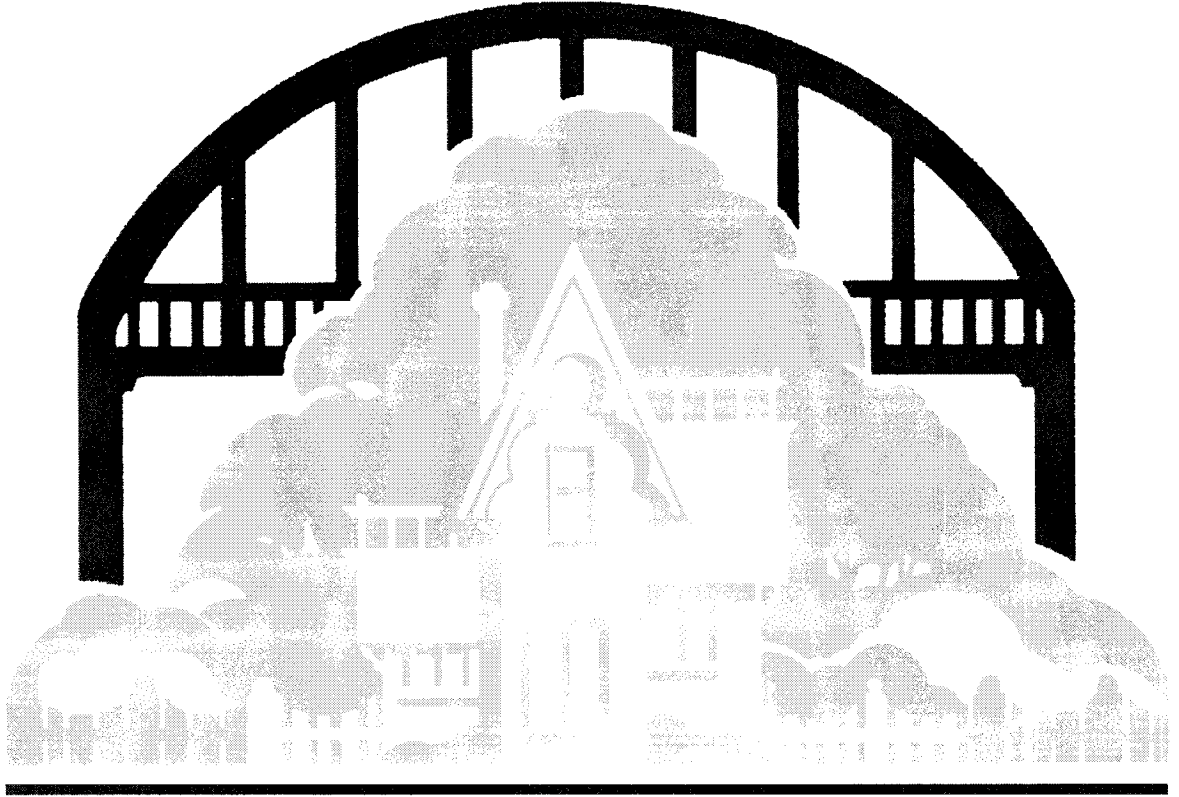
<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	184,147	3,882	4,500	4,500	-	(100.00%)
Capital	142,415	668,750	4,655,400	4,655,400	4,656,500	0.02%
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 326,562</b>	<b>\$ 672,632</b>	<b>\$4,659,900</b>	<b>\$4,659,900</b>	<b>\$4,656,500</b>	<b>(0.07%)</b>

**Program Resources**

Transportation SDC: Principal	\$ 97,456	\$ 64,766	\$ 40,000	\$ 40,000	\$ 95,000	137.50%
Transportation SDC: Interest	5,368	16,702	7,500	7,500	6,500	(13.33%)
Transportation SDC Revenues	717,816	1,131,439	800,000	800,000	625,000	(21.88%)
Miscellaneous Revenue	52,500	-	-	-	-	-
Interest	43,677	83,760	69,500	69,500	120,000	72.66%
Beginning Balance	2,992,287	3,582,542	3,742,900	3,742,900	3,810,000	1.79%
<b>Total Program Resources</b>	<b>\$3,909,104</b>	<b>\$4,879,209</b>	<b>\$4,659,900</b>	<b>\$4,659,900</b>	<b>\$4,656,500</b>	<b>(0.07%)</b>

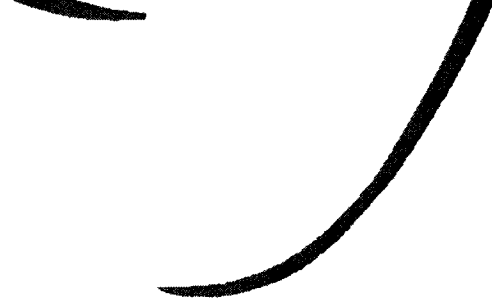
<b>Capital Projects</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
ST-03-05 North Albany Road Extension LID	\$1,200,000	\$ 40,000	\$ 40,000	\$ 40,000
ST-05-01 NA Rd/West Thornton Lake Signal	415,000	332,000	332,000	332,000
Reserve: Capital Projects	400	-	-	-
Reserve: Capital Projects	3,040,000	4,284,500	4,284,500	4,284,500
<b>Total Capital Projects</b>	<b>\$4,655,400</b>	<b>\$4,656,500</b>	<b>\$4,656,500</b>	<b>\$4,656,500</b>





CITY OF  
*Albany*

NEW YORK STATE



## DEBT SERVICE FUND

### ACTIVITY 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

For Fiscal Year 2006-07, the City consolidated its two debt service type funds into one. The Bancroft Debt Retirement Fund was closed and reestablished as a separate program within the Debt Service Fund. Separate programs are maintained in this fund to account for each of the City's general long-term debt issuances.

**Bancroft Debt Service:** Bancroft bonds are issued under the state of Oregon Bancroft Bonding Act, ORS 223.205 and 223.210 to 223.295. The bonds are limited tax assessment bonds wherein repayment is guaranteed by a lien on the improved property. If payment on a property becomes delinquent for more than one year, the City may choose to foreclose on that property, and after one year sell the property to satisfy the lien. By charging a financing rate of two percentage points above the effective bond rate and with the ability to foreclose on delinquent properties, the City has always been able to make debt service payments on Bancroft Bonds.

**1995 Fairground Revenue Bond Debt:** Transient room taxes are collected to repay the debt. The debt service requirement for 2006-07 is \$252,625. The last bonds will be retired in Fiscal Year 2010-11 with a payment of \$216,038.

**1996 Fire Substation General Obligation Bonds:** Property taxes are levied to make the debt payments. The debt service requirement for 2006-07 is \$309,150. The estimated tax rate for the repayment of this debt for 2006-07 is \$0.1034 per \$1,000 of assessed value. Debt service requirements are calculated on a level-debt basis averaging approximately \$310,000 annually. The debt will be retired in fiscal 2015-16.

**1999 General Obligation Street Improvement Bonds:** Property taxes are levied to make the principal and interest payments. The debt service requirement for 2006-07 is \$756,285. The estimated tax rate for the repayment of this debt for 2006-07 is \$0.2854 per \$1,000 of assessed value. Debt service requirements are calculated on a level-debt basis averaging approximately \$759,000 annually. The debt will be retired in fiscal 2018-19.

**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 2006-07 is \$446,057.

**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. Debt service will be paid from General Fund and Parks & Recreation Fund revenues transferred to the Debt Service Fund. The requirement for 2006-07 is \$177,100 for the General Fund and \$182,700 for the Parks & Recreation Fund. The General Fund share of the debt will be retired in fiscal 2013-14 and the final payment for the Parks & Recreation Fund share will be in 2019-20.

#### RESOURCES

Property Taxes	\$ 981,500
Transient Room Taxes	247,700
Charges for Eervice	446,200
Assessment Revenues	29,500
Investment Earnings	78,500
Transfers In	347,300
Beginning Balance	2,182,600
Reserved Beginning Balance	511,300
<b>Total Resources</b>	<b>\$ 4,824,600</b>

#### REQUIREMENTS

Materials & Services	\$ 5,500
Debt Service	4,819,100
<b>Total Requirements</b>	<b>\$ 4,824,600</b>

**DEBT SERVICE FUND**  
**RESOURCE BUDGET DETAIL**

RESOURCES	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
Property Taxes - Current	\$ 1,027,291	\$ 1,023,630	\$ 1,015,000	\$ 1,015,000	\$ 940,000	(7.39%)	19.48%
Property Taxes - Delinquent	50,001	40,276	44,000	44,000	41,500	(5.68%)	0.86%
Transient Room Tax	239,540	251,204	259,300	259,300	247,700	(4.47%)	5.13%
Departmental Charges	408,285	441,551	426,100	426,100	446,200	4.72%	9.25%
Bonded Asmnts: Principal	-	-	-	-	25,500	-	0.53%
Bonded Asmnts: Interest	-	-	-	-	4,000	-	0.08%
Long-Term Debt Sale Proceeds	-	1,483,097	-	-	-	-	-
Interest	12,090	16,378	12,700	12,700	78,500	518.11%	1.63%
<b>Total Current Resources</b>	<b>1,737,207</b>	<b>3,256,136</b>	<b>1,757,100</b>	<b>1,757,100</b>	<b>1,783,400</b>	<b>1.50%</b>	<b>36.96%</b>
From Parks Fund	-	-	182,700	182,700	177,100	(3.07%)	3.67%
From General Fund	241,008	272,561	174,600	174,600	170,200	(2.52%)	3.53%
<b>Total Transfers In</b>	<b>241,008</b>	<b>272,561</b>	<b>357,300</b>	<b>357,300</b>	<b>347,300</b>	<b>(2.80%)</b>	<b>7.20%</b>
Beginning Balance	146,112	842,218	131,800	131,800	2,182,600	1,555.99%	45.24%
Reserved Beginning Balance	648,202	-	447,500	447,500	511,300	14.26%	10.60%
<b>Totals</b>	<b>\$ 2,772,529</b>	<b>\$ 4,370,915</b>	<b>\$ 2,693,700</b>	<b>\$ 2,693,700</b>	<b>\$ 4,824,600</b>	<b>79.11%</b>	<b>100.00%</b>

**Budget Notes**

The following is a list of several acronyms used with respect to the Debt Service Fund:

**COP**-Certificate of Participation

**GO**-General Obligation

**DEBT SERVICE FUND  
REQUIREMENT SUMMARIES**

Program Requirements	2003-04	2004-05	.....2005-06.....		.....2006-07.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Bancroft Debt Service	\$ -	\$ -	\$ -	\$2,500,000	\$2,139,700	\$2,139,700	\$2,139,700
1994 City Hall Construction COP's	243,946	2,000,358	-	-	-	-	-
1995 Fairgrounds Revenue Bond Debt	242,567	256,055	527,300	527,300	506,400	506,400	506,400
1996 Fire Substation GO Bonds	304,413	308,476	432,100	432,100	393,100	393,100	393,100
1999 GO Street Improvement Bond	753,328	755,557	860,100	860,100	855,300	855,300	855,300
2002 LTD Tax Pension Bonds	386,057	406,058	516,900	516,900	582,800	582,800	582,800
2004 Revenue Obligations	-	-	357,300	357,300	347,300	347,300	347,300
<b>Total Requirements</b>	<b>\$1,930,311</b>	<b>\$3,726,504</b>	<b>\$2,693,700</b>	<b>\$5,193,700</b>	<b>\$4,824,600</b>	<b>\$4,824,600</b>	<b>\$4,824,600</b>

Adopted Requirements by Type	Materials		Capital	Transfers Out	Debt Service	Adopted Budget	% of Fund Budget
	Personnel	& Services					
Bancroft Debt Service	\$ -	\$ 200	\$ -	\$ -	\$2,139,500	\$2,139,700	44.35%
1995 Fairgrounds Revenue Bond Debt	-	1,000	-	-	505,400	506,400	10.50%
1996 Fire Substation GO Bonds	-	2,000	-	-	391,100	393,100	8.15%
1999 GO Street Improvement Bond	-	1,000	-	-	854,300	855,300	17.73%
2002 LTD Tax Pension Bonds	-	-	-	-	582,800	582,800	12.08%
2004 Revenue Obligations	-	1,300	-	-	346,000	347,300	7.19%
<b>Total Requirements</b>	<b>\$ -</b>	<b>\$ 5,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$4,819,100</b>	<b>\$4,824,600</b>	<b>100.00%</b>
<b>Percent of Fund Budget</b>	<b>-</b>	<b>0.11%</b>	<b>-</b>	<b>-</b>	<b>99.89%</b>	<b>100.00%</b>	

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Debt Service Fund: Bancroft Debt Service (301-10-1016)**  
**Responsible Manager/Title: John Stahl, Assistant Finance Director**

**Functions and Responsibilities**

- This activity provides for payment of the principal and interest on all bonds issued under the Bancroft Bond Act (ORS 223.205-223.295).
- The City has two outstanding issues: the Limited Tax Assessment Bond, Series 1997, dated June 1, 1997, with an original issuance amount of \$3,000,000 and the Limited Tax Assessment Bond, Series 2002, dated June 19, 2002, with an original issuance amount of \$736,255.
- The 1997 bonds are payable semiannually on December 1 and June 1 of each year. The interest rates range from 4.00 to 4.65 percent.
- The 2002 bonds are payable semiannually on June 19 and December 19. The interest rate is 5.05 percent.
- The 1997 bonds were insured by AMBAC and rated by Moody's as "Aaa". The 2002 bonds were unrated and not insured.
- The Bond Registrar for the 1997 issue is The Depository Trust Company (DTC) of New York, New York, and the Paying Agent is Norwest Bank Minnesota, National Association, Minneapolis, Minnesota. 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>
2006-2007	\$ 1,374,342	\$ 86,991	\$ 1,461,333
2007-2008	62,377	22,808	85,185
2008-2009	65,567	19,618	85,185
2009-2010	68,920	16,265	85,185
2010-2011	72,444	12,741	85,185
2011-2012	197,735	9,036	206,771
	\$ 1,841,385	\$ 167,459	\$ 2,008,844

## ACTIVITY BUDGET DATA

### Debt Service Fund: Bancroft Debt Service (301-10-1016)

Program Requirements	2003-04		2004-05		.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Adopted Budget	Revised Budget	Adopted Budget		
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	200	200	-
Capital	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	2,500,000	2,139,500	2,139,500	(14.42%)
Contingency	-	-	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500,000</b>	<b>\$ 2,139,700</b>	<b>\$ 2,139,700</b>	<b>(14.41%)</b>
<b>Program Resources</b>								
Bonded Asmnts: Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,500	\$ 25,500	-
Bonded Asmnts: Interest	-	-	-	-	-	4,000	4,000	-
Interest	-	-	-	-	-	55,000	55,000	-
Interest	-	-	-	-	2,500,000	-	-	(100.00%)
Beginning Balance	-	-	-	-	-	2,055,200	2,055,200	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500,000</b>	<b>\$ 2,139,700</b>	<b>\$ 2,139,700</b>	<b>(14.41%)</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Debt Service Fund: Fairgrounds Revenue Bond Debt (301-10-1018)

Responsible Manager/Title: John Stahl, Assistant Finance Director

#### Functions and Responsibilities

- This activity provides for payment of the principal and interest on the Fairgrounds Revenue Bonds.
- Debt service payments are made from transient room tax proceeds.
- A one-year principal and interest reserve will be maintained in the amount of \$252,700.
- The bonds were dated October 1, 1995, and accrue interest from that date until maturity or earlier redemption, payable semiannually on August 1 and February 1 of each year.
- The original amount of the bond issue was \$2,300,000.
- The bonds are non-rated.
- The bonds maturing on and after August 1, 2006, are subject to redemption at the option of the City in whole or in part, on and after August 1, 2005, at a price of par plus accrued interest.
- The Bond Registrar and Paying Agent is BNY Western Trust Co. The Bond Counsel is AterWynne LLP. The Financial Advisor is Regional Financial Advisors, Inc., Portland, Oregon. The Underwriter is Seattle-Northwest Securities Corporation.
- Transient Room Tax can be used to finance long-term bonded debt until the debt is paid in full in 2010-2011, then 70 percent of the funds must be utilized for tourism promotion or a tourism facility as defined by HB 2267.

#### Maturity Schedule

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Interest Rate</u>
2006-2007	\$ 200,000	\$ 52,625	\$ 252,625	5.40%
2007-2008	200,000	41,725	241,725	5.50%
2008-2009	210,000	30,188	240,188	5.75%
2009-2010	210,000	18,112	228,112	5.75%
2010-2011	210,000	6,038	216,038	5.75%
Totals	\$ 1,030,000	\$ 148,688	\$ 1,178,688	

**ACTIVITY BUDGET DATA**

**Debt Service Fund: 1995 Fairgrounds Revenue Bond Debt (301-10-1018)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	502	2,750	500	500	1,000	100.00%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	242,065	253,305	526,800	526,800	505,400	(4.06%)
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 242,567</b>	<b>\$ 256,055</b>	<b>\$ 527,300</b>	<b>\$ 527,300</b>	<b>\$ 506,400</b>	<b>(3.96%)</b>

**Program Resources**

Transient Room Tax	\$ 239,540	\$ 251,204	\$ 259,300	\$ 259,300	\$ 247,700	(4.47%)
Interest	3,427	5,462	4,600	4,600	6,000	30.43%
Reserved Beginning Balance	263,000	263,400	263,400	263,400	252,700	(4.06%)
<b>Total Program Resources</b>	<b>\$ 505,967</b>	<b>\$ 520,066</b>	<b>\$ 527,300</b>	<b>\$ 527,300</b>	<b>\$ 506,400</b>	<b>(3.96%)</b>



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Debt Service Fund: 1996 Fire Substation G.O. Bonds (301-10-1019)**

**Responsible Manager/Title: John Stahl, Assistant Finance Director**

### Functions and Responsibilities

- This activity provides for payment of the \$3.7 million General Obligation Bonds, series 1996.
- The bonds are dated October 1, 1996 and accrue interest from that date until maturity or earlier redemption. They are payable semiannually, on December 1 and June 1. Interest rates range from 4.50 to 5.50%.
- The bonds maturing on or after December 1, 2007, are subject to redemption.
- The bonds were rated "A" by Moody's and "A" by Standard and Poor's.
- The Bond Registrar and Paying Agent is BNY Western Trust Company. The Bond Counsel is AterWynne, LLP. The Financial Advisor is Regional Financial Advisors, Inc., Portland, Oregon. The Underwriter is Charter Investment Group.

### Maturity Schedule

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Interest Rate</u>
2006-2007	\$ 185,000	\$ 124,150	\$ 309,150	5.00%
2007-2008	195,000	114,552	309,552	5.10%
2008-2009	205,000	104,250	309,250	5.20%
2009-2010	215,000	93,223	308,223	5.30%
2010-2011	230,000	81,315	311,315	5.40%
2011-2012	245,000	68,490	313,490	5.40%
2012-2013	255,000	54,862	309,862	5.50%
2013-2014	275,000	40,287	315,287	5.50%
2014-2015	290,000	24,750	314,750	5.50%
2015-2016	305,000	8,387	313,387	5.50%
Totals	\$ 2,400,000	\$ 714,266	\$ 3,114,266	

**ACTIVITY BUDGET DATA**

**Debt Service Fund: 1996 Fire Substation GO Bonds (301-10-1019)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	500	2,166	500	500	2,000	300.00%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	303,913	306,310	431,600	431,600	391,100	(9.38%)
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 304,413</b>	<b>\$ 308,476</b>	<b>\$ 432,100</b>	<b>\$ 432,100</b>	<b>\$ 393,100</b>	<b>(9.03%)</b>

**Program Resources**

Property Taxes - Current	\$ 294,238	\$ 280,557	\$ 285,000	\$ 285,000	\$ 250,000	(12.28%)
Property Taxes - Delinquent	13,630	11,164	13,000	13,000	11,500	(11.54%)
Interest	2,198	3,425	2,300	2,300	4,200	82.61%
Beginning Balance	146,112	151,765	131,800	131,800	127,400	(3.34%)
<b>Total Program Resources</b>	<b>\$ 456,178</b>	<b>\$ 446,911</b>	<b>\$ 432,100</b>	<b>\$ 432,100</b>	<b>\$ 393,100</b>	<b>(9.03%)</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Debt Service Fund: 1999 G.O. Street Improvement Bond (301-10-1020)

Responsible Manager/Title: John Stahl, Assistant Finance Director

#### Functions and Responsibilities

- This activity provides for payment of the \$9.850 million General Obligation Bonds, series 1999.
  - The bonds are dated March 1, 1999. They bear interest payable semi-annually on March 1 and September 1. Interest rates range from 3.10% to 4.85% with a TIC of 4.6167.
  - The bonds maturing on or after March 1, 2010, are subject to redemption at the option of the City at any time on or after March 1, 2009.
- The bonds are insured by Financial Guaranty Insurance Company and are rated as "Aaa" by Moody's Investors Service.
  - The Bond Registrar and Paying Agent is First Security Bank National Association, Lake Oswego, Oregon. The Bond Counsel is AterWynne, LLP. The Financial Advisor is Regional Financial Advisors, Inc., Portland, Oregon.

#### Maturity Schedule

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Interest Rate</u>
2006-2007	\$ 425,000	\$ 331,285	\$ 756,285	4.15%
2007-2008	440,000	313,647	753,647	4.25%
2008-2009	460,000	294,947	754,947	4.25%
2009-2010	480,000	275,397	755,397	4.25%
2010-2011	505,000	254,997	759,997	4.35%
2011-2012	525,000	233,030	758,030	4.40%
2012-2013	550,000	209,930	759,930	4.45%
2013-2014	575,000	185,455	760,455	4.55%
2014-2015	605,000	159,292	764,292	4.65%
2015-2016	635,000	131,160	766,160	4.70%
2016-2017	670,000	101,315	771,315	4.75%
2017-2018	700,000	69,490	769,490	4.80%
2018-2019	740,000	35,890	775,890	4.85%
Totals	\$ 7,310,000	\$ 2,595,835	\$ 9,905,835	

**ACTIVITY BUDGET DATA**

**Debt Service Fund: 1999 GO Street Improvement Bond (301-10-1020)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	400	2,067	-	-	1,000	-
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	752,928	753,490	860,100	860,100	854,300	(0.67%)
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 753,328</b>	<b>\$ 755,557</b>	<b>\$ 860,100</b>	<b>\$ 860,100</b>	<b>\$ 855,300</b>	<b>(0.56%)</b>

**Program Resources**

Property Taxes - Current	\$ 733,053	\$ 743,073	\$ 730,000	\$ 730,000	\$ 690,000	(5.48%)
Property Taxes - Delinquent	36,371	29,112	31,000	31,000	30,000	(3.23%)
Interest	1,716	3,611	3,800	3,800	7,500	97.37%
Beginning Balance	-	-	-	-	-	-
Reserved Beginning Balance	77,497	95,309	95,300	95,300	127,800	34.10%
<b>Total Program Resources</b>	<b>\$ 848,637</b>	<b>\$ 871,105</b>	<b>\$ 860,100</b>	<b>\$ 860,100</b>	<b>\$ 855,300</b>	<b>(0.56%)</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Debt Service Fund: 2002 Limited Tax Pension Bonds (301-10-1021)**  
**Responsible Manager/Title: John Stahl, Assistant Finance Director**

### Functions and Responsibilities

- This activity provides for payment of the \$6,851,826 Limited Tax Pension Obligations, Series 2002.
  - The bonds, dated March 15, 2002, were issued as the Limited Tax Pension Deferred Interest Obligations, Series 2002A and the Limited Tax Pension Obligations, Series 2002B. Interest rates range from 2.00% to 7.41% with a TIC of 7.061361%. Interest paid is subject to federal income tax.
  - Interest on the 2002A Obligations will be paid only at maturity, and will be compounded semiannually as of June 1 and December 1. Interest on the 2002B Obligations, issued as current interest obligations, is payable on June 1, 2002, and semiannually thereafter until June 1, 2028.
- The 2002A Obligations are not subject to prepayment prior to their stated maturities. The 2002B Obligations maturing on June 1, 2025, are subject to prepayment prior to their stated maturities.
  - The bonds are insured by Ambac Assurance 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.

### Maturity Schedule

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Interest Rate</u>
2006-2007	\$ 55,650	\$ 390,407	\$ 446,057	5.85%
2007-2008	65,043	401,015	466,058	6.23%
2008-2009	73,231	412,827	486,058	6.39%
2009-2010	82,139	428,918	511,057	6.63%
2010-2011	86,861	444,197	531,058	6.77%
2011-2016	505,023	2,540,264	3,045,287	7.05%
2016-2021	951,484	2,844,352	3,795,836	7.25%
2021-2026	3,450,000	1,262,289	4,712,289	6.85%
2026-2028	1,470,000	134,944	1,604,944	6.85%
Totals	\$ 6,739,431	\$ 8,859,213	\$ 15,598,644	

**ACTIVITY BUDGET DATA**

**Debt Service Fund: 2002 LTD Tax Pension Bonds (301-10-1021)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	-
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	386,057	406,058	516,900	516,900	582,800	12.75%
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 386,057</b>	<b>\$ 406,058</b>	<b>\$ 516,900</b>	<b>\$ 516,900</b>	<b>\$ 582,800</b>	<b>12.75%</b>

**Program Resources**

Departmental Charges	\$ 408,285	\$ 441,552	\$ 426,100	\$ 426,100	\$ 446,200	4.72%
Interest	1,811	3,881	2,000	2,000	5,800	190.00%
Beginning Balance	-	-	-	-	-	-
Reserved Beginning Balance	63,005	87,044	88,800	88,800	130,800	47.30%
<b>Total Program Resources</b>	<b>\$ 473,101</b>	<b>\$ 532,477</b>	<b>\$ 516,900</b>	<b>\$ 516,900</b>	<b>\$ 582,800</b>	<b>12.75%</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Debt Service Fund: 2004 Revenue Obligations (301-10-1022)**  
**Responsible Manager/Title:** John Stahl, Assistant Finance Director

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### Functions and Responsibilities

- This activity provides for payment of the principal and interest on the 2004 Revenue Obligations to be used for the Aquatic Center project and the defeasance of the City's Certificates of Participation, Series 1994.
  - The bonds were dated December 30, 2004, and accrue interest from that date until maturity or earlier redemption, payable semiannually on July 1 and January 1 of each fiscal year.
  - The original amount of the bond issue was \$3,720,000.
  - The bonds are rated by Moody's Investors Service as "Aaa".
  - The Bond Registrar and Paying Agent is Bank of New York Trust Co., N.A, Los Angeles, California. The Bond Counsel is Orrick, Herrington & Sutcliffe, LLP, Portland, Oregon. The Underwriter is Seattle-Northwest Securities Corporation.
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### Maturity Schedule

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Interest Rate</u>
2006-2007	\$225,000	\$120,976	\$345,976	2.00%
2007-2008	305,000	115,350	420,350	2.50%
2008-2009	315,000	107,726	422,726	2.50%
2009-2010	320,000	99,064	419,064	2.75%
2010-2011	325,000	88,664	413,664	3.25%
2011-2016	1,345,000	273,354	1,618,354	3.93%
2016-2020	655,000	67,252	722,252	4.18%
Totals	\$3,490,000	\$872,386	\$4,362,386	

## ACTIVITY BUDGET DATA

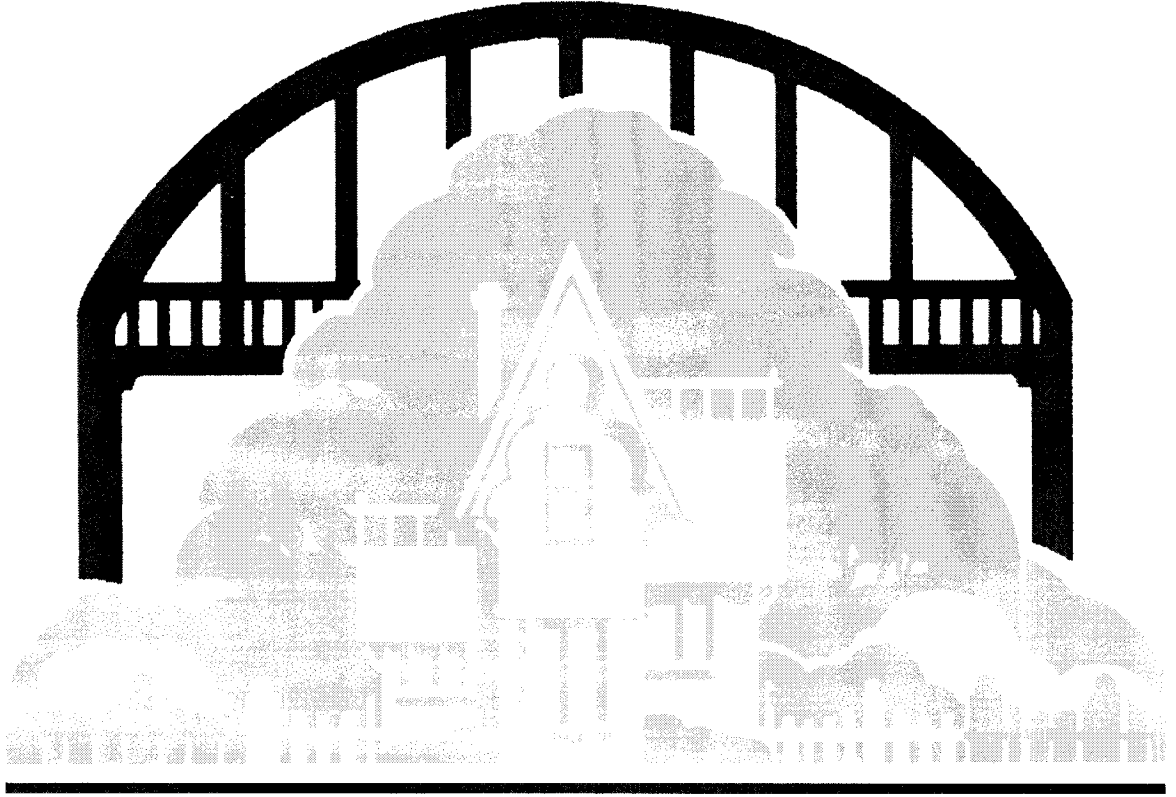
### Debt Service Fund: 2004 Revenue Obligations (301-10-1022)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	1,300	1,300	1,300	-
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	356,000	356,000	346,000	(2.81%)
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 357,300</b>	<b>\$ 357,300</b>	<b>\$ 347,300</b>	<b>(2.80%)</b>

#### Program Resources

From Parks Fund	\$ -	\$ -	\$ 182,700	\$ 182,700	\$ 177,100	(3.07%)
From General Fund	-	-	174,600	174,600	170,200	(2.52%)
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 357,300</b>	<b>\$ 357,300</b>	<b>\$ 347,300</b>	<b>(2.80%)</b>





CITY OF  
*Albany*



## CAPITAL PROJECT FUND

### ACTIVITY 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

For Fiscal Year 2006-07, the City made major classification changes in the Capital Projects fund type designations. The Equipment Replacement Fund was closed and reestablished as part of the new Capital Replacement Fund, a Special Revenue Fund. The Improvement Fund was closed and reopened as a program within the existing Capital Projects Fund. The result is that the City now has one Capital Projects Fund with several programs to account separately for the individual capital projects.

**Albany Data Integration Project:** Monies from the Water, Sewer, Information Technology, Central services, and Street Funds are being used to acquire and implement an integrated financial software and hardware system. Full implementation of all modules is expected by January, 2007.

**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. Activities of this program were formerly accounted for in the Improvement Fund.

**Albany Station REA Building:** This project will rehabilitate the existing Rail Express Agency (REA) building and surrounding area located at the Albany Station. Funding will come from the Federal Highway Trust Fund, Sewer Fund, and the City Facilities Replacement Program.

**Albany Station Pathway:** Funds from Parks Systems Development Charges, the State Highway Fund, and the Federal Highway Trust will be used to construct a pathway improving pedestrian access along the railroad tracks from the rail depot building to Swanson Park.

**North Albany Park & Ride:** This project will provide a paved and lighted parking lot with a passenger shelter at the northwest corner of Hickory and North Albany Road. Funding will be from state gasoline tax revenues and the Federal Highway Trust Fund.

**Library Renovation:** Funds from an anonymous donor will be used to remodel the Unitrin Building for use as the new Albany Public Library. The project includes design, structural upgrades, and finish work.

**Bicycle/Pedestrian Project:** Funding from the Oregon Department of Transportation and the Street Fund will be used to construct a pathway to improve pedestrian access to downtown Albany from North Albany along the south side of Highway 20 from North Albany Road to the Ellsworth Street Bridge over the Willamette River.

#### RESOURCES

Intergovernmental Services	\$ 3,000,000
Assessment revenues	76,000
Gifts & Donations	2,000,000
Other Revenues	12,200
Transfers In	620,000
Beginning Balance	1,090,000
<b>Total Resources</b>	<b>\$ 6,798,200</b>

#### REQUIREMENTS

Personnel	\$ 49,000
Materials & Services	2,850,000
Capital	3,899,200
<b>Total Requirements</b>	<b>\$ 6,798,200</b>

**CAPITAL PROJECTS FUND**

**RESOURCE BUDGET DETAIL**

RESOURCES	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06	Percent of Fund Budget
			Adopted Budget	Revised Budget			
Federal TEA Grant	\$2,673,047	\$4,278,931	\$1,588,000	\$1,588,000	\$2,600,000	63.73%	38.25%
Amtrak Grant	-	-	250,000	250,000	-	(100.00%)	-
Oregon Department of Transportati	-	-	-	-	400,000	-	5.88%
ODOT OTIA Grant	-	307,846	1,150,000	1,150,000	-	(100.00%)	-
OTIA III Revenues	-	1,374,000	1,589,000	1,589,000	-	(100.00%)	-
Financed Asmnts: Principal	-	-	-	-	50,000	-	0.74%
Financed Asmnts: Interest	-	-	-	-	15,000	-	0.22%
Unbonded Asmnts: Principal	-	-	-	-	10,000	-	0.15%
Unbonded Asmnts: Interest	-	-	-	-	1,000	-	0.01%
Gifts & Donations	-	-	-	4,000,000	2,000,000	(50.00%)	29.42%
Miscellaneous Revenue	1,000	1,000	-	-	-	-	-
Interest	13,073	34,483	17,000	37,000	12,200	(67.03%)	0.18%
<b>Total Current Resources</b>	<b>2,687,120</b>	<b>5,996,260</b>	<b>4,594,000</b>	<b>8,614,000</b>	<b>5,088,200</b>	<b>(40.93%)</b>	<b>74.85%</b>
From Administrative Services	-	150,000	-	-	-	-	-
From Library Memorial	-	-	-	70,000	-	(100.00%)	-
From IS Equipment Replacement	-	500,000	-	-	-	-	-
From Street Capital	-	350,000	363,000	363,000	260,000	(28.37%)	3.82%
From Sewer Capital	-	400,000	-	-	-	-	-
From Water Capital	-	450,000	-	-	-	-	-
From Street Fund	-	-	-	-	40,000	-	0.59%
From Sewer Fund	-	-	-	-	50,000	-	0.74%
From City Facilities Replacement	-	-	-	-	270,000	-	3.97%
From Improvement Fund	-	-	-	100,000	-	(100.00%)	-
<b>Total Transfers In</b>	<b>-</b>	<b>1,850,000</b>	<b>363,000</b>	<b>533,000</b>	<b>620,000</b>	<b>16.32%</b>	<b>9.12%</b>
Beginning Balance	155,194	14,388	1,674,200	1,692,500	\$1,090,000	(35.60%)	16.03%
<b>Totals</b>	<b>\$2,842,314</b>	<b>\$7,860,648</b>	<b>\$6,631,200</b>	<b>\$10,839,500</b>	<b>\$6,798,200</b>	<b>(37.28%)</b>	<b>100.00%</b>

**Budget Notes**

**IT** - Information Technology

**ODOT** - Oregon Department of Transportation

**OTIA** - Oregon Transportation Investment Act

**TEA** - Transportation Equity Act

**CAPITAL PROJECTS FUND**  
**REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2003-04	2004-05	.....2005-06.....		.....2006-07.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Albany Data Integration Project	\$ -	\$ 283,059	\$ 1,415,000	\$ 1,442,500	\$ 900,000	\$ 900,000	\$ 900,000
LID Construction Projects	-	-	-	100,000	277,000	277,000	277,000
Albany Station REA Building	-	-	-	-	1,600,000	1,600,000	1,600,000
Albany Station Pathway	-	-	-	-	630,000	630,000	630,000
North Albany Park & Ride	-	-	-	-	950,000	950,000	950,000
Fire Substation Construction	-	-	129,200	140,000	-	-	-
Library Renovation	-	-	-	4,070,000	2,000,000	2,000,000	2,000,000
99 GO Bond Street Improvement	988,904	575,162	-	-	-	-	-
RMTC - Local Match	92,293	(66,998)	397,000	397,000	-	-	-
RMTC - Federal TEA Grant	1,430,721	5,208,710	1,588,000	1,588,000	-	-	-
OTIA Projects	316,008	1,346,815	1,350,000	1,350,000	-	-	-
Periwinkle Creek Bridge	-	-	1,752,000	1,752,000	-	-	-
Bicycle/Pedestrian Project	-	-	-	-	441,200	441,200	441,200
<b>Total Requirements</b>	<b>\$ 2,827,926</b>	<b>\$ 7,346,748</b>	<b>\$ 6,631,200</b>	<b>\$ 10,839,500</b>	<b>\$ 6,798,200</b>	<b>\$ 6,798,200</b>	<b>\$ 6,798,200</b>

**Staffing Summary (FTEs)**

Albany Station REA Building	-	-	-	-	0.200	0.200	0.200
Albany Station Pathway	-	-	-	-	0.085	0.085	0.085
North Albany Park & Ride	-	-	-	-	0.130	0.130	0.130
<b>Total FTEs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.415</b>	<b>0.415</b>	<b>0.415</b>

Adopted Requirements by Type	Materials			Transfers Out	Debt Service	Adopted Budget	% of Fund Budget
	Personnel	& Services	Capital				
Albany Data Integration Project	\$ -	\$ 850,000	\$ 50,000	\$ -	\$ -	\$ 900,000	13.24%
LID Construction Projects	-	-	277,000	-	-	277,000	4.07%
Albany Station REA Building	24,000	-	1,576,000	-	-	1,600,000	23.54%
Albany Station Pathway	10,000	-	620,000	-	-	630,000	9.27%
North Albany Park & Ride	15,000	-	935,000	-	-	950,000	13.97%
Library Renovation	-	2,000,000	-	-	-	2,000,000	29.42%
Bicycle/Pedestrian Project	-	-	441,200	-	-	441,200	6.49%
<b>Total Requirements</b>	<b>\$ 49,000</b>	<b>\$ 2,850,000</b>	<b>\$ 3,899,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,798,200</b>	<b>100.00%</b>
<b>Percent of Fund Budget</b>	<b>0.72%</b>	<b>41.92%</b>	<b>57.36%</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>	

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Capital Projects Fund: Albany Data Integration Project (402-10-1011)**  
**Responsible Manager/Title:** Eric von Stromberg, Information Technology Director

### Functions and Responsibilities

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• This activity accounts for the costs of acquisition and implementation of the City's new financial software and related hardware.</li> <li>• Funds in this activity will be used to acquire and implement integrated financial software which</li> </ul> | <p>includes fund accounting, accounts payable, accounts receivable, payroll, human resources, special assessment tracking, contracts, bid and quote tracking, project accounting, and fixed assets.</p> |
|---|---|

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Themes</u>
<b>Budget Year 2005-2006</b>			
• Complete implementation of the new software systems.	June 2006	On Schedule	An Effective Government
• Evaluate and report on the results of the entire project.	June 2006	In Progress	An Effective Government
<b>Budget Year 2006-2007</b>			
• Complete implementation of the new software systems. <i>We are deliberately slowing the dates to include extra training.</i>	August 2006		An Effective Government
• Evaluate and report on the results of the entire project.	October 2006		An Effective Government

## ACTIVITY BUDGET DATA

### Capital Projects Fund: Albany Data Integration Project (402-10-1011)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	255,910	1,247,300	1,274,800	850,000	(33.32%)
Capital	-	27,149	115,000	115,000	50,000	(56.52%)
Transfers Out	-	-	52,700	52,700	-	(100.00%)
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ 283,059</b>	<b>\$1,415,000</b>	<b>\$1,442,500</b>	<b>\$ 900,000</b>	<b>(37.61%)</b>

#### Program Resources

Interest	\$ -	\$ 25,640	\$ 15,000	\$ 35,000	\$ 10,000	(71.43%)
From Administrative Services	-	150,000	-	-	-	-
From IS Equipment Replacement	-	500,000	-	-	-	-
From Street Capital	-	150,000	-	-	-	-
From Sewer Capital	-	400,000	-	-	-	-
From Water Capital	-	450,000	-	-	-	-
Beginning Balance	-	-	1,400,000	1,407,500	890,000	(36.77%)
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$1,675,640</b>	<b>\$1,415,000</b>	<b>\$1,442,500</b>	<b>\$ 900,000</b>	<b>(37.61%)</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Capital Projects Fund: LID Construction Projects (402-10-1012)**  
**Responsible Manager/Title: John Stahl, Assistant Finance Director**

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### 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.
- 

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Finalize North Albany Road Extension Local Improvement District.	June 2005	In Progress	Physical Capital
Budget Year 2006-2007			
• Finalize North Albany Road Extension Local Improvement District.	December 2006		

**ACTIVITY BUDGET DATA**

**Capital Projects Fund: LID Construction Projects (402-10-1012)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	-
Capital	-	-	-	100,000	277,000	177.00%
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 277,000</b>	<b>177.00%</b>

**Program Resources**

Financed Asmnts: Principal	\$ -	\$ -	\$ -	\$ -	\$ 50,000	-
Financed Asmnts: Interest	-	-	-	-	15,000	-
Unbonded Asmnts: Principal	-	-	-	-	10,000	-
Unbonded Asmnts: Interest	-	-	-	-	1,000	-
Interest	-	-	-	-	1,000	-
From Improvement Fund	-	-	-	100,000	-	(100.00%)
Beginning Balance	-	-	-	-	200,000	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 277,000</b>	<b>177.00%</b>



**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Capital Projects Fund: Albany Station REA (402-16-1109)**  
**Responsible Manager/Title: Dick Ebbert, Economic Development Director**

**Functions and Responsibilities**

- This project will rehabilitate the existing Rail Express Agency (REA) building and surrounding area located at Albany Station. When rehabilitated, the building will be used as office space for the local transit systems. Providing office space at the transit systems' primary transfer station will improve the efficiency of the transit system by allowing increased flexibility in the design of bus routes and schedules. It will also provide for improved communication and coordination with the other transportation services based at the site: Amtrak, Linn-Benton Loop, Valley Retriever, and Linn Shuttle.
- This budget receives the following funding: \$50,000 from sewer rates/operating revenues; \$270,000 from City Facilities Replacement; and \$1,280,000 from the Federal Highway Trust Fund.

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
Budget Year 2006-2007			
<ul style="list-style-type: none"> <li>• Complete federal project approvals and begin design.</li> </ul>	June 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**

**Capital Projects Fund: Albany Station REA Building (402-16-1109)**

<b>Program Requirements</b>	2003-04		2004-05		.....2005-06.....		2006-07	% Change from 2005-06
	Actual		Actual		Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -		\$ -		\$ -	\$ -	\$ 24,000	-
Materials & Services	-		-		-	-	-	-
Capital	-		-		-	-	1,576,000	-
Transfers Out	-		-		-	-	-	-
Debt Service	-		-		-	-	-	-
Contingency	-		-		-	-	-	-
Unappropriated	-		-		-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,600,000</b>	<b>-</b>

**Program Resources**

Federal TEA Grant	\$ -		\$ -		\$ -	\$ -	\$ 1,280,000	-
From Sewer Fund	-		-		-	-	50,000	-
From City Facilities Replacement	-		-		-	-	270,000	-
<b>Total Program Resources</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,600,000</b>	<b>-</b>

**Staffing Summary**

FTEs	-		-		-	-	0.200	
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**Significant Budget Changes**

Resources for this program include a transfer of \$270,000 from the City Facilities Replacement program in the Capital Replacement Fund.

For 2006-07, a 0.20 FTE Economic Development Project Coordinator position has been included in this program.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Capital Projects Fund: Albany Station Pathway (402-16-1110)**  
**Responsible Manager/Title:** Dick Ebbert, Economic Development Director

**Functions and Responsibilities**

- This project will construct a pathway along the railroad tracks from the rail depot building east to Swanson Park and will improve pedestrian access to Albany Station and the aquatic center through an area that is currently fenced and access is restricted by the railroad.
- This budget receives the following funding: \$20,000 from SDC-Improvement-Parks; \$110,000 from State Highway Fund (gas tax); and \$520,000 from the Federal Highway Trust Fund.

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
Budget Year 2006-2007			
• Complete design and prepare for bid advertisement.	June 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**

**Capital Projects Fund: Albany Station Pathway (402-16-1110)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 10,000	-
Materials & Services	-	-	-	-	-	-
Capital	-	-	-	-	620,000	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 630,000</b>	<b>-</b>

**Program Resources**

Federal TEA Grant	\$ -	\$ -	\$ -	\$ -	\$ 520,000	-
From Street Capital	-	-	-	-	110,000	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 630,000</b>	<b>-</b>

**Staffing Summary**

FTEs	-	-	-	-	0.085
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**Significant Budget Changes**

For 2006-07, a 0.085 FTE Economic Development Project Coordinator position has been included in this program.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Capital Projects Fund: North Albany Park & Ride (402-16-1111)**  
**Responsible Manager/Title:** Dick Ebbert, Economic Development Director

**Functions and Responsibilities**

- This project 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 the following funding: \$150,000 from State Highway Fund (gas tax) and \$800,000 from the Federal Highway Trust Fund.

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
Budget Year 2006-2007			
<ul style="list-style-type: none"> <li>• Complete federal project approvals and environmental assessment and begin design.</li> </ul>	June 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**

**Capital Projects Fund: North Albany Park & Ride (402-16-1111)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 15,000	-
Materials & Services	-	-	-	-	-	-
Capital	-	-	-	-	935,000	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 950,000</b>	<b>-</b>

**Program Resources**

Federal TEA Grant	\$ -	\$ -	\$ -	\$ -	\$ 800,000	-
From Street Capital	-	-	-	-	150,000	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 950,000</b>	<b>-</b>

**Staffing Summary**

FTEs	-	-	-	-	0.130
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**Significant Budget Changes**

For 2006-07, a 0.13 FTE Economic Development Project Coordinator position has been included in this program.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Library Trust Fund: Library Renovation (402-45-1705)**  
**Responsible Manager/Title:** Ed Gallagher, Library Director

**Functions and Responsibilities**

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• After purchasing the Unitrin building, this fund will receive the remaining funds from the anonymous \$5 million donation that was pledged to expand the Main Library.</li> </ul> | <p>Approximately \$2 million will be used for structural upgrades necessary to meet library use codes, as well as design elements and finish work.</p> |
|--|--|

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Council Goal</b>
Budget Year 2006-2007			
• Write an RFP for design services for Unitrin renovation.	July 2006		Great Neighborhoods Effective Governments
• Choose architectural/engineering firm and complete design documents.	September 2006		Effective Government
• Complete renovation.	June 2007		Effective Government

**ACTIVITY BUDGET DATA**

**Capital Projects Fund: Library Renovation (402-45-1705)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	2,000,000	-
Capital	-	-	-	4,070,000	-	(100.00%)
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$4,070,000</b>	<b>\$2,000,000</b>	<b>(50.86%)</b>

**Program Resources**

Gifts & Donations	\$ -	\$ -	\$ -	\$4,000,000	\$2,000,000	(50.00%)
From Library Memorial	-	-	-	70,000	-	(100.00%)
Beginning Balance	-	-	-	-	-	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$4,070,000</b>	<b>\$2,000,000</b>	<b>(50.86%)</b>



**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Capital Projects Fund: Bicycle/Pedestrian Project (402-50-2012)**

**Responsible Manager/Title:** Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

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**Functions and Responsibilities**

- This project will construct a pathway along the south side of Highway 20 from North Albany Road to the Ellsworth Street Bridge over the Willamette River and will improve pedestrian access to downtown Albany from North Albany. There are currently no sidewalks along Highway 20 in this area.
  - This budget receives the following funding: \$40,000 from Street Fund; \$400,000 from Oregon Department of Transportation - Transportation Enhancement Grants.
- 

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
Budget Year 2006-2007			
<ul style="list-style-type: none"><li>• Complete design and construction.</li></ul>	June 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**

**Capital Projects Fund: Bicycle/Pedestrian Project (402-50-2012)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	-
Capital	-	-	-	-	441,200	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 441,200</b>	<b>-</b>

**Program Resources**

Oregon Department of Transportation	\$ -	\$ -	\$ -	\$ -	\$ 400,000	-
Interest	-	-	-	-	1,200	-
From Street Fund	-	-	-	-	40,000	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 441,200</b>	<b>-</b>

<b>Capital Projects</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Bike & Pedestrian Path	\$1,752,000	\$ 441,200	\$ 441,200	\$ 441,200
<b>Total Capital Projects</b>	<b>\$1,752,000</b>	<b>\$ 441,200</b>	<b>\$ 441,200</b>	<b>\$ 441,200</b>

## PERMANENT FUNDS

### ACTIVITY 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	\$	4,000
Investment earnings		6,600
Beginning balance		52,200
Beginning balance held in trust		79,500
Total Resources	\$	142,300

#### REQUIREMENTS

Materials & services	\$	9,900
Unappropriated		132,400
Total Requirements	\$	142,300

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Senior Center Endowment Fund: Senior Center Endowment (501-35-1418)**

**Responsible Manager/Title: Katie Nooshazar, Recreation Programs Manager**

### Functions and Responsibilities

- Promote collection of endowment funds to be used for operation of the Albany Senior Center.
- Receive funds, provide recognition of donors, and ensure capital is reinvested for five years.
- Oversee fund expenditures and ensure monies are used solely for operation of the Albany Senior Center.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Initiate annual Million Penny Drive in order to generate revenue and raise awareness of fund.	August 2006	Completed	An Effective Government
• Finalize selection of Senior Center Endowment Fund leadership. Provide training and orientation to new members.	August 2006	In Progress	An Effective Government
Budget Year 2006-2007			
• Coordinate annual Million Penny Drive in order to generate revenue and raise awareness of fund.	August 2007		An Effective Government
• Review and revise Endowment brochure and promotional materials.	December 2006		An Effective Government

**ACTIVITY BUDGET DATA**

**Senior Center Endowment Fund: Senior Center Endowment (501-35-1418)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	400	400	2,400	500.00%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	46,300	46,300	51,500	11.23%
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 46,700</b>	<b>\$ 46,700</b>	<b>\$ 53,900</b>	<b>15.42%</b>

<b>Program Resources</b>						
Gifts & Donations	\$ 454	\$ 3,042	\$ 3,000	\$ 3,000	\$ 4,000	33.33%
Interest	519	860	400	400	2,400	500.00%
Beginning Balance	39,002	39,975	43,300	43,300	47,500	9.70%
<b>Total Program Resources</b>	<b>\$ 39,975</b>	<b>\$ 43,877</b>	<b>\$ 46,700</b>	<b>\$ 46,700</b>	<b>\$ 53,900</b>	<b>15.42%</b>

<b>Budget Recap</b>	.....2006-07.....		
	Proposed	Approved	Adopted
Senior Center Endowment	\$ 53,900	\$ 53,900	\$ 53,900

**LIBRARY TRUST FUND**  
**RESOURCE BUDGET DETAIL**

<b>RESOURCES</b>	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06	Percent of Fund Budget
			Adopted Budget	Revised Budget			
Interest	\$ 1,094	\$ 1,733	\$ 1,200	\$ 1,200	\$ 4,200	250.00%	4.75%
Total Current Resources	1,094	1,733	1,200	1,200	4,200	250.00%	4.75%
Beginning Balance	3,494	3,342	4,200	4,200	4,700	11.90%	5.32%
Beginning Balance Held in Trust	79,429	79,429	79,500	79,500	79,500	-	89.93%
Totals	\$ 84,017	\$ 84,504	\$ 84,900	\$ 84,900	\$ 88,400	4.12%	100.00%

**LIBRARY TRUST FUND  
REQUIREMENT SUMMARIES**

Program Requirements	2003-04	2004-05	.....2005-06.....		.....2006-07.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
V. O. Torney Trust	\$ 213	\$ -	\$ 10,800	\$ 10,800	\$ 11,400	\$ 11,400	\$ 11,400
Manela Trust	1,033	-	74,100	74,100	77,000	77,000	77,000
<b>Total Requirements</b>	<b>\$ 1,246</b>	<b>\$ -</b>	<b>\$ 84,900</b>	<b>\$ 84,900</b>	<b>\$ 88,400</b>	<b>\$ 88,400</b>	<b>\$ 88,400</b>

Adopted Requirements by Type	Personnel	Materials & Services		Capital	Transfers Out	Unappro- priated	Adopted Budget	% of Fund Budget
V. O. Torney Trust	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,400	\$ 11,400	12.90%
Manela Trust	-	7,500	-	-	-	69,500	77,000	87.10%
<b>Total Requirements</b>	<b>\$ -</b>	<b>\$ 7,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,900</b>	<b>\$ 88,400</b>	<b>100.00%</b>
<b>Percent of Fund Budget</b>	<b>-</b>	<b>8.48%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>91.52%</b>	<b>100.00%</b>	

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Library Trust Fund: V. O. Torney Trust (502-45-1703)**  
**Responsible Manager/Title: Ed Gallagher, Library Director**

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**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.
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<b><u>Initiatives</u></b>	<b><u>Target Completion Date</u></b>	<b><u>Status</u></b>	<b><u>Supports Strategic Plan Theme</u></b>
Budget Year 2005-2006			
<ul style="list-style-type: none"><li>• No expenditure activity this fiscal year.</li></ul>			
Budget Year 2006-2007			
<ul style="list-style-type: none"><li>• No expenditure activity this fiscal year.</li></ul>			



## ACTIVITY BUDGET DATA

### Library Trust Fund: V. O. Torney Trust (502-45-1703)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	213	-	800	800	-	(100.00%)
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	10,000	10,000	11,400	14.00%
<b>Total Program Requirements</b>	<b>\$ 213</b>	<b>\$ -</b>	<b>\$ 10,800</b>	<b>\$ 10,800</b>	<b>\$ 11,400</b>	<b>5.56%</b>

#### Program Resources

Interest	\$ 139	\$ 219	\$ 200	\$ 200	\$ 600	200.00%
Beginning Balance	541	467	600	600	800	33.33%
Beginning Balance Held in Trust	10,000	10,000	10,000	10,000	10,000	-
<b>Total Program Resources</b>	<b>\$ 10,680</b>	<b>\$ 10,686</b>	<b>\$ 10,800</b>	<b>\$ 10,800</b>	<b>\$ 11,400</b>	<b>5.56%</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Library Trust Fund: Manela Trust (502-45-1704)**  
**Responsible Manager/Title:** Ed Gallagher, Library Director

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### Functions and Responsibilities

- Upon the death of Olive Manela, a trust fund was established in the amount of \$69,500 for the Albany Public Library with the principal fund amount to be invested and only the interest to be spent on religious, educational, scientific, or technical books.

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<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Council Goal</b>
Budget Year 2005-2006			
<ul style="list-style-type: none"><li>• No expenditure activity this fiscal year.</li></ul>			
Budget Year 2006-2007			
<ul style="list-style-type: none"><li>• The Library will purchase 250 books in the appropriate subject areas.</li></ul>	June 2007		Great Neighborhoods

**ACTIVITY BUDGET DATA**

**Library Trust Fund: Manela Trust (502-45-1704)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	1,033	-	4,600	4,600	7,500	63.04%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	69,500	69,500	69,500	-
<b>Total Program Requirements</b>	<b>\$ 1,033</b>	<b>\$ -</b>	<b>\$ 74,100</b>	<b>\$ 74,100</b>	<b>\$ 77,000</b>	<b>3.91%</b>

**Program Resources**

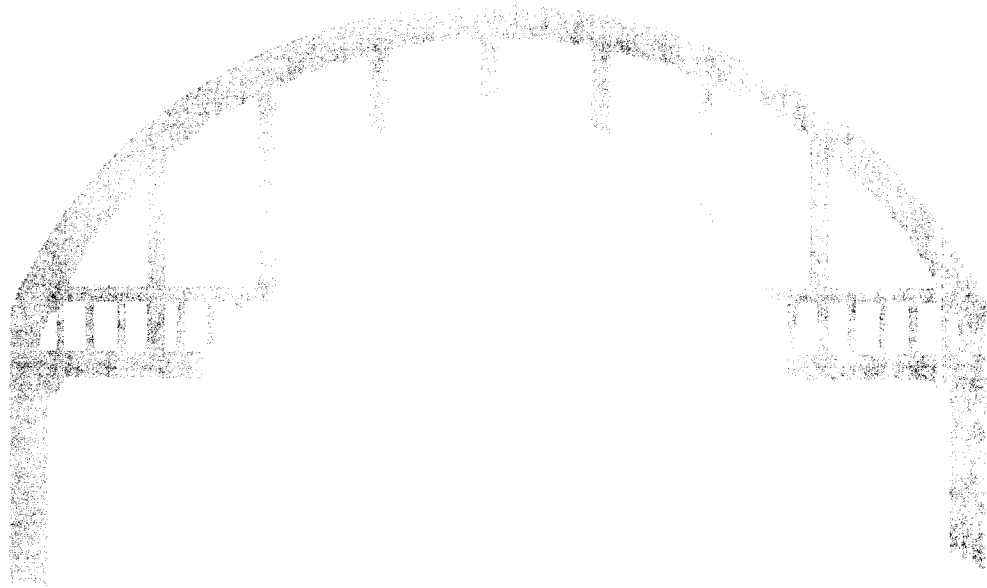
Interest	\$ 955	\$ 1,514	\$ 1,000	\$ 1,000	\$ 3,600	260.00%
Beginning Balance	2,953	2,875	3,600	3,600	3,900	8.33%
Beginning Balance Held in Trust	69,429	69,429	69,500	69,500	69,500	-
<b>Total Program Resources</b>	<b>\$ 73,337</b>	<b>\$ 73,818</b>	<b>\$ 74,100</b>	<b>\$ 74,100</b>	<b>\$ 77,000</b>	<b>3.91%</b>



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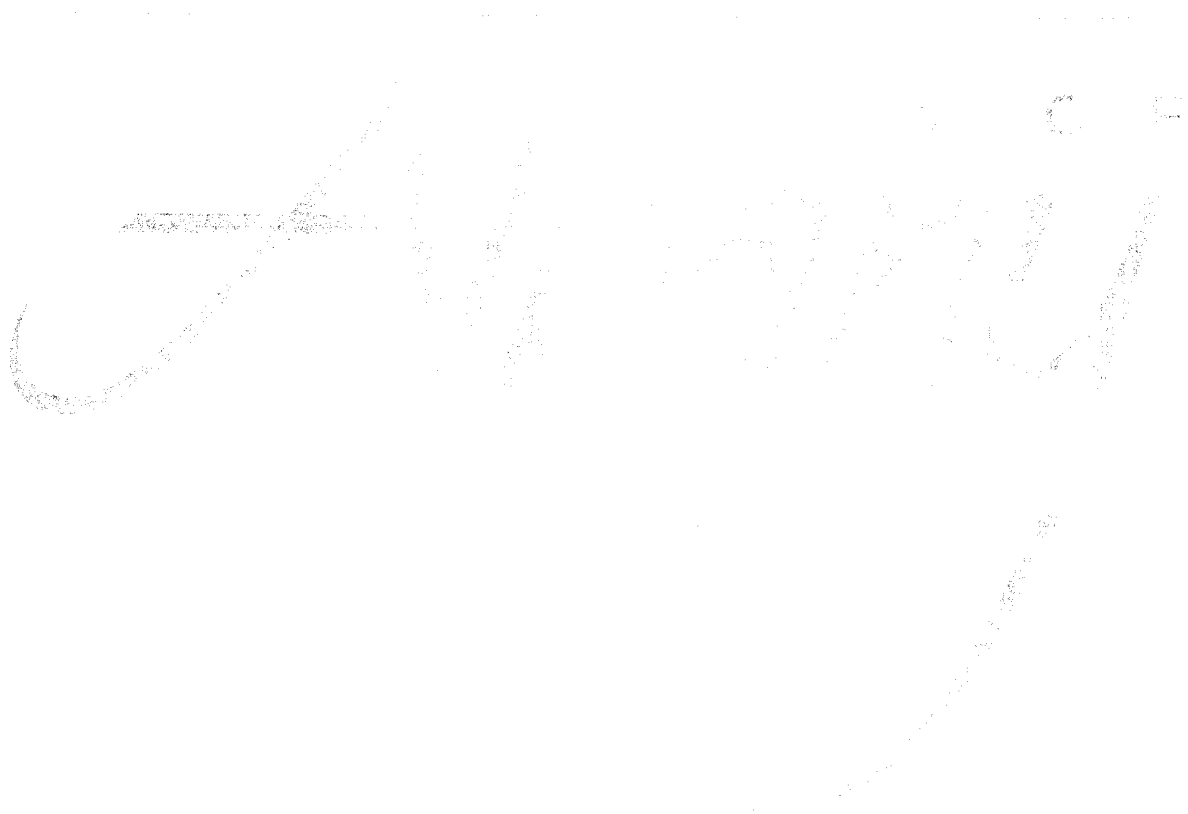




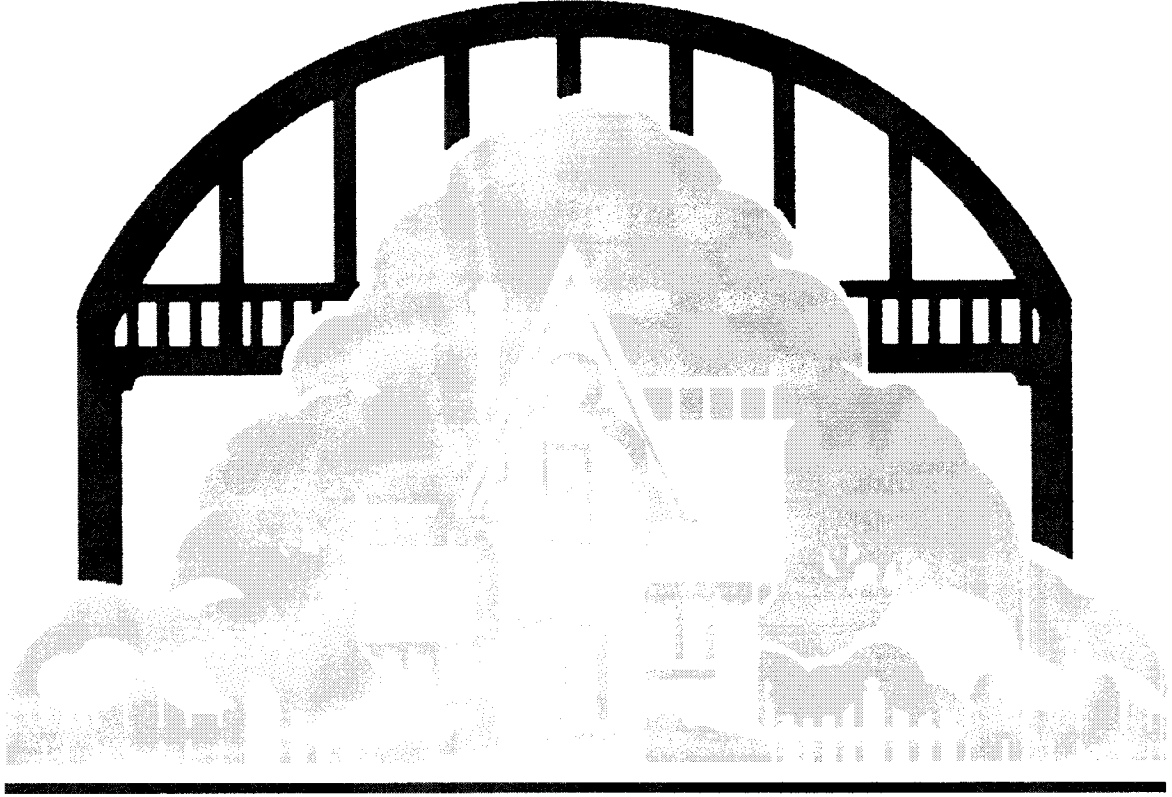


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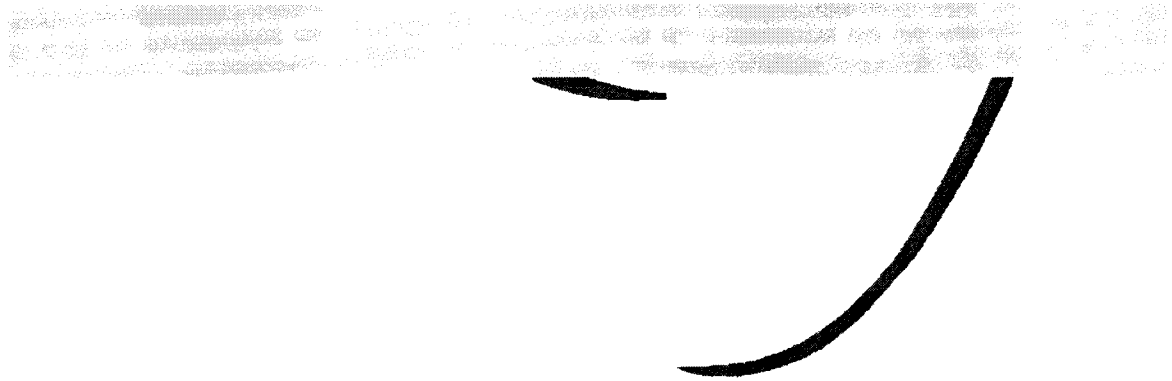
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**ENTERPRISE FUNDS**

**ACTIVITY 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 activities associated with the collection and treatment of wastewater in the City. Activities include collection, treatment, billing, equipment replacement, plant expansion, system improvements, economic development, and the repayment of debt incurred to make improvements to the sewer system.

The primary source of revenue for the Sewer Fund is sewer service charges. The City Council has elected to increase sewer service charges on an annual basis to cover debt service for major construction projects and the cost of inflation. Sewer service charges are expected to increase nine percent annually over the next seven years.

In Fiscal Year 2004-05, the City began a major renovation and improvement of its Wastewater Treatment Plant and facilities. The project is expected to be finished in Fiscal Year 2009-10 at a cost of \$65,000,000. Funding will be provided through a State Revolving Fund loan and from resources of the Sewer Fund.

Development fees, including Systems Development Charges (SDC), vary with the level of residential and commercial development. SDC revenues are projected to decrease in 2006-07 to \$995,000.

**WATER FUND**

The Water Fund accounts for all activities associated with the provision of water to the citizenry of Albany. Activities include treatment, distribution, source (canal) maintenance, billing, plant expansion, system improvements, equipment replacement, economic development, and repayment of debt incurred to purchase and improve the water system.

The primary source of revenue for the Water Fund is water service charges. The City Council, as they have done with the Sewer Fund, has elected to increase water rates on an annual basis to cover debt service for major capital projects and the costs of inflation.

In 2003, the City sold \$40.485 million of water revenue bonds to finance several large capital projects including a new water treatment plant in a joint venture with the city of Millersburg and make fish screen, diversion dam, and hydroelectric improvements to the existing water system. The new treatment plant was put online in the fall of 2005.

Property taxes are used to pay the debt service on the General Obligation Bonds sold to purchase the water system in 1984. Debt service requirements are approximately \$832,000 annually. The issue matures in year 2010.

Development fees, including Systems Development Charges (SDC), vary with the level of residential and commercial development. SDC revenues are projected to decrease to \$433,000 in 2006-07.

**RESOURCES**

Property Taxes	\$ 739,500
Licenses & Fees	2,180,000
Intergovernmental Revenues	680,500
Charges for Service	20,086,500
Assessment Revenues	99,000
Other Revenues	18,370,000
Investment Earnings	810,600
Transfers In	3,068,000
Beginning Balance	25,596,500
Reserved Beginning Balance	640,100
<b>Total Resources</b>	<b>\$ 72,270,700</b>

**REQUIREMENTS**

Personnel	\$ 4,615,800
Materials & Services	10,140,000
Capital	48,195,700
Transfers Out	3,314,000
Debt Service	5,152,300
Contingency	852,900
<b>Total Requirements</b>	<b>\$ 72,270,700</b>

**SEWER FUND**  
**RESOURCE BUDGET DETAIL**

RESOURCES	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06	Percent of Fund Budget
			Adopted Budget	Revised Budget			
Sewer SDC: Principal	\$ 232,644	\$ 120,414	\$ 80,000	\$ 80,000	\$ 100,000	25.00%	0.25%
Sewer SDC: Interest	25,624	25,146	24,000	24,000	10,200	(57.50%)	0.03%
Connection Fees: Principal	81,377	27,622	4,000	4,000	1,500	(62.50%)	-
Connection Fees: Interest	8,676	3,848	2,000	2,000	1,300	(35.00%)	-
General Sewer Connection Fees	-	112,908	80,000	80,000	200,000	150.00%	0.50%
Storm Drain Connection Fees	-	45,220	20,000	20,000	50,000	150.00%	0.12%
Connection Fees	17,501	14,369	-	-	-	-	-
Public Facility Construction Permit	15,963	90,360	40,000	40,000	95,000	137.50%	0.24%
Sewer Systems Development Charges	1,107,594	1,482,976	1,050,000	1,050,000	995,000	(5.24%)	2.47%
Albany Sewer Service Charges	6,888,631	7,425,106	8,368,000	8,368,000	8,919,800	6.59%	22.16%
Certified Sewer Charges	29,571	20,593	20,000	20,000	20,000	-	0.05%
Millersburg Service Charges	-	-	35,000	35,000	30,000	(14.29%)	0.07%
Equipment Replacement Charges	115,700	94,900	88,000	88,000	73,900	(16.02%)	0.18%
ELA: Construction Projects	117,487	-	-	-	-	-	-
Financed Asmnts: Principal	75,052	76,631	88,000	88,000	82,000	(6.82%)	0.20%
Financed Asmnts: Interest	26,635	23,620	25,000	25,000	17,000	(32.00%)	0.04%
Long-Term Debt Sale Proceeds	2,835,000	-	-	-	-	-	-
SRF Loan Proceeds	-	-	-	-	18,230,000	-	45.29%
Miscellaneous Revenue	330,580	262,223	200,000	200,000	130,000	(35.00%)	0.32%
Interest	123,560	217,587	150,200	150,200	304,500	102.73%	0.76%
<b>Total Current Resources</b>	<b>12,031,595</b>	<b>10,043,523</b>	<b>10,274,200</b>	<b>10,274,200</b>	<b>29,260,200</b>	<b>184.79%</b>	<b>72.68%</b>
From Health Insurance Fund	-	53,701	-	-	-	-	-
From SDC Improvement Fee Projects	-	465,000	2,143,000	2,143,000	1,068,000	(50.16%)	2.65%
<b>Total Transfers In</b>	<b>-</b>	<b>518,701</b>	<b>2,143,000</b>	<b>2,143,000</b>	<b>1,068,000</b>	<b>(50.16%)</b>	<b>2.65%</b>
Beginning Balance	7,533,227	9,111,088	9,856,300	9,856,300	9,393,300	(4.70%)	23.34%
Reserved Beginning Balance	2,819,923	689,876	632,200	632,200	534,200	(15.50%)	1.33%
<b>Totals</b>	<b>\$22,384,745</b>	<b>\$20,363,188</b>	<b>\$22,905,700</b>	<b>\$22,905,700</b>	<b>\$40,255,700</b>	<b>75.75%</b>	<b>100.00%</b>

**Budget Notes**

ELA - Engineering, Legal, Administrative

SDC - Systems Development Charges

SRF - State Revolving Fund

**SEWER FUND**  
**REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2003-04	2004-05	.....2005-06.....		.....2006-07.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sewer Environmental Services	\$ 441,193	\$ 407,551	\$ 501,400	\$ 501,400	\$ 667,000	\$ 667,000	\$ 667,000
Sewer Billing/Customer Service	196,662	184,260	-	-	-	-	-
Wastewater Treatment Plant	1,831,854	1,749,895	1,310,900	1,310,900	1,885,900	1,885,900	1,885,900
Wastewater Collection	1,078,742	1,033,709	1,028,300	1,028,300	1,636,100	1,636,100	1,636,100
Wastewater Administration	1,962,368	1,966,072	3,173,600	3,173,600	1,910,300	1,910,300	1,910,300
Sewer Operations Administration	-	-	-	-	369,000	369,000	369,000
Sewer Customer Services	-	-	-	-	356,600	356,600	356,600
Sewer System Capital Projects	1,034,029	1,576,215	2,704,200	2,704,200	2,847,800	2,847,800	2,847,800
Sewer Equipment Replacement	-	-	869,900	869,900	866,300	866,300	866,300
Sewer SDC Imp. Fee Projects	-	566,133	6,288,000	6,288,000	5,338,300	5,338,300	5,338,300
Sewer SDC Reimb. Fee Projects	4,000	311,405	1,698,000	1,698,000	1,357,700	1,357,700	1,357,700
Sewer Debt Service	4,181,076	511,072	508,400	508,400	510,900	510,900	510,900
Sewer Debt Service: North Albany	1,562,102	199,890	757,400	757,400	651,700	651,700	651,700
Sewer Economic Development	181,272	36,002	42,600	42,600	147,100	147,100	147,100
WW Facilities Improvement	-	712,175	4,023,000	4,023,000	21,711,000	21,711,000	21,711,000
<b>Total Requirements</b>	<b>\$12,473,298</b>	<b>\$ 9,254,379</b>	<b>\$22,905,700</b>	<b>\$22,905,700</b>	<b>\$40,255,700</b>	<b>\$40,255,700</b>	<b>\$40,255,700</b>

**Staffing Summary (FTEs)**

Sewer Environmental Services	4.500	3.500	5.000	5.000	5.000	5.000	5.000
Sewer Billing/Customer Service	2.660	1.660	-	-	-	-	-
Wastewater Treatment Plant	8.000	7.500	7.500	7.500	6.500	6.500	6.500
Wastewater Collection	10.000	9.000	9.000	9.000	10.000	10.000	10.000
Wastewater Administration	12.950	4.650	-	-	1.600	1.600	1.600
Sewer Operations Administration	-	-	-	-	2.800	2.800	2.800
Sewer Customer Services	-	-	-	-	2.310	2.310	2.310
<b>Total FTEs</b>	<b>38.110</b>	<b>26.310</b>	<b>21.500</b>	<b>21.500</b>	<b>28.210</b>	<b>28.210</b>	<b>28.210</b>

Adopted Requirements by Type	Materials		Transfers	Debt	Contingency	Adopted Budget	% of Fund Budget
	Personnel	& Services					
Sewer Environmental Services	\$ 398,300	\$ 196,700	\$ 72,000	\$ -	\$ -	\$ 667,000	1.66%
Wastewater Treatment Plant	525,300	1,360,600	-	-	-	1,885,900	4.68%
Wastewater Collection	739,400	675,800	220,900	-	-	1,636,100	4.06%
Wastewater Administration	198,500	1,356,000	-	49,800	-	1,910,300	4.75%
Sewer Operations Administration	227,000	133,600	8,400	-	-	369,000	0.92%
Sewer Customer Services	143,600	213,000	-	-	-	356,600	0.89%
Sewer System Capital Projects	-	710,000	2,087,800	50,000	-	2,847,800	7.07%
Sewer Equipment Replacement	-	-	866,300	-	-	866,300	2.15%
Sewer SDC Imp. Fee Projects	-	-	4,270,300	1,068,000	-	5,338,300	13.26%
Sewer SDC Reimb. Fee Projects	-	-	1,357,700	-	-	1,357,700	3.37%
Sewer Debt Service	-	600	-	-	510,300	510,900	1.27%
Sewer Debt Service: North Albany	-	1,000	-	-	650,700	651,700	1.62%
Sewer Economic Development	-	-	122,100	25,000	-	147,100	0.37%
WW Facilities Improvement	-	-	21,711,000	-	-	21,711,000	53.93%
<b>Total Requirements</b>	<b>\$ 2,232,100</b>	<b>\$ 4,647,300</b>	<b>\$30,716,500</b>	<b>\$ 1,192,800</b>	<b>\$ 1,161,000</b>	<b>\$40,255,700</b>	<b>100.00%</b>
<b>Percent of Fund Budget</b>	<b>5.54%</b>	<b>11.54%</b>	<b>76.30%</b>	<b>2.96%</b>	<b>2.88%</b>	<b>100.00%</b>	

**SEWER FUND**  
**OPERATION AND MAINTENANCE COMBINED BUDGET**

Detailed below are the resources dedicated to funding the operation and maintenance of the sewer system. Activities funded by these resources are: Sewer Environmental Services, Wastewater Treatment Plant, Wastewater Collection, Wastewater Administration, Sewer Operations Administration, and Sewer Customer Services. The revenue items listed below are included in the Sewer Fund - Revenue Budget Detail presented earlier.

<b>RESOURCES</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
Public Facility Construction Permit	\$ 15,963	\$ 90,360	\$ 40,000	\$ 40,000	\$ 95,000	137.50%	1.39%
Albany Sewer Service Charges	5,061,573	4,568,078	5,361,600	5,361,600	6,188,900	15.43%	90.68%
Certified Sewer Charges	29,571	20,593	20,000	20,000	20,000	-	0.29%
ELA: Construction Projects	117,487	-	-	-	-	-	-
Miscellaneous Revenue	315,580	255,010	200,000	200,000	130,000	(35.00%)	1.90%
Interest	9,344	8,944	10,000	10,000	10,000	-	0.15%
<b>Total Current Resources</b>	<b>5,549,518</b>	<b>4,942,985</b>	<b>5,631,600</b>	<b>5,631,600</b>	<b>6,443,900</b>	<b>14.42%</b>	<b>94.41%</b>
From Health Insurance Fund	-	53,701	-	-	-	-	-
<b>Total Transfers In</b>	<b>-</b>	<b>53,701</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Beginning Balance	604,250	642,950	382,600	382,600	381,000	(0.42%)	5.59%
<b>Totals</b>	<b>\$6,153,768</b>	<b>\$5,639,636</b>	<b>\$6,014,200</b>	<b>\$6,014,200</b>	<b>\$6,824,900</b>	<b>13.48%</b>	<b>100.00%</b>

<b>REQUIREMENTS</b>				Transfers	Contin-	Adopted	% of Fund
	Personnel	Materials & Services	Capital	Out	gency	Budget	Budget
Sewer Environmental Services	\$ 398,300	\$ 196,700	\$ 72,000	\$ -	\$ -	\$ 667,000	9.78%
Wastewater Treatment Plant	525,300	1,360,600	-	-	-	1,885,900	27.63%
Wastewater Collection	739,400	675,800	220,900	-	-	1,636,100	23.97%
Wastewater Administration	198,500	1,356,000	-	49,800	306,000	1,910,300	27.99%
Sewer Operations Administration	227,000	133,600	8,400	-	-	369,000	5.41%
Sewer Customer Services	143,600	213,000	-	-	-	356,600	5.22%
<b>Total Requirements</b>	<b>\$2,232,100</b>	<b>\$3,935,700</b>	<b>\$ 301,300</b>	<b>\$ 49,800</b>	<b>\$ 306,000</b>	<b>\$6,824,900</b>	<b>100.00%</b>
<b>Percent of Budget</b>	<b>32.71%</b>	<b>57.67%</b>	<b>4.41%</b>	<b>0.73%</b>	<b>4.48%</b>	<b>100.00%</b>	

## SEWER FUND

### CAPITAL AND DEBT SERVICE COMBINED BUDGET

Detailed below are the resources dedicated to funding the sewer system debt service and capital projects. Activities funded by these resources are: Sewer System Capital Projects, Sewer Equipment Replacement, Sewer SDC Improvement Fee Projects, Sewer SDC Reimbursement Fee Projects, Sewer Debt Service, Sewer Debt Service: North Albany, Sewer Economic Development, and WW Facilities Improvement. The revenue items listed below are included in the Sewer Fund - Revenue Budget Detail presented earlier.

RESOURCES	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
Sewer SDC: Principal	\$ 232,644	\$ 120,414	\$ 80,000	\$ 80,000	\$ 100,000	25.00%	0.30%
Sewer SDC: Interest	25,624	25,146	24,000	24,000	10,200	(57.50%)	0.03%
Connection Fees: Principal	81,377	27,622	4,000	4,000	1,500	(62.50%)	-
Connection Fees: Interest	8,676	3,848	2,000	2,000	1,300	(35.00%)	-
General Sewer Connection Fees	-	112,908	80,000	80,000	200,000	150.00%	0.60%
Storm Drain Connection Fees	-	45,220	20,000	20,000	50,000	150.00%	0.15%
Connection Fees	17,501	14,369	-	-	-	-	-
Sewer Systems Development							
Charges	1,107,594	1,482,976	1,050,000	1,050,000	995,000	(5.24%)	2.98%
Albany Sewer Service Charges	1,827,058	2,857,028	3,006,400	3,006,400	2,730,900	(9.16%)	8.17%
Millersburg Service Charges	-	-	35,000	35,000	30,000	(14.29%)	0.09%
Equipment Replacement Charges	115,700	94,900	88,000	88,000	73,900	(16.02%)	0.22%
Financed Asmnts: Principal	75,052	76,631	88,000	88,000	82,000	(6.82%)	0.25%
Financed Asmnts: Interest	26,635	23,620	25,000	25,000	17,000	(32.00%)	0.05%
Long-Term Debt Sale Proceeds	2,835,000	-	-	-	-	-	-
SRF Loan Proceeds	-	-	-	-	18,230,000	-	54.53%
Miscellaneous Revenue	14,999	7,213	-	-	-	-	-
Interest	114,216	208,643	140,200	140,200	294,500	110.06%	0.88%
<b>Total Current Resources</b>	<b>6,482,076</b>	<b>5,100,538</b>	<b>4,642,600</b>	<b>4,642,600</b>	<b>22,816,300</b>	<b>391.46%</b>	<b>68.25%</b>
From SDC Improvement Fee							
Projects	-	465,000	2,143,000	2,143,000	1,068,000	(50.16%)	3.19%
<b>Total Transfers In</b>	<b>-</b>	<b>465,000</b>	<b>2,143,000</b>	<b>2,143,000</b>	<b>1,068,000</b>	<b>(50.16%)</b>	<b>3.19%</b>
Beginning Balance	6,928,977	8,468,138	9,473,700	9,473,700	9,012,300	(4.87%)	26.96%
Reserved Beginning Balance	2,819,923	689,876	632,200	632,200	534,200	(15.50%)	1.60%
<b>Totals</b>	<b>\$16,230,976</b>	<b>\$14,723,552</b>	<b>\$16,891,500</b>	<b>\$16,891,500</b>	<b>\$33,430,800</b>	<b>97.91%</b>	<b>100.00%</b>

REQUIREMENTS	Materials	Capital	Transfers	Debt	Adopted	% of Fund
Activity Name	& Services		Out	Service	Budget	Budget
Sewer System Capital Projects	\$ 710,000	\$ 2,087,800	\$ 50,000	\$ -	\$ 2,847,800	8.52%
Sewer Equipment Replacement	-	866,300	-	-	866,300	2.59%
Sewer SDC Improvement Fee Projects	-	4,270,300	1,068,000	-	5,338,300	15.97%
Sewer SDC Reimbursement Fee Projects	-	1,357,700	-	-	1,357,700	4.06%
Sewer Debt Service	600	-	-	510,300	510,900	1.53%
Sewer Debt Service: North Albany	1,000	-	-	650,700	651,700	1.95%
Sewer Economic Development	-	122,100	25,000	-	147,100	0.44%
WW Facilities Improvement	-	21,711,000	-	-	21,711,000	64.94%
<b>Total Requirements</b>	<b>\$ 711,600</b>	<b>\$30,415,200</b>	<b>\$ 1,143,000</b>	<b>\$ 1,161,000</b>	<b>\$33,430,800</b>	<b>100.00%</b>
<b>Percent of Budget</b>	<b>2.13%</b>	<b>90.98%</b>	<b>3.42%</b>	<b>3.47%</b>	<b>100.00%</b>	

**SEWER FUND**  
**SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2006-07**

Project Description	Totals	Sewer Environmental Services	Wastewater Collection	Sewer Operations Administration
Capital Equipment	\$ 281,200	\$ 72,000	\$ 66,600	\$ 8,400
Manhole Installation Program	25,000	-	25,000	-
NA Lift Station Electrical System	69,300	-	69,300	-
Lift Station Security/Fence Installation	10,000	-	10,000	-
Lift Station Condition Assessment	50,000	-	50,000	-
SI-03-02 Clover Ridge Station, Phase I	10,000	-	-	-
SS-06-02 Queen Vicinity Sewer	73,000	-	-	-
SS-06-03 19th & 22nd/Oak & Hill Sewer	233,000	-	-	-
SS-06-05 34th Ave Pump Station	1,068,000	-	-	-
SS-06-04 Grand Prairie Sewer Extension	403,000	-	-	-
SS-07-01 Calapooia Interceptor	1,542,000	-	-	-
WWTP-03-01 WW Treatment Plant Expansion	21,711,000	-	-	-
<b>Project Totals</b>	<b>25,475,500</b>	<b>72,000</b>	<b>220,900</b>	<b>8,400</b>
Reserve: Pipe Over-sizing	15,000	-	-	-
Reserve: Connection Fees	500,000	-	-	-
Reserve: Equipment Replacement	732,100	-	-	-
Reserve: Storm Drain Collection Fees	110,000	-	-	-
Reserve: Capital Projects	3,883,900	-	-	-
<b>Total Reserves</b>	<b>5,241,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Grand Totals</b>	<b>\$30,716,500</b>	<b>\$ 72,000</b>	<b>\$ 220,900</b>	<b>\$ 8,400</b>

Sewer System Capital Projects	Sewer Equipment Replacement	SDC Improvement Fee Projects	SDC Reimbursement Fee Projects	Sewer Economic Development	Wastewater Facilities Improvement
\$ -	\$ 134,200	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	10,000	-	-	-
73,000	-	-	-	-	-
233,000	-	-	-	-	-
103,000	-	143,000	822,000	-	-
403,000	-	-	-	-	-
387,000	-	647,000	508,000	-	-
-	-	-	-	-	21,711,000
1,199,000	134,200	800,000	1,330,000	-	21,711,000
-	-	15,000	-	-	-
500,000	-	-	-	-	-
-	732,100	-	-	-	-
110,000	-	-	-	-	-
278,800	-	3,455,300	27,700	122,100	-
888,800	732,100	3,470,300	27,700	122,100	-
\$ 2,087,800	\$ 866,300	\$ 4,270,300	\$ 1,357,700	\$ 122,100	\$ 21,711,000



**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Sewer Fund: Sewer Environmental Services (601-50-2402)**

**Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations**

**Developed By: Herb Hoffer, Environmental Services Supervisor**

**Functions and Responsibilities**

- This activity funds the Environmental Services Program, including the industrial pretreatment program, biosolids storage and agricultural application, stormwater regulations and monitoring, and hazardous waste regulations.
- Biosolids generated at the Wastewater Treatment Plant (WWTP) are applied to agricultural land in conformance with the City's Environmental Management System (EMS) for biosolids.
- Maintain EMS Biosolids Program.
- Industrial sewer users, including 12 Significant Industrial Users (SIUs) are permitted, inspected, and monitored under federal and state regulations. Commercial and minor industrial sewer users in Albany and Millersburg are inspected regularly under the industrial survey.
- Annual reports are submitted to the Department of Environmental Quality (DEQ) on pretreatment, biosolids, and hazardous waste management. Staff evaluates and revises major program documents as needed, including the Albany Municipal Code Chapter 10.01, 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.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Revise Albany Municipal Code Chapter 10.01 including DEQ review and approval.	July 2005	Completed	A Safe City
• Develop and implement permit system for Non-discharging Categorized Industrial Users (NDCIUS).	September 2005	Completed	A Safe City
• Conduct a third party audit of the Environmental Management System (EMS) Program.	November 2005	In Progress	A Safe City
• Institute a pretreatment program database for tracking regulatory compliances.	January 2006	In Progress	A Safe City
• Develop a framework for the implementation of Erosion Control Standards for municipalities.	July 2006	In Progress	A Safe City

## ACTIVITY HIGHLIGHTS AND OBJECTIVES (continued)

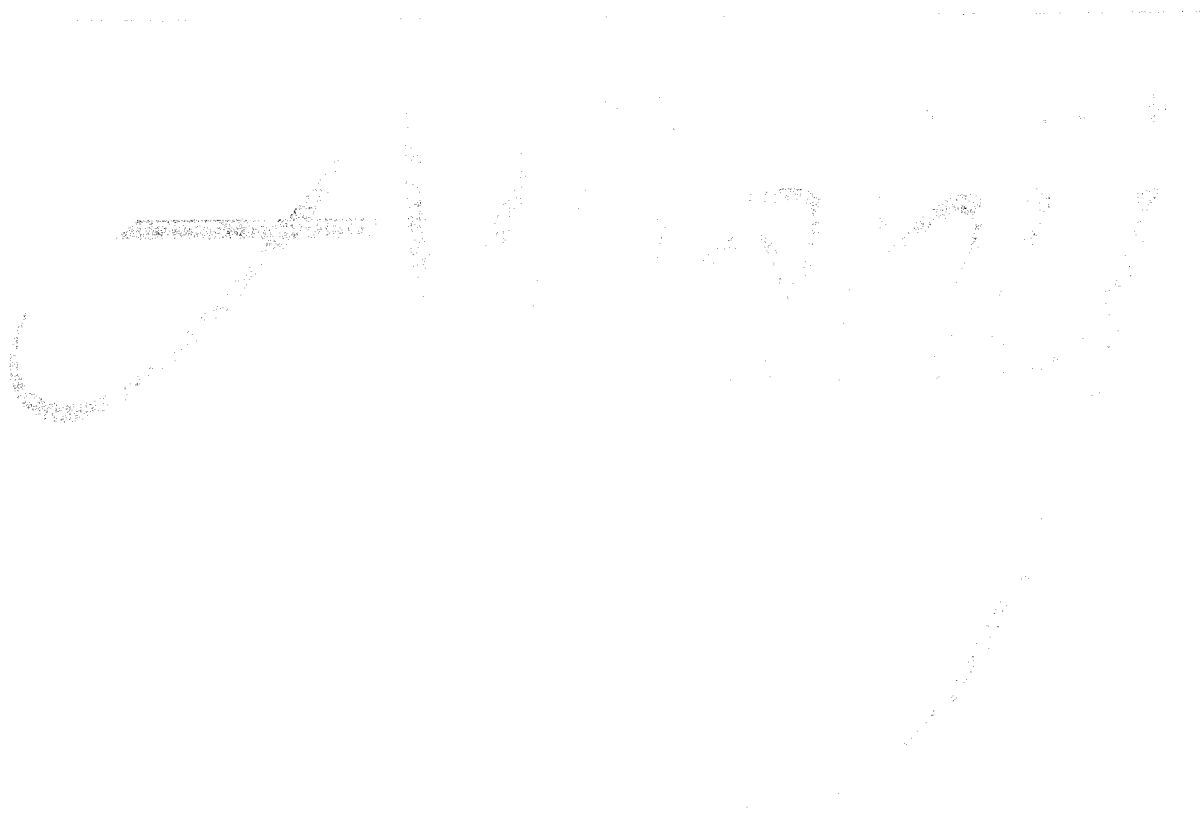
### Sewer Fund: Sewer Environmental Services (601-50-2402)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Directory/Operations

Developed By: Herb Hoffer, Environmental Services Supervisor

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<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
Budget Year 2006-2007			
• Conduct a third party audit of the Environmental Management System (EMS) Program.	June 2006		A Safe City
• Implement required Environmental Protection Agency (EPA) streamlining rule changes to federal pretreatment regulations 40 Code of Federal Regulations (CFR) Part 403, including changes as needed to AMC Chapter 10.06.	November 2006		A Safe City
• Complete a pretreatment program database for tracking regulatory compliances.	July 2006		A Safe City
• Complete a framework for the implementation of Erosion Control Standards for municipalities.	September 2006		A Safe City
• Revise the pretreatment Enforcement Response Plan to comply with Department of Environmental Quality (DEQ) requirements.	July 2006		A Safe City



## ACTIVITY BUDGET DATA

### Sewer Fund: Sewer Environmental Services (601-50-2402)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 352,582	\$ 339,070	\$ 405,500	\$ 405,500	\$ 398,300	(1.78%)
Materials & Services	88,611	68,481	95,900	95,900	196,700	105.11%
Capital	-	-	-	-	72,000	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 441,193</b>	<b>\$ 407,551</b>	<b>\$ 501,400</b>	<b>\$ 501,400</b>	<b>\$ 667,000</b>	<b>33.03%</b>

#### Program Resources

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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#### Staffing Summary

FTEs	4.500	3.500	5.000	5.000	5.000
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#### Performance Measures/Workload Indicators

Dry tons of biosolids applied per year.	665	648	675	675	650
Number of responses to storm water complaints or spills.	38	63	40	40	55
Number of Significant Industrial Users (SIU) in the pretreatment program.	13	14	13	13	13
Percent of SIU's inspected annually.	100%	100%	100%	100%	100%
Number of non-SIU's in the pretreatment program.	270	276	280	280	285
Percent of non-SIU's inspected annually.	18%	18%	21%	21%	20%
Number of non-SIU's inspected annually.	48	50	60	60	57
Percentage of biosolids applied for beneficial agricultural use.	100%	100%	100%	100%	100%

#### Significant Budget Change(s)

Departmental charges (Central Service, Information Technology, GIS, and insurance) are included in this program that were, in prior years, in the Public Works administrative budget.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Sewer Fund: Wastewater Treatment Plant (601-50-2404)

**Responsible Manager/Title:** Mike Wolski, Assistant Public Works Director/Operations

**Developed By:** Ben Phelps, Wastewater Treatment Plant Supervisor

#### Functions and Responsibilities

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• This activity funds the operation of the Wastewater Treatment Plant (WWTP).</li> <li>• The Wastewater Treatment Plant processes domestic and industrial wastewater from the City of Albany and domestic wastewater from the city of Millersburg.</li> </ul> | <ul style="list-style-type: none"> <li>• Maintain Environmental Management System (EMS) Biosolids Program.</li> <li>• The WWTP processes digested biosolids to a solidified state. The biosolids are then stored in storage bays.</li> </ul> |
|--|--|

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
<ul style="list-style-type: none"> <li>• Participate in the design of the new Wastewater Treatment Plant expansion.</li> </ul>	June 2006	In Progress	A Safe City
Budget Year 2006-2007			
<ul style="list-style-type: none"> <li>• Participate in the Phase I construction of the new Wastewater Treatment Plant expansion.</li> <li>• Implement the EMS Biosolids Program.</li> </ul>	June 2007		A Safe City
	June 2007		A Safe City

**ACTIVITY BUDGET DATA**

**Sewer Fund: Wastewater Treatment Plant (601-50-2404)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 534,498	\$ 527,715	\$ 566,800	\$ 566,800	\$ 525,300	(7.32%)
Materials & Services	1,152,926	1,129,386	744,100	744,100	1,360,600	82.85%
Capital	144,430	92,794	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$1,831,854</b>	<b>\$1,749,895</b>	<b>\$1,310,900</b>	<b>\$1,310,900</b>	<b>\$1,885,900</b>	<b>43.86%</b>

**Program Resources**

None attributable to this program.	\$	-	\$	-	\$	-	\$	-	\$	-
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**Staffing Summary**

FTEs	8.000	7.500	7.500	7.500	6.500
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**Performance Measures/Workload Indicators**

Wastewater treated annually (millions of gallons, partially dependent upon annual rainfall).	2,835	2,352	2,950	2,950	2,830
Annual rainfall (inches).	29.03	47.64	40.00	40.00	40.00
Percentage of days the WWTP met regulatory compliance with permits.	99%	99.2%	100%	100%	100%

**Significant Budget Change(s)**

Departmental charges (Central Service, Information Technology, GIS, and insurance) are included in this program that were, in prior years, in the Public Works administrative budget.

A 1.0 FTE Wastewater Treatment Lab Tech was moved from this program to Water Quality Control (705-50-2806).

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Sewer Fund: Wastewater Collection (601-50-2405)

**Responsible Manager/Title:** Mike Wolski, Assistant Public Works Director/Operations

**Developed by:** Jon Neely, Wastewater Collection Supervisor

#### Functions and Responsibilities

- 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 19 sewage lift stations.
  - Primary responders for all locate requests of City utilities. Locates are performed daily.

Initiatives	Target Completion Date	Status	Supports Strategic Plan Theme
Budget Year 2005-2006			
• Implement Phase II of CMOM program.	June 2006	In Progress	A Safe City
• Develop and implement collection system and lift station control system to improve reliability.	June 2006	In Progress	A Safe City
Budget Year 2006-2007			
• Conduct road right-of-way sewer lateral inventory.	June 2007		A Safe City
• Continue Phase II of the performance and program audit to meet federal requirements to control sanitary sewer overflows (SSO's).	June 2007		A Safe City
• Develop condition report on the electrical and mechanical systems for the sewage lift stations.	June 2007		A Safe City
• Improve the electrical reliability of the North Albany lift station.	June 2007		A Safe City
• Improve the security and fencing at the lift stations.	June 2007		A Safe City

**ACTIVITY BUDGET DATA**

**Sewer Fund: Wastewater Collection (601-50-2405)**

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06
Personnel	\$ 603,781	\$ 612,334	\$ 648,600	\$ 648,600	\$ 739,400	14.00%
Materials & Services	435,885	353,448	299,700	299,700	675,800	125.49%
Capital	39,076	67,927	80,000	80,000	220,900	176.13%
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$1,078,742</b>	<b>\$1,033,709</b>	<b>\$1,028,300</b>	<b>\$1,028,300</b>	<b>\$1,636,100</b>	<b>59.11%</b>

**Program Resources**

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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**Staffing Summary**

FTEs	10.000	9.000	9.000	9.000	10.000
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**Performance Measures/Workload Indicators**

Number of sanitary sewer overflows.	13	1	None	None	None
Volume of sanitary sewer overflows (gallons).	757,500	50	None	None	None
Miles of sanitary sewer mainline.	205	207	208	208	208
Percentage of the sewer system cleaned annually.	25%	26%	25%	25%	25%
Percentage of sewer system televised annually.	11%	17%	16%	16%	16%
Number of sewer line locate requests.	4,279	4,298	4,450	4,450	4,400
Percentage of sewer line locate requests completed within 48 hours.	100%	100%	100%	100%	100%
Miles of storm drain mainlines.	120	124	126	126	126
Percentage of storm drain mainlines cleaned annually.	3%	2%	5%	5%	5%

Capital Projects	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Capital Equipment	\$ 55,000	\$ 66,600	\$ 66,600	\$ 66,600
Manhole Installation Program	25,000	25,000	25,000	25,000
NA Lift Station Electrical System	-	69,300	69,300	69,300
Lift Station Security/Fence Installation	-	10,000	10,000	10,000
Lift Station Condition Assessment	-	50,000	50,000	50,000
<b>Total Capital Projects</b>	<b>\$ 80,000</b>	<b>\$ 220,900</b>	<b>\$ 220,900</b>	<b>\$ 220,900</b>

**Significant Budget Change(s)**

Departmental charges (Central Service, Information Technology, GIS, and insurance) are included in this program that were, in prior years, in the Public Works administrative budget.

For Fiscal Year 2006-07, a 1.0 FTE Wastewater Maintenance II position has been added to this program.



**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Sewer Fund: Wastewater Administration (601-50-2407)**

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

**Functions and Responsibilities**

- Manages the public involvement and community education provisions of state, federal, and local laws relating to utility preservation, water quality protection, water conservation programs, and works with the watershed councils. Develop, plan, and implement water quality programs.
- Manages the public involvement and community education provisions of state, federal, and local laws relating to storm water management, urban runoff, and pollution.
- Provides oversight to all City of Albany Public Works Commissions.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Implement Phase II of the PW Department cost allocation system. This system will track actual Public Works departmental overhead data to evaluate and develop engineering services cost allocations.	June 2006	Completed	An Effective Government
• Improve the skills of the Public Works Supervisors by providing performance management training.	June 2006	In Progress	An Effective Government
Budget Year 2006-2007			
• Implement final phase of the Public Works Department cost allocation system.	June 2007		An Effective Government
• Improve the skills of the Public Works supervisors by implementing upward evaluation and then providing management training.	June 2007		An Effective Government
• Coordinate with the Congressional delegation for federal funding.	June 2007		An Effective Government

**ACTIVITY BUDGET DATA**

**Sewer Fund: Wastewater Administration (601-50-2407)**

<b>Program Requirements</b>	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06
			Adopted Budget	Revised Budget		
Personnel	\$1,025,158	\$ 120,658	\$ -	\$ -	\$ 198,500	-
Materials & Services	937,210	1,845,414	2,867,600	2,867,600	1,356,000	(52.71%)
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	49,800	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	306,000	306,000	306,000	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$1,962,368</b>	<b>\$1,966,072</b>	<b>\$3,173,600</b>	<b>\$3,173,600</b>	<b>\$1,910,300</b>	<b>(39.81%)</b>

**Program Resources**

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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**Staffing Summary**

FTEs	12.950	4.650	-	-	1.600
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**Significant Budget Change(s)**

For Fiscal Year 2006-07, Public Works Administrative Services (705-50-2802) has been split between the Street, Sewer, and Water Funds.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**  
**Sewer Fund: Sewer Operations Administration (601-50-2408)**  
**Responsible Manager/Title: Mike Wolski, Operations Manager**

**Functions and Responsibilities**

- Provides management and administrative support to the operations work groups including Water Distribution, Wastewater Collection, Water and Wastewater Treatment Plants, Street Maintenance, Facilities Engineering, and Utility Facilities Maintenance.
- Provides emergency on-call service for Public Works.
- Provides for maintenance of building and grounds for operations complex and operational fleet.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Implement management maintenance system for the Vine Street Water Treatment Plant, system reservoirs, and pump stations.	December 2005	Completed	An Effective Government
• Institute asset management systems.	June 2006	In Progress	An Effective Government
• Develop operations inventory system.	June 2006	In Progress	An Effective Government
Budget Year 2006-2007			
• Implement a maintenance management system software replacement.	June 2007		An Effective Government
• Coordinate and implement operations building changes needed to accommodate staff displaced by the Wastewater Treatment Plant expansion construction.	June 2007		An Effective Government
- Installation of a modular building for environmental services staff.			
- Construction of a new pole building for equipment.			
• Implement an operations inventory control protocol.	June 2007		An Effective Government

## ACTIVITY BUDGET DATA

### Sewer Fund: Sewer Operations Administration (601-50-2408)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 227,000	-
Materials & Services	-	-	-	-	133,600	-
Capital	-	-	-	-	8,400	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 369,000</b>	<b>-</b>

#### Program Resources

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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#### Staffing Summary

FTEs	-	-	-	-	2.800	
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#### Performance Measures/Workload Indicators

Percent completed of asset management development.	n/a	n/a	n/a	n/a	25%
Percent completed of the Shop Master Plan.	n/a	n/a	n/a	n/a	70%
Customer satisfaction percentage from the customer satisfaction complaint survey.	n/a	n/a	n/a	n/a	95%

#### Significant Budget Change(s)

For Fiscal Year 2006-07, Public Works Administrative Services (705-50-2802) has been split between the Street, Sewer, and Water Funds.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Sewer Fund: Sewer Customer Services (601-50-2409)**  
**Responsible Manager/Title:** Mark A. Yeager, P.E., Utility Services Manager

**Functions and Responsibilities**

- Provides customer support to the general public at the Utility Billing and Public Works counters.
- Provides the billing, customer service, and collection services for the North Albany County Service District and City of Albany Utility Billing.
- Provides daily banking services for Public Works departments.

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
<b>Budget Year 2005-2006</b>			
• Interface with new lock-box system to be installed by the City Finance Department.	January 2006	Postponed	An Effective Government
• Incorporate new Utility Billing system into workflow.	June 2007	Revised	An Effective Government
<b>Budget Year 2006-2007</b>			
• Investigate and develop strategic plan for conversion to an automated meter reading system.	December 2006		An Effective Government
• Investigate options, develop strategic plan, and begin process to update the Utility Billing software.	June 2007		An Effective Government

## ACTIVITY BUDGET DATA

### Sewer Fund: Sewer Customer Services (601-50-2409)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 143,600	-
Materials & Services	-	-	-	-	213,000	-
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 356,600</b>	<b>-</b>

#### Program Resources

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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#### Staffing Summary

FTEs	-	-	-	-	2.310
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#### Performance Measures/Workload Indicators

Maintain the dollar amount of Utility Billing write-offs of uncollectible amounts at less than 0.5% of monthly billings.	n/a	n/a	n/a	n/a	0.5%
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#### Significant Budget Change(s)

For Fiscal Year 2006-07, this program has been moved from the Public Works internal services fund. The expenditures for Utility Billing have been split between the Sewer and Water Funds.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Sewer Fund: Sewer System Capital Projects (601-50-2500)**

**Responsible Manager/Title:** Mark Shepard, P.E., Assistant Public Works Director/City Engineer

**Functions and Responsibilities**

- This activity provides limited funding to repair, replace, or upgrade facilities, equipment or appurtenances to maintain the design capacity of the existing Wastewater Treatment Plant (WWTP), pump stations, and collection system.
- Funding provided through this budget is used to repair or replace sewer system facilities, equipment, and structures that are not accumulating a depreciation reserve from a specific replacement schedule.
- Eliminate basement flooding by managing the replacement of inadequate piping in the collection system and residential roof drain separation programs as well as sewer lateral replacements.
- Continue perpetual life replacement program of failing (cracked, blocked) sewer pipes.

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
<b>Budget Year 2005-2006</b>			
• Replace sewer along Pacific between Queen and the multimodal station.	June 2006	Completed	A Safe City
• Replace sewer in the vicinity of Queen and Thurston Street.	August 2006	In Progress	A Safe City
• Replace sewer in the vicinity of 19 <sup>th</sup> /22 <sup>nd</sup> and Oak/Hill.	June 2006	Completed	A Safe City
• Extend sewer along Grand Prairie Drive east of Waverly to facilitate street improvements.	October 2006	In Progress	A Safe City
• Provide funding for property acquisition for the WWTP.	June 2006	In Progress	A Safe City
• Conduct Calapooia Interceptor Inflow Reduction Project –Phase II. (Project incorporated into the Calapooia Interceptor Replacement Project.)	June 2006	In Progress	A Safe City
<b>Budget Year 2006-2007</b>			
• Calapooia Interceptor Upsizing – Tadena Street to 12 <sup>th</sup> Ave.	October 2007		A Safe City
• Cox Creek Flow/Capacity Basin evaluation.	October 2007		A Safe City

**ACTIVITY BUDGET DATA**

**Sewer Fund: Sewer System Capital Projects (601-50-2500)**

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	260,742	303,839	507,000	507,000	710,000	40.04%
Capital	773,287	872,376	2,197,200	2,197,200	2,087,800	(4.98%)
Transfers Out	-	400,000	-	-	50,000	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$1,034,029</b>	<b>\$1,576,215</b>	<b>\$2,704,200</b>	<b>\$2,704,200</b>	<b>\$2,847,800</b>	<b>5.31%</b>

**Program Resources**

Connection Fees: Principal	\$ 2,054	\$ 10,282	\$ 2,000	\$ 2,000	\$ 1,500	(25.00%)
Connection Fees: Interest	2,220	1,676	1,000	1,000	1,300	30.00%
General Sewer Connection Fees	-	112,908	80,000	80,000	200,000	150.00%
Storm Drain Connection Fees	-	45,220	20,000	20,000	50,000	150.00%
Connection Fees	12,624	-	-	-	-	-
Albany Sewer Service Charges	1,099,608	1,600,956	518,000	518,000	350,000	(32.43%)
Millersburg Service Charges	-	-	35,000	35,000	30,000	(14.29%)
Interest	28,541	46,799	30,000	30,000	50,000	66.67%
Beginning Balance	2,276,060	2,330,279	2,018,200	2,018,200	2,165,000	7.27%
<b>Total Program Resources</b>	<b>\$3,421,107</b>	<b>\$4,148,120</b>	<b>\$2,704,200</b>	<b>\$2,704,200</b>	<b>\$2,847,800</b>	<b>5.31%</b>

Capital Projects	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Calapooia Interceptor Inflow Project Phase I	\$ 100,000	\$ -	\$ -	\$ -
WWTP-06-01 Property Acquisition	363,000	-	-	-
SS-06-01 Queen & Pacific Sewer Replacement	255,000	-	-	-
SS-06-02 Queen Vicinity Sewer Replacement	242,000	73,000	73,000	73,000
SS-06-03 19th & 22nd/Oak & Hill Sewer Repacement	259,000	233,000	233,000	233,000
SS-06-05 34th Ave Pump Station	-	103,000	103,000	103,000
SS-06-04 Grand Prairie Sewer Extension	414,000	403,000	403,000	403,000
SS-07-01, Calapooia Interceptor	-	387,000	387,000	387,000
ST-03-05 North Albany Road Extension LID	30,000	-	-	-
Reserve: Connection Fees	240,000	500,000	500,000	500,000
Reserve: Storm Drain Collection Fees	20,000	110,000	110,000	110,000
Reserve: Capital Projects	274,200	278,800	278,800	278,800
<b>Total Capital Projects</b>	<b>\$2,197,200</b>	<b>\$2,087,800</b>	<b>\$2,087,800</b>	<b>\$2,087,800</b>



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Sewer Fund: Sewer Equipment Replacement (601-50-2501)

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

#### Functions and Responsibilities

- This activity funds replacement of sewer system equipment in accordance with an established depreciation and replacement schedule.
- Receive revenues from other sewer fund budgets to fund future equipment replacement.

Initiatives	Target Completion Date	Status	Supports Strategic Plan Theme
Budget Year 2005-2006			
• Purchase replacement equipment for Wastewater Collection on vehicle 737-00.	June 2006	Completed	An Effective Government
• Purchase two replacement vehicles: # 707-98 - line location truck # 314-91 - service truck	June 2006	Completed	An Effective Government
• Replacement of LETS Camera and Mini Camera for Wastewater Collections.	June 2006	Completed	An Effective Government
Budget Year 2006-2007			
• Replace sewer jetting machine for back lot sewer line work.	June 2007		An Effective Government
• Purchase two replacement vehicles: # 604-91 ½ ton pickup (WWTP) # 316-92 pickup (ESWQ)	June 2007		An Effective Government
• Purchase replacement generator for emergency power for the WWTP.	June 2007		An Effective Government

## ACTIVITY BUDGET DATA

### Sewer Fund: Sewer Equipment Replacement (601-50-2501)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	-
Capital	-	-	869,900	869,900	866,300	(0.41%)
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 869,900</b>	<b>\$ 869,900</b>	<b>\$ 866,300</b>	<b>(0.41%)</b>

#### Program Resources

Equipment Replacement Charges	\$ 115,700	\$ 94,900	\$ 88,000	\$ 88,000	\$ 73,900	(16.02%)
Miscellaneous Revenue	15,000	7,213	-	-	-	-
Interest	7,711	15,037	13,000	13,000	20,000	53.85%
Beginning Balance	516,843	655,254	768,900	768,900	772,400	0.46%
<b>Total Program Resources</b>	<b>\$ 655,254</b>	<b>\$ 772,404</b>	<b>\$ 869,900</b>	<b>\$ 869,900</b>	<b>\$ 866,300</b>	<b>(0.41%)</b>

Capital Projects	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Capital Equipment	\$ 112,500	\$ 134,200	\$ 134,200	\$ 134,200
Reserve: Equipment Replacement	757,400	732,100	732,100	732,100
<b>Total Capital Projects</b>	<b>\$ 869,900</b>	<b>\$ 866,300</b>	<b>\$ 866,300</b>	<b>\$ 866,300</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Sewer Fund: Sewer SDC Improvement Fee Projects (601-50-2502)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

#### Functions and Responsibilities

- This activity is dedicated to funding eligible, capacity increasing projects that are a direct result of new growth and development. Revenues are received from System Development Charges (SDC).
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all system development charges effective July 1, 1991. This budget was created in order to comply with that legislation.
- Maintain a reserve for future participation in funding of appropriate over-sizing of capital projects. Maximum reserve of \$50,000.
- 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 \$2,231 (effective June 2005). This activity receives \$2,131 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 budget for a Fiscal Year 1995-1996 transfer used to retire the North Albany construction bonds.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Provide funding for the over-sizing component of the 34 <sup>th</sup> Avenue sewer lift station rehabilitation.	October 2006	In Progress	A Safe City
• Provide funding for the over-sizing component for the extension of sewer along Grand Prairie Road east of Waverly Drive.	October 2006	In Progress	A Safe City
• Provide funding for pipe over-sizing as needed.	June 2006	Completed	Physical Capital
Budget Year 2006-2007			
• Provide funding for the over-sizing component of the WWTP expansion.	June 2007		A Safe City
• Provide funding for pipe over-sizing as needed.	June 2007		A Safe City

## ACTIVITY BUDGET DATA

### Sewer Fund: Sewer SDC Improvement Fee Projects (601-50-2502)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	-
Capital	-	101,133	4,145,000	4,145,000	4,270,300	3.02%
Transfers Out	-	465,000	2,143,000	2,143,000	1,068,000	(50.16%)
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ 566,133</b>	<b>\$ 6,288,000</b>	<b>\$ 6,288,000</b>	<b>\$ 5,338,300</b>	<b>(15.10%)</b>

#### Program Resources

Sewer SDC: Principal	\$ 213,590	\$ 93,552	\$ 60,000	\$ 60,000	\$ 80,000	33.33%
Sewer SDC: Interest	20,495	18,189	20,000	20,000	7,500	(62.50%)
Connection Fees: Principal	79,323	17,339	2,000	2,000	-	(100.00%)
Connection Fees: Interest	6,456	2,172	1,000	1,000	-	(100.00%)
Connection Fees	4,877	14,369	-	-	-	-
Sewer Systems Development Charges	919,930	1,419,085	1,000,000	1,000,000	950,000	(5.00%)
Interest	46,044	96,771	65,000	65,000	165,000	153.85%
Beginning Balance	2,796,253	4,033,284	5,140,000	5,140,000	4,135,800	(19.54%)
<b>Total Program Resources</b>	<b>\$ 4,086,968</b>	<b>\$ 5,694,761</b>	<b>\$ 6,288,000</b>	<b>\$ 6,288,000</b>	<b>\$ 5,338,300</b>	<b>(15.10%)</b>

Capital Projects	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
SI-03-02 Clover Ridge Station, Phase I	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
SS-06-05 34th Ave Pump Station	167,000	143,000	143,000	143,000
SS-06-04 Grand Prairie Sewer Extension	3,000	-	-	-
SS-07-01 Calapooia Interceptor	-	647,000	647,000	647,000
Reserve: Pipe Oversizing	15,000	15,000	15,000	15,000
Reserve: Capital Projects	3,960,000	3,455,300	3,455,300	3,455,300
<b>Total Capital Projects</b>	<b>\$ 4,145,000</b>	<b>\$ 4,270,300</b>	<b>\$ 4,270,300</b>	<b>\$ 4,270,300</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Sewer Fund: SDC Reimbursement Fee Projects (601-50-2503)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

#### Functions and Responsibilities

- This activity provides funding for non-routine, non-standard maintenance, repair, or replacement projects to maintain the capacity of existing plant facilities or collection system lines. Revenues are received from System Development Charges (SDC).
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDCs effective July 1, 1991. This budget was created in order to comply with that legislation.
- In January 2000, the City Council accepted the Mayor's Wastewater Task Force recommended sewer SDC fees designed to recover the value of available system capacity through the SDC reimbursement fee. The current wastewater SDC fee for a single-family residence is \$2,231 (effective June 2005). This activity receives \$100 of the residential fee and the reimbursement fee from commercial or industrial charges.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Rehabilitate the 34 <sup>th</sup> Avenue sewer lift station.	October 2006	In Progress	A Safe City
Budget Year 2006-2007			
• Calapooia Interceptor Upsizing – Tadena Street to 12 <sup>th</sup> Ave.	October 2007		A Safe City

**ACTIVITY BUDGET DATA**

**Sewer Fund: Sewer SDC Reimbursement Fee Projects (601-50-2503)**

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	-
Capital	4,000	311,405	1,698,000	1,698,000	1,357,700	(20.04%)
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 4,000</b>	<b>\$ 311,405</b>	<b>\$ 1,698,000</b>	<b>\$ 1,698,000</b>	<b>\$ 1,357,700</b>	<b>(20.04%)</b>

**Program Resources**

Sewer SDC: Principal	\$ 19,054	\$ 26,862	\$ 20,000	\$ 20,000	\$ 20,000	-
Sewer SDC: Interest	5,128	6,955	4,000	4,000	2,700	(32.50%)
Sewer Systems Development Charges	187,664	63,892	50,000	50,000	45,000	(10.00%)
Interest	18,715	28,993	20,000	20,000	40,000	100.00%
Beginning Balance	1,284,488	1,511,049	1,604,000	1,604,000	1,250,000	(22.07%)
<b>Total Program Resources</b>	<b>\$ 1,515,049</b>	<b>\$ 1,637,751</b>	<b>\$ 1,698,000</b>	<b>\$ 1,698,000</b>	<b>\$ 1,357,700</b>	<b>(20.04%)</b>

Capital Projects	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
SS-06-05 34th Ave Pump Station	\$ 1,026,000	\$ 822,000	\$ 822,000	\$ 822,000
SS-07-01 Calapooia Interceptor	-	508,000	508,000	508,000
Reserve: Capital Projects	672,000	27,700	27,700	27,700
<b>Total Capital Projects</b>	<b>\$ 1,698,000</b>	<b>\$ 1,357,700</b>	<b>\$ 1,357,700</b>	<b>\$ 1,357,700</b>

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Sewer Fund: Sewer Debt Service (601-50-2504)**

**Responsible Manager/Title:** John Stahl, Assistant Finance Director

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**Functions and Responsibilities**

- This activity provides for the principal and interest payments on City of Albany sewer revenue bonds.
  - Insured bonds do not require a reserve.
- 

**Maturity Schedule**

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2006-2007	\$ 465,000	\$ 45,249	\$ 510,249
2007-2008	475,000	32,794	507,794
2008-2009	495,000	19,941	514,941
2009-2010	505,000	6,691	511,691
Totals	\$ 1,940,000	\$ 104,675	\$ 2,044,675

**Debt Summary**

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
2004	\$ 2,835,000	\$ 1,940,000	None Required

**ACTIVITY BUDGET DATA**

**Sewer Fund: Sewer Debt Service (601-50-2504)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	47,222	1,641	1,000	1,000	600	(40.00%)
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	4,133,854	509,431	507,400	507,400	510,300	0.57%
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$4,181,076</b>	<b>\$ 511,072</b>	<b>\$ 508,400</b>	<b>\$ 508,400</b>	<b>\$ 510,900</b>	<b>0.49%</b>

**Program Resources**

Albany Sewer Service Charges	\$ 661,750	\$ 511,072	\$ 508,400	\$ 508,400	\$ 510,900	0.49%
Long-Term Debt Sale Proceeds	2,835,000	-	-	-	-	-
Interest	5,125	-	-	-	-	-
Beginning Balance	679,200	-	-	-	-	-
<b>Total Program Resources</b>	<b>\$4,181,075</b>	<b>\$ 511,072</b>	<b>\$ 508,400</b>	<b>\$ 508,400</b>	<b>\$ 510,900</b>	<b>0.49%</b>

<b>Debt Service Requirements</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Bond Principal: 2004 Sewer	\$ 450,000	\$ 465,000	\$ 465,000	\$ 465,000
Bond Interest: 2004 Sewer	57,400	45,300	45,300	45,300
<b>Totals</b>	<b>\$ 507,400</b>	<b>\$ 510,300</b>	<b>\$ 510,300</b>	<b>\$ 510,300</b>



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Sewer Fund: Sewer Debt Service: North Albany (601-50-2505)**  
**Responsible Manager/Title:** John Stahl, Assistant Finance Director

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### Functions and Responsibilities

- This activity provides for the payment of principal and interest payments on the State Revolving Fund (SRF) loan associated with the 1991 North Albany sewer project.
  - A reserve is required in the amount of \$168,700.
- 

### Maturity Schedule

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2006-2007	\$ 161,080	\$ 28,994	\$ 190,074
2007-2008	161,080	24,162	185,242
2008-2009	161,081	19,330	180,411
2009-2010	161,081	14,497	175,578
2010-2011	161,081	9,665	170,746
2011-2012	161,081	4,832	165,913
Totals	\$ 966,484	\$ 101,480	\$ 1,067,964

### Debt Summary

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
SRF Loan	\$ 5,202,000	\$ 966,484	\$ 168,700

## ACTIVITY BUDGET DATA

### Sewer Fund: Sewer Debt Service: North Albany (601-50-2505)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	150	1,000	1,000	1,000	-
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	1,562,102	199,740	756,400	756,400	650,700	(13.97%)
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$1,562,102</b>	<b>\$ 199,890</b>	<b>\$ 757,400</b>	<b>\$ 757,400</b>	<b>\$ 651,700</b>	<b>(13.96%)</b>

#### Program Resources

Financed Asmnts: Principal	\$ 75,052	\$ 76,631	\$ 88,000	\$ 88,000	\$ 82,000	(6.82%)
Financed Asmnts: Interest	26,635	23,620	25,000	25,000	17,000	(32.00%)
Interest	9,568	13,217	12,200	12,200	18,500	51.64%
Beginning Balance	2,140,723	689,876	632,200	632,200	534,200	(15.50%)
<b>Total Program Resources</b>	<b>\$2,251,978</b>	<b>\$ 803,344</b>	<b>\$ 757,400</b>	<b>\$ 757,400</b>	<b>\$ 651,700</b>	<b>(13.96%)</b>

Debt Service Requirements	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
SRF Principal	\$ 161,100	\$ 161,100	\$ 161,100	\$ 161,100
SRF Interest	33,900	29,000	29,000	29,000
Reserve: Debt Service	561,400	460,600	460,600	460,600
<b>Totals</b>	<b>\$ 756,400</b>	<b>\$ 650,700</b>	<b>\$ 650,700</b>	<b>\$ 650,700</b>

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Sewer Fund: Sewer Economic Development (601-50-2506)**

**Responsible Manager/Title:** Mark Shepard, P.E., Assistant Public Works Director/City Engineer

**Functions and Responsibilities Functions and Responsibilities**

- This activity annually receives \$100,000 from service charges to help fund economic development related capital projects as approved by the Albany City Council.
- Fund balance for this activity will be capped at \$500,000.
- Council authorization to annually fund this program began again in Fiscal Year 2003-04.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• No new projects planned – build reserves.	June 2006	Completed	A Safe City
Budget Year 2006-2007			
• No new projects planned – build reserves.	June 2007		A Safe City

**ACTIVITY BUDGET DATA**

**Sewer Fund: Sewer Economic Development (601-50-2506)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	-
Capital	181,272	36,002	22,000	22,000	122,100	455.00%
Transfers Out	-	-	20,600	20,600	25,000	21.36%
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 181,272</b>	<b>\$ 36,002</b>	<b>\$ 42,600</b>	<b>\$ 42,600</b>	<b>\$ 147,100</b>	<b>245.31%</b>

**Program Resources**

Albany Sewer Service Charges	\$ 65,700	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	-
Interest	(1,489)	(2,452)	-	-	1,000	-
Beginning Balance	55,333	(61,728)	(57,400)	(57,400)	46,100	(180.31%)
<b>Total Program Resources</b>	<b>\$ 119,544</b>	<b>\$ 35,820</b>	<b>\$ 42,600</b>	<b>\$ 42,600</b>	<b>\$ 147,100</b>	<b>245.31%</b>

<b>Capital Projects</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Reserve: Capital Projects	\$ 22,000	\$ 122,100	\$ 122,100	\$ 122,100
<b>Total Capital Projects</b>	<b>\$ 22,000</b>	<b>\$ 122,100</b>	<b>\$ 122,100</b>	<b>\$ 122,100</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Sewer Fund: WW Facilities Improvement (601-50-2507)

Responsible Manager/Title: Mark A. Yeager, P.E., Utilities Services Manager

#### Functions and Responsibilities

- This activity receives revenues from a variety of sources including a State Revolving Fund Loan from the Oregon Department of Environmental Quality (DEQ).
- The funds are used to fund the Wastewater Treatment Plant (WWTP) Expansion and the reconstruction of a portion of the Riverfront Interceptor.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Complete design for the expanded and upgraded WWTP.	May 2006	In Progress	A Safe City
• Advertise for bids in order to begin construction of the WWTP.	May 2006	In Progress	A Safe City
Budget Year 2006-2007			
• Begin construction of expanded and upgraded treatment plant.	June 2007		A Safe City

**ACTIVITY BUDGET DATA**

**Sewer Fund: WW Facilities Improvement (601-50-2507)**

<b>Program Requirements</b>	2003-04		.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	-
Capital	-	712,175	4,023,000	4,023,000	21,711,000	439.67%
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ 712,175</b>	<b>\$ 4,023,000</b>	<b>\$ 4,023,000</b>	<b>\$ 21,711,000</b>	<b>439.67%</b>

**Program Resources**

Albany Sewer Service Charges	\$ -	\$ 645,000	\$ 1,880,000	\$ 1,880,000	\$ 1,770,000	(5.85%)
SRF Loan Proceeds	-	-	-	-	18,230,000	-
Interest	-	10,277	-	-	-	-
From SDC Improvement Fee Projects	-	465,000	2,143,000	2,143,000	1,068,000	(50.16%)
Beginning Balance	-	-	-	-	643,000	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ 1,120,277</b>	<b>\$ 4,023,000</b>	<b>\$ 4,023,000</b>	<b>\$ 21,711,000</b>	<b>439.67%</b>

<b>Capital Projects</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
WWTP-03-01 WW Treatment Plant Expansion	\$ 4,023,000	\$ 21,711,000	\$ 21,711,000	\$ 21,711,000
<b>Total Capital Projects</b>	<b>\$ 4,023,000</b>	<b>\$ 21,711,000</b>	<b>\$ 21,711,000</b>	<b>\$ 21,711,000</b>

**WATER FUND**  
**RESOURCE BUDGET DETAIL**

RESOURCES	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
Property Taxes - Current	\$ 759,124	\$ 751,300	\$ 700,000	\$ 700,000	\$ 710,000	1.43%	2.22%
Property Taxes - Delinquent	36,065	29,662	26,500	26,500	29,500	11.32%	0.09%
Encroachment Permits	-	19,320	-	-	10,000	-	0.03%
Water SDC: Principal	130,828	44,774	35,000	35,000	28,900	(17.43%)	0.09%
Water SDC: Interest	13,610	6,098	5,000	5,000	4,500	(10.00%)	0.01%
Connection Fees: Principal	25,355	12,229	5,000	5,000	2,500	(50.00%)	0.01%
Connection Fees: Interest	1,994	720	2,000	2,000	600	(70.00%)	-
Water Connection Fees	13,719	94,334	75,000	75,000	105,000	40.00%	0.33%
Water Systems Development Charges	635,880	1,032,894	456,000	456,000	433,000	(5.04%)	1.35%
Connection Fees	13,255	-	-	-	-	-	-
Public Facility Construction Permit	230,373	132,298	100,000	100,000	40,000	(60.00%)	0.12%
Administrative Fees: Water Water Service Installation Charge	2,058	951	-	-	2,500	-	0.01%
VA-HUD Joint Water Project Grant	109,592	156,736	100,000	100,000	100,000	-	0.31%
Department of Energy	-	251,873	433,000	433,000	-	(100.00%)	-
Energy Trust of Oregon	-	-	-	-	128,500	-	0.40%
City of Lebanon	-	-	475,000	475,000	475,000	-	1.48%
City of Millersburg	69,059	60,845	77,000	77,000	77,000	-	0.24%
Millersburg Service Charges	693,847	4,182,694	2,580,000	2,580,000	-	(100.00%)	-
Albany Water Service Charges	-	-	-	-	202,300	-	0.63%
Water Charges-Millersburg	9,616,225	10,246,188	9,850,000	9,850,000	10,658,400	8.21%	33.29%
Service Restoration Fee	85,000	85,000	85,000	85,000	-	(100.00%)	-
User Fee: Debt Service	12,689	11,480	10,000	10,000	10,000	-	0.03%
Capital Charges	28,099	29,157	30,000	30,000	32,300	7.67%	0.10%
Equipment Replacement Charges	22,500	22,500	22,500	22,500	69,300	208.00%	0.22%
ELA: Construction Projects	109,300	73,100	77,600	77,600	70,500	(9.15%)	0.22%
2003 Albany Water Bond Proceeds	81,290	-	-	-	-	-	-
Miscellaneous Revenue	40,485,000	-	-	-	-	-	-
Interest	23,338	25,496	10,000	10,000	10,000	-	0.03%
Total Current Resources	435,663	688,225	361,400	361,400	506,100	40.04%	1.58%
From Health Insurance Fund	53,633,863	17,957,874	15,516,000	15,516,000	13,705,900	(11.67%)	42.79%
From Water-Capital-Canal	-	59,140	-	-	-	-	-
Total Transfers In	-	-	-	-	2,000,000	-	6.25%
Beginning Balance	-	59,140	-	-	2,000,000	-	6.25%
Reserved Beginning Balance	8,857,561	42,141,944	23,003,000	23,003,000	16,203,200	(29.56%)	50.63%
Totals	791,285	-	114,100	114,100	105,900	(7.19%)	0.33%
Totals	\$ 63,282,709	\$ 60,158,958	\$ 38,633,100	\$ 38,633,100	\$ 32,015,000	(17.13%)	100.00%

**WATER FUND**  
**REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2003-04	2004-05	.....2005-06.....		.....2006-07.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Water Administration	\$ 2,167,578	\$ 1,920,941	\$ 3,951,600	\$ 3,951,600	\$ 2,152,300	\$ 2,152,300	\$ 2,152,300
Water Billing/Customer Service	520,910	567,608	-	-	-	-	-
Water Canal Maintenance	177,761	166,347	162,800	162,800	258,200	258,200	258,200
Vine Street Water Treatment Plant	1,625,871	1,705,222	589,500	589,500	832,800	832,800	832,800
Water Distribution	1,774,533	1,551,626	1,644,300	1,644,300	2,345,700	2,345,700	2,345,700
Albany-Millersburg WTP	-	-	764,400	764,400	1,195,200	1,195,200	1,195,200
Water Operations Administration	-	-	-	-	368,100	368,100	368,100
Water Customer Services	-	-	-	-	660,300	660,300	660,300
Water SDC Improvement Fee Projects	38,165	134,961	985,000	985,000	913,700	913,700	913,700
Water SDC Reimbursement Fee Projects	229,218	331,430	805,000	805,000	863,000	863,000	863,000
2003 Water Bond Projects	872,613	1,015,077	9,031,000	9,031,000	5,097,000	5,097,000	5,097,000
JWP Construction	6,365,070	20,999,983	6,672,000	6,672,000	145,000	145,000	145,000
JWP - Operation & Maintenance	2,849	14,392	-	-	-	-	-
Water Debt Service	5,611,283	3,066,849	3,056,300	3,056,300	3,051,100	3,051,100	3,051,100
Water GO Debt Service	836,420	841,155	926,100	926,100	944,200	944,200	944,200
Water Capital: Canal	38,633	41,277	3,198,000	3,198,000	3,129,000	3,129,000	3,129,000
Water System Capital Projects	654,075	2,039,752	6,078,800	6,078,800	9,060,000	9,060,000	9,060,000
Water Economic Development	27,687	291,172	396,600	396,600	518,700	518,700	518,700
N. Albany Water Capital Projects	-	108,615	63,100	63,100	148,700	148,700	148,700
Water Equipment Replacement	198,103	-	308,600	308,600	332,000	332,000	332,000
<b>Total Requirements</b>	<b>\$21,140,769</b>	<b>\$34,796,407</b>	<b>\$38,633,100</b>	<b>\$38,633,100</b>	<b>\$32,015,000</b>	<b>\$32,015,000</b>	<b>\$32,015,000</b>

**Staffing Summary (FTEs)**

Water Administration	12.800	3.700	-	-	1.600	1.600	1.600
Water Canal Maintenance	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Vine Street Water Treatment Plant	5.500	5.000	2.310	2.310	2.310	2.310	2.310
Water Distribution	13.500	11.000	12.000	12.000	12.000	12.000	12.000
Albany-Millersburg WTP	-	-	5.190	5.190	5.190	5.190	5.190
Water Operations Administration	-	-	-	-	2.800	2.800	2.800
Water Customer Services	-	-	-	-	4.690	4.690	4.690
<b>Total FTEs</b>	<b>32.800</b>	<b>20.700</b>	<b>20.500</b>	<b>20.500</b>	<b>29.590</b>	<b>29.590</b>	<b>29.590</b>

Adopted Requirements by Type	Materials			Transfers Out	Debt Service	Contin- gency	Adopted Budget	% of Fund Budget
	Personnel	& Services	Capital					
Water Administration	\$ 198,500	\$ 1,310,700	\$ -	\$ 96,200	\$ -	\$ 546,900	\$ 2,152,300	6.72%
Water Canal Maintenance	81,500	176,700	-	-	-	-	258,200	0.81%
Vine Street Water Treatment Plant	174,300	642,000	16,500	-	-	-	832,800	2.60%
Water Distribution	951,500	1,387,000	7,200	-	-	-	2,345,700	7.33%
Albany-Millersburg WTP	453,400	591,800	150,000	-	-	-	1,195,200	3.73%
Water Operations Administration	227,000	132,700	8,400	-	-	-	368,100	1.15%
Water Customer Services	297,500	362,800	-	-	-	-	660,300	2.06%
Water SDC Improvement Fee Projects	-	-	913,700	-	-	-	913,700	2.85%
Water SDC Reimbursement Fee Projects	-	-	863,000	-	-	-	863,000	2.70%
2003 Water Bond Projects	-	-	5,097,000	-	-	-	5,097,000	15.92%
JWP Construction	-	-	145,000	-	-	-	145,000	0.45%
Water Debt Service	-	2,000	-	-	3,049,100	-	3,051,100	9.53%
Water GO Debt Service	-	2,000	-	-	942,200	-	944,200	2.95%
Water Capital: Canal	-	622,000	507,000	2,000,000	-	-	3,129,000	9.78%
Water System Capital Projects	-	263,000	8,797,000	-	-	-	9,060,000	28.30%
Water Economic Development	-	-	493,700	25,000	-	-	518,700	1.62%
N. Albany Water Capital Projects	-	-	148,700	-	-	-	148,700	0.46%
Water Equipment Replacement	-	-	332,000	-	-	-	332,000	1.04%
<b>Total Requirements</b>	<b>\$ 2,383,700</b>	<b>\$ 5,492,700</b>	<b>\$17,479,200</b>	<b>\$ 2,121,200</b>	<b>\$ 3,991,300</b>	<b>\$ 546,900</b>	<b>\$32,015,000</b>	<b>100.00%</b>
<b>Percent of Fund Budget</b>	<b>7.43%</b>	<b>17.16%</b>	<b>54.60%</b>	<b>6.63%</b>	<b>12.47%</b>	<b>1.71%</b>	<b>100.00%</b>	



**WATER FUND**  
**OPERATION AND MAINTENANCE COMBINED BUDGET**

Detailed below are the resources dedicated to funding the operation and maintenance of the water system. Activities funded by these resources are: Water Administration, Water Canal Maintenance, Vine St Water Treatment Plant, Water Distribution, Albany-Millersburg WTP, Water Operations Administration, and Water Customer Services. The revenue items listed below are included in the Sewer Fund - Revenue Budget Detail presented earlier.

RESOURCES	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06	Percent of Fund Budget
			Adopted Budget	Revised Budget			
Encroachment Permits	\$ -	\$ 19,320	\$ -	\$ -	\$ 10,000	-	0.13%
Public Facility Construction Permit	230,373	132,298	100,000	100,000	40,000	(60.00%)	0.51%
Administrative Fees: Water	2,058	951	-	-	2,500	-	0.03%
Water Service Installation Charge	109,592	156,736	100,000	100,000	100,000	-	1.28%
City of Lebanon	61,059	52,845	69,000	69,000	69,000	-	0.88%
Millersburg Service Charges	-	-	-	-	202,300	-	2.59%
Albany Water Service Charges	5,703,873	5,000,939	6,388,400	6,388,400	7,046,800	10.31%	90.19%
Service Restoration Fee	12,689	11,480	10,000	10,000	10,000	-	0.13%
User Fee: Debt Service	28,099	29,157	30,000	30,000	20,000	(33.33%)	0.26%
ELA: Construction Projects	81,290	-	-	-	-	-	-
Miscellaneous Revenue	23,333	25,495	10,000	10,000	10,000	-	0.13%
Interest	20,812	6,225	1,000	1,000	2,000	100.00%	0.03%
<b>Total Current Resources</b>	<b>6,273,178</b>	<b>5,435,446</b>	<b>6,708,400</b>	<b>6,708,400</b>	<b>7,512,600</b>	<b>11.99%</b>	<b>96.16%</b>
From Health Insurance Fund	-	59,140	-	-	-	-	-
<b>Total Transfers In</b>	<b>-</b>	<b>59,140</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Beginning Balance	760,000	766,529	404,200	404,200	300,000	(25.78%)	3.84%
<b>Totals</b>	<b>\$7,033,178</b>	<b>\$6,261,115</b>	<b>\$7,112,600</b>	<b>\$7,112,600</b>	<b>\$7,812,600</b>	<b>9.84%</b>	<b>100.00%</b>

REQUIREMENTS	Materials		Transfers		Conti- gency	Adopted Budget	% of Fund Budget
Activity Name	Personnel	& Services	Capital	Out			
Water Administration	\$ 198,500	\$1,310,700	\$ -	\$ 96,200	\$ 546,900	\$2,152,300	27.56%
Water Canal Maintenance	81,500	176,700	-	-	-	258,200	3.30%
Vine Street Water Treatment Plan	174,300	642,000	16,500	-	-	832,800	10.66%
Water Distribution	951,500	1,387,000	7,200	-	-	2,345,700	30.02%
Albany-Millersburg WTP	453,400	591,800	150,000	-	-	1,195,200	15.30%
Water Operations Administration	227,000	132,700	8,400	-	-	368,100	4.71%
Water Customer Services	297,500	362,800	-	-	-	660,300	8.45%
<b>Total Requirements</b>	<b>\$2,383,700</b>	<b>\$4,603,700</b>	<b>\$ 182,100</b>	<b>\$ 96,200</b>	<b>\$ 546,900</b>	<b>\$7,812,600</b>	<b>100.00%</b>
<b>Percent of Budget</b>	<b>30.51%</b>	<b>58.93%</b>	<b>2.33%</b>	<b>1.23%</b>	<b>7.00%</b>	<b>100.00%</b>	

**WATER FUND**  
**CAPITAL AND DEBT SERVICE COMBINED BUDGET**

Detailed below are the revenues dedicated to funding water system debt services and capital projects. Activities funded by these resources are: Water SDC Improvement Fee Projects, Water SDC Reimbursement Fee Projects, 2003 Water Bond Projects, JWP Construction, Water Debt Service, Water GO Debt Service, Water Capital: Canal, Water System Capital Projects, Water Economic Development, N. Albany Water Capital Projects, and Water Equipment Replacement. The revenue items listed below are included in the Sewer Fund - Revenue Budget Detail presented earlier.

RESOURCES	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
Property Taxes - Current	\$ 759,124	\$ 751,300	\$ 700,000	\$ 700,000	\$ 710,000	1.43%	2.93%
Property Taxes - Delinquent	36,065	29,662	26,500	26,500	29,500	11.32%	0.12%
Water SDC: Principal	130,828	44,774	35,000	35,000	28,900	(17.43%)	0.12%
Water SDC: Interest	13,610	6,098	5,000	5,000	4,500	(10.00%)	0.02%
Connection Fees: Principal	25,355	12,229	5,000	5,000	2,500	(50.00%)	0.01%
Connection Fees: Interest	1,994	720	2,000	2,000	600	(70.00%)	-
Water Connection Fees	13,719	94,334	75,000	75,000	105,000	40.00%	0.43%
Water Systems Development Charges	635,880	1,032,894	456,000	456,000	433,000	(5.04%)	1.79%
Connection Fees	13,255	-	-	-	-	-	-
VA-HUD Joint Water Project Grant	-	251,873	433,000	433,000	-	(100.00%)	-
Department of Energy	-	-	-	-	128,500	-	0.53%
Energy Trust of Oregon	-	-	475,000	475,000	475,000	-	1.96%
City of Lebanon	8,000	8,000	8,000	8,000	8,000	-	0.03%
City of Millersburg	693,847	4,182,694	2,580,000	2,580,000	-	(100.00%)	-
Albany Water Service Charges	3,912,353	5,245,250	3,461,600	3,461,600	3,611,600	4.33%	14.92%
Water Charges-Millersburg	85,000	85,000	85,000	85,000	-	(100.00%)	-
User Fee: Debt Service	-	-	-	-	12,300	-	0.05%
Capital Charges	22,500	22,500	22,500	22,500	69,300	208.00%	0.29%
Equipment Replacement Charges	109,300	73,100	77,600	77,600	70,500	(9.15%)	0.29%
2003 Albany Water Bond Proceeds	40,485,000	-	-	-	-	-	-
Interest	414,855	682,000	360,400	360,400	504,100	39.87%	2.08%
<b>Total Current Resources</b>	<b>47,360,685</b>	<b>12,522,428</b>	<b>8,807,600</b>	<b>8,807,600</b>	<b>6,193,300</b>	<b>(29.68%)</b>	<b>25.57%</b>
From Water-Capital-Canal	-	-	-	-	2,000,000	-	8.26%
<b>Total Transfers In</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,000,000</b>	<b>-</b>	<b>8.26%</b>
Beginning Balance	8,097,561	41,375,415	22,598,800	22,598,800	15,903,200	(29.63%)	65.73%
Reserved Beginning Balance	791,285	-	114,100	114,100	105,900	(7.19%)	0.44%
<b>Totals</b>	<b>\$56,249,531</b>	<b>\$53,897,843</b>	<b>\$31,520,500</b>	<b>\$31,520,500</b>	<b>\$24,202,400</b>	<b>(23.22%)</b>	<b>100.00%</b>

REQUIREMENTS	Materials & Services	Capital	Transfers Out	Debt Service	Adopted Budget	% of Fund Budget
Water SDC Improvement Fee Projects	\$ -	\$ 913,700	\$ -	\$ -	\$ 913,700	3.78%
Water SDC Reimbursement Fee Projects	-	863,000	-	-	863,000	3.57%
2003 Water Bond Projects	-	5,097,000	-	-	5,097,000	21.06%
JWP Construction	-	145,000	-	-	145,000	0.60%
Water Debt Service	2,000	-	-	3,049,100	3,051,100	12.61%
Water GO Debt Service	2,000	-	-	942,200	944,200	3.90%
Water Capital: Canal	622,000	507,000	2,000,000	-	3,129,000	12.93%
Water System Capital Projects	263,000	8,797,000	-	-	9,060,000	37.43%
Water Economic Development	-	493,700	25,000	-	518,700	2.14%
N. Albany Water Capital Projects	-	148,700	-	-	148,700	0.61%
Water Equipment Replacement	-	332,000	-	-	332,000	1.37%
<b>Total Requirements</b>	<b>\$ 889,000</b>	<b>\$17,297,100</b>	<b>\$ 2,025,000</b>	<b>\$ 3,991,300</b>	<b>\$24,202,400</b>	<b>100.00%</b>
<b>Percent of Budget</b>	<b>3.67%</b>	<b>71.47%</b>	<b>8.37%</b>	<b>16.49%</b>	<b>100.00%</b>	

**WATER FUND**  
**SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2006-07**

Project Description	Totals	Vine Street Water Treatment Plant	Water Distribution	Albany- Millersburg WTP	Sewer Operations Administration
Capital Equipment	\$ 202,600	\$ -	\$ 7,200	\$ 150,000	\$ 8,400
W-07-02 Ellingson Road Property Acq.	450,000	-	-	-	-
Bank Protection at Backwash Lagoon	428,000	-	-	-	-
Fish Screens & Diversion Dam	1,170,000	-	-	-	-
Hydroelectric Improvements	850,000	-	-	-	-
Membrane Filtration System	145,000	-	-	-	-
Seismic Protection Program	300,000	-	-	-	-
Perfect Lane Water Improvements	128,500	-	-	-	-
SI-03-02 Clover Ridge Station, Phase I	35,000	-	-	-	-
SS-06-04 Grand Prairie Sewer Extension	363,000	-	-	-	-
WL-06-01 13th Ave Waterline	330,000	-	-	-	-
WL-06-03 Valley View Waterline	172,000	-	-	-	-
WL-06-04 Pineview Drive Waterline	106,000	-	-	-	-
WL-06-05 Zone 4 Separation/Pump Station	481,000	-	-	-	-
WL-06-02 South Albany Transmission Main	1,407,000	-	-	-	-
WL-07-01 8th Ave, Elm to Broadway WL	288,000	-	-	-	-
WL-07-02 Maple/Walnut/11th/12th WL	702,000	-	-	-	-
WL-07-03, 14th/Hill/Tudor/Oak Area WL	499,000	-	-	-	-
WL-07-04 Sunny Lane/Erin Crest WL	288,000	-	-	-	-
WL-07-05 Crocker Lane WL	800,000	-	-	-	-
WL-07-06 17th & Burhart WL	212,000	-	-	-	-
WTP High Pressure Pump	16,500	16,500	-	-	-
WTP Security Upgrade	100,000	-	-	-	-
WTP-07-01 Chlorine Safety Improvements	155,000	-	-	-	-
W-07-01 Reservoir Improvements	381,000	-	-	-	-
W-07-03 Water System Seismic Improvements	333,000	-	-	-	-
<b>Project Totals</b>	<b>10,342,600</b>	<b>16,500</b>	<b>7,200</b>	<b>150,000</b>	<b>8,400</b>
Reserve: Pipe Over-sizing	10,000	-	-	-	-
Reserve: Canal Capital	200,000	-	-	-	-
Reserve: Connection Fees	300,000	-	-	-	-
Reserve: Equipment Replacement	295,000	-	-	-	-
Reserve: Capital Projects	6,331,600	-	-	-	-
<b>Total Reserves</b>	<b>7,136,600</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Grand Totals</b>	<b>\$17,479,200</b>	<b>\$ 16,500</b>	<b>\$ 7,200</b>	<b>\$ 150,000</b>	<b>\$ 8,400</b>

SDC Improve- ment Fee Projects	SDC Reimburse- ment Fee Projects	2003 Water Bond Projects	JWP Construction	Water Capital: Canal	Water System Capital Projects	Water Economic Development	North Albany Water Capital Projects	Water Equipment Replacement
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,000
450,000	-	-	-	-	-	-	-	-
-	-	-	-	-	428,000	-	-	-
-	-	1,170,000	-	-	-	-	-	-
-	-	850,000	-	-	-	-	-	-
-	-	-	145,000	-	-	-	-	-
-	-	-	-	-	300,000	-	-	-
-	-	-	-	-	128,500	-	-	-
35,000	-	-	-	-	-	-	-	-
62,000	-	-	-	-	301,000	-	-	-
-	260,000	-	-	-	70,000	-	-	-
-	-	-	-	-	172,000	-	-	-
-	-	-	-	-	106,000	-	-	-
-	-	-	-	-	481,000	-	-	-
-	-	-	-	307,000	1,100,000	-	-	-
-	-	-	-	-	288,000	-	-	-
-	-	-	-	-	702,000	-	-	-
-	156,000	-	-	-	343,000	-	-	-
-	-	-	-	-	288,000	-	-	-
-	-	-	-	-	800,000	-	-	-
-	-	-	-	-	212,000	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	100,000	-	-	-
-	-	-	-	-	155,000	-	-	-
-	-	-	-	-	381,000	-	-	-
-	-	-	-	-	333,000	-	-	-
547,000	416,000	2,020,000	145,000	307,000	6,688,500	-	-	37,000
10,000	-	-	-	-	-	-	-	-
-	-	-	-	200,000	-	-	-	-
-	-	-	-	-	300,000	-	-	-
-	-	-	-	-	-	-	-	295,000
356,700	447,000	3,077,000	-	-	1,808,500	493,700	148,700	-
366,700	447,000	3,077,000	-	200,000	2,108,500	493,700	148,700	295,000
\$ 913,700	\$ 863,000	\$ 5,097,000	\$ 145,000	\$ 507,000	\$ 8,797,000	\$ 493,700	\$ 148,700	\$ 332,000

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Water Fund: Water Administration (615-50-2202)**

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

### Functions and Responsibilities

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>• Manages the public involvement and community education provisions of state, federal, and local laws relating to utility preservation and water quality protection, water conservation programs, and works with the watershed councils. Develop, plan, and implement water quality programs.</li> </ul> | <ul style="list-style-type: none"> <li>• Manages the public involvement and community education provisions of state, federal, and local laws relating to storm water management, urban runoff, and pollution.</li> <li>• Provides oversight to all City of Albany Public Works Commissions.</li> </ul> |
|---|--|

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
<ul style="list-style-type: none"> <li>• Implement Phase II of the PW Department cost allocation system. This system will track actual Public Works departmental overhead data to evaluate and develop engineering services cost allocations.</li> </ul>	June 2006	Completed	An Effective Government
<ul style="list-style-type: none"> <li>• Improve the skills of the Public Works Supervisors by providing performance management training.</li> </ul>	June 2006	In Progress	An Effective Government
<b>Budget Year 2006-2007</b>			
<ul style="list-style-type: none"> <li>• Implement final phase of the Public Works Department cost allocation system.</li> </ul>	June 2007		An Effective Government
<ul style="list-style-type: none"> <li>• Improve the skills of the Public Works supervisors by implementing upward evaluation and then providing management training.</li> </ul>	June 2007		An Effective Government
<ul style="list-style-type: none"> <li>• Coordinate with the congressional delegation for federal funding.</li> </ul>	June 2007		An Effective Government

**ACTIVITY BUDGET DATA**

**Water Fund: Water Administration (615-50-2202)**

Program Requirements	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06
			Adopted Budget	Revised Budget		
Personnel	\$1,085,645	\$ 124,927	\$ -	\$ -	\$ 198,500	-
Materials & Services	1,081,933	1,796,014	3,591,600	3,591,600	1,310,700	(63.51%)
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	96,200	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	360,000	360,000	546,900	51.92%
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$2,167,578</b>	<b>\$1,920,941</b>	<b>\$3,951,600</b>	<b>\$3,951,600</b>	<b>\$2,152,300</b>	<b>(45.53%)</b>

**Program Resources**

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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**Staffing Summary**

FTEs	12.800	3.700	-	-	1.600
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**Significant Budget Change(s)**

For Fiscal Year 2006-07, Public Works Administrative Services (705-50-2802) has been split between the Street, Sewer, and Water Funds.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Water Fund: Water Canal Maintenance (615-50-2204)**

**Responsible Manager/Title:** Mike Wolski, Assistant Public Works Director/Operations

**Developed By:** Chris Bailey, Water Quality Control Supervisor

### Functions and Responsibilities

- Performs routine operation and maintenance of the Albany-Santiam Canal. Water is diverted from the South Santiam River into the Canal southeast of Lebanon. The Canal runs approximately 18 miles from the diversion dam to the Vine Street Water Treatment Plant, and into the Calapooia River.
- Performs raw water sampling to determine if and where there may be contamination in the canal.
- Monitors and collects data from canal gaging stations. Controls and monitors flow and water levels to ensure adequate raw water supplies for Albany and Lebanon and to control against flooding.
- Performs quarterly raw water sampling to monitor for potential contaminants in the canal.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Coordinate with City Forestry program for landscaping for bank stabilization and removal of hazardous trees.	July 2006	In Progress	A Safe City
• Closely monitor the canal for drought conditions.	July 2006	In Progress	A Safe City
• Evaluate the impact of the hydro facility and reduced operation of the Vine Street Water Treatment Plant on Canal operations.	June 2006	In Progress	A Safe City
Budget Year 2006-2007			
• Install new water quality monitoring probes and begin data collection and analysis.	June 2007		A Safe City
• Complete coordinated studies of canal right-of-way, flow analysis, sedimentation studies, and develop canal operations manual and prioritized plans for capital work.	June 2007		A Safe City
• Develop annual maintenance plans for routine, large-scale requirements such as culvert cleaning.	June 2007		A Safe City

**ACTIVITY BUDGET DATA**

**Water Fund: Water Canal Maintenance (615-50-2204)**

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 68,033	\$ 70,021	\$ 77,000	\$ 77,000	\$ 81,500	5.84%
Materials & Services	109,728	96,326	85,800	85,800	176,700	105.94%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 177,761</b>	<b>\$ 166,347</b>	<b>\$ 162,800</b>	<b>\$ 162,800</b>	<b>\$ 258,200</b>	<b>58.60%</b>

**Program Resources**

None attributable to this program.	\$	-	\$	-	\$	-	\$	-	\$	-
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**Staffing Summary**

FTEs	1.000	1.000	1.000	1.000	1.000
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**Performance Measures/Workload Indicators**

Percentage of the time the standard is met to control water levels and adjust flows to ensure a maximum supply of water to the Vine Street Water Treatment Plant. (Standard = 100%).	100%	100%	100%	100%	100%
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**Significant Budget Change(s)**

Departmental charges (Central Service, Information Technology, GIS, and insurance) are included in this program that were, in prior years, in the Public Works administrative budget.



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Water Fund: Vine St Water Treatment Plant (615-50-2205)**

**Responsible Manager/Title:** Mike Wolski, Assistant Public Works Director/Operations

**Developed by:** Keith Wolf, Water Treatment Plant Supervisor

### Functions and Responsibilities

- This activity funds the operation and maintenance of the Vine Street Water Treatment Plant.
- The Vine Street Water Treatment Plant provides water to residential, commercial, and industrial customers in Albany and as a peaking water treatment plant facility in conjunction with the Joint Water Project Water Treatment Plant as the abase base water treatment plant facility.
- Plant operations personnel are responsible for acquiring and interpreting operational and water quality data and using that information to develop operating strategies that will meet water quality objectives set forth by the by 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 24 hours per day during peak demand periods.
- Control water usage and adjust plant production to meet system requirements for pressure, flow, and storage.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
<ul style="list-style-type: none"> <li>• Convert treatment plant production operations to a peaking facility once the Joint Water Treatment Plant comes on line in September 2005.</li> </ul>	June 2006	Completed	A Safe City
Budget Year 2006-2007			
<ul style="list-style-type: none"> <li>• Trend nitrogen in the canal and the affect on treatment plant performance.</li> </ul>	June 2007		A Safe City
<ul style="list-style-type: none"> <li>• Define operational control strategy to convert from manual operation to automated operation.</li> </ul>	June 2007		A Safe City
<ul style="list-style-type: none"> <li>• Develop condition rating and maintenance plan for the Vine Street Water Treatment Plant.</li> </ul>	June 2007		A Safe City

## ACTIVITY BUDGET DATA

### Water Fund: Vine Street Water Treatment Plant (615-50-2205)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06
Personnel	\$ 423,273	\$ 477,756	\$ 158,200	\$ 158,200	\$ 174,300	10.18%
Materials & Services	881,910	880,455	431,300	431,300	642,000	48.85%
Capital	320,688	347,011	-	-	16,500	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$1,625,871</b>	<b>\$1,705,222</b>	<b>\$ 589,500</b>	<b>\$ 589,500</b>	<b>\$ 832,800</b>	<b>41.27%</b>

#### Program Resources

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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#### Staffing Summary

FTEs	5.500	5.000	2.310	2.310	2.310
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#### Performance Measures/Workload Indicators

Water treated annually (millions of gallons).	3,146	2,644	1,650	1,650	1,650
Peak daily demand in million gallons per day.	16.60	16.60	6.25	6.25	6.25
Percent of time plant met regulatory requirements for safe drinking water.	100%	100%	100%	100%	100%
Percent of time plant met peak daily flow.	100%	100%	100%	100%	100%

#### Significant Budget Change(s)

Departmental charges (Central Service, Information Technology, GIS, and insurance) are included in this program that were, in prior years, in the Public Works administrative budget.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Water Fund: Water Distribution (615-50-2206)

**Responsible Manager/Title:** Mike Wolski, Assistant Public Works Director/Operations

**Developed by:** Jim Young, Water Distribution Supervisor

#### Functions and Responsibilities

- To ensure compliance with the Federal Safe Drinking Water Act and the Oregon Drinking Water Rules and Regulations, water is routinely tested at representative locations throughout the water distribution system. Results are reported monthly for microbiological samples and chlorine residuals. Other testing is completed in accordance with federal and state requirements. City staff performs sampling and reporting and laboratory analysis is contracted to a private laboratory.
- Prepare and distribute the Consumer Confidence Report, an annual report on water quality mandated by federal and state regulations.
- Operate and maintain the water distribution system for the city of Millersburg and areas of North Albany outside the Albany city limits.
- Maintenance for six reservoirs and four pump sites.
- Operate, maintain, and repair a network of 255 miles of water mains, 3,205 valves, 1,670 fire hydrants, and 16,000 meters that deliver water to consumers at all times.
- Install new water services that are not part of public improvement projects. This requires excavation, tapping into water mains, installation, and setting valves and meters.
- Maintain a water system flushing program.
- Exercise, lubricate, and repair fire hydrants as scheduled.
- Operate a valve survey and exercising program.
- Coordinate and manage the cross connection prevention program and requests for water service.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Continue year four of a five-year program to replace small water meters (2-inches and smaller) that are over 20 years old.	June 2007	In Progress	Environmental Capital Physical Capital
Budget Year 2006-2007			
• Continue year four of a five-year program to replace small water meters (two-inches and smaller) that are over 20 years old.	June 2008		A Safe City
• Develop a radio read meter program.	June 2008		An Effective Government
• Develop condition rating and maintenance plan for the water pump stations.	June 2008		An Effective Government

## ACTIVITY BUDGET DATA

### Water Fund: Water Distribution (615-50-2206)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06
Personnel	\$ 891,144	\$ 801,831	\$ 905,900	\$ 905,900	\$ 951,500	5.03%
Materials & Services	826,791	695,314	688,400	688,400	1,387,000	101.48%
Capital	56,598	54,481	50,000	50,000	7,200	(85.60%)
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$1,774,533</b>	<b>\$1,551,626</b>	<b>\$1,644,300</b>	<b>\$1,644,300</b>	<b>\$2,345,700</b>	<b>42.66%</b>

#### Program Resources

None attributable to this program.	\$	-	\$	-	\$	-	\$	-	\$	-
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#### Staffing Summary

FTEs	13.500	11.000	12.000	12.000	12.000
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#### Performance Measures/Workload Indicators

Number of miles of pipe maintained.	234	234	245	245	255
Number of leaks reported.	470	430	450	450	400
Percent of leaks repaired.	98%	98%	97%	97%	99%
Number of fire hydrants in the water system.	1,550	1,550	1,600	1,600	1,670
Percent of fire hydrants lubricated and tested annually.	100%	100%	100%	100%	100%
Percent of large meters tested annually.	100%	100%	100%	100%	100%
Number of small meters serviced in the perpetual maintenance program.	620	745	700	700	700

#### Significant Budget Change(s)

Departmental charges (Central Service, Information Technology, GIS, and insurance) are included in this program that were, in prior years, in the Public Works administrative budget.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Water Fund: Albany-Millersburg WTP (615-50-2207)**

**Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations**

**Developed by: Keith Wolf, Water Treatment Plant Supervisor**

**Functions and Responsibilities**

- This activity funds the operation and maintenance of the new Albany-Millersburg Water Treatment Plant.
- The new 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 20.5 hours per day (24 hours per day during peak demand periods), 365 days per year.
- Plant operations personnel are responsible for acquiring and interpreting operational and water quality data and using that information to develop operating strategies that will meet water quality objectives set forth by the by Oregon Department of Human Services, Drinking Water Program.
- Control water usage and adjust plant production to meet system requirements for pressure, flow, and storage.

<u><b>Initiatives</b></u>	<u><b>Target Completion Date</b></u>	<u><b>Status</b></u>	<u><b>Supports Strategic Plan Theme</b></u>
Budget Year 2005-2006			
• Start-up operation of the Albany-Millersburg Water Treatment Plant.	September 2005	Completed	A Safe City
Budget Year 2006-2007			
• Continue to adjust efficiencies of operations.	June 2007		A Safe City
• Move from 24 hour shift during start-up to a normal 10 hour shift.	June 2007		An Effective Government

## ACTIVITY BUDGET DATA

### Water Fund: Albany-Millersburg WTP (615-50-2207)

Program Requirements	2003-04		.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ 432,600	\$ 432,600	\$ 453,400	4.81%
Materials & Services	-	-	312,800	312,800	591,800	89.19%
Capital	-	-	19,000	19,000	150,000	689.47%
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 764,400</b>	<b>\$ 764,400</b>	<b>\$1,195,200</b>	<b>56.36%</b>

#### Program Resources

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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#### Staffing Summary

FTEs	-	-	5.190	5.190	5.190
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#### Performance Measures/Workload Indicators

Water treated annually (millions of gallons)	n/a	n/a	n/a	n/a	450
Peak demand in million gallons per day.	n/a	n/a	n/a	n/a	12
Percent of time the plant met regulatory requirements for safe drinking water.	n/a	n/a	n/a	n/a	100%
Percent of time the plant met peak daily flow.	n/a	n/a	n/a	n/a	100%

#### Significant Budget Change(s)

Departmental charges (Central Service, Information Technology, GIS, and insurance) are included in this program that were, in prior years, in the Public Works administrative budget.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**  
**Water Fund: Water Operations Administration (615-50-2209)**  
**Responsible Manager/Title: Mike Wolski, Operations Manager**

**Functions and Responsibilities**

- Provides management and administrative support to the operations work groups including Water Distribution, Wastewater Collection, Water and Wastewater Treatment Plants, Street Maintenance, Facilities Engineering, and Utility Facilities Maintenance.
- Provides emergency on-call service for Public Works.
- Provides for maintenance of building and grounds for operations complex and operational fleet.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Implement management maintenance system for the Vine Street Water Treatment Plant, system reservoirs, and pump stations.	December 2005	Completed	An Effective Government
• Institute asset management systems.	June 2006	In Progress	An Effective Government
• Develop an operations inventory system.	June 2006	In Progress	An Effective Government
Budget Year 2006-2007			
• Implement a maintenance management system software replacement.	June 2007		An Effective Government
• Coordinate and implement operations building changes needed to accommodate staff displaced by the wastewater treatment plant expansion construction.	June 2007		An Effective Government
- Installation of a modular building for environmental services staff.			
- Construction of a new pole building for equipment.			
• Implement an operations inventory control protocol.	June 2007		An Effective Government

## ACTIVITY BUDGET DATA

### Water Fund: Water Operations Administration (615-50-2209)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 227,000	-
Materials & Services	-	-	-	-	132,700	-
Capital	-	-	-	-	8,400	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 368,100</b>	<b>-</b>

#### Program Resources

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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#### Staffing Summary

FTEs	-	-	-	-	2.800	
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#### Performance Measures/Workload Indicators

Percent completed of asset management development.	n/a	n/a	n/a	n/a	25%
Percent completed of the Shop Master Plan.	n/a	n/a	n/a	n/a	70%
Customer satisfaction percentage from the customer satisfaction/complaint survey.	n/a	n/a	n/a	n/a	95%

#### Significant Budget Change(s)

Departmental charges (Central Service, Information Technology, GIS, and insurance) are included in this program that were, in prior years, in the Public Works administrative budget.



**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Water Fund: Water Customer Services (615-50-2210)**  
**Responsible Manager/Title: Mark A. Yeager, P.E., Utility Services Manager**

**Functions and Responsibilities**

- Provides customer support to the general public at the Utility Billing and Public Works counters.
- Provides the billing, customer service, and collection services for the North Albany County Service District and City of Albany Utility Billing.
- Provides daily banking services for the Public Works department.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Interface with new lock-box system to be installed by the City Finance Office.	January 2006	Postponed	An Effective Government
• Incorporate new Utility Billing system into workflow.	June 2007	Revised	An Effective Government
Budget Year 2006-2007			
• Investigate and develop strategic plan for conversion to an automated meter reading system.	December 2006		An Effective Government
• Investigate options, develop strategic plan and begin process to update the Utility Billing software.	June 2007		An Effective Government

**ACTIVITY BUDGET DATA**

**Water Fund: Water Customer Services (615-50-2210)**

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 297,500	-
Materials & Services	-	-	-	-	362,800	-
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 660,300</b>	<b>-</b>

**Program Resources**

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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**Staffing Summary**

FTEs	-	-	-	-	4.690	
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**Performance Measures/Workload Indicators**

Maintain the dollar amount of Utility Billing write-offs of uncollectible amounts at less than 0.5% of monthly billings.	n/a	n/a	n/a	n/a	0.5%	
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**Significant Budget Change(s)**

For Fiscal Year 2006-07, this program has been moved from the Public Works internal services fund. The expenditures for Utility Billing have been split between the Sewer and Water Funds.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Water Fund: Water SDC Improvement Fee Projects (615-50-2300)**

**Responsible Manager/Title:** Mark Shepard, P.E., Assistant Public Works Director/City Engineer

**Functions and Responsibilities**

- This activity is dedicated to funding eligible, capacity increasing projects that are a direct result of new growth and development. Revenues are received from System Development Charges (SDC).
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDCs effective July 1, 1991. This budget was created in order to comply with that legislation.
- The current SDC for the water system is \$1,921 for a single-family residence with a 3/4-inch meter (effective June 2005). This activity receives \$1,645 of the fee and 85 percent of any similar commercial or industrial charges.
- Maintain a \$100,000 minimum reserve for future participation in funding of appropriate capital projects and associated debt service.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Complete East End Transmission: Phase II and Phase III.	October 2005	Completed	A Safe City
• Provide over-sizing component funding for the extension of the water line in Grand Prairie Road east of Waverly Drive.	October 2006	In Progress	A Safe City
<b>Budget Year 2005-2006</b>			
• Identify and acquire property for the Ellingson Road reservoir.	October 2007		A Safe City
• Provide over-sizing component funding for projects constructed by development projects.	June 2007		A Safe City

**ACTIVITY BUDGET DATA**

**Water Fund: Water SDC Improvement Fee Projects (615-50-2300)**

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	35,606	8,060	-	-	-	-
Capital	2,559	126,901	985,000	985,000	913,700	(7.24%)
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 38,165</b>	<b>\$ 134,961</b>	<b>\$ 985,000</b>	<b>\$ 985,000</b>	<b>\$ 913,700</b>	<b>(7.24%)</b>

**Program Resources**

Water SDC: Principal	\$ 52,353	\$ 17,917	\$ 15,000	\$ 15,000	\$ 12,400	(17.33%)
Water SDC: Interest	5,446	2,440	3,000	3,000	2,000	(33.33%)
Water Systems Development Charges	242,621	393,636	390,000	390,000	44,000	(88.72%)
Interest	10,044	21,638	10,000	10,000	33,000	230.00%
Beginning Balance	599,608	871,907	567,000	567,000	822,300	45.03%
<b>Total Program Resources</b>	<b>\$ 910,072</b>	<b>\$ 1,307,538</b>	<b>\$ 985,000</b>	<b>\$ 985,000</b>	<b>\$ 913,700</b>	<b>(7.24%)</b>

Capital Projects	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
W-07-02 Ellingson Rd. Property Acq.	\$ -	\$ 450,000	\$ 450,000	\$ 450,000
SI-03-02 Clover Ridge Station, Phase I	-	35,000	35,000	35,000
SS-06-04 Grand Prairie Sewer Extension	64,000	62,000	62,000	62,000
WL-05-01 East End TM Line, Phase II	243,000	-	-	-
WL-05-02 East End TM Line, Phase III	341,000	-	-	-
Reserve: Pipe Oversizing	10,000	10,000	10,000	10,000
Reserve: Capital Projects	327,000	356,700	356,700	356,700
<b>Total Capital Projects</b>	<b>\$ 985,000</b>	<b>\$ 913,700</b>	<b>\$ 913,700</b>	<b>\$ 913,700</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Water Fund: Water SDC Reimbursement Fee Projects (615-50-2301)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

#### Functions and Responsibilities

- This activity provides funding for non-routine, non-standard maintenance, repair or replacement projects to maintain the capacity of existing plant facilities or water lines. Revenues are received from System Development Charges (SDC).
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDCs 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 SDC for the water system is \$1,921 for a single-family residence with a 3/4-inch meter (effective June 2005). This activity receives \$276 of the fee and 15 percent of any similar commercial or industrial charges.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Replace the water line in 13 <sup>th</sup> Avenue east of Spring Hill Drive in North Albany.	September 2006	In Progress	A Safe City
Budget Year 2006-2007			
• Replace water lines in the 14 <sup>th</sup> Avenue, Hill Street, Tudor Street, Oak Street area.	September 2007		A Safe City

**ACTIVITY BUDGET DATA**

**Water Fund: Water SDC Reimbursement Fee Projects (615-50-2301)**

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	35,474	8,054	-	-	-	-
Capital	193,744	323,376	805,000	805,000	863,000	7.20%
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 229,218</b>	<b>\$ 331,430</b>	<b>\$ 805,000</b>	<b>\$ 805,000</b>	<b>\$ 863,000</b>	<b>7.20%</b>

**Program Resources**

Water SDC: Principal	\$ 78,475	\$ 26,857	\$ 20,000	\$ 20,000	\$ 16,500	(17.50%)
Water SDC: Interest	8,164	3,658	2,000	2,000	2,500	25.00%
Water Systems Development Charges	393,259	325,258	66,000	66,000	66,000	-
Interest	10,979	19,723	17,000	17,000	31,000	82.35%
Beginning Balance	676,080	937,739	700,000	700,000	747,000	6.71%
<b>Total Program Resources</b>	<b>\$1,166,957</b>	<b>\$1,313,235</b>	<b>\$ 805,000</b>	<b>\$ 805,000</b>	<b>\$ 863,000</b>	<b>7.20%</b>

Capital Projects	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
WL-06-01 13th Ave Waterline Replacement	\$ 511,000	\$ 260,000	\$ 260,000	\$ 260,000
WL-07-03 14th/Hill/Tudor/Oak Area WL	-	156,000	156,000	156,000
Reserve: Capital Projects	294,000	447,000	447,000	447,000
<b>Total Capital Projects</b>	<b>\$ 805,000</b>	<b>\$ 863,000</b>	<b>\$ 863,000</b>	<b>\$ 863,000</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Water Fund: 2003 Water Bond Projects (615-50-2302)**

**Responsible Manager/Title: Mark A. Yeager, P.E., Utility Services Manager**

### Functions and Responsibilities

- This activity receives funding for projects related to improving fish survival at the diversion dam and entrance to the Albany-Santiam Canal, and the reconstruction of the hydroelectric system at the Vine Street Water Treatment Plant powerhouse.
- Funding comes from proceeds of a 2003 Water Revenue Bond, though staff continues to apply for federal grants.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Design hydroelectric power improvements.	August 2006	In Progress	A Safe City
• Construct hydroelectric power improvements.	May 2007	In Progress	A Safe City
• Construct fish screen, diversion dam, and fish ladder project.	December 2006	In Progress	A Safe City
<b>Budget Year 2006-2007</b>			
• Construct hydroelectric power improvements.	May 2007		A Safe City
• Construct fish screen, diversion dam, and fish ladder project.	December 2006		A Safe City

**ACTIVITY BUDGET DATA**

**Water Fund: 2003 Water Bond Projects (615-50-2302)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	319,747	3,283	-	-	-	-
Capital	552,866	1,011,794	9,031,000	9,031,000	5,097,000	(43.56%)
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 872,613</b>	<b>\$ 1,015,077</b>	<b>\$ 9,031,000</b>	<b>\$ 9,031,000</b>	<b>\$ 5,097,000</b>	<b>(43.56%)</b>

**Program Resources**

Energy Trust of Oregon	\$ -	\$ -	\$ 475,000	\$ 475,000	\$ 475,000	-
2003 Albany Water Bond Proceeds	9,862,965	-	-	-	-	-
Interest	51,401	183,509	130,000	130,000	130,000	-
Beginning Balance	(10,592)	9,031,163	8,426,000	8,426,000	4,492,000	(46.69%)
<b>Total Program Resources</b>	<b>\$ 9,903,774</b>	<b>\$ 9,214,672</b>	<b>\$ 9,031,000</b>	<b>\$ 9,031,000</b>	<b>\$ 5,097,000</b>	<b>(43.56%)</b>

<b>Capital Projects</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Fish Screens & Diversion Dam	\$ 3,125,000	\$ 1,170,000	\$ 1,170,000	\$ 1,170,000
Hydroelectric Improvements	750,000	850,000	850,000	850,000
Reserve: Capital Projects	5,156,000	3,077,000	3,077,000	3,077,000
<b>Total Capital Projects</b>	<b>\$ 9,031,000</b>	<b>\$ 5,097,000</b>	<b>\$ 5,097,000</b>	<b>\$ 5,097,000</b>



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Water Fund: Joint Water Project Construction (615-50-2303)**  
**Responsible Manager/Title:** Mark A. Yeager, P.E., Utility Services Manager

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### Functions and Responsibilities

- This activity receives funding for projects related to the Albany-Millersburg Joint Water Project.

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<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
<ul style="list-style-type: none"><li>• Complete Albany/Millersburg Joint Water Treatment Plant. (Construction complete; processing project close-out.)</li></ul>	June 2006	Completed	A Safe City
Budget Year 2006-2007			
<ul style="list-style-type: none"><li>• Process final membrane system warranty payment.</li></ul>	May 2007		A Safe City

**ACTIVITY BUDGET DATA**

**Water Fund: JWP Construction (615-50-2303)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	-
Capital	6,365,070	20,999,983	6,672,000	6,672,000	145,000	(97.83%)
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 6,365,070</b>	<b>\$ 20,999,983</b>	<b>\$ 6,672,000</b>	<b>\$ 6,672,000</b>	<b>\$ 145,000</b>	<b>(97.83%)</b>

**Program Resources**

VA-HUD Joint Water Project Grant	\$ -	\$ 251,873	\$ 433,000	\$ 433,000	\$ -	(100.00%)
City of Millersburg	693,847	4,182,694	2,580,000	2,580,000	-	(100.00%)
2003 Albany Water Bond Proceeds	26,857,600	-	-	-	-	-
Interest	222,049	234,198	40,000	40,000	-	(100.00%)
Beginning Balance	(1,808,705)	19,599,721	3,619,000	3,619,000	145,000	(95.99%)
<b>Total Program Resources</b>	<b>\$ 25,964,791</b>	<b>\$ 24,268,486</b>	<b>\$ 6,672,000</b>	<b>\$ 6,672,000</b>	<b>\$ 145,000</b>	<b>(97.83%)</b>

<b>Capital Projects</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Membrane Filtration System	\$ 1,097,000	\$ 145,000	\$ 145,000	\$ 145,000
JWP Construction Package A-Shared	3,440,000	-	-	-
JWP Construction Package B-Albany	744,000	-	-	-
JWP Construction Package C-Millersburg	64,000	-	-	-
JWP Engineering Package A-Shared	793,000	-	-	-
JWP Engineering Package B-Albany	25,000	-	-	-
JWP Engineering Package C-Millersburg	5,000	-	-	-
Reserve: Capital Projects	504,000	-	-	-
<b>Total Capital Projects</b>	<b>\$ 6,672,000</b>	<b>\$ 145,000</b>	<b>\$ 145,000</b>	<b>\$ 145,000</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Water Fund: Water Debt Service (615-50-2305)**  
**Responsible Manager/Title: John Stahl, Assistant Finance Director**

### Functions and Responsibilities

- This activity provides for the principal and interest payments on City of Albany Water Revenue Bonds and Water Certificates of Participation (COP).

### Maturity Schedule

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008-2009	\$ 1,310,000	\$ 1,610,787	\$ 2,920,787
2009-2010	1,345,000	1,557,864	2,902,864
2010-2011	1,055,000	1,521,203	2,576,203
2011-2012	960,000	1,487,919	2,447,919
2012-2013	830,000	1,455,557	2,285,557
2013-2034	30,010,000	18,053,365	48,063,365
Totals	\$ 38,040,000	\$ 29,082,270	\$ 67,122,270

### Debt Summary

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
2003	\$ 40,485,000	\$ 38,040,000	None Required
2002 COPs	600,000	398,163	None Required
Totals	\$ 41,085,000	\$ 38,438,163	None Required

**ACTIVITY BUDGET DATA**

**Water Fund: Water Debt Service (615-50-2305)**

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	1,932	3,732	2,500	2,500	2,000	(20.00%)
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	5,609,351	3,063,117	3,053,800	3,053,800	3,049,100	(0.15%)
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$5,611,283</b>	<b>\$3,066,849</b>	<b>\$3,056,300</b>	<b>\$3,056,300</b>	<b>\$3,051,100</b>	<b>(0.17%)</b>

**Program Resources**

Water Systems Development Charges	\$ -	\$ 314,000	\$ -	\$ -	\$ 323,000	-
Albany Water Service Charges	1,121,352	2,752,849	3,056,300	3,056,300	2,726,600	(10.79%)
2003 Albany Water Bond Proceeds	3,764,435	-	-	-	-	-
Interest	2,996	-	-	-	1,500	-
Beginning Balance	722,500	-	-	-	-	-
<b>Total Program Resources</b>	<b>\$5,611,283</b>	<b>\$3,066,849</b>	<b>\$3,056,300</b>	<b>\$3,056,300</b>	<b>\$3,051,100</b>	<b>(0.17%)</b>

Debt Service Requirements	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Bond Principal: 2003 Water	\$1,230,000	\$1,250,000	\$1,250,000	\$1,250,000
Bond Interest: 2003 Water	1,744,900	1,720,100	1,720,100	1,720,100
Water COP Principal	54,700	57,800	57,800	57,800
Water COP Interest	24,200	21,200	21,200	21,200
<b>Totals</b>	<b>\$3,053,800</b>	<b>\$3,049,100</b>	<b>\$3,049,100</b>	<b>\$3,049,100</b>

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Water Fund: Water GO Debt Service (615-50-2306)**  
**Responsible Manager/Title: John Stahl, Assistant Finance Director**

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**Functions and Responsibilities**

- This activity provides for the principal and interest payments on City of Albany 1998 Water General Obligation Bonds.
  - The City of Albany 1998 General Obligation Bonds do not require a reserve.
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**Maturity Schedule**

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2006-2007	\$ 725,000	\$ 121,021	\$ 846,021
2007-2008	760,000	89,085	849,085
2008-2009	795,000	55,065	850,065
2009-2010	835,000	18,788	853,788
Totals	\$ 3,115,000	\$ 283,959	\$ 3,398,959

**Debt Summary**

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
1998	\$ 7,865,000	\$ 3,115,000	None required

**ACTIVITY BUDGET DATA**

**Water Fund: Water GO Debt Service (615-50-2306)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	300	1,967	1,000	1,000	2,000	100.00%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	836,120	839,188	925,100	925,100	942,200	1.85%
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 836,420</b>	<b>\$ 841,155</b>	<b>\$ 926,100</b>	<b>\$ 926,100</b>	<b>\$ 944,200</b>	<b>1.95%</b>

**Program Resources**

Property Taxes - Current	\$ 759,124	\$ 751,300	\$ 700,000	\$ 700,000	\$ 710,000	1.43%
Property Taxes - Delinquent	36,065	29,662	26,500	26,500	29,500	11.32%
Albany Water Service Charges	-	-	-	-	85,000	-
Water Charges-Millersburg	85,000	85,000	85,000	85,000	-	(100.00%)
User Fee: Debt Service	-	-	-	-	12,300	-
Interest	468	1,837	500	500	1,500	200.00%
Beginning Balance	65,785	113,022	114,100	114,100	105,900	(7.19%)
<b>Total Program Resources</b>	<b>\$ 946,442</b>	<b>\$ 980,821</b>	<b>\$ 926,100</b>	<b>\$ 926,100</b>	<b>\$ 944,200</b>	<b>1.95%</b>

<b>Debt Service Requirements</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Bond Principal: 1998 Water	\$ 680,000	\$ 725,000	\$ 725,000	\$ 725,000
Bond Interest: 1998 Water	150,900	121,100	121,100	121,100
Reserve: Debt Service	94,200	96,100	96,100	96,100
<b>Totals</b>	<b>\$ 925,100</b>	<b>\$ 942,200</b>	<b>\$ 942,200</b>	<b>\$ 942,200</b>

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Water Fund: Water Capital: Canal (615-50-2307)**

**Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer**

**Functions and Responsibilities**

- The agency funding agreement for this activity is set with Albany contributing two-thirds and Lebanon contributing one-third as defined in the 1984 intergovernmental agreement.
- Albany has historically contributed more than the amount set forth in the agency funding agreement. These funds are reserved for future canal improvements.
- This activity provides funding solely for capital expenditures related to the Santiam-Albany Canal. The Canal provides raw water for treatment at plants in Lebanon and Albany.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
<ul style="list-style-type: none"> <li>• Complete Santiam-Albany Canal improvements including hydraulic analysis, diversion structure installation, and inflow reduction.</li> </ul>	September 2006	In Progress	A Safe City
Budget Year 2006-2007			
<ul style="list-style-type: none"> <li>• Complete study on Santiam-Albany Canal bank improvements.</li> </ul>	June 2007		A Safe City

**ACTIVITY BUDGET DATA**

**Water Fund: Water Capital: Canal (615-50-2307)**

<b>Program Requirements</b>	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06
			Adopted Budget	Revised Budget		
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	622,000	-
Capital	38,633	41,277	3,198,000	3,198,000	507,000	(84.15%)
Transfers Out	-	-	-	-	2,000,000	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 38,633</b>	<b>\$ 41,277</b>	<b>\$3,198,000</b>	<b>\$3,198,000</b>	<b>\$3,129,000</b>	<b>(2.16%)</b>

**Program Resources**

City of Lebanon	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	-
Albany Water Service Charges	266,000	-	-	-	-	-
Interest	39,040	64,548	65,000	65,000	6,000	(90.77%)
Beginning Balance	2,810,090	3,084,497	3,125,000	3,125,000	3,115,000	(0.32%)
<b>Total Program Resources</b>	<b>\$ 3,123,130</b>	<b>\$ 3,157,045</b>	<b>\$3,198,000</b>	<b>\$3,198,000</b>	<b>\$3,129,000</b>	<b>(2.16%)</b>

<b>Capital Projects</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
WL-06-02 South Albany Transmission Main	\$ 268,000	\$ 307,000	\$ -	\$ -
WC-06-01 Canal Bank Improvements	2,930,000	-	307,000	307,000
Reserve: Canal Capital	2,930,000	200,000	200,000	200,000
<b>Total Capital Projects</b>	<b>\$ 6,128,000</b>	<b>\$ 507,000</b>	<b>\$ 507,000</b>	<b>\$ 507,000</b>



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Water Fund: Water System Capital Projects (615-50-2308)

**Responsible Manager/Title:** Mark Shepard, P.E., Assistant Public Works Director/City Engineer

#### Functions and Responsibilities

- This activity provides only limited funding to repair, replace, or upgrade facilities, equipment, and accessories to maintain the design capacity of the existing Water Treatment Plant (WTP), reservoirs, and distribution system.
- This activity does not receive sufficient funding to allow for the investment necessary to perpetually maintain the capacity of the existing water system.
- Funding provided through this budget is used to repair or replace water system facilities, equipment, and structures that are not accumulating a depreciation reserve from a specific replacement schedule.
- Maintain adequate reserve for funding emergency repairs or replacement of equipment or systems.

Initiatives	Target Completion Date	Status	Supports Strategic Plan Theme
Budget Year 2005-2006			
• Extend a water line along the new portion of North Albany Road being constructed as a Local Improvement District (LID).	September 2005	In Progress	A Safe City
• Complete East End Transmission project over-sizing (Phase I and Phase II).	October 2005	Completed	A Safe City
• Provide bank protection at the backwash lagoon.	June 2006	In Progress	A Safe City
• Upgrade the security at the Vine Street Water Treatment Plant, pump stations, reservoirs, treatment facilities, and control structures.	June 2006	In Progress	A Safe City
• Replace the water line: <ul style="list-style-type: none"> <li>▪ Valley View Drive</li> <li>▪ Pineview Drive</li> <li>▪ 13<sup>th</sup> Avenue east of Spring Hill Drive</li> </ul>	June 2006	In Progress	A Safe City
• Construct a Zone 4 pump station and associated water lines in North Albany.	June 2006	In Progress	A Safe City
• Extend a new water line along Grand Prairie east of Waverly to facilitate street improvements.	June 2006	In Progress	A Safe City

**ACTIVITY HIGHLIGHTS AND OBJECTIVES (continued)**

**Water Fund: Water System Capital Projects (615-50-2308)**

**Responsible Manager/Title:** Mark Shepard, P.E., Assistant Public Works Director/City Engineer

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Complete Canal bank improvements.	June 2006	In Progress	A Safe City
• Increase the security of the water system facilities, reservoirs, pump stations, and control structures.	June 2006	In Progress	A Safe City
• Extend a new water main from 34 <sup>th</sup> Ave. to the Spring Meadow neighborhood to provide improved fire flows and system reliability.	June 2006	In Progress	A Safe City
<b>Budget Year 2006-2007</b>			
• Replace water lines: <ul style="list-style-type: none"> <li>▪ 8<sup>th</sup> Ave. between Elm and Broadway</li> <li>▪ Maple/Walnut/11<sup>th</sup> and 12<sup>th</sup> Ave area</li> <li>▪ 14<sup>th</sup> Ave. Hill, Tudor, Oak area</li> <li>▪ Crocker Lane</li> <li>▪ Sunny Lane and Erin Crest</li> </ul>	June 2007		A Safe City
• Complete Canal evaluation.	June 2007		A Safe City
• Complete the chlorine safety improvements at the WTP.	June 2007		A Safe City
• Initiate water system seismic upgrades.	June 2007		A Safe City
• Complete installation of new water lines in the Burkhart and 17 <sup>th</sup> Ave. area.	June 2007		A Safe City
• Continue reservoir improvements.	August 2007		A Safe City



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## ACTIVITY BUDGET DATA

### Water Fund: Water System Capital Projects (615-50-2308)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	55,512	11,243	360,000	360,000	263,000	(26.94%)
Capital	598,563	1,578,509	5,718,800	5,718,800	8,797,000	53.83%
Transfers Out	-	450,000	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 654,075</b>	<b>\$ 2,039,752</b>	<b>\$ 6,078,800</b>	<b>\$ 6,078,800</b>	<b>\$ 9,060,000</b>	<b>49.04%</b>

#### Program Resources

Connection Fees: Principal	\$ 25,355	\$ 12,229	\$ 5,000	\$ 5,000	\$ 2,500	(50.00%)
Connection Fees: Interest	1,994	720	2,000	2,000	600	(70.00%)
Water Connection Fees	13,719	94,334	75,000	75,000	105,000	40.00%
Connection Fees	13,255	-	-	-	-	-
Department of Energy	-	-	-	-	128,500	-
Albany Water Service Charges	2,370,243	2,379,300	305,300	305,300	700,000	129.28%
Interest	67,445	146,220	85,000	85,000	280,000	229.41%
From Water-Capital-Canal	-	-	-	-	2,000,000	-
Beginning Balance	5,089,973	6,927,909	5,606,500	5,606,500	5,843,400	4.23%
<b>Total Program Resources</b>	<b>\$ 7,581,984</b>	<b>\$ 9,560,712</b>	<b>\$ 6,078,800</b>	<b>\$ 6,078,800</b>	<b>\$ 9,060,000</b>	<b>49.04%</b>

Capital Projects	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Bank Protection at Backwash Lagoon	\$ 428,000	\$ 428,000	\$ 428,000	\$ 428,000
Seismic Protection Program	137,000	300,000	300,000	300,000
Perfect Lane Water Improvements	-	128,500	128,500	128,500
SS-06-04 Grand Prairie Sewer Extension	315,000	301,000	301,000	301,000
ST-03-05 North Albany Road Extension LID	40,000	-	-	-
WL-05-01 East End TM Line, Phase II	200,000	-	-	-
WL-05-02 East End TM Line, Phase III	204,000	-	-	-
WL-06-01 13th Ave Waterline Replacement	139,000	70,000	70,000	70,000
WL-06-03 Valley View Waterline Repl.	574,000	172,000	172,000	172,000
WL-06-04 Pineview Drive Waterline Repl.	353,000	106,000	106,000	106,000
WL-06-05 Zone 4 Separation/Pump Station	963,000	481,000	481,000	481,000
WL-06-02 South Albany Transmission Main	1,027,000	1,100,000	1,100,000	1,100,000
WL-07-01 8th Ave, Elm to Broadway WL	-	288,000	288,000	288,000
WL-07-02 Maple/Walnut/11th/12 WL	-	702,000	702,000	702,000
WL-07-03 14th/Hill/Tudor/Oak Area WL	-	343,000	343,000	343,000
WL-07-04 Sunny Lane/Erin Crest WL	-	288,000	288,000	288,000
WL-07-05 Crocker Lane Waterline	-	800,000	800,000	800,000
WL-07-06 17th & Burkhart WL	-	212,000	212,000	212,000
WTP Security Upgrade	131,000	100,000	100,000	100,000
WTP-07-01 Chlorine Safety Improvements	-	155,000	155,000	155,000
WL-06-02 Water System Security Upgrade	215,000	-	-	-
W-07-01 Reservoir Improvements	-	381,000	381,000	381,000
W-07-03 Water System Seismic Upgrades	-	333,000	333,000	333,000
Reserve: Connection Fees	300,000	300,000	300,000	300,000
Reserve: Capital Projects	692,800	1,808,500	1,808,500	1,808,500
<b>Total Capital Projects</b>	<b>\$ 5,718,800</b>	<b>\$ 8,797,000</b>	<b>\$ 8,797,000</b>	<b>\$ 8,797,000</b>

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Water Fund: Water Economic Development (615-50-2309)

Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

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#### Functions and Responsibilities

- This activity annually receives \$100,000 from service charges to help fund economic development related capital projects as approved by the Albany City Council.
  - Fund balance for this activity will be capped at \$500,000.
  - Council authorization to annually fund this program began again in Fiscal Year 2003-04.
- 

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
<ul style="list-style-type: none"><li>• No new projects planned – reserve for future projects.</li></ul>	June 2006	Completed	A Healthy Economy
Budget Year 2006-2007			
<ul style="list-style-type: none"><li>• No new projects planned – reserve for future projects.</li></ul>	June 2007		A Healthy Economy

**ACTIVITY BUDGET DATA**

**Water Fund: Water Economic Development (615-50-2309)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	-
Capital	27,687	291,172	376,000	376,000	493,700	31.30%
Transfers Out	-	-	20,600	20,600	25,000	21.36%
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 27,687</b>	<b>\$ 291,172</b>	<b>\$ 396,600</b>	<b>\$ 396,600</b>	<b>\$ 518,700</b>	<b>30.79%</b>

**Program Resources**

Albany Water Service Charges	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	-
Interest	6,211	3,538	8,400	8,400	10,000	19.05%
Beginning Balance	430,060	508,584	288,200	288,200	408,700	41.81%
<b>Total Program Resources</b>	<b>\$ 536,271</b>	<b>\$ 612,122</b>	<b>\$ 396,600</b>	<b>\$ 396,600</b>	<b>\$ 518,700</b>	<b>30.79%</b>

<b>Capital Projects</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Reserve: Capital Projects	\$ 376,000	\$ 493,700	\$ 493,700	\$ 493,700
<b>Total Capital Projects</b>	<b>\$ 376,000</b>	<b>\$ 493,700</b>	<b>\$ 493,700</b>	<b>\$ 493,700</b>

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Water Fund: North Albany Water Capital Projects (615-50-2310)**

**Responsible Manager/Title:** Mark Shepard, P.E., Assistant Public Works Director/City Engineer

**Functions and Responsibilities**

- This activity receives revenue (\$15 per month per customer) from water customers outside the City limits. Currently there are approximately 375 meters outside the Albany city limits.
- Revenues received in this activity are dedicated to funding capital projects and fixed assets that benefit the North Albany water system outside the City limits.

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
Budget Year 2005-2006			
• Reserve fees for future projects.	June 2006	Completed	A Safe City
Budget Year 2006-2007			
• Reserve fees for future projects.	June 2007		A Safe City

**ACTIVITY BUDGET DATA**

**Water Fund: North Albany Water Capital Projects (615-50-2310)**

Program Requirements	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06
			Adopted Budget	Revised Budget		
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	-
Capital	-	108,615	63,100	63,100	148,700	135.66%
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ 108,615</b>	<b>\$ 63,100</b>	<b>\$ 63,100</b>	<b>\$ 148,700</b>	<b>135.66%</b>

**Program Resources**

Capital Charges	\$ 22,500	\$ 22,500	\$ 22,500	\$ 22,500	\$ 69,300	208.00%
Interest	1,630	2,365	1,200	1,200	3,600	200.00%
Beginning Balance	111,199	135,329	39,400	39,400	75,800	92.39%
<b>Total Program Resources</b>	<b>\$ 135,329</b>	<b>\$ 160,194</b>	<b>\$ 63,100</b>	<b>\$ 63,100</b>	<b>\$ 148,700</b>	<b>135.66%</b>

Capital Projects	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Reserve: Capital Projects	\$ 63,100	\$ 148,700	\$ 148,700	\$ 148,700
<b>Total Capital Projects</b>	<b>\$ 63,100</b>	<b>\$ 148,700</b>	<b>\$ 148,700</b>	<b>\$ 148,700</b>



**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Water Fund: Water Equipment Replacement (615-50-2311)**

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

**Functions and Responsibilities**

- This activity funds replacement of water system vehicles and major equipment in accordance with an established depreciation and replacement schedule.
- Receives revenues from other water fund budgets to fund future equipment replacement.

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
<b>Budget Year 2005-2006</b>			
<ul style="list-style-type: none"> <li>• Purchase two replacement vehicles:  # 907-90 Water Distribution  # 981-96 Utility Billing</li> </ul>	June 2006	Completed	An Effective Government
<b>Budget Year 2006-2007</b>			
<ul style="list-style-type: none"> <li>• Purchase replacement vehicle:  # 905-97 Water Distribution</li> </ul>	June 2007		An Effective Government

**ACTIVITY BUDGET DATA**

**Water Fund: Water Equipment Replacement (615-50-2311)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-	-	-
Capital	198,103	-	308,600	308,600	332,000	7.58%
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 198,103</b>	<b>\$ -</b>	<b>\$ 308,600</b>	<b>\$ 308,600</b>	<b>\$ 332,000</b>	<b>7.58%</b>

**Program Resources**

Equipment Replacement Charges	\$ 109,300	\$ 73,100	\$ 77,600	\$ 77,600	\$ 70,500	(9.15%)
Interest	2,621	4,045	3,300	3,300	7,500	127.27%
Beginning Balance	235,905	149,723	227,700	227,700	254,000	11.55%
<b>Total Program Resources</b>	<b>\$ 347,826</b>	<b>\$ 226,868</b>	<b>\$ 308,600</b>	<b>\$ 308,600</b>	<b>\$ 332,000</b>	<b>7.58%</b>

<b>Capital Projects</b>	2005-06	.....2006-07.....		
	Budget	Proposed	Approved	Adopted
Capital Equipment	\$ 58,000	\$ 37,000	\$ 37,000	\$ 37,000
Reserve: Equipment Replacement	250,600	295,000	295,000	295,000
<b>Total Capital Projects</b>	<b>\$ 308,600</b>	<b>\$ 332,000</b>	<b>\$ 332,000</b>	<b>\$ 332,000</b>



CITY OF  
*Albany*



## INTERNAL SERVICE FUNDS

### ACTIVITY FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Internal Service funds are used to account for the financing of goods and/or services provided to various City departments on a cost-reimbursement basis. The City has two Internal Service funds.

#### CENTRAL SERVICES FUND

The Central Service fund provides services to all City departments. Beginning in Fiscal Year 2006-07, four programs have been moved to this fund. Information Technology Services, Facilities Maintenance, GIS Services, and Permit Tracking Services were added to the existing Council & Nondepartmental, Administrative Services, and Human Resources programs.

On a Citywide basis, each operating program is charged fees for the services provided by the Central Services Fund. The fees are based on a range of factors including total operating expenditures, number of personnel, number of accounting transactions, pieces of information technology equipment, and usage of the GIS and Permit Tracking systems. Charges for service are expected to increase three to ten percent annually.

#### ENGINEERING/WATER QUALITY FUND

The Engineering/Water Quality Fund is divided into three programs, Engineering Services, Water Quality Control 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	\$ 8,803,400
Other Revenues	100,000
Investment Earnings	11,000
Beginning Balance	175,700
<b>Total Resources</b>	<b>\$ 9,090,100</b>

#### REQUIREMENTS

Personnel	\$ 6,364,800
Materials & Services	2,671,300
Capital	54,000
<b>Total Requirements</b>	<b>\$ 9,090,100</b>

**CENTRAL SERVICES FUND**  
**RESOURCE BUDGET DETAIL**

Program Requirements	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06	Percent of Fund Budget
			Adopted Budget	Revised Budget			
Bicycle/Commuter Map Revenues	\$ 544	\$ 463	\$ 300	\$ 300	\$ 300	-	0.01%
GIS Information Sales Revenue	-	-	-	-	500	-	0.01%
Departmental Charges	2,066,800	2,636,200	2,835,100	2,835,100	690,700	(75.64%)	12.94%
Building Maintenance Charges	-	-	-	-	385,000	-	7.21%
Administrative Services Charges	-	-	-	-	3,087,800	-	57.84%
Information Technology Charges	-	-	-	-	887,200	-	16.62%
Miscellaneous Revenue	51,670	61,020	50,000	50,000	100,000	100.00%	1.87%
Interest	1,201	2,360	1,000	1,000	11,000	1,000.00%	0.21%
<b>Total Current Resources</b>	<b>2,120,215</b>	<b>2,700,043</b>	<b>2,886,400</b>	<b>2,886,400</b>	<b>5,162,500</b>	<b>78.86%</b>	<b>96.71%</b>
From Health Insurance Fund	-	23,204	-	-	-	-	-
From IT Services Fund	-	-	-	200,000	-	(100.00%)	-
From GIS Fund	-	-	-	25,000	-	(100.00%)	-
<b>Total Transfers In</b>	<b>-</b>	<b>23,204</b>	<b>-</b>	<b>225,000</b>	<b>-</b>	<b>(100.00%)</b>	<b>-</b>
Beginning Balance	56,390	71,752	109,200	109,200	175,700	60.90%	3.29%
<b>Totals</b>	<b>\$2,176,605</b>	<b>\$2,794,999</b>	<b>\$2,995,600</b>	<b>\$3,220,600</b>	<b>\$5,338,200</b>	<b>65.75%</b>	<b>100.00%</b>

**CENTRAL SERVICES FUND**  
**REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2003-04	2004-05	.....2005-06.....		.....2006-07.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Council & Nondepartmental	\$ 219,884	\$ 241,925	\$ 251,100	\$ 379,100	\$ 251,000	\$ 251,000	\$ 251,000
Administrative Services	1,884,969	1,927,351	2,053,100	2,150,100	2,251,100	2,251,100	2,251,100
Information Technology							
Services	-	-	-	-	986,500	986,500	986,500
Human Resources	-	448,608	691,400	691,400	672,400	672,400	672,400
Facilities Maintenance	-	-	-	-	478,700	478,700	478,700
GIS Services	-	-	-	-	621,000	621,000	621,000
Permit Tracking	-	-	-	-	77,500	77,500	77,500
<b>Total Requirements</b>	<b>\$2,104,853</b>	<b>\$2,617,884</b>	<b>\$2,995,600</b>	<b>\$3,220,600</b>	<b>\$5,338,200</b>	<b>\$5,338,200</b>	<b>\$5,338,200</b>

**Staffing Summary (FTEs)**

Council & Nondepartmental	7.000	7.000	7.000	7.000	7.000	7.000	7.000
Administrative Services	18.100	15.000	15.000	15.000	15.600	15.600	15.600
Information Technology							
Services	-	-	-	-	8.000	8.000	8.000
Human Resources	-	4.800	5.000	5.000	5.000	5.000	5.000
Facilities Maintenance	-	-	-	-	2.500	2.500	2.500
GIS Services	-	-	-	-	4.500	4.500	4.500
Permit Tracking	-	-	-	-	0.500	0.500	0.500
<b>Total FTEs</b>	<b>25.100</b>	<b>26.800</b>	<b>27.000</b>	<b>27.000</b>	<b>43.100</b>	<b>43.100</b>	<b>43.100</b>

Adopted Requirements by Type	Materials & Services			Transfers Out	Contingency	Adopted Budget	% of Fund Budget
	Personnel	Capital					
Council & Nondepartmental	\$ 11,100	\$ 239,900	\$ -	\$ -	\$ -	\$ 251,000	4.70%
Administrative Services	1,487,800	763,300	-	-	-	2,251,100	42.17%
Information Technology							
Services	645,800	340,700	-	-	-	986,500	18.48%
Human Resources	457,100	215,300	-	-	-	672,400	12.60%
Facilities Maintenance	205,300	273,400	-	-	-	478,700	8.97%
GIS Services	416,000	205,000	-	-	-	621,000	11.63%
Permit Tracking	40,800	36,700	-	-	-	77,500	1.45%
<b>Total Requirements</b>	<b>\$3,263,900</b>	<b>\$2,074,300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$5,338,200</b>	<b>100.00%</b>
<b>Percent of Fund Budget</b>	<b>61.14%</b>	<b>38.86%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>	

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Central Services Fund: 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. This is 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 weekly Council work sessions are held to study upcoming issues and develop an understanding of their impact upon the community.
- Council members represent the City in many areas of community activity, e.g., AMEDC, Linn-Benton Transit Committee, Cascades West Council of Governments, and Albany Convention and Visitors Association.
- Publish and distribute *City Bridges* quarterly.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<b>Budget Year 2005-2006</b>			
• Begin implementation of multiyear strategic plan.	June 2006	Completed	An Effective Government
• Improve Albany's potential as an ideal community for the retention and attraction of businesses that will enhance local economic conditions and add to our overall quality of life.	March 2006	Ongoing	A Healthy Economy
• Develop a balanced budget for 2005-2006 that reflects changing costs, revenues, and constitutional limitations.	June 2005	Completed	An Effective Government
• Review and implement new state laws.	September 2005	Completed	An Effective Government
<b>Budget Year 2006-2007</b>			
• Continue implementation of multiyear strategic plan.	June 2007		An Effective Government
• Make progress towards redevelopment of Albany's waterfront to enhance local economic conditions and add to overall quality of life.	June 2007		A Healthy Economy
• Develop balanced budget for 2006-2007 that reflects changing costs, revenues, and constitutional limitations.	June 2006		An Effective Government
• Support renovation of the new library building.	June 2007		An Effective Government

## ACTIVITY BUDGET DATA

### Central Services Fund: Council & Nondepartmental (701-11-1027)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ 10,671	\$ 10,662	\$ 10,700	\$ 10,700	\$ 11,100	3.74%
Materials & Services	209,213	231,263	229,100	229,100	239,900	4.71%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	11,300	139,300	-	(100.00%)
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ 219,884</b>	<b>\$ 241,925</b>	<b>\$ 251,100</b>	<b>\$ 379,100</b>	<b>\$ 251,000</b>	<b>(33.79%)</b>

#### Program Resources

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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#### Staffing Summary

FTEs	7.000	7.000	7.000	7.000	7.000
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#### Performance Measures and Workload Indicators

Percent of Albany residents who are satisfied or very satisfied with overall City services (Target = 95%).	92%	n/a	n/a	n/a	95%
Conduct community surveys every three years.	Yes	n/a	n/a	n/a	Yes
Update the City's Strategic Plan annually.	n/a	Yes	Yes	Yes	Yes



**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Central Services: Administrative Services (701-11-1028)**

**Responsible Manager/Title: Wes Hare, City Manager**

**Functions and Responsibilities**

- Provides leadership, coordination, and management for the affairs of the City.
- Provides oversight for the City Attorney contract, budget development, official records, legislative activities, public information, municipal elections, and graphic services.
- Provides administration and management of the City's financial services including general ledger, payroll, assessments, utility billing, budget preparation, and treasury.
- Provides for oversight and coordination of the City's information technology services.
- Provides for the development of user groups to maximize citywide training on information systems.
- Administers risk management functions for the entire organization.
- Conduct annual goal-setting retreat.
- Monitor legislative sessions.

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
<b>Budget Year 2005-2006</b>			
• Complete initial phases of new financial management system integration project.	April 2006	Completed	An Effective Government
• Facilitate the review and update of the City's Strategic Plan.	June 2006	Completed	An Effective Government
• Provide quarterly reports to Council on Strategic Plan implementation.	June 2006	Completed	An Effective Government
• Complete development of administrative purchasing procedures following the adoption of new state purchasing rules.	October 2005	Completed	An Effective Government
• Initiate cable franchise agreement renewal negotiations.	September 2005	In Progress	An Effective Government
<b>Budget Year 2006-2007</b>			
• Coordinate efforts to renovate new library.	June 2007		An Effective Government
• Coordinate determination of appropriate use of existing library.	June 2007		An Effective Government
• Support redevelopment of Albany waterfront.	June 2006		A Healthy Economy
• Complete Eden implementation.	January 2007		An Effective Government
• Coordinate the integration of the new utility billing system.	June 2007		An Effective Government
• Complete cable franchise agreement renewal negotiations.	December 2006		An Effective Government

**ACTIVITY BUDGET DATA**

**Central Services Fund: Administrative Services (701-11-1028)**

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$1,351,703	\$1,198,704	\$1,453,600	\$1,453,600	\$1,487,800	2.35%
Materials & Services	533,266	578,647	599,500	696,500	763,300	9.59%
Capital	-	-	-	-	-	-
Transfers Out	-	150,000	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$1,884,969</b>	<b>\$1,927,351</b>	<b>\$2,053,100</b>	<b>\$2,150,100</b>	<b>\$2,251,100</b>	<b>4.70%</b>

**Program Resources**

None attributable to this program.	\$	-	\$	-	\$	-	\$	-	\$	-
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**Staffing Summary**

FTEs	18.100	15.000	15.000	15.000	15.600
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**Performance Measures and Workload Indicators**

Percent of departments that rate legal services satisfactory or better.	90%	99%	90%	90%	100%
Percent of departments that rate Graphic Services as satisfactory or better.	100%	100%	100%	100%	100%
Receive GFOA Distinguished Budget Presentation Award (1).	Yes	Yes	Yes	Yes	Yes
Receive GFOA Excellence in Financial Reporting Award (2).	Yes	Yes	Yes	Yes	Yes
Percent of time City website is updated on schedule.	99%	99%	99%	99%	100%

(1) The GFOA Distinguished Budget Presentation awarded to the City consecutively since 1991.

(2) The GFOA Excellence in Financial Reporting awarded to the City consecutively since 1984.

**Significant Budget Change(s)**

An Office Clerk (confidential), 0.60 FTE, was added to this program for a net expenditure increase of \$17,500.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Central Services Fund: Information Technology Services (701-13-1030)**  
**Responsible Manager/Title:** Eric von Stromberg, Information Technology Director

### Functions and Responsibilities

- The Information Technology Department provides technical support, troubleshooting, and repairing of computer hardware and software, for both Citywide equipment and individual users.
- The department operates and maintains the wide area data and phone network that connects systems between City facilities. This includes the servers, routers, firewalls, cables, and other equipment necessary to make a high-speed data network function.
- The department manages software licensing, assists departments in improving service through the effective use of technology, and provides limited training to staff.
- The department monitors technological changes for cost-effective improvements to City systems and processes.
- The department provides the necessary infrastructure to other City departments that allows data integration, telecommunications, application platforms, network infrastructure, and operations continuity.

Initiatives	Target Completion Date	Status	Supports Strategic Theme
Budget Year 2005-2006			
• Complete fiber connections to the Albany-Millersburg WTP.	January 2006	Completed	Effective Government
• Complete fiber connection to Fire Station 14.	January 2006	June 2006	Effective Government
• Implement accounting and human resources software systems.	September 2005	Completed	Effective Government
• Develop Utility Billing requirements and an RFP.	March 2006	Deferred to 2006-07	Effective Government
• Revise customer service tracking and assessment system.	June 2006	Deferred to 2006-07	Effective Government
• Develop entrepreneurial based approach for cost charging to departments.	October 2006	Deferred to 2006-07	Effective Government
Budget Year 2006-2007			
• Implement new Utility Billing system.	June 2007		Effective Government
• Facilitate Library technology move.	March 2007		Effective Government
• Implement Council videotaping process.	October 2006		Effective Government
• Develop Operations phone upgrade.	August 2006		Effective Government
• Complete TimberLinn fiber installation.	September 2006		Effective Government

## ACTIVITY BUDGET DATA

### Central Services Fund: Information Technology Services (701-13-1030)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 645,800	-
Materials & Services	-	-	-	-	340,700	-
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 986,500</b>	<b>-</b>

#### Program Resources

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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#### Staffing Summary

FTEs	-	-	-	-	8.000
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#### Performance Measures and Workload Indicators

Annual number of service calls/work orders.	4,519	4,416	4,250	4,250	4,500
Total staff hours.	n/a	10,400	10,400	10,400	16,640
Target productive hour rate.	n/a	85.88%	85.58%	85.58%	80.00%
Total chargeable productive hours (Standard = 80% of total hours).	n/a	8,900	8,900	8,900	13,312

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Central Services: Human Resources (701-14-1032)**  
**Responsible Manager/Title: David Shaw, Human Resources Director**

### Functions and Responsibilities

- The Human Resources Department provides leadership and expertise in attracting, retaining, and sustaining an effective and high-quality workforce committed to providing quality public services for a better Albany.
- Provides recruitment, training and development, safety compliance, employee relations, benefit and compensation administration, and collective bargaining services to the City of Albany.
- Continue and enhance Wellness Program and Benefits Committee.

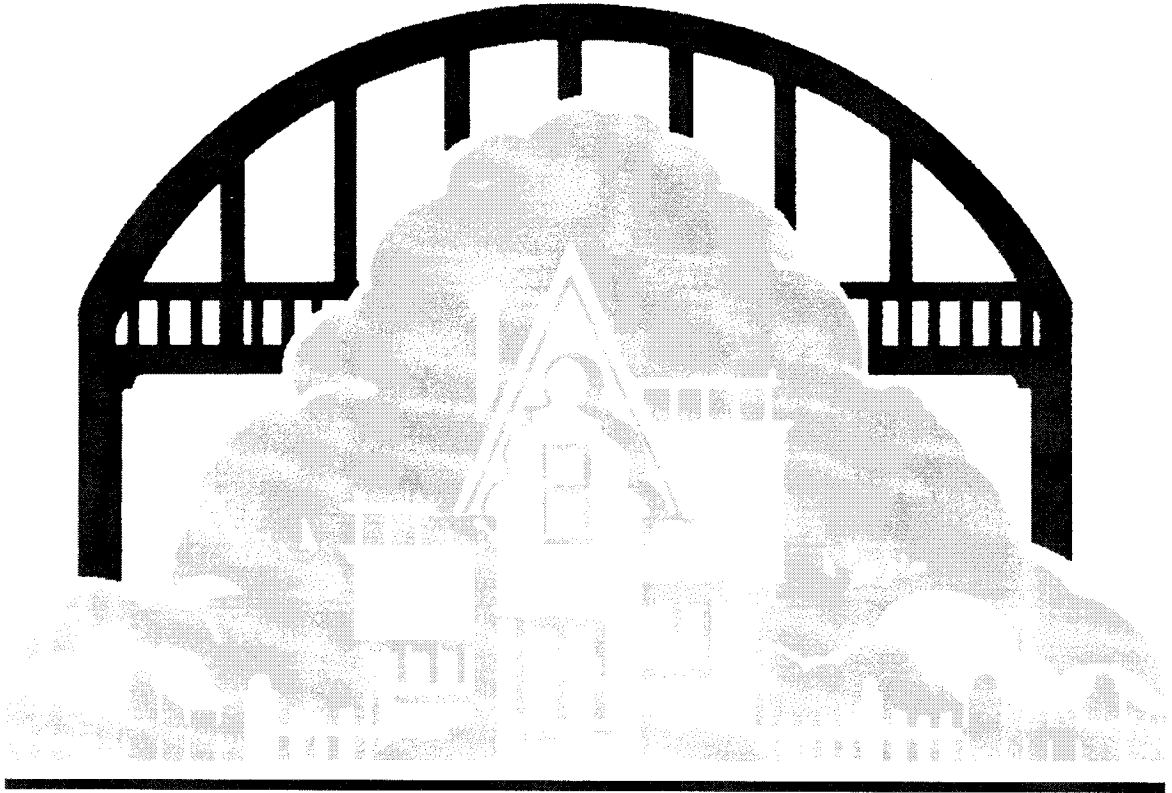
<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Evaluate citywide safety compliance and assist departments in OSHA compliance efforts.	January 2006	Completed	An Effective Government
• Conduct management training, annual harassment awareness training, and annual safety training.	March 2006	Completed	An Effective Government
• Conduct a pay/position survey for Nonbargaining, Executive, and AFSCME positions.	June 2006	In Progress	An Effective Government
• Implementation of Human Resources Information Systems.	June 2006	Completed	An Effective Government
• Establish human resources benchmarks (dependent on Human Resources Information Systems implementation).	June 2006	In Progress	An Effective Government
Budget Year 2006-2007			
• Increase diversity of City's applicant pools and workforce for underrepresented populations.	June 2007		An Effective Government
• Implement findings/conclusions of Classification & Compensation Study for Nonbargaining, Executive, and AFSCME employees.	June 2007		An Effective Government
• Complete negotiations with the AFSCME Union.	June 2007		An Effective Government

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

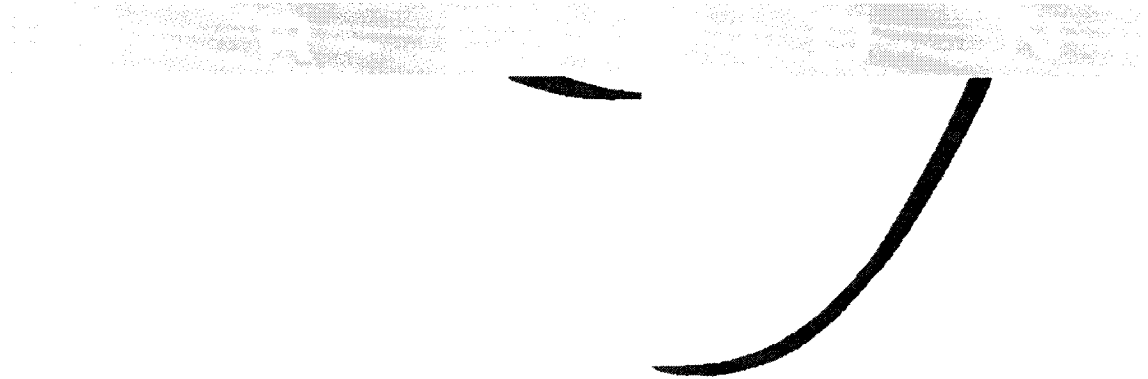
**Central Services Fund: Human Resources (701-14-1032)**  
**Responsible Manager/Title:** David Shaw, Human Resources Director

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<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
• Complete negotiations with the IAFF Union (Fire).	June 2007		An Effective Government
• Evaluate City's employee benefits packages for cost-savings and value to employees.	June 2007		An Effective Government
• Create or modify appropriate processes consistent with requirements of EDEN Human Resources Information Systems.	January 2007		An Effective Government
• Evaluate citywide safety compliance and assist departments in OSHA compliance efforts.	June 2007		An Effective Government



CITY OF  
*Albany*



**ACTIVITY BUDGET DATA**

**Central Services Fund: Human Resources (701-14-1032)**

<b>Program Requirements</b>	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ 310,483	\$ 437,000	\$ 437,000	\$ 457,100	4.60%
Materials & Services	-	138,125	254,400	254,400	215,300	(15.37%)
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ 448,608</b>	<b>\$ 691,400</b>	<b>\$ 691,400</b>	<b>\$ 672,400</b>	<b>(2.75%)</b>

**Program Resources**

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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**Staffing Summary**

FTEs	-	4.800	5.000	5.000	5.000
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**Performance Measures and Workload Indicators**

Percent of staff compliance with annual training requirements.	n/a	n/a	100%	100%	95.5%
Conduct three "wellness lunch and learn" sessions annually.	n/a	n/a	n/a	n/a	Yes
Conduct two management training programs annually.	n/a	Yes	Yes	Yes	Yes
Hold two Benefits Committee meetings annually.	n/a	No	Yes	Yes	Yes
Percent completion of OSHA compliance for the City.	n/a	n/a	100%	100%	100%



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Central Services Fund: Facilities Maintenance (701-35-1033)**  
**Responsible Manager/Title:** Craig Carnagey, Parks and Facilities Manager

### Functions and Responsibilities

- Provide custodial services, minor repairs, modifications, and remodeling for City Hall, Main Library, Downtown Library, Police, Fire, Parks, Airport, and other city buildings.
- Provide contract administration for custodial services, HVAC, elevator, boiler, generator inspections, and miscellaneous building and roof repair.
- Order and deliver maintenance supplies for all city facilities.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Implement new plan for paper and janitorial supplies storage and delivery with vendors doing “on-request” orders.	September 2005	Completed	An Effective Government
• Implement year one of the 2005 Building Assessment recommendations.	July 2006	In Progress	An Effective Government
• Develop a cost allocation for Building Maintenance services from the Public Works Services Fund for Fiscal Year 2006-2007 budget.	April 2006	In Progress	An Effective Government
Budget Year 2006-2007			
• Develop a building maintenance operations manual for city facilities.	March 2007		An Effective Government
• Implement second year recommendations contained in the Building Condition Assessment report prepared by IDC Facilities Services.	July 2007		An Effective Government

## ACTIVITY BUDGET DATA

### Central Services Fund: Facilities Maintenance (701-35-1033)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 205,300	-
Materials & Services	-	-	-	-	273,400	-
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 478,700</b>	<b>-</b>

#### Program Resources

Building Maintenance Charges	\$ -	\$ -	\$ -	\$ -	\$ 385,000	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 385,000</b>	<b>-</b>

#### Staffing Summary

FTEs	-	-	-	-	2.500
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#### Performance Measures and Workload Indicators

Area of City buildings maintained (square footage)	-	-	-	-	214,020
Number of work order requests completed per year.	-	-	-	-	1,804

#### Significant Budget Change(s)

Building Maintenance has become a function of the Central Services Fund. Supervisory control will be provided by the Parks and Recreation department.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**

**Central Services: GIS Services (701-50-2010)**

**Responsible Manager/Title:** Peter J. Brandstetter, Public Works Data Systems Manager

**Functions and Responsibilities**

- Coordinates the planning, implementation, and maintenance of a computerized Geographic Information System (GIS) accessible to all departments. Evaluates and implements significant software upgrades.
- Provides timely maintenance and enhancements for data sets including utility infrastructure, parcels, zoning, addressing, transportation, and environmental.
- Coordinates with other governmental agencies conducting mutually beneficial GIS projects including Linn and Benton Counties, and the cities of Corvallis and Lebanon.
- Provides mapping services, application development, GIS software, and GIS training to participating City departments.
- Maintains and supports the department’s asset management system.
- Provides Engineering data and record keeping services.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Complete update of GIS software and train users.	June 2006	Completed	An Effective Government
• Update SiteINFO web application.	June 2006	Completed	An Effective Government
• Complete aerial mapping update.	December 2006	In Progress	An Effective Government
Budget Year 2006-2007			
• Complete migration of data and applications to SDE server environment.	December 2006		An Effective Government

**ACTIVITY BUDGET DATA**

**Central Services Fund: GIS Services (701-50-2010)**

<b>Program Requirements</b>	2003-04		.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 416,000	-
Materials & Services	-	-	-	-	205,000	-
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 621,000</b>	<b>-</b>

**Program Resources**

GIS Information Sales Revenue	\$ -	\$ -	\$ -	\$ -	\$ 500	-
Departmental Charges	-	-	-	-	613,200	-
Interest	-	-	-	-	1,000	-
Beginning Balance	-	-	-	-	6,300	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 621,000</b>	<b>-</b>

**Staffing Summary**

FTEs	-	-	-	-	4.500
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**Performance Measures and Workload Indicators**

<b>Update utility infrastructure data within Ten working days of receipt.</b>	80%	80%	80%	80%	80%
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In order to keep the City's Infrastructure Management System current as new utility infrastructure systems are built, GIS staff will enter new as-built information for sanitary sewer, water, and storm drain systems within 10 working days from the receipt of the final construction data.

<b>Respond within three working days to mapping requests.</b>	96%	90%	90%	90%	90%
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As requests to create routine mapping 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.

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### GIS Fund: Permit Tracking (701-50-2011)

Responsible Manager/Title: Peter J. Brandstetter, Public Works Data Systems Manager

#### Functions and Responsibilities

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>• Responsible for day-to-day operation and administration of the City's permit tracking system.</li> <li>• Develops, maintains, and implements source code and documents required for generating permits and collecting fees. Evaluates and implements software enhancements.</li> </ul> | <ul style="list-style-type: none"> <li>• Provides daily user support and guidance to using departments; develops documentation for system procedures.</li> <li>• Develops and provides training courses and materials for system users.</li> </ul> |
|---|--|

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Implement fire permits. (Project Withdrawn by Fire Department)	July 2005	Withdrawn	An Effective Government
• Implement Park System Development Charge changes.	December 2005	Completed	An Effective Government
• Reconfigure all Planning applications that collect phase fees.	January 2006	In Progress	An Effective Government
• Evaluate migration of Engineering permits from Accela system to Hansen system.	January 2006	Completed	An Effective Government
Budget Year 2006-2007			
• Assist with revision and implementation of Parks SDC fees.	July 2006		An Effective Government
• Evaluate alternative permitting system solutions.	June 2007		An Effective Government

## ACTIVITY BUDGET DATA

### Central Services Fund: Permit Tracking (701-50-2011)

Program Requirements	2003-04 Actual	2004-05 Actual	.....2005-06.....		2006-07 Adopted Budget	% Change from 2005-06
			Adopted Budget	Revised Budget		
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 40,800	-
Materials & Services	-	-	-	-	36,700	-
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 77,500</b>	<b>-</b>

#### Program Resources

Departmental Charges	\$ -	\$ -	\$ -	\$ -	\$ 77,500	-
Interest	-	-	-	-	-	-
Beginning Balance	-	-	-	-	-	-
<b>Total Program Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 77,500</b>	<b>-</b>

#### Staffing Summary

FTEs	-	-	-	-	0.500
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#### Performance Measures and Workload Indicators

Respond within two working days to permit system user support needs.	95%	95%	95%	95%	95%
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As requests for new compositions or enhancements and additions are received, the program technician will review the requirements with the submitting department. For smaller projects the technician will complete the work within two working days of finalizing the project requirements. For larger projects, the technician will provide a schedule for project completion within two working days of finalizing the project requirements.

## ENGINEERING/WATER QUALITY FUND

### RESOURCE BUDGET DETAIL

RESOURCES	2003-04	2004-05	.....2005-06.....		2006-07	% Change	Percent
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06	of Fund Budget
Linn County	\$ -	\$ -	\$ -	\$ 10,000	\$ -	(100.00%)	-
Departmental Charges	-	4,243,136	7,865,700	7,882,700	3,751,900	(52.40%)	100.00%
Miscellaneous Revenue	-	12,376	-	-	-	-	-
Interest	-	(1,736)	-	-	-	-	-
Total Current Resources	-	4,253,776	7,865,700	7,892,700	3,751,900	(52.46%)	100.00%
From General Fund	-	-	40,000	40,000	-	(100.00%)	-
Total Transfers In	-	-	40,000	40,000	-	(100.00%)	-
Beginning Balance	-	-	-	88,000	-	(100.00%)	-
Totals	\$ -	\$4,253,776	\$7,905,700	\$8,020,700	\$3,751,900	(53.22%)	100.00%

**ENGINEERING/WATER QUALITY FUND  
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2003-04	2004-05	.....2005-06.....		.....2006-07.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
PW Administration	\$ -	\$2,508,732	\$2,543,400	\$2,628,400	\$ -	\$ -	\$ -
Engineering Services	-	1,043,497	1,219,800	1,219,800	2,370,300	2,370,300	2,370,300
PW Systems Engineering							
Services	-	613,731	641,800	641,800	-	-	-
Operations Admin	-	-	729,800	729,800	-	-	-
Water Quality Control Service	-	-	130,000	130,000	280,000	280,000	280,000
PW Customer Services	-	-	1,091,700	1,091,700	-	-	-
Urban Forestry Management							
Building Maintenance	-	-	412,700	442,700	-	-	-
Facilities & Maintenance							
Engineering	-	-	453,700	453,700	1,083,400	1,101,600	1,101,600
Utility Facilities Maintenance	-	-	511,600	511,600	-	-	-
PW Data Management Systems	-	-	171,200	171,200	-	-	-
<b>Total Requirements</b>	<b>\$ -</b>	<b>\$4,165,960</b>	<b>\$7,905,700</b>	<b>\$8,020,700</b>	<b>\$3,733,700</b>	<b>\$3,751,900</b>	<b>\$3,751,900</b>

**Staffing Summary (FTEs)**

PW Administration	-	9.000	3.000	3.000	-	-	-
Engineering Services	-	11.000	12.000	12.000	21.000	21.000	21.000
PW Systems Engineering							
Services	-	6.000	5.000	5.000	-	-	-
Operations Admin	-	-	6.000	6.000	-	-	-
Water Quality Control Service	-	-	1.000	1.000	3.000	3.000	3.000
PW Customer Services	-	-	10.000	10.000	-	-	-
Urban Forestry Management							
Building Maintenance	-	-	4.000	4.000	-	-	-
Facilities & Maintenance							
Engineering	-	-	4.000	4.000	9.000	9.000	9.000
Utility Facilities Maintenance	-	-	5.000	5.000	-	-	-
PW Data Management Systems	-	-	2.000	2.000	-	-	-
<b>Total FTEs</b>	<b>-</b>	<b>26.000</b>	<b>52.000</b>	<b>52.000</b>	<b>33.000</b>	<b>33.000</b>	<b>33.000</b>

Adopted Requirements by Type	Materials & Services			Transfers Out	Contingency	Adopted Budget	% of Fund Budget
	Personnel	Capital					
Engineering Services	\$2,096,600	\$ 273,700	\$ -	\$ -	\$ -	\$2,370,300	63.18%
Water Quality Control Service	202,300	77,700	-	-	-	280,000	7.46%
Facilities & Maintenance							
Engineering	802,000	245,600	54,000	-	-	1,101,600	29.36%
<b>Total Requirements</b>	<b>\$3,100,900</b>	<b>\$ 597,000</b>	<b>\$ 54,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$3,751,900</b>	<b>100.00%</b>
<b>Percent of Fund Budget</b>	<b>82.65%</b>	<b>15.91%</b>	<b>1.44%</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>	



## ACTIVITY HIGHLIGHTS AND OBJECTIVES

### Engineering/Water Quality Fund: Engineering Services (705-50-2803)

Responsible Manager/Title: Mark W. Shepard, P.E., City Engineer/Assistant Public Works Director

#### Functions and Responsibilities

- Coordination with developers through the Site Improvement (SI) Project process to evaluate the adequacy of existing infrastructure and to issue permits for privately constructed public improvements.
- Management of public improvements constructed through the Local Improvement District (LID) process to form the district, prepare the Engineer's Report, project design and construction, and final assessments.
- Transportation Management responsibilities include traffic engineering and design, transportation planning and development review.
- Provides financial planning, SDC fee and rate setting guidance, new program development and policy development services for the water, wastewater, and storm water and transportation utilities.
- Provide long-range facility planning services for the City's water, wastewater, storm water and transportation facilities.
- Monitors regulatory activities that affect utility operations and participates in the development of state and federal rule and regulation development.
- Manage the design and construction of capital improvement projects.
- Manage administration of sewer lateral, basement protection program, and roof drain separation program.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Complete final plans and specifications for the expansion of the wastewater treatment plant (WWTP) facilities.	May 2006	Completed	A Safe City
• Improve the SI project process and quality of completed improvements.	August 2006	In Progress	An Effective Government
• Implement revised water rate structure in accordance with adopted water system financial plan.	January 2006	Completed	An Effective Government
Budget Year 2006-2007			
• Develop an erosion control program to protect water quality during construction.	June 2007		Great Neighborhoods
• Begin construction for expansion of the wastewater treatment facilities.	July 2007		A Safe City
• Continue development of an updated Transportation System Plan (TSP).	October 2007		Great Neighborhoods
• Complete construction of diversion dam and fish screens project.	December 2006		A Safe City

**ACTIVITY HIGHLIGHTS AND OBJECTIVES (continued)**

**Engineering/Water Quality Fund: Engineering Services (705-50-2803)**

**Responsible Manager/Title:** Mark W. Shepard, P.E., City Engineer/Assistant Public Works Director

<b>Initiatives</b>	<b>Target Completion Date</b>	<b>Status</b>	<b>Supports Strategic Plan Theme</b>
<ul style="list-style-type: none"><li>• Work with Oregon DEQ to develop New Waste Discharge Permit (NPDES) for the wastewater treatment plant.</li></ul>	October 2006		A Safe City
<ul style="list-style-type: none"><li>• Implement improved archival system for Public Works Engineering and Administrative work groups.</li></ul>	June 2007		An Effective Government



CITY OF  
*Albany*



## ACTIVITY BUDGET DATA

### Engineering/Water Quality Fund: Engineering Services (705-50-2803)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2005-06
Personnel	\$ -	\$ 989,807	\$ 1,141,300	\$ 1,141,300	\$ 2,096,600	83.70%
Materials & Services	-	53,690	78,500	78,500	273,700	248.66%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ 1,043,497</b>	<b>\$ 1,219,800</b>	<b>\$ 1,219,800</b>	<b>\$ 2,370,300</b>	<b>94.32%</b>

#### Program Resources

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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#### Staffing Summary

FTEs	-	11.000	12.000	12.000	21.000
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#### Performance Measures/Workload Indicators

Number of new site improvement (SI) projects.	n/a	15	20	20	20
Percent of SI project plan reviews completed within two weeks.	n/a	100%	100%	100%	100%
Number of capital projects in design or construction phase.	n/a	13	12	12	20
Percentage of capital projects completed on schedule.	n/a	100%	100%	100%	100%
Percentage of capital projects completed within budget.	n/a	100%	100%	100%	100%
Number of local improvement district (LID) projects.	n/a	1	1	1	1
Percent of LID projects finalized within 90 days of project completion.	n/a	100%	100%	100%	100%
Number of sewer lateral and roof drain separation projects completed.	n/a	46	35	35	40
Number of development reviews performed annually.	n/a	147	75	75	100
Number of permits issued annually.	n/a	2,925	1,000	1,000	2,000
Update master plan every 10 years. Age of the current plan:					
Water master plan	n/a	n/a	n/a	n/a	2 years
Water financial plan	n/a	n/a	n/a	n/a	2 years
Wastewater master plan	n/a	n/a	n/a	n/a	8 years
Wastewater financial plan	n/a	n/a	n/a	n/a	6 years
Transportation master plan	n/a	n/a	n/a	n/a	9 years
Transportation financial plan	n/a	n/a	n/a	n/a	n/a
Storm drain master plan	n/a	n/a	n/a	n/a	18 years
Storm drain financial plan	n/a	n/a	n/a	n/a	n/a

## ACTIVITY HIGHLIGHTS AND OBJECTIVES

**Engineering/Water Quality Fund: Water Quality Control Service (705-50-2806)**  
**Responsible Manager/Title:** Mike Wolski, Assistant Public Works Director/Operations  
**Developed By:** Chris Bailey, Water Quality Control Supervisor

### Functions and Responsibilities

- Performs laboratory tests on wastewater samples, stormwater samples, biosolids, and other tests as required. Coordinates contract lab sample collection and testing.
- Audits the water system for leak percentage, and coordinates with water distribution for the leak detection program. Provides water audits for Albany residents identifying water conservation opportunities.
- Provides educational outreach for citizens of Albany on water conservation, stormwater runoff, and other issues of concern to the City.
- Improves public participation and outreach by developing programs and materials related to department function.

Initiatives	Target Completion Date	Status	Supports Strategic Plan Theme
Budget Year 2005-2006			
• Continue implementation of the water conservation program for low income customers.	June 2006	In Progress	A Safe City
* Implement public outreach and education on the reuse of biosolids and wastewater.	June 2006	Completed	A Safe City
* Evaluate the environmental laboratory program.	June 2006	Completed	A Safe City
* Evaluate Natural Resources program needs.	June 2006	In Progress	A Safe City
Budget Year 2006-2007			
* Initiate an annual system-wide water audit program identifying percent loss of the water system.	June 2007		Effective Government A Safe City
* Expand residential water audit program to include commercial/industrial customers.	June 2007		A Safe City
• Evaluate and develop a strategy for environmental laboratory services.	June 2007		Effective Government
* Develop program performance measures.	June 2007		Effective Government

## ACTIVITY BUDGET DATA

### Engineering/Water Quality Fund: Water Quality Control Service (705-50-2806)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ 87,700	\$ 87,700	\$ 202,300	130.67%
Materials & Services	-	-	42,300	42,300	77,700	83.69%
Capital	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 130,000</b>	<b>\$ 130,000</b>	<b>\$ 280,000</b>	<b>115.38%</b>

#### Program Resources

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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#### Staffing Summary

FTEs	-	-	1.000	1.000	3.000
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#### Performance Measures/Workload Indicators

Number of residential water conservation audits performed.	n/a	n/a	n/a	n/a	25
Tons of trash removed from local streams annually.	n/a	n/a	n/a	n/a	2
Number of laboratory tests performed in-house annually.	n/a	n/a	n/a	n/a	1,000

#### Significant Budget Change(s)

Departmental charges (Central Service, Information Technology, GIS, and insurance) are included in this program that were, in prior years, in the Public Works administrative budget.

**ACTIVITY HIGHLIGHTS AND OBJECTIVES**  
**Engineering/Water Quality Fund: Facilities & Maintenance Engineering (705-50-2809)**  
**Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations**  
**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.
- Oversight and development of Supervisory Control and Data Acquisition (SCADA) automated process control and monitoring systems for both the Water and Wastewater Treatment facilities and associated systems outside the plants.
- Assist in the review of existing infrastructure condition reports, and assist in developing plans for future rehabilitation/replacement work.
- Maintenance, repair, minor construction, and installation of process and monitoring equipment at the Water and Wastewater Treatment facilities
- Performs weekly inspections of the water systems eight reservoirs and four pump stations.
- Minor support of maintenance activities for water distribution, canal supply system, and wastewater collection facilities.
- Performs weekly inspections on 19 lift stations and monthly inspections of air and vacuum valves on the City's force main systems.
- Management of preventive, predictive, and corrective maintenance management tasks including repairs and replacement of various process mechanical equipment at both the Water and Wastewater Treatment facilities.

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
Budget Year 2005-2006			
• Conduct inflow study for Calapooia Interceptor in order to reduce inflow.	June 2006	Completed	A Safe City
• Conduct inflow study for 34 <sup>th</sup> Avenue sewer lift station service area.	June 2006	In Progress	A Safe City
Budget Year 2006-2007			
• Conduct in-flow study for Cox Creek Interceptor (basin II) sewage basin.	June 2007		A Safe City
• Complete Albany/Millersburg Water Treatment Plant (AMWTP) data history and alarm server configuration.	June 2007		A Safe City

**ACTIVITY HIGHLIGHTS AND OBJECTIVES (continued)**

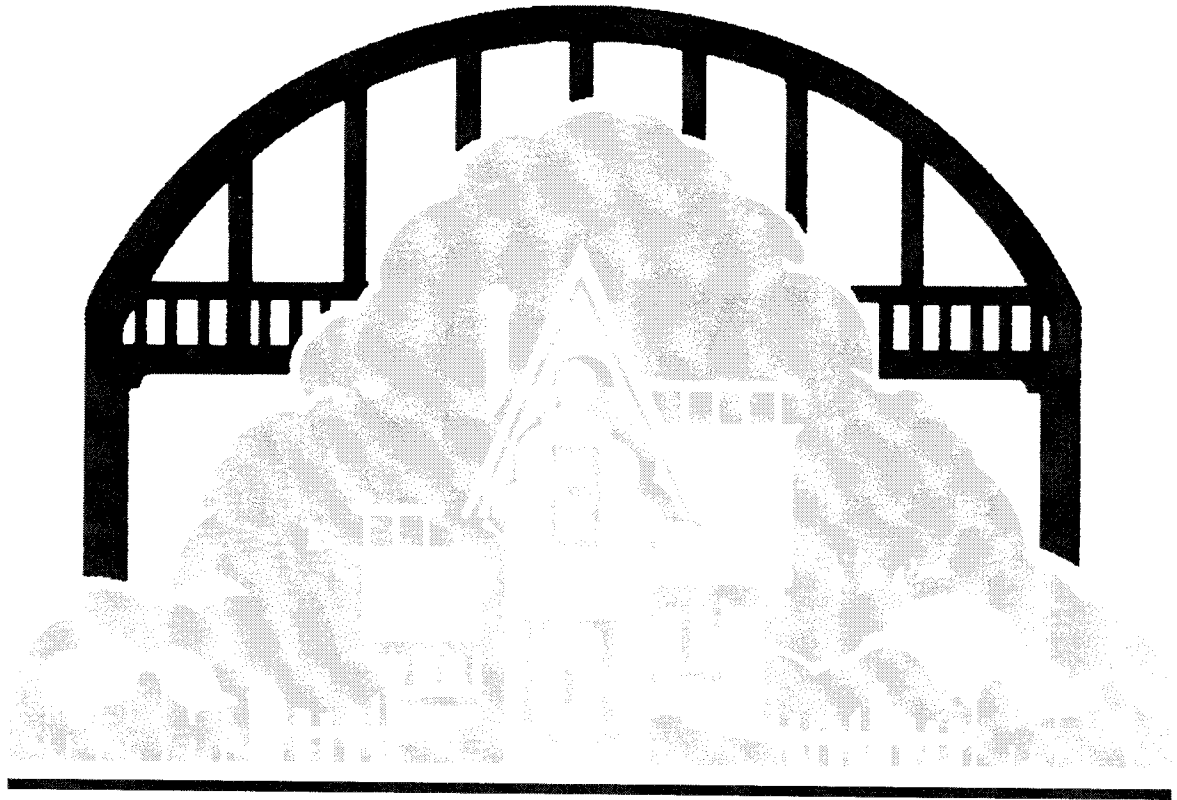
**Engineering/Water Quality Fund: Facilities & Maintenance Engineering (705-50-2809)**

**Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations**

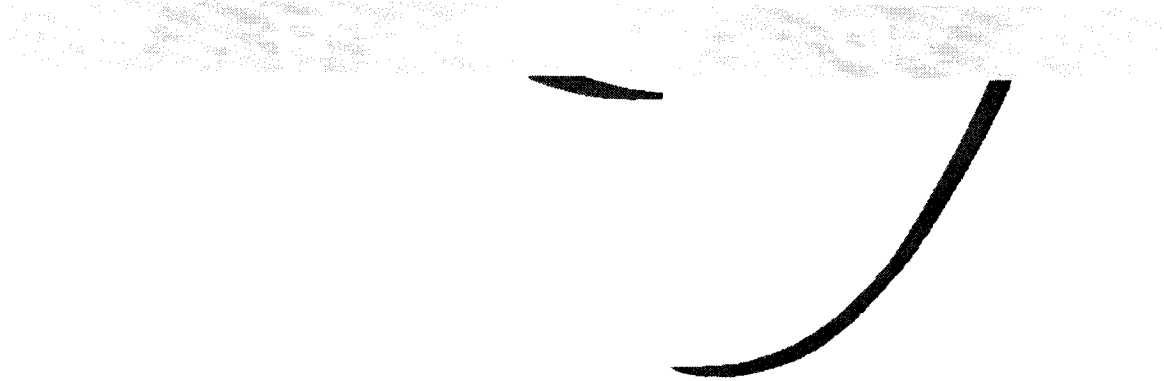
**Developed by: Ted Mikowski, P.E., Facilities Engineering Manager**

<u>Initiatives</u>	<u>Target Completion Date</u>	<u>Status</u>	<u>Supports Strategic Plan Theme</u>
<ul style="list-style-type: none"> <li>Complete control change over at the Vine Street Water Treatment Plant to match those at the Albany Millersburg WTP.</li> </ul>	June 2007		A Safe City
<ul style="list-style-type: none"> <li>Participate in the development of a condition assessment on the electrical/mechanical systems at all pump stations and lift stations to develop a corrective repair and preventative maintenance program.</li> </ul>	June 2007		A Safe City





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## ACTIVITY BUDGET DATA

### Engineering/Water Quality Fund: Facilities & Maintenance Engineering (705-50-2809)

Program Requirements	2003-04	2004-05	.....2005-06.....		2006-07	% Change from 2005-06
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	
Personnel	\$ -	\$ -	\$ 359,100	\$ 359,100	\$ 802,000	123.34%
Materials & Services	-	-	81,400	81,400	245,600	201.72%
Capital	-	-	13,200	13,200	54,000	309.09%
Transfers Out	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Unappropriated	-	-	-	-	-	-
<b>Total Program Requirements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 453,700</b>	<b>\$ 453,700</b>	<b>\$ 1,101,600</b>	<b>142.80%</b>

#### Program Resources

None attributable to this program.	\$ -	\$ -	\$ -	\$ -	\$ -	-
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#### Staffing Summary

FTEs	-	-	4.000	4.000	9.000
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#### Performance Measures/Workload Indicators

##### Flow Monitoring:

Number of monitor sites.	n/a	3	3	30	20
Percent of data captured.	n/a	99%	100%	100%	100%

##### Bridge/Culvert Program:

Number of bridges.	n/a	23	23	23	23
Percent of bridges inspected annually (Standard = 50%)	n/a	78%	50%	50%	25%
Number of culverts.	n/a	15	15	15	15
Percentage of culverts inspected annually (Standard = 20%)	n/a	0%	50%	50%	40%

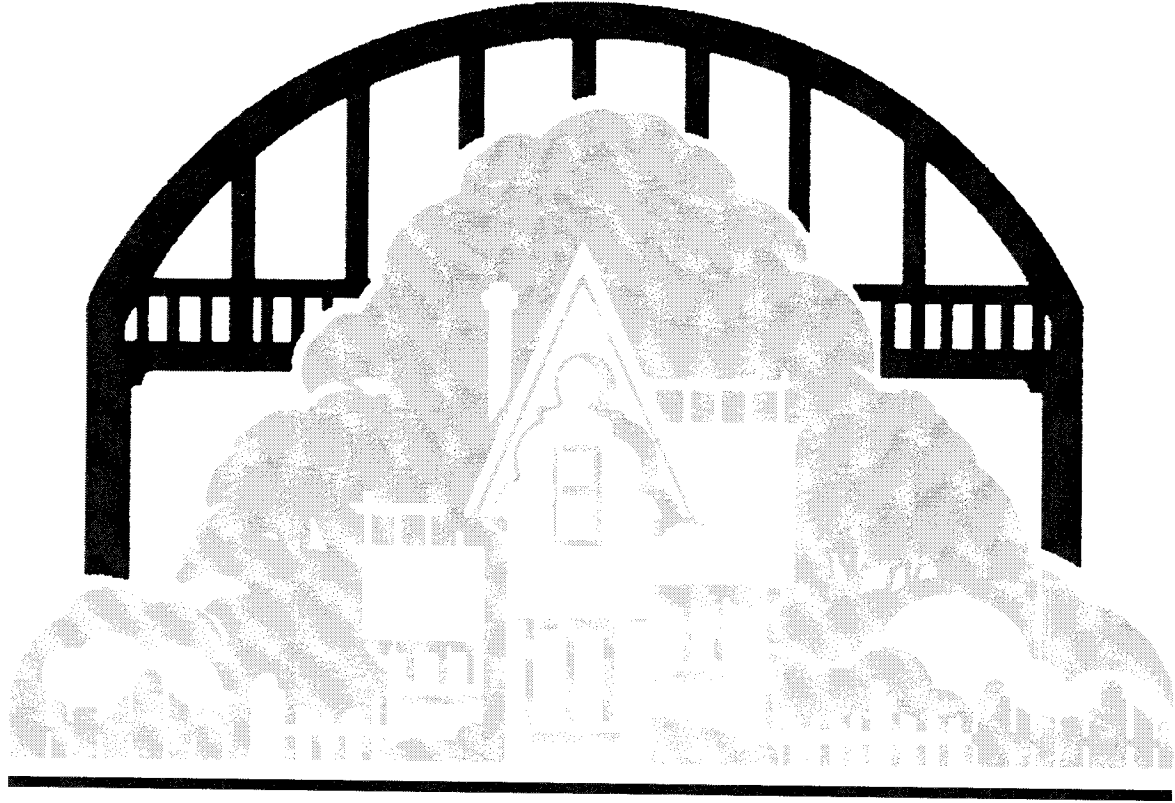
##### SCADA:

Number of major facilities.	n/a	3	3	3	3
Percent of monitor data captured.	n/a	97%	100%	100%	100%
Number of secondary facilities.	n/a	28	28	28	28
Percent of monitor data captured.	n/a	90%	95%	95%	95%

#### Significant Budget Change(s)

Departmental charges (Central Service, Information Technology, GIS, and insurance) are included in this program that were, in prior years, in the Public Works administrative budget.

For Fiscal Year 2006-07, staff has been reassigned from Utilities Facilities Maintenance (705-50-2810) to Facilities & Maintenance Engineering (705-50-2809).



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## SCHEDULE OF CAPITAL EQUIPMENT

Fiscal Year 2006 - 07

Fund Type	Activity	Fixed Asset Description	Budget	Activity Total
<b>Special Revenue Funds</b>				
Parks & Recreation Fund				
	Park Maintenance Services	Parks Yard Security Lighting	5,000	
		Soda Blaster	10,000	
		Compound Gate	5,000	
		Maxicom Irrigation Initiative - Phase II	36,000	
	Aquatic Services	Inflatable Iceberg	7,500	
Street Fund	Street Maintenance	1/4 New Pole Building	16,200	
	Street Operations Admin	1/3 Pool Vehicle	8,400	
<b>Total Special Revenue Funds</b>				<b>\$88,100</b>
<b>Enterprise Funds</b>				
Capital Replacement Fund				
	Equipment Replacement	Two Fire Engines	650,000	
Sewer Fund	Sewer Environmental Services	Four Wheel Drive Pickup	22,000	
		Temporary Modular Building	50,000	
	Wastewater Collection	Portable Hydraulic Unit w/Jack Hammer	9,000	
		Software ChangeOver for TV Van	25,000	
		1/2 New Pole Building	32,600	
		Two New Manhole Installations	25,000	
		Slats for Security Fencing	10,000	
		Rehab Electrical System-NA Lift Station	69,300	
	Sewer Operations Admin	1/3 Pool Vehicle	8,400	
	Sewer Equipment Replacement	1/2 Ton Pickup	15,400	
		250Kg Generator	72,800	
		Easement Jetting Machine	30,000	
		Replace Ford Ranger	16,000	
Water Fund	Water Distribution	Utility Dump Truck	7,200	
		1/4 New Pole Building	16,200	
	Albany/Millersburg WTP	Generator	150,000	
	Water Operations Admin	1/3 Pool Vehicle	8,400	
	Water Equipment Replacement	Service Truck	37,000	
<b>Total Enterprise Funds</b>				<b>\$1,278,900</b>
<b>Internal Service Funds</b>				
Engineering/Water Quality Fund				
	PW Facilities and Maintenance Engineering	New Van	24,000	
		New Forklift	30,000	
<b>Total Internal Service Funds</b>				<b>\$54,000</b>
<b>Total Capital Equipment</b>				<b><u>\$1,421,000</u></b>

**SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2006-07**

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 as the least cost to the citizens of Albany. The following summary lists projects included in the 2006-07 budget. The projects may also be included in the City's five-year Capital Improvements Program (CIP) for 2007-2011.

Project Description	Total	General Fund	Parks & Recreation	Grants	Economic Development
Capital Equipment	\$ 1,292,200	\$ 36,000	\$ -	\$ 140,000	\$ -
Building Improvements	35,500	-	-	35,500	-
Telephone System	150,000	-	-	-	-
Land Acquisition	2,500,000	-	2,500,000	-	-
Airport Security	3,000	-	-	-	3,000
Project Engineering	551,000	-	-	-	-
Project Construction	2,580,000	-	-	-	-
Airport Project Design	32,000	-	-	32,000	-
New Taxiways	340,000	-	-	340,000	-
Airfield Improvements	260,000	-	-	260,000	-
Riverview Heights Playground	125,000	-	125,000	-	-
Henderson Park Playground	46,900	-	46,900	-	-
Spring Meadows Park Development	281,300	-	281,300	-	-
Spicer/Three Lakes Property Acquisition	210,000	-	-	-	-
W-07-02 Ellingson Road Property Acq.	450,000	-	-	-	-
Bike & Pedestrian Path	441,200	-	-	-	-
Bank Protection at Backwash Lagoon	428,000	-	-	-	-
Fish Screens & Diversion Dam	1,170,000	-	-	-	-
Hydroelectric Improvements	850,000	-	-	-	-
Membrane Filtration System	145,000	-	-	-	-
Seismic Protection Program	300,000	-	-	-	-
Traffic Calming Projects	10,000	-	-	-	-
Manhole Installation Program	25,000	-	-	-	-
Geary Street Sidewalk Infill Project	15,000	-	-	-	-
Timber Street Alignment	27,500	-	-	-	-
Perfect Lane Water Improvements	128,500	-	-	-	-
NA Lift Station Electrical System	69,300	-	-	-	-
Lift Station Security/Fence Installation	10,000	-	-	-	-
Lift Station Condition Assessment	50,000	-	-	-	-
SI-03-02 Clover Ridge Station, Phase I	45,000	-	-	-	-
SS-06-02 Queen Vicinity Sewer	73,000	-	-	-	-
SS-06-03 19th & 22nd/Oak & Hill Sewer	233,000	-	-	-	-
SS-06-05 34th Ave Pump Station	1,068,000	-	-	-	-
SS-06-04 Grand Prairie Sewer Extension	766,000	-	-	-	-
SS-07-01 Calapooia Interceptor	1,542,000	-	-	-	-
ST-03-05 North Albany Road Extension LID	70,000	-	-	-	-
ST-05-01 NA Rd/West Thornton Lake Signal	332,000	-	-	-	-
ST-98-01 53rd Ave LID	5,000	-	-	-	-
ST-06-01 Marion St Reconstruction	290,000	-	-	-	-
ST-06-04 Grand Prairie Road	200,000	-	-	-	-
ST-07-01 Waverly Rehabilitation	450,000	-	-	-	-
WL-06-01 13th Ave Waterline	330,000	-	-	-	-

Capital Replacement	Street	Capital Projects	Sewer	Water	Engineering/ Water Quality
\$ 520,000	\$ 8,400	\$ 50,000	\$ 281,200	\$ 202,600	\$ 54,000
-	-	-	-	-	-
150,000	-	-	-	-	-
-	-	-	-	-	-
-	-	551,000	-	-	-
-	-	2,580,000	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	210,000	-	-	-	-
-	-	-	-	450,000	-
-	-	441,200	-	-	-
-	-	-	-	428,000	-
-	-	-	-	1,170,000	-
-	-	-	-	850,000	-
-	-	-	-	145,000	-
-	-	-	-	300,000	-
-	10,000	-	-	-	-
-	-	-	25,000	-	-
-	15,000	-	-	-	-
-	27,500	-	-	-	-
-	-	-	-	128,500	-
-	-	-	69,300	-	-
-	-	-	10,000	-	-
-	-	-	50,000	-	-
-	-	-	10,000	35,000	-
-	-	-	73,000	-	-
-	-	-	233,000	-	-
-	-	-	1,068,000	-	-
-	-	-	403,000	363,000	-
-	-	-	1,542,000	-	-
-	40,000	30,000	-	-	-
-	332,000	-	-	-	-
-	-	5,000	-	-	-
-	290,000	-	-	-	-
-	200,000	-	-	-	-
-	450,000	-	-	-	-
-	-	-	-	330,000	-

continued

**SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2006-07**

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 as the least cost to the citizens of Albany. The following summary lists projects included in the 2006-07 budget. The projects may also be included in the City's five-year Capital Improvements Program (CIP) for 2007-2011.

Project Description	Total	General Fund	Parks & Recreation	Grants	Economic Development
WL-06-03 Valley View Waterline	172,000	-	-	-	-
WL-06-04 Pineview Drive Waterline	106,000	-	-	-	-
WL-06-05 Zone 4 Separation/Pump Station	481,000	-	-	-	-
WL-06-02 South Albany Transmission Main	1,407,000	-	-	-	-
WL-07-01 8th Ave, Elm to Broadway WL	288,000	-	-	-	-
WL-07-02 Maple/Walnut/11th/12th WL	702,000	-	-	-	-
WL-07-03, 14th/Hill/Tudor/Oak Area WL	499,000	-	-	-	-
WL-07-04 Sunny Lane/Erin Crest WL	288,000	-	-	-	-
WL-07-05 Crocker Lane WL	800,000	-	-	-	-
WL-07-06 17th & Burhart WL	212,000	-	-	-	-
WTP High Pressure Pump	16,500	-	-	-	-
WTP Security Upgrade	100,000	-	-	-	-
WTP-07-01 Chlorine Safety Improvements	155,000	-	-	-	-
WWTP-03-01 WW Treatment Plant Expansion	21,711,000	-	-	-	-
W-07-01 Reservoir Improvements	381,000	-	-	-	-
W-07-03 Water System Seismic Improvements	333,000	-	-	-	-
<b>Project Totals</b>	<b>45,581,900</b>	<b>36,000</b>	<b>2,953,200</b>	<b>807,500</b>	<b>3,000</b>
Reserve: Pipe Over-sizing	25,000	-	-	-	-
Reserve: Canal Capital	200,000	-	-	-	-
Reserve: Connection Fees	800,000	-	-	-	-
Reserve: Replacement	3,393,900	-	-	-	-
Reserve: Equipment Replacement	1,027,100	-	-	-	-
Reserve: Building Replacement	1,830,000	-	-	-	-
Reserve: Street Connection Fees	178,400	-	-	-	-
Reserve: Building Maintenance	381,000	-	-	-	-
Reserve: Storm Drain Collection Fees	110,000	-	-	-	-
Reserve: Capital Projects	17,744,500	-	415,100	-	254,700
<b>Total Reserves</b>	<b>25,689,900</b>	<b>-</b>	<b>415,100</b>	<b>-</b>	<b>254,700</b>
<b>Grand Totals</b>	<b>\$ 71,271,800</b>	<b>\$ 36,000</b>	<b>\$3,368,300</b>	<b>\$ 807,500</b>	<b>\$ 257,700</b>

Capital Replacement	Street	Capital Projects	Sewer	Water	Engineering/ Water Quality
-	-	-	-	172,000	-
-	-	-	-	106,000	-
-	-	-	-	481,000	-
-	-	-	-	1,407,000	-
-	-	-	-	288,000	-
-	-	-	-	702,000	-
-	-	-	-	499,000	-
-	-	-	-	288,000	-
-	-	-	-	800,000	-
-	-	-	-	212,000	-
-	-	-	-	16,500	-
-	-	-	-	100,000	-
-	-	-	-	155,000	-
-	-	-	21,711,000	-	-
-	-	-	-	381,000	-
-	-	-	-	333,000	-
670,000	1,582,900	3,657,200	25,475,500	10,342,600	54,000
-	-	-	15,000	10,000	-
-	-	-	-	200,000	-
-	-	-	500,000	300,000	-
3,393,900	-	-	-	-	-
-	-	-	732,100	295,000	-
1,830,000	-	-	-	-	-
-	178,400	-	-	-	-
381,000	-	-	-	-	-
-	-	-	110,000	-	-
-	6,617,200	242,000	3,883,900	6,331,600	-
5,604,900	6,795,600	242,000	5,241,000	7,136,600	-
\$6,274,900	\$8,378,500	\$3,899,200	\$30,716,500	\$17,479,200	\$54,000



## **CAPITAL IMPROVEMENT PROGRAM PROJECTS - OVERVIEW**

### **2006-07 Budget**

Each year the City of Albany updates its Capital Improvement Program (CIP) document. The document, as adopted by the City Council, is a five-year program. As a planning tool, it identifies needs, establishes priorities, and forecasts the expenditures for all projects in the plan. It is not considered a “capital budget”. Adoption of the City of Albany’s CIP is merely approving the projects included, not the dollar estimates given.

#### **CIP Process**

June	City departments begin compiling projects to assist in the fulfillment of established goals.
July - December	City departments submit project lists to the Engineering Department. Engineering staff compiles projects and develops a preliminary CIP plan. Discussion is held with the City Council in order to integrate City Council recommendations. Factors considered are staffing, current workload, and funding sources.
January	Preliminary CIP is submitted to the City Council, Budget committee, and Planning Commission in a joint session by the Engineering Department.
February - April	Recommendations are incorporated and funding sources are finalized and the Council adopts the five-year CIP.

#### **What is a CIP project?**

For purposes of the Capital Improvement Program, a capital project is defined as a one-time project that results in a permanent addition to the City’s fixed assets. These projects involve nonrecurring expenditures, or capital outlays, which are funded from a wide variety of funding sources. Each project must be greater than \$25,000, unless an individual project is part of a larger funding program (e.g., bond sale). 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.

#### **CIP Impact on Operations and Maintenance**

Past CIPs have tried to identify each project’s impact on operations and maintenance (O&M) costs by stating whether the project increased, decreased, or had no impact on O&M costs. Unfortunately, for the types of projects that make up the majority of Albany’s CIP program, it is extremely difficult to identify the specific dollar amount associated with O&M costs. Furthermore, while O&M costs may be reduced for that specific project area, these costs will likely not be reflected in the City’s overall operating budget. A good example is the City’s steel water line replacement program. When a specific line is replaced O&M needs related to that specific project area are reduced but because the O&M needs of the system far exceed the amount of money available, O&M efforts are redirected to the next priority item.

As a result, the O&M impacts of individual CIP projects are no longer identified in the CIP document.

#### **2006-2007 Budget**

Following this overview is the portion of the five-year Capital Improvement Program that impacts the City of Albany’s 2006-2007 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 2006-07

<u>Funded Summary By Funding Source - Projected Cost Totals</u>	
FUNDING SOURCE	2006-2007
Developer Funded Improvements	\$75,000
Donations	2,045,000
Economic Development	52,000
Federal Grants	1,600,000
Federal Highway Trust Fund	2,600,000
Grants - Unspecified	47,000
Property Match	50,000
Property Tax (CARA)	270,000
Property Taxes – Building Maintenance Fund	127,000
Property Taxes – Parks Fund	127,000
SDC – Improvement – Parks	2,301,000
SDC – Improvement – Sewer	662,000
SDC – Improvement – Water	460,000
SDC – Reimbursement – Sewer	558,000
SDC – Reimbursement – Water	156,000
Sewer Rates/Operating Revenues	2,132,000
State Highway Fund (Gas Tax)	577,500
State of Oregon	372,500
State Revolving Fund (SRF - Loan)	20,000,000
Water Rates/Operating Revenues	4,124,000
 Grand Total:	 \$38,336,000

<u>Funded Projects Summary</u>	
CATEGORY	2006-2007
Parks	\$2,500,000
Public Facilities	2,127,000
Transportation	4,592,000
Wastewater	23,377,000
Water	5,740,000
 Grand Total:	 \$38,336,000

Plan FY: 2006-2007 NEW LIBRARY FACILITY

CIP Project #: 1784

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Master Plan: Library Master Plan                      Plan Element:  
Category: Public Facilities                              Classification: Library Facilities  
Department: Library Department

Total Cost: \$2,000,000

This project will completely renovate and upgrade to code a 40,000 square foot office building for conversion to the new main library. A \$5 million private donation has made this project possible.

**Funding Sources For This Project:**

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
100-45-1701	DONATIONS	\$2,000,000
	Total:	\$2,000,000

**Capital Improvement Program 2007-2011**

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**Plan FY: 2006-2007 BUILDING MAINTENANCE - CITY HALL ROOF REPLACEMENT**

**CIP Project #: 1864**

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**Master Plan:**

**Category:** Public Facilities

**Department:** Parks & Recreation Department

**Plan Element:**

**Classification:** General Facilities

**Total Cost: \$101,000**

This project will provide for removal of the existing roof system and installation of approximately 14,000 square feet of new roof membrane.

**Funding Sources For This Project:**

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
401-50-2002	BUILDING MAINTENANCE PROJECTS	\$101,000
	Total:	\$101,000

**Plan FY: 2006-2007    BUILDING MAINTENANCE - CITY HALL INTERIOR FINISH**

**CIP Project #: 1865    Phase: 1**

<b>Master Plan:</b>		<b>Plan Element:</b>
<b>Category:</b>	Public Facilities	<b>Classification:</b> General Facilities
<b>Department:</b>	Parks & Recreation Department	

**Total Cost:    \$26,000**

This project provides for interior finish improvements over a 4-year period. Approximately 12,000 square feet of building area will be improved each year. Improvements include painting walls, refinishing woodwork and wood doors, repainting metal door frames, and restoring front trim and pipe handrails.

**Funding Sources For This Project:**

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
401-50-2002	BUILDING MAINTENANCE PROJECTS	\$26,000
	Total:	\$26,000

**Related Projects:**

<u>Phase</u>	<u>Year</u>	<u>Title</u>	<u>Category</u>	<u>Projected Total</u>
1	2007	BUILDING MAINTENANCE - CITY HALL INTERIOR FINISH	Public Facilities	\$26,000
2	2008	BUILDING MAINTENANCE - CITY HALL INTERIOR FINISH	Public Facilities	\$27,000
3	2009	BUILDING MAINTENANCE - CITY HALL INTERIOR FINISH	Public Facilities	\$22,000
4	2010	BUILDING MAINTENANCE - CITY HALL INTERIOR FINISH	Public Facilities	\$23,000
Grand Total - All Related Projects:				\$98,000

Plan FY: 2006-2007 RIVERVIEW HEIGHTS PARK PLAYGROUND REPLACEMENT

CIP Project #: 1324

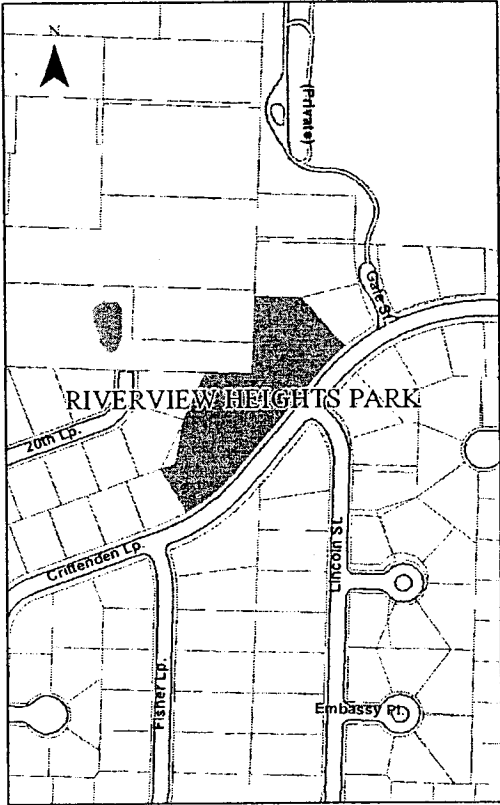
Master Plan: Parks Master Plan                      Plan Element: Pg. 4-12  
Category: Parks    Classification: Park Development  
Department: Parks & Recreation Department

Total Cost: \$125,000

Replace the existing playground equipment at Riverview Heights Park. The existing playground does not meet current ADA accessibility standards or ASTM safety standards.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
202-35-1407	PROPERTY TAXES - PARKS FUND	\$80,000
	DONATIONS	\$45,000
	Total:	\$125,000



**Capital Improvement Program 2007-2011**

**Plan FY: 2006-2007 HENDERSON PARK PLAYGROUND REPLACEMENT**

CIP Project #: 1622

**Master Plan:** Parks Master Plan  
**Category:** Parks  
**Department:** Parks & Recreation Department

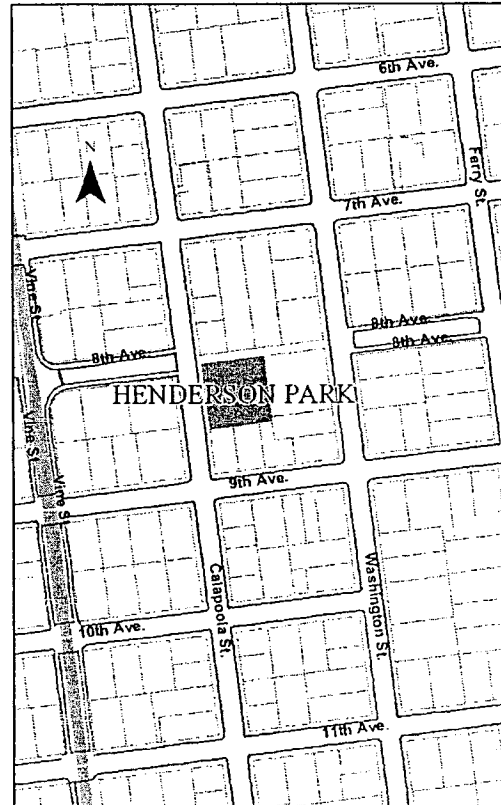
**Plan Element:** Park Upgrades  
**Classification:** Park Renovations

**Total Cost:** \$93,750

This project will replace the existing playground equipment at Henderson Park. The existing playground is over 40 years old and does not meet current ADA accessibility standards or ASTM safety standards.

**Funding Sources For This Project:**

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
	GRANT - Unspecified	\$46,875
	202-35-1407 PROPERTY TAXES - PARKS FUND	\$46,875
	Total:	\$93,750



Plan FY: 2006-2007 53RD AVENUE PARK DEVELOPMENT

CIP Project #: 1773

Master Plan: Parks Master Plan  
 Category: Parks  
 Department: Parks & Recreation Department

Plan Element: PG 4-18  
 Classification: Park Development

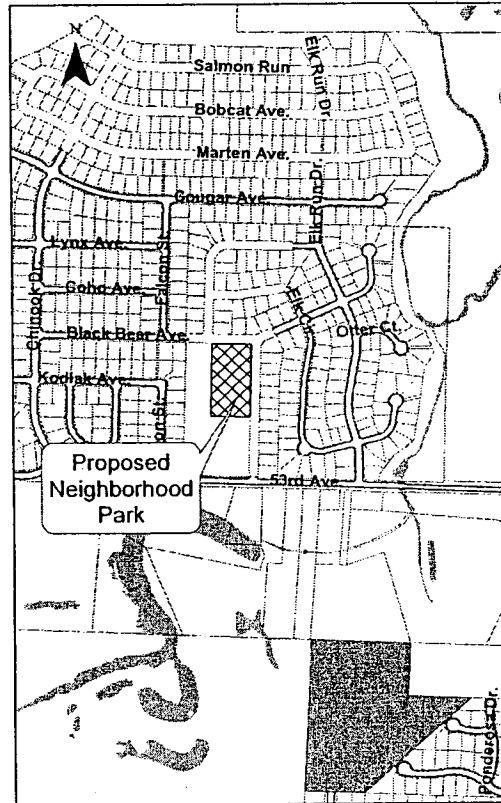
**SDC**

Total Cost: \$281,250

Development of a neighborhood park to serve the 53rd Avenue area.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
	202-35-1500 SDC - IMPROVEMENT - PARKS	\$281,250
Total:		\$281,250





**Capital Improvement Program 2007-2011**

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Plan FY: 2006-2007 NEW COMMUNITY PARK ACQUISITION

CIP Project #: 1807

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Master Plan: Parks Master Plan                      Plan Element:  
Category: Parks    Classification: Park Development  
Department: Parks & Recreation Department

Total Cost: \$2,000,000

**SDC**

Pursuant to the 2005 Parks Master Plan, a new 35-40 acre community park site is required in the Oak Creek area. The new site will accommodate new soccer fields and may be purchased in partnership with local youth service agencies.

**Funding Sources For This Project:**

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
	202-35-1500 SDC - IMPROVEMENT - PARKS	\$2,000,000
	Total:	\$2,000,000

Plan FY: 2006-2007 NORTH ALBANY PARK AND RIDE

CIP Project #: 1654

Master Plan: Plan Element:  
 Category: Transportation Classification: Transit & Rail  
 Department: Economic Development

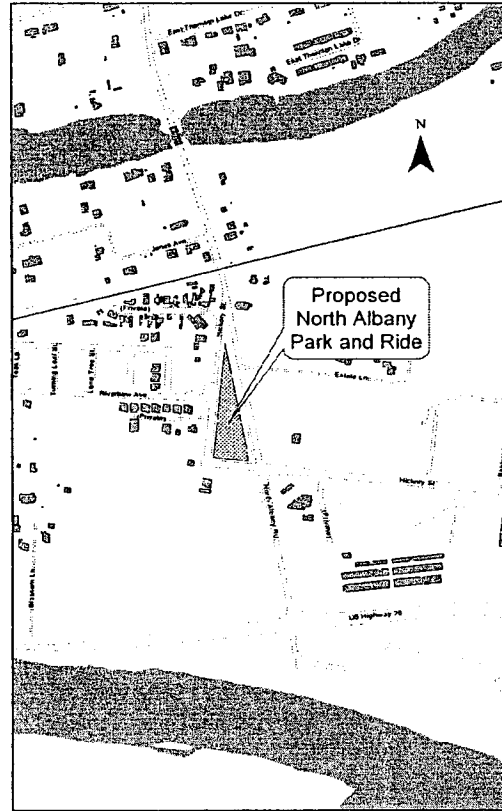
Total Cost: \$1,000,000

The existing North Albany Park & Ride consists of five graveled parking spaces and a passenger shelter. The City of Albany does not own the property and is losing this temporary location due to development.

The replacement facility would construct a paved and lighted park & ride lot with passenger shelter at the northwest corner of Hickory and North Albany Road. The park & ride facility would be served by both Albany Transit System and the Linn County - Benton County Loop Transit System serving Albany and Corvallis. It further provides a convenient local bus stop near proposed shopping center sites.

The project meets ODOT's desire for the City to do all it can to reduce impact on the highway system by encouraging mass transit. The park & ride facility would be located adjacent to Hwy 20 that directly connects Albany and Corvallis.

Land for the replacement facility has been purchased by the City. The new park & ride center is needed to maintain current levels of the transit service.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
	PROPERTY MATCH	\$50,000
	FEDERAL HIGHWAY TRUST FUND	\$800,000
	250-50-2700 STATE HIGHWAY FUND (Gas Tax)	\$150,000
	Total:	\$1,000,000

**Plan FY: 2006-2007 ALBANY AIRPORT FIBER OPTIC IMPROVEMENTS**

**CIP Project #: 1787**

**Master Plan:** Airport Master Plan  
**Category:** Transportation  
**Department:** Economic Development

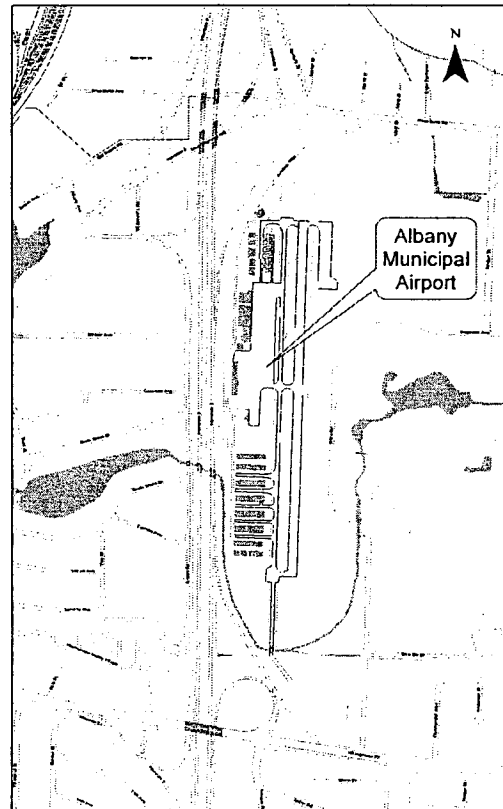
**Plan Element:** Field Improvements/Upgrades  
**Classification:** Airport

**Total Cost: \$20,000**

Installation of fiber optic cable onto the airfield. This project would entail extending the fiber optic cable that will terminate at Century Drive and Knox Butte Road to the fixed base operator building. Extending fiber to the central utility building will facilitate greatly enhanced telephone, internet, and security services for the airport, as well as significantly improving its market appeal. Approximately 2,050 feet of 48/pair fiber cable is required. The estimate is for 3-inch conduit only and assumes trenching is donated by pilots and cable is installed by franchise utility.

**Funding Sources For This Project:**

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
211-16-1103	ECONOMIC DEVELOPMENT	\$20,000
Total:		\$20,000



Plan FY: 2006-2007 MULTIMODAL PHASE II - REA BUILDING/SITE WORK

CIP Project #: 1796 Phase: 2

Master Plan: Plan Element:  
 Category: Transportation Classification: Transit & Rail  
 Department: Economic Development

Total Cost: \$1,600,000

This project will rehabilitate the existing REA building and site area located at Albany Station. When rehabilitated, the building will be used as office space for the local transit systems. Providing office space at the transit systems' primary transfer station will improve the efficiency of the transit system by allowing increased flexibility in the design of bus routes and schedules. It will also provide for improved communication and coordination with the other transportation services based at the site including Amtrak, Linn Benton Loop, Valley Retriever and Linn Shuttle.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
601-50-2500	SEWER RATES/OPERATING REVENUES	\$50,000
450-16-1102	PROPERTY TAX (CARA)	\$270,000
	FEDERAL HIGHWAY TRUST FUND	\$1,280,000
Total:		\$1,600,000

Related Projects:

Phase	Year	Title	Category	Projected Total
2	2007	MULTIMODAL PHASE II - REA BUILDING/SITE WORK	Transportation	\$1,600,000
3	2007	MULTIMODAL PHASE III - SWANSON PARK PATH	Transportation	\$650,000
Grand Total - All Related Projects:				\$2,250,000



**Capital Improvement Program 2007-2011**

Plan FY: 2006-2007    **MULTIMODAL PHASE III - SWANSON PARK PATH**

CIP Project #: 1796    Phase: 3

**Master Plan:**

**Plan Element:**

**Category:**        Transportation

**Classification:** Pedestrian & Bikeway

**Department:**    Economic Development

**SDC**

**Total Cost:        \$650,000**

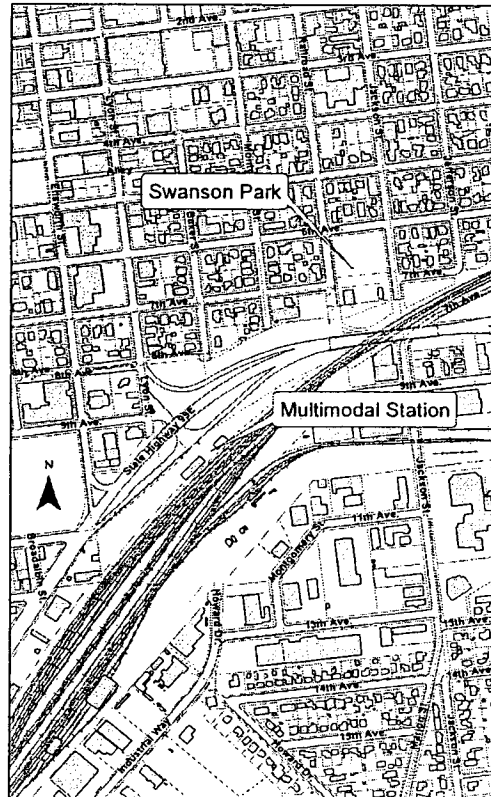
The project will construct a pathway along the railroad tracks from the rail depot building east to Swanson Park. This project will improve pedestrian access to Albany Station and the aquatic center through an area that is currently fenced and access is restricted by the railroad.

**Funding Sources For This Project:**

<u>Activity</u> <u>Funding Source</u>	<u>Projected Amount</u>
202-35-1500 SDC - IMPROVEMENT - PARKS	\$20,000
250-50-2700 STATE HIGHWAY FUND (Gas Tax)	\$110,000
FEDERAL HIGHWAY TRUST FUND	\$520,000
Total:	\$650,000

**Related Projects:**

<u>Phase</u> <u>Year</u> <u>Title</u>	<u>Category</u>	<u>Projected Total</u>
2        2007    MULTIMODAL PHASE II - REA BUILDING/SITE WORK	Transportation	\$1,600,000
3        2007    MULTIMODAL PHASE III - SWANSON PARK PATH	Transportation	\$650,000
Grand Total - All Related Projects:		\$2,250,000



Plan FY: 2006-2007 GRAND PRAIRIE ROAD STREET IMPROVEMENTS

CIP Project #: 1797 Phase: 3

Master Plan:

Plan Element:

Category: Transportation

Classification: Street Reconstruction/Improvements

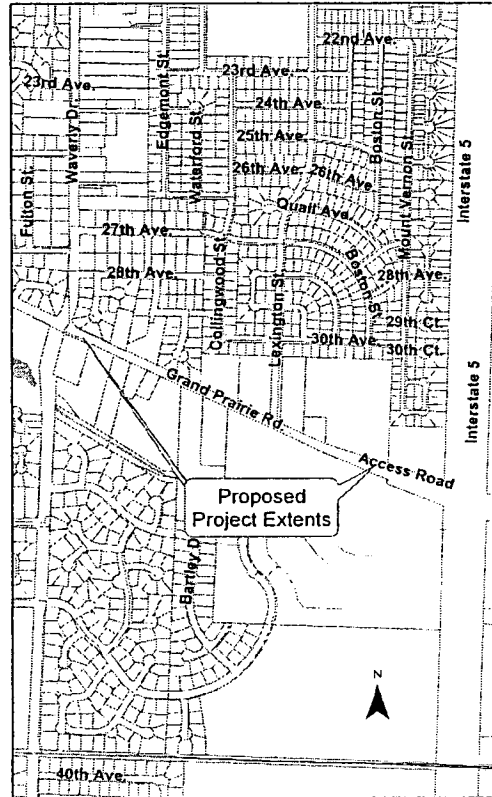
Department: Public Works Department

Total Cost: \$200,000

This project will provide City funds to contribute to the design and construction of Grand Prairie Road. Linn County will be constructing the road to county urban standards. The funding of this project will pay for items required or desired by the City that is not included in the county standards. Items will include sidewalks, street trees, and storm drain improvements needed to accommodate a storm greater than the 10-year storm.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
250-50-2700	STATE HIGHWAY FUND (Gas Tax)	\$200,000
Total:		\$200,000





Plan FY: 2006-2007 ALBANY AIRPORT FAA IMPROVEMENTS

CIP Project #: 1850

Master Plan: Airport Master Plan  
 Category: Transportation  
 Department: Economic Development

Plan Element: Field Improvements/Upgrades  
 Classification: Airport

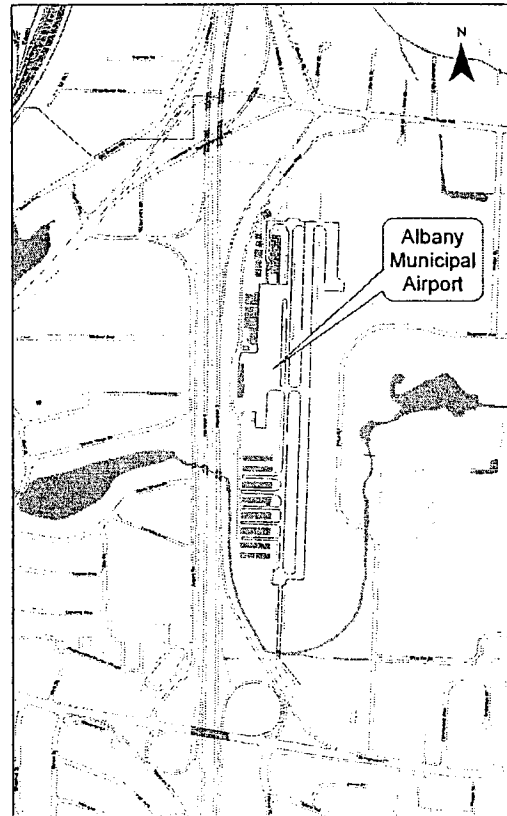
Total Cost: \$632,000

Continuation of various improvements begun at the airport including:

- 1) New security fencing around the perimeter of the field;
- 2) Construction of new taxi lane at south hangar area to provide for new hangar construction;
- 3) New runway end identification light (REIL) navigation aid on runway 16 for improved poor weather/visibility assistance to approaching aircraft;
- 4) Installation of new security lighting at fixed base operator (FBO) and north hangar area.

Funding Sources For This Project:

<u>Activity</u> <u>Funding Source</u>	<u>Projected Amount</u>
FEDERAL GRANTS	\$600,000
211-16-1103 ECONOMIC DEVELOPMENT	\$32,000
Total:	\$632,000





**Capital Improvement Program 2007-2011**

Plan FY: 2006-2007    **WAVERLY DRIVE REHABILITATION, PHASE 1**

CIP Project #: 1856    Phase: 1

Master Plan:    Transportation Master Plan    **Plan Element:**  
 Category:    Transportation    **Classification:** Street Reconstruction/Improvements  
 Department:    Public Works Department

**Total Cost:    \$450,000**

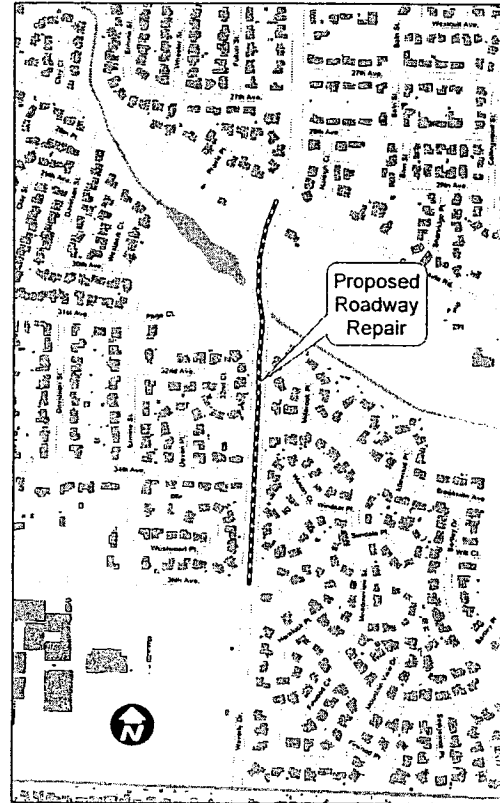
Repair failed asphalt and overlay entire roadway on Waverly Drive between Grand Prairie Road and 36th Avenue. Primary funding is from STP fund exchange.

**Funding Sources For This Project:**

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
250-50-2700	STATE OF OREGON	\$372,500
250-50-2700	STATE HIGHWAY FUND (Gas Tax)	\$77,500
Total:		\$450,000

**Related Projects:**

<u>Phase</u>	<u>Year</u>	<u>Title</u>	<u>Category</u>	<u>Projected Total</u>
1	2007	WAVERLY DRIVE REHABILITATION, PHASE 1	Transportation	\$450,000
2	2008	WAVERLY DRIVE REHABILITATION, PHASE 2	Transportation	\$500,000
Grand Total - All Related Projects:				\$950,000





**Capital Improvement Program 2007-2011**

Plan FY: 2006-2007 CALAPOOIA INTERCEPTOR: TAKENA - 12TH

CIP Project #: 1193 Phase: 2

Master Plan: Sanitary Sewer Master Plan

Plan Element: P3

Category: Wastewater

Classification: Interceptors/Collectors

Department: Public Works Department

**SDC**

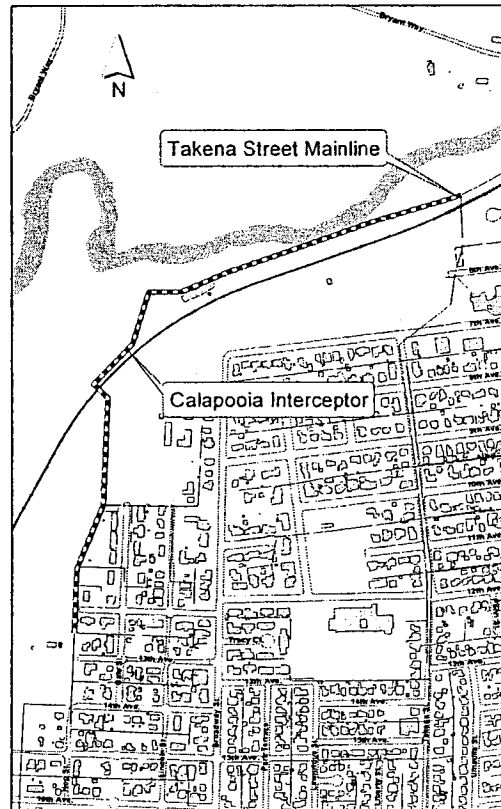
Total Cost: \$1,542,000

Replace approximately 3,800 lineal feet of the Calapooia interceptor from its junction at Takena Street west and south to a point near 12th Avenue and Hop Street with an 18-inch diameter line.

The purpose of this project is to reduce winter sanitary sewer overflows to the Calapooia River in compliance with state water quality standards and the City's waste discharge permit.

**Funding Sources For This Project:**

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
601-50-2503	SDC - REIMBURSEMENT - SEWER	\$558,000
601-50-2502	SDC - IMPROVEMENT - SEWER	\$647,000
601-50-2500	SEWER RATES/OPERATING REVENUES	\$337,000
Total:		\$1,542,000



Plan FY: 2006-2007 TREATMENT PLANT IMPROVEMENTS - CONSTRUCTION

CIP Project #: 1197 Phase: 4

Master Plan: Sanitary Sewer Master Plan  
 Category: Wastewater  
 Department: Public Works Department

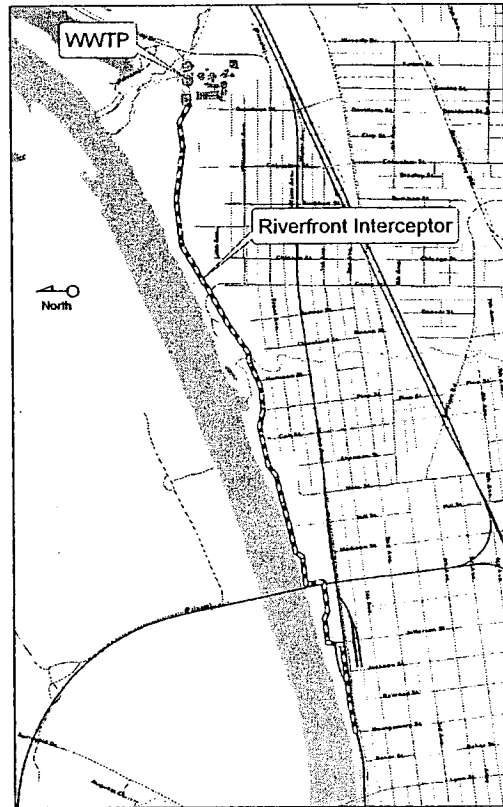
Plan Element:  
 Classification: Treatment

**SDC**

DEQ State Revolving Fund Loan

Total Cost: \$21,300,000

This project includes the design and construction of treatment plant and interceptor improvements. The project began in FY 04/05 and will continue through FY 09/10. The improvements will increase treatment capacity to meet increased flows anticipated through 2030 and meet more stringent treatment standards required to satisfy the waste discharge permit. This project will be funded partially by loan proceeds from the State Revolving Loan Fund as authorized by Council.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
601-50-2502	SDC - IMPROVEMENT - SEWER	\$9,585,000
601-50-2500	SEWER RATES/OPERATING REVENUES	\$11,715,000
Total:		\$21,300,000

Related Projects:

Phase	Year	Title	Category	Projected Total
4	2007	TREATMENT PLANT IMPROVEMENTS - CONSTRUCTION	Wastewater	\$21,300,000
5	2008	TREATMENT PLANT IMPROVEMENTS - CONSTRUCTION	Wastewater	\$24,780,000
6	2009	TREATMENT PLANT IMPROVEMENTS - CONSTRUCTION	Wastewater	\$11,300,000
7	2010	TREATMENT PLANT IMPROVEMENTS - CONSTRUCTION	Wastewater	\$3,430,000
Grand Total - All Related Projects:				\$60,810,000

**Capital Improvement Program 2007-2011**

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Plan FY: 2006-2007 FUTURE PIPES (OVERSIZING)

CIP Project #: 1202

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Master Plan: Sanitary Sewer Master Plan

Plan Element:

Category: Wastewater

Classification: Developer Improvements - Wastewater

Department: Public Works Department

**SDC**

Total Cost: \$15,000

This is a programmed allocation to reserve funds to pay for sanitary sewer line oversizing costs.

Developers may be required, as a condition of land use approval, to construct sewer lines that are larger than the minimum line size that could otherwise serve their development. These lines are identified in the Wastewater System Facility Plan and are intended to provide additional capacity. When the larger-sized lines are constructed, if funds are available, the developer may be reimbursed for the construction cost difference between the line as constructed and the minimum size line otherwise required to serve the development.

**Funding Sources For This Project:**

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
601-50-2502	SDC - IMPROVEMENT - SEWER	\$15,000
	Total:	\$15,000

Plan FY: 2006-2007 LATERAL REPLACEMENT & BASEMENT PROTECTION

CIP Project #: 1225

Master Plan: Sanitary Sewer Master Plan      Plan Element:  
 Category: Wastewater      Classification: Miscellaneous - Wastewater  
 Department: Public Works Department

Total Cost: \$220,000

During FY 1999-2000, the City Council adopted three new programs to assist property owners with sanitary sewer lateral service issues.

The Basement Flooding Protection Loan Program provides a no-interest, ten-year loan to assist property owners with installation of backflow protection valves and sump pumps needed to protect buildings from flooding due to the sanitary sewer system.

The Council also adopted a Basement Flooding Protection Grant Program that provides limited City participation in the cost of basement flooding protection improvements. The grant program is targeted for properties that have experienced frequent flooding, have responded with good faith efforts to minimize the flooding risk, and in spite of these efforts, continue to experience basement flooding.

The lateral replacement program provides a one-time-only replacement of sanitary sewer service laterals on private property. The program reimburses qualifying property owners for the cost of replacing failing sanitary sewer service laterals. Replacement of these laterals reduces the amount of infiltration entering the sanitary sewer system through cracks and breaks in older, deteriorated service lines.

**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

**Capital Improvement Program 2007-2011**

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Plan FY: 2006-2007    RAIN DRAIN SEPARATION PROJECTS

CIP Project #: 1693

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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.

**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

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Plan FY: 2006-2007 COX CREEK FLOW/CAPACITY BASIN EVALUATION

CIP Project #: 1855

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Master Plan: Sanitary Sewer Master Plan      Plan Element:  
Category: Wastewater      Classification: Miscellaneous - Wastewater  
Department: Public Works Department

Total Cost: \$150,000

This project involves flow monitoring, flow modeling, definition of future wastewater routing needs, and a capacity evaluation of the Cox Creek Interceptor. This project will help to determine what improvements are required before specific properties east of Interstate-5 can develop. As a result, this project will be partially funded through private development. Work will take place in sewer basins 8 and 11.

**Funding Sources For This Project:**

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
	DEVELOPER FUNDED IMPROVEMENT	\$75,000
	601-50-2500 SEWER RATES/OPERATING REVENUES	\$75,000
	Total:	\$150,000



**Capital Improvement Program 2007-2011**

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Plan FY: 2006-2007 FUTURE PIPE OVERSIZING

CIP Project #: 1268

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Master Plan: Water Supply Master Plan  
Category: Water  
Department: Public Works Department

Plan Element:  
Classification: Developer Improvements - Water

**SDC**

Total Cost: \$10,000

This is a programmed allocation to provide a source of funds to pay for water line oversizing costs.

As a condition of land use approval, developers are sometimes required to construct water lines that are larger than the minimum line size that could otherwise serve their development. These are lines that are identified in the Water System Facility Plan and are designed to serve system capacity and operational needs. When the larger-sized lines are constructed, if funds are available, the developer may be reimbursed for the material cost difference between the large-size line and the minimum-size line required.

**Funding Sources For This Project:**

<u>Activity Funding Source</u>	<u>Projected Amount</u>
615-50-2300 SDC - IMPROVEMENT - WATER	\$10,000
Total:	\$10,000

Plan FY: 2006-2007 8TH AVENUE: ELM TO BROADWAY

CIP Project #: 1297

Master Plan: Water Supply Master Plan  
 Category: Water  
 Department: Public Works Department

Plan Element: Program - 1  
 Classification: Water Mains

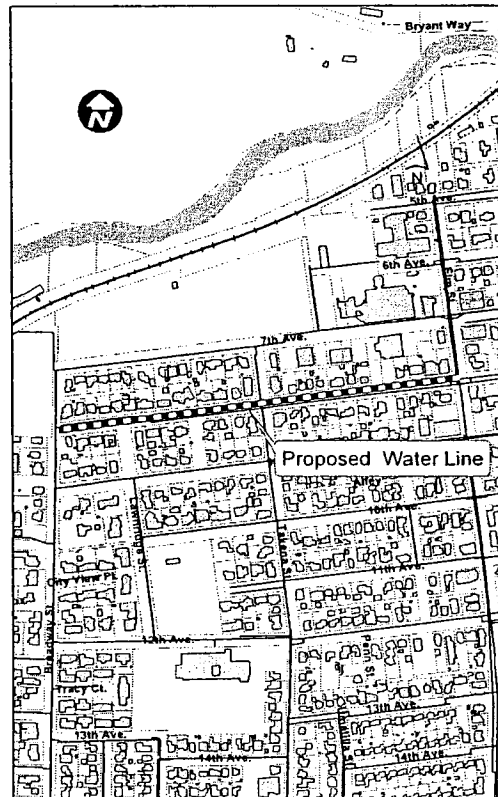
Total Cost: \$288,000

Replace approximately 1,800 lineal feet of 2-inch and 4-inch wrought iron lines in 8th Avenue between Elm Street and Broadway Street.

The existing deteriorated, leaky 2-inch and 4-inch iron lines have been a continuous source of maintenance problems. The new lines will improve system reliability and fire flows for the area. Replacement line cost is estimated for a 12-inch ductile iron line. Actual size will be determined during design.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
	615-50-2308 WATER RATES/OPERATING REVENUES	\$288,000
	Total:	\$288,000



**Capital Improvement Program 2007-2011**

**Plan FY: 2006-2007    MAPLE STREET, WALNUT STREET, 11TH AVENUE, AND 12TH AVENUE AREA**

**CIP Project #: 1610**

**Master Plan:** Water Supply Master Plan  
**Category:** Water  
**Department:** Public Works Department

**Plan Element:** Program - 1  
**Classification:** Water Mains

**Total Cost:     \$702,000**

Replace approximately 4,385 feet of deteriorated 2-inch, 4-inch, and 6-inch steel water mains. The new water lines will be ductile iron and eight inches in diameter. Following is a list of the replacements: Maple - 11th Avenue to Queen Avenue ; Walnut - 14th Avenue to Queen Avenue; 11th Avenue - Elm to Vine; 12th Avenue - Elm to Vine; and 16th Avenue - Maple to Vine.

This project will require transferring approximately 18 services to the 16-inch AC water main on Vine Street.

**Funding Sources For This Project:**

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$702,000
	Total:	\$702,000



Plan FY: 2006-2007 14TH, HILL, TUDOR, MAIN, 11TH, OLD OAK, OAK, AND SHERMAN AREA

CIP Project #: 1614

Master Plan: Water Supply Master Plan  
 Category: Water  
 Department: Public Works Department

Plan Element: Program - 1  
 Classification: Water Mains

**SDC**

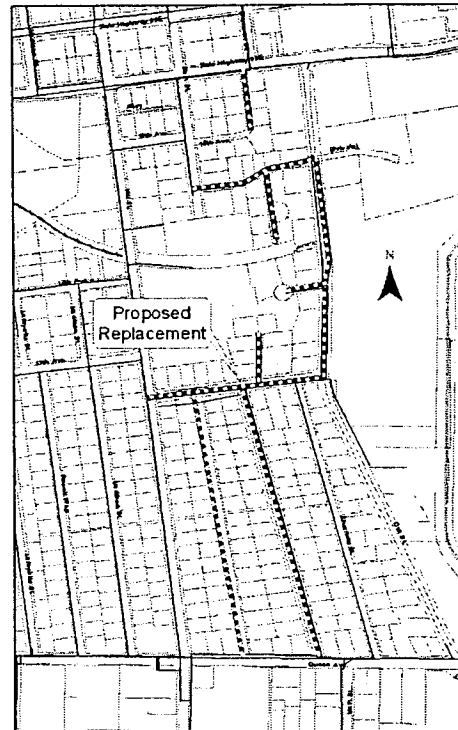
Total Cost: \$499,000

Replace approximately 3,120 feet of deteriorated and undersized water pipes with 8-inch ductile iron pipe.

Following is a list of replacements: 14th Avenue, Hill to Oak; Tudor Way, 14th to Queen Avenue; Main Street, from 200 feet north of 14th to Queen; 11th Avenue, Main to Oak; Old Oak Place, west of Oak; Oak Street 9th to 14th Avenues; and Sherman for 310 feet south of 11th Avenue.

**Funding Sources For This Project:**

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$343,000
615-50-2301	SDC - REIMBURSEMENT - WATER	\$156,000
Total:		\$499,000



Plan FY: 2006-2007 SUNNY LANE NW AND ERIN CREST NW WATER LINE REPLACEMENT

CIP Project #: 1616

Master Plan: Water Supply Master Plan  
Category: Water  
Department: Public Works Department

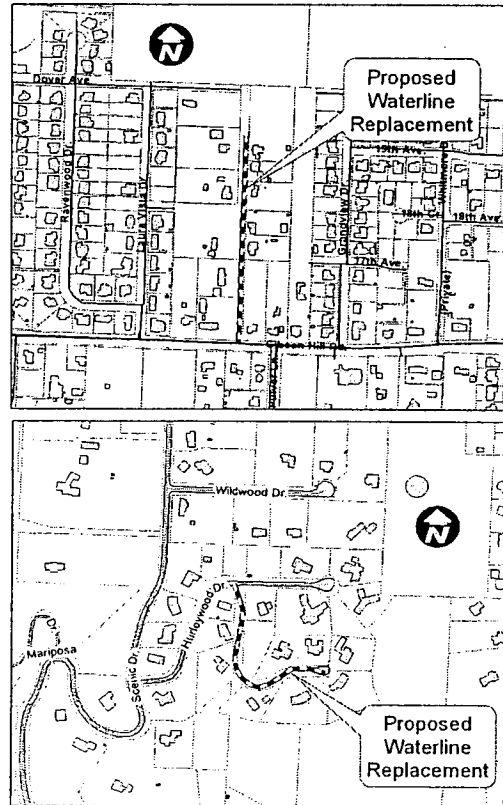
Plan Element: Program - 1  
Classification: Water Mains

Total Cost: \$288,000

Replace approximately 1,800 feet of deteriorated 2-inch and 4-inch steel water main. The new water line on Sunny Lane will be an 8-inch diameter ductile iron line. The new water line on Erin Crest will be a 6-inch diameter ductile iron line.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$288,000
Total:		\$288,000



Plan FY: 2006-2007 SANTIAM-ALBANY CANAL IMPROVEMENTS

CIP Project #: 1675 Phase: 4

Master Plan: Water Supply Master Plan Plan Element: C2  
 Category: Water Classification: Water Supply & Storage  
 Department: Public Works Department

Total Cost: \$622,000

This project will provide for detail oriented studies of the Canal. These studies should help to define Canal needs and the best course of action for addressing problems identified in the Water Facility Plan. Work products include a right-of-way evaluation, Canal access plan, capacity analysis including modeling in order to identify flow restrictions and debris removal needs, bank stabilization and sediment removal plan, water supply protection plan, and a Canal operation and maintenance manual.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2307	WATER RATES/OPERATING REVENUES	\$622,000
Total:		\$622,000

Related Projects:

<u>Phase</u>	<u>Year</u>	<u>Title</u>	<u>Category</u>	<u>Projected Total</u>
4	2007	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	\$622,000
5	2008	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	\$538,000
6	2009	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	\$558,000
7	2010	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	\$616,000
8	2011	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	\$639,000
9	2012	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	\$398,000
10	2014	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	\$713,000
Grand Total - All Related Projects:				\$4,084,000

**Capital Improvement Program 2007-2011**

Plan FY: 2006-2007    **CHLORINE SYSTEM SAFETY IMPROVEMENTS**

CIP Project #: 1685

Master Plan: Water Supply Master Plan  
 Category: Water  
 Department: Public Works Department

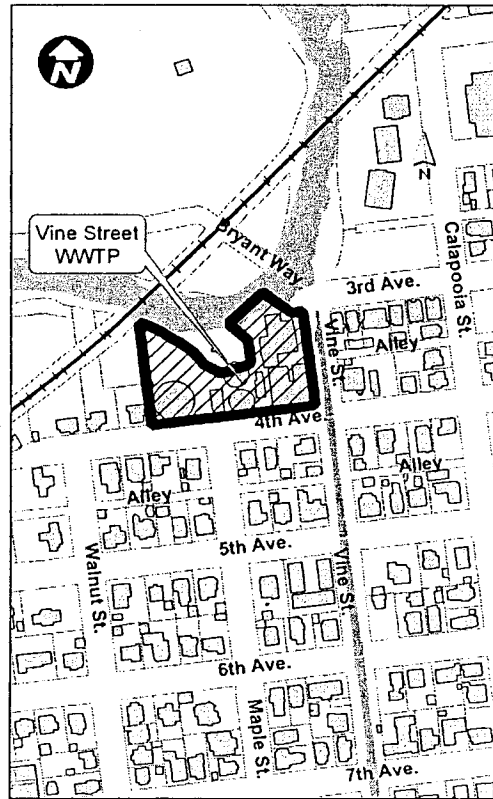
Plan Element: WTP06  
 Classification: Water Supply & Storage

**Total Cost: \$155,000**

Changes and enhancements to chemical tanks and feed equipment which will allow the use of sodium hypochlorite for chlorination and disinfection instead of chlorine gas. This will greatly improve safety of plant personnel and neighboring homes.

**Funding Sources For This Project:**

<u>Activity</u> <u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308 WATER RATES/OPERATING REVENUES	\$155,000
Total:	\$155,000



Plan FY: 2006-2007 CROCKER LANE, GIBSON HILL NORTHWARD  
 CIP Project #: 1686

Master Plan: Water Supply Master Plan      Plan Element: P9  
 Category: Water      Classification: Water Mains  
 Department: Public Works Department

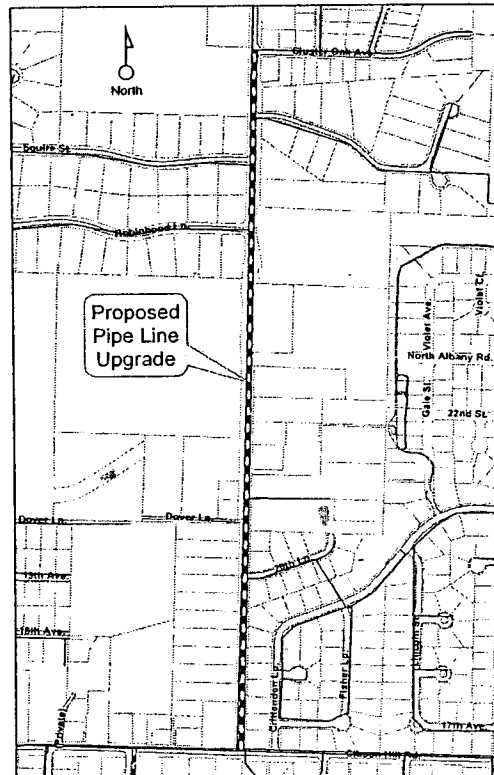
Total Cost: \$800,000

Upgrade existing undersized pipeline to meet fire flow requirements and adequate service pressure. The new pipe will be a 12-inch ductile iron waterline.

Although this is a replacement project, this line is currently not a major source of maintenance problems and replacement is required entirely to meet fire flow requirements.

**Funding Sources For This Project:**

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50	2308 WATER RATES/OPERATING REVENUES	\$800,000
Total:		\$800,000





**Capital Improvement Program 2007-2011**

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Plan FY: 2006-2007    **BROADWAY, WILDWOOD & 34TH AVENUE RESERVOIR IMPROVEMENTS**

CIP Project #: 1748

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Master Plan:    Water Supply Master Plan                      **Plan Element:** PS3, S1, S2, S3, S4, S5  
Category:        Water    **Classification:** Water Supply & Storage  
Department:    Public Works Department

**Total Cost:        \$381,000**

This project will improve safety and meet regulatory requirements at Broadway, Wildwood, and 34th Avenue Reservoirs. Improvements include installation of seismic valves and dechlorination facilities at Broadway and Wildwood reservoir sites and installation of seismic restraints, seismic valves, dechlorination facilities, new overflow piping, and a back-up power outlet at the 34th Avenue Reservoir. This project also involves a study to verify water turnover rates in 34th Avenue Reservoir.

**Funding Sources For This Project:**

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$381,000
	Total:	\$381,000

Plan FY: 2006-2007 17TH AVE AND BURKHART ST. WATER LINE INFILL

CIP Project #: 1853

Master Plan: Water Supply Master Plan  
 Category: Water  
 Department: Public Works Department

Plan Element:  
 Classification: New Construction - Water

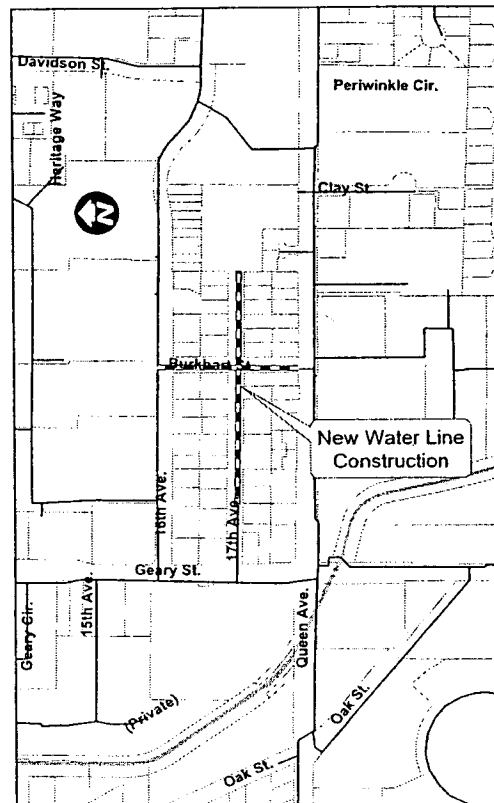
Total Cost: \$212,000

This project will construct 8-inch ductile iron water lines in 17th Ave. in the vicinity of Geary and Burkhardt and in Burkhardt between 16th and Queen Avenues. There are no water lines in these locations currently. Houses in this area are supplied by wells. Construction of these lines will allow residents to connect to City water and will strengthen the City's water grid in the area. Properties connecting to this water line will be charged Connection Fees.

The project will be funded with Connection Fee Reserves.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
615-50-2308	WATER RATES/OPERATING REVENUES	\$212,000
Total:		\$212,000



**Capital Improvement Program 2007-2011**

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**Plan FY: 2006-2007 ELLINGSON ROAD RESERVOIR SITING EVALUATION AND  
PROPERTY ACQUISITION**

CIP Project #: 1854

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Master Plan: Water Supply Master Plan  
Category: Water  
Department: Public Works Department

Plan Element:  
Classification: Water Supply & Storage

**SDC**

Total Cost: \$450,000

This project will provide for a site evaluation and property acquisition for the Ellingson Road reservoir and pump station. The City's Water Facility Plan identified a near term need for the Ellingson Road storage system in order to meet growing water demands in pressure zone 1. Although the need was identified, a specific site was not. Construction of these improvements is currently scheduled for FY 2009-10.

**Funding Sources For This Project:**

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2300	SDC - IMPROVEMENT - WATER	\$450,000
	Total:	\$450,000

Plan FY: 2006-2007 WATER SYSTEM SEISMIC PROTECTION UPGRADES

CIP Project #: 1861 Phase: 1

Master Plan: Water Supply Master Plan      Plan Element:  
 Category: Water      Classification: Miscellaneous - Water  
 Department: Public Works Department

Total Cost: \$1,333,000

This is a 3-year project to increase the water system's level of protection against a seismic event. 75% of the funding for this project would be through a federal grant from FEMA. The other 25% is required as a local match. The maximum amount of funds available to the City through this grant is \$3,000,000. The City is in the process of determining eligible grant projects and hopes to have a final determination on grant funding sometime in 2006. Since an actual scope of work and associated project costs are not known at this time, the maximum funding amount has been assumed for budgetary purposes.

**Funding Sources For This Project:**

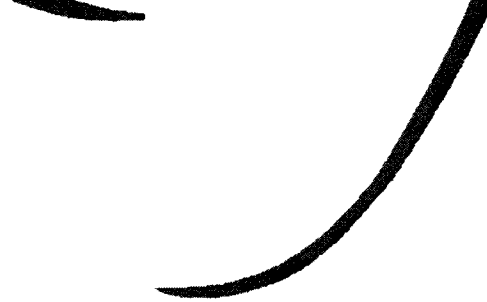
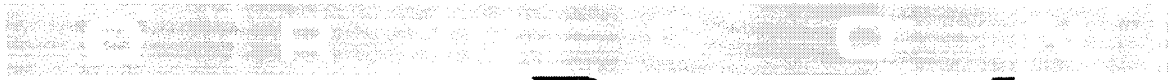
<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
	FEDERAL GRANTS	\$1,000,000
615-50-2308	WATER RATES/OPERATING REVENUES	\$333,000
	Total:	\$1,333,000

**Related Projects:**

<u>Phase</u>	<u>Year</u>	<u>Title</u>	<u>Category</u>	<u>Projected Total</u>
1	2007	WATER SYSTEM SEISMIC PROTECTION UPGRADES	Water	\$1,333,000
2	2008	WATER SYSTEM SEISMIC PROTECTION UPGRADES	Water	\$1,333,000
3	2009	WATER SYSTEM SEISMIC PROTECTION UPGRADES	Water	\$1,334,000
Grand Total - All Related Projects:				\$4,000,000



CITY OF  
*Albany*



**RESOLUTION NO. 5275**

**BE IT RESOLVED** that the Albany City Council hereby adopts the approved 2006-2007 budget in the total sum of \$159,234,500 now on file at the Albany City Hall.

**BE IT FURTHER RESOLVED** that the amounts for the fiscal year beginning July 1, 2006, and for the purposes shown below are hereby appropriated as follows:

**GENERAL FUND**

Nondepartmental	
Materials & services	\$ 479,900
Transfers out	948,300
Contingency	2,195,900
Municipal Court	582,700
Code Enforcement	30,000
Fire Suppression	6,429,300
Public Safety Levy: Fire	890,600
Fire & Life Safety	559,400
Police	9,594,100
Public Safety Levy: Police	851,800
Planning	1,061,200
Housing	474,800
Library	1,910,700
<b>Total GENERAL FUND</b>	<b>\$ 26,008,700</b>

**SPECIAL REVENUE FUNDS**

**PARKS & RECREATION**

Sports Services	\$ 209,100
Children/Youth/Family Rec Services	207,800
Resource Development/Marketing Services	169,300
Adult Rec & Fitness Services	178,500
Park Maintenance Services	1,593,900
Parks & Recreation Administration	1,184,600
Senior Services	491,500
Aquatic Services	612,600
Urban Forestry	224,100
Park SDC Projects	3,366,400
Performance Series	160,800
NW Art and Air Festival	146,400
Senior Center Foundation	14,000
<b>Total PARKS &amp; RECREATION</b>	<b>\$ 8,559,000</b>

**SPECIAL REVENUE FUNDS, continued**

**GRANTS**

Personnel	\$ 26,300
Materials & services	666,800
Capital	807,500
<b>Total GRANTS</b>	<b>\$ 1,500,600</b>

**BUILDING INSPECTION**

Building Inspection	\$ 2,200,300
Electrical Permit Program	187,400
<b>Total BUILDING INSPECTION</b>	<b>\$ 2,387,700</b>

**RISK MANAGEMENT**

Materials & services	\$ 1,035,000
<b>Total RISK MANAGEMENT</b>	<b>\$ 1,035,000</b>

**ECONOMIC DEVELOPMENT**

Target Utilities	\$ 63,000
Economic Development Activities	611,000
Albany Municipal Airport	492,100
<b>Total ECONOMIC DEVELOPMENT</b>	<b>\$ 1,166,100</b>

**AMBULANCE**

Personnel	\$ 1,514,000
Materials & services	368,400
<b>Total AMBULANCE</b>	<b>\$ 1,882,400</b>

**PUBLIC TRANSIT**

Albany Transit System	\$ 407,900
Linn-Benton Loop	276,500
Paratransit System	192,400
<b>Total PUBLIC TRANSIT</b>	<b>\$ 876,800</b>

**PUBLIC SAFETY LEVY**

Transfers out	\$ 2,532,000
<b>Total PUBLIC SAFETY LEVY</b>	<b>\$ 2,532,000</b>

**CAPITAL REPLACEMENT**

Equipment Replacement	\$ 3,417,500
City Facilities Replacement	2,100,000
GF Facilities Maintenance Projects	609,500
IT Equipment Replacement	792,000
<b>Total CAPITAL REPLACEMENT</b>	<b>\$ 6,919,000</b>

**SPECIAL REVENUE FUNDS, continued**

**STREET**

Personnel	\$ 889,000
Materials & services	3,303,800
Capital	8,378,500
Transfers out	420,000
Contingency	250,000
<b>Total STREET</b>	<b>\$ 13,241,300</b>

**DEBT SERVICE FUND**

**DEBT SERVICE**

Bancroft Debt Service	\$ 2,139,700
1995 Fairgrounds Revenue Bond Debt	506,400
1996 Fire Substation GO Bonds	393,100
1999 GO Street Improvement Bond	855,300
2002 LTD Tax Pension Bonds	582,800
2004 Revenue Obligations	347,300
<b>Total DEBT SERVICE</b>	<b>\$ 4,824,600</b>

**CAPITAL PROJECTS FUND**

**CAPITAL PROJECTS**

Albany Data Integration Project	\$ 900,000
LID Construction Projects	277,000
Albany Station REA Building	1,600,000
Albany Station Pathway	630,000
North Albany Park & Ride	950,000
Library Renovation	2,000,000
Bicycle/Pedestrian Project	441,200
<b>Total CAPITAL PROJECTS</b>	<b>\$ 6,798,200</b>

**PERMANENT FUNDS**

**SENIOR CENTER ENDOWMENT**

Materials & services	\$ 2,400
Unappropriated	51,500
<b>Total SENIOR CENTER ENDOWMENT</b>	<b>\$ 53,900</b>

**LIBRARY TRUST**

V. O. Torney Trust	\$ 11,400
Manela Trust	77,000
<b>Total LIBRARY TRUST</b>	<b>\$ 88,400</b>



**ENTERPRISE FUNDS**

**SEWER**

Personnel	\$ 2,232,100
Materials & services	4,647,300
Capital	30,716,500
Debt Service	1,192,800
Transfers out	1,161,000
Contingency	306,000
<b>Total SEWER</b>	<b>\$ 40,255,700</b>

**WATER**

Personnel	\$ 2,383,700
Materials & services	5,492,700
Capital	17,479,200
Debt Service	2,121,200
Transfers out	3,991,300
Contingency	546,900
<b>Total WATER</b>	<b>\$ 32,015,000</b>

**INTERNAL SERVICE FUNDS**

**CENTRAL SERVICES**

Council & Nondepartmental	\$ 251,000
Administrative Services	2,251,100
Information Technology Services	986,500
Human Resources	672,400
Facilities Maintenance	478,700
GIS Services	621,000
Permit Tracking	77,500
<b>Total CENTRAL SERVICES</b>	<b>\$ 5,338,200</b>

**ENGINEERING/WATER QUALITY**

Engineering Services	\$ 2,370,300
Water Quality Control Service	280,000
Facilities & Maintenance Engineering	1,101,600
<b>Total ENGINEERING/WATER QUALITY</b>	<b>\$ 3,751,900</b>


**BE IT FURTHER RESOLVED** that the Albany City Budget Committee hereby approves the taxes provided for in the revised budget at a rate of \$6.3984 per one thousand of assessed value plus bonded debt service in the amount of \$1,860,611, 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, 2006. 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		\$ 1,776,677

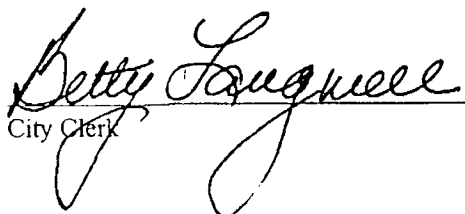
Passed by Council: June 14, 2006

Approved by Mayor: June 14, 2006

Effective Date: July 1, 2006

  
 \_\_\_\_\_  
 Mayor

ATTEST:

  
 \_\_\_\_\_  
 City Clerk

# AFFIDAVIT OF PUBLICATION

SEE ATTACHED

State of Oregon

ss )

County of Linn

I, Pam M. Burright, being first duly sworn deposes and says, that I am the Legal Clerk of the Democrat-Herald, a newspaper of general circulation, as defined by section 193.010 O.R.S., published at Albany, OR, in the aforesaid county and state: that the advertisement number 2353905, for the account number 1465 described as SEE ATTACHED, a copy is hereto Annexed, was published in the entire issue of sold newspaper.

Start Date: 05-31-06

Stop Date: 06-06-06

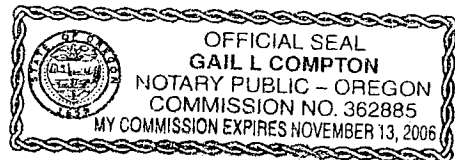
Insertions: 2

Pam Burright

Subscribed and sworn to before me on Tuesday, Jun 06, 2006.

Gail L. Compton

Subscribed and sworn to before me on Tuesday, Jun 06, 2006.



**CITY OF ALBANY  
NOTICE OF BUDGET HEARING**

The City of Albany will hold a PUBLIC HEARING on Wednesday, June 14, 2006, 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, 2006, as approved by the City of Albany Budget Committee. The public is invited to present any written or oral testimony at this time. Written testimony may be addressed to the City Manager's Office, 333 Broadalbin SW, Albany, OR 97321. A copy of the budget document may be inspected between the hours of 8:00 a.m. and 5:00 p.m. 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 \$270,000 from State Revenue Sharing. The budget was prepared on a basis of accounting consistent with the basis of accounting used the preceding year. Major changes, if any, and their affect on the budget are explained below.

**FUND SUMMARY**

	Adopted 2005-2006	Approved 2006-2007	Percent Change
General Fund	\$23,279,700	\$26,008,700	11.72%
Special Revenue Funds	31,218,600	40,099,900	28.45%
Debt Service Funds	5,274,700	4,824,600	<8.53%>
Capital Projects Funds	10,687,500	6,798,200	<36.39%>
Permanent Funds	131,600	142,300	8.13%
Enterprise Funds	61,538,800	72,270,700	17.44%
Internal Service Funds	13,014,300	9,090,100	<30.15%>
<b>TOTAL</b>	<b>\$145,145,200</b>	<b>\$159,234,500</b>	<b>9.71%</b>

**FUND CATEGORIES**

	Adopted 2005-2006	Approved 2006-2007
<b>Expenditures</b>		
Personnel Services	\$32,134,400	\$35,037,300
Materials and Services	31,631,800	31,046,900
Capital Projects	60,641,600	71,243,600
Interfund Transfers	4,285,500	7,821,500
Debt Service	12,875,600	10,034,400
Contingencies	3,450,500	3,918,400
Unappropriated	125,800	132,400
<b>TOTAL Expenditures</b>	<b>\$145,145,200</b>	<b>\$159,234,500</b>
<b>REVENUES</b>		
NonAd Valorem Tax Revenues	\$126,401,100	139,277,400
Ad Valorem Tax Revenues including estimated Delinquent Tax Receipts	18,744,100	19,957,100
<b>TOTAL Revenues</b>	<b>\$145,145,200</b>	<b>\$159,234,500</b>
Number of Employees (FTE)	384.70	400.50

**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 activities include: Municipal Court - processes citations issued by the Albany Police Department, the City's Code Enforcement Division, and by private citizens. Code Enforcement - provides centralized coordination of property related municipal code enforcement activities. Planning - responsible for the City's planning and zoning administration, long range planning including administration and revision of the Comprehensive Plan, regulation review, and community development activities. Library - provides printed and other materials to meet the informational, educational, and recreational needs of the community. Police - provides detective and prosecution services, community service assistance, City regulatory services, animal control, and traffic enforcement and accident investigation. Public Safety Levy, Police - provides community policing and crime prevention programs. Fire Suppression - responds to fire emergencies and assists medical crews at emergencies. Public Safety Levy, Fire - provides six additional Firefighter/EMT positions and two additional positions for public education and inspection activities. Nondepartmental - accounts for expenditures that cannot be attributed to specific activities above.

Revenues are received from property taxes, franchise fees, licenses and permit fees, Rural Fire Protection Districts, State Liquor Control Commission, State Cigarette taxes, and donations.

Significant personnel changes included adding 3 positions in the Police Department.

	Adopted 2005-2006	Approved 2006-2007
<b>Expenditures</b>		
Personnel Services	\$15,774,000	\$17,199,200
Materials and Services	4,607,500	5,629,300
Capital Projects	17,000	36,000
Contingencies	2,156,500	2,193,900
Transfers	728,700	948,300
<b>TOTAL Expenditures</b>	<b>\$23,279,700</b>	<b>\$26,008,700</b>

**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 activities include: Parks and Recreation - 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 - receives monies from agencies of the state and federal governments for various projects within the City, i.e., Library Foundation Grant, Oregon Community Foundation, State Library Grant, 2005 Fire Act Grant, 911 Emergency Dispatch, Title XIX Grant, 2005-2006 SHPO Historic Preservation Grant, 2006-2007 SHPO Historic Preservation Grant, and FAA Annual Capital Grant. Building Inspection - conducts inspections, administers state building codes and the City's municipal code, and assists the public with information relating to building and development codes. Risk Management Fund accumulates funds to mitigate risk factors and provide financial protection for deductible payments and liability exposure. Economic Development Fund - receives transient room tax monies to fund economic development related projects, including the Albany Airport, and nonprofit agencies. Ambulance Fund - provides all emergency and non-emergency ambulance transportation for the City of Albany and portions of Linn, Benton, and Marion Counties, provides ambulance billing, customer service, collection for charges related to ambulance transports, and administrative support of the FireMed Program. Public Transit Fund - operates the Albany Transit System and the Transit Loop System, which transports citizens between the cities of Albany and Corvallis. Public Safety Levy Fund - account for taxes received as a result of voter approval of a 5-year Public Safety Levy in November 2002. Capital Replacement Fund - accumulates monies from assessments to various governmental funds and activities to purchase or build needed major fixed assets or for building maintenance expenditures. Streets - responsible for street cleaning, pavement management, traffic control and public safety apparatus, storm drain maintenance, bridge maintenance, airport inspection, urban forestry, and right-of-way maintenance.

Some of the resources for the operation of Special Revenue Funds are as follows: commercial, residential, and electrical permit fees fund Building Inspection's Electrical Permit Program; FireMed and ambulance service fees fund Ambulance; State gasoline taxes and ODOT-HBRR fund Streets; State and local grants and general resources fund the Public Transit System; and property taxes, System Development Charges, service charges, donations, and concert sponsorships fund the Parks Department.

Significant personnel changes included adding 2.2 positions in the Street Fund of the Public Works Department.

	Adopted 2005-2006	Approved 2006-2007
<b>Expenditures</b>		
Personnel Services	\$ 5,947,100	\$ 6,808,500
Materials and Services	10,485,500	9,744,200
Capital Projects	10,536,400	19,055,400
Transfers	3,631,800	3,559,200
Debt Service	61,100	63,000
Contingencies	556,700	869,600
<b>TOTAL Expenditures</b>	<b>\$31,218,600</b>	<b>\$40,099,900</b>

**DEBT SERVICE FUND:** The Debt Service Fund accumulates resources and account for the payment of general long-term debt principal and interest.

Debt Service Fund activities include: 2002 Limited Tax Pension Bonds - accounts for the repayment of the Limited Tax Pension Bond Debt; Fairgrounds Revenue Bonds Debt Service - accounts for the repayment of the Fairgrounds Revenue Bond Debt; 2004 Revenue Obligations; Street Improvements - financed by General Obligation Bonds; Fire Substation Construction - financed by General Obligation Bonds; and Bancroft Bond Redemption - accounts for the accumulation of resources and the payment of debt related to completed special assessment projects.

Resources for the operation of these funds are from property taxes, transient room taxes, interest earnings, special assessments, charges to other funds, and Interfund transfers from the General Fund and the Parks & Recreation Fund.

There are no Personnel Service expenditures in these funds.

	Adopted 2005-2006	Approved 2006-2007
<b>Expenditures</b>		
Materials and Services	\$ 2,500	\$ 5,500
Debt Service	5,272,200	4,819,100
<b>TOTAL Expenditures</b>	<b>\$5,274,700</b>	<b>4,824,600</b>

**CAPITAL PROJECT FUND:** A Capital Project Fund is created to account for financial resources used for the acquisition or construction of major capital facilities.

Capital Project Fund activities include: Albany Data Integration Project (ADIP) - provides for the acquisition and implementation of the City's new financial software and related hardware. LID construction Projects - accounts for the construction and financing of special assessment Local Improvement District (LID) projects and the collection of assessments from benefited property owners. Albany Station REA - will rehabilitate the existing Rail Express Agency (REA) building and surrounding area located at the Albany Station. Albany Station Pathway - will construct a pathway along the railroad tracks from the rail depot building east to Swanson Park and will improve pedestrian access to Albany Station and the aquatic center through an area that is currently fenced and access is restricted by the railroad. North Albany Park & Ride - Provides a replacement facility for the existing park & ride area. Library Renovation - will receive the remaining funds from the anonymous \$5 million donation that was pledged to expand the Main Library. Bicycle/Pedestrian Project - will construct a pathway along the south side of Highway 20 from North Albany Road to the Ellingson Street Bridge over the Willamette River and will improve pedestrian access to downtown Albany from North Albany.

Major resources for this fund include grants and interest earnings.

	Adopted 2005-2006	Approved 2006-2007
<b>Expenditures</b>		
Personnel		\$ 49,000
Materials and Services	\$ 1,491,100	2,850,000
Transfers Out	52,700	0
Capital Projects	9,143,200	3,899,200
<b>TOTAL Expenditures</b>	<b>\$10,687,500</b>	<b>\$6,798,200</b>

**PERMANENT FUNDS:** Permanent Funds are used to account for assets held by a government for individuals, private organizations, other governments, and/or other funds. The City of Albany maintains one Endowment Fund for an outside group of senior citizens and one Trust Fund. Trust Funds are used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments, and/or other funds. The principal amount of a Trust Fund is considered "nonexpendable." It is invested and the interest income is spent for a specified purpose.

Permanent Fund activities include: Senior Center Endowment - promotes collection of endowment funds for the operation of the Albany Senior Center. Manela Trust - purchases scientific, educational, and technical books for the City Library with the interest earned on a donation made by Olive Manela. V. O. Torney Trust - purchases children's picture books and other books for the City Library from the interest earned on a donation made by Veda O. Torney.

Resources for the Permanent Fund activities include gifts, donations, and interest earnings.

There are no Personnel Service expenditures within this fund.

	Adopted 2005-2006	Approved 2006-2007
<b>Expenditures</b>		
Materials and Services	\$ 5,800	\$ 9,900
Unappropriated	125,800	132,400

**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 activities include: Sewer - accounts for all activities associated with the collection of wastewater in the City of Albany. Activities include collection, treatment, system and equipment replacement, sewer separation, economic development, and the repayment of debt incurred to make improvements to the sewer system. Water - accounts for all activities associated with the providing of water to the citizens of Albany. Activities include treatment, distribution, source (canal) maintenance, plant expansion, system improvements, equipment replacement, construction of the Albany-Millersburg Water Treatment Plant, and repayment of debt incurred to purchase and improve the water facility.

Resources for the Enterprise activities include water and sewer service charges, system development charges and assessments, and general resources for the Water and Sewer Funds.

Significant personnel changes include seven positions in Public Works.

	Adopted 2005-2006	Approved 2006-2007
<b>Expenditures</b>		
Personnel Services	\$ 3,194,600	\$ 4,615,800
Materials and Services	9,989,700	10,140,000
Capital Projects	40,261,600	48,195,700
Transfers	2,184,200	3,314,000
Debt Service	5,242,700	5,152,300
Contingencies	666,000	852,900
<b>TOTAL Expenditures</b>	<b>\$61,538,800</b>	<b>\$72,270,700</b>

**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 Engineering/Water Quality.

Central Services Fund provides administrative services to all City departments. Activities include Council and Nondepartmental, Administrative Services, Human Resources, Facilities Maintenance, Information Technology Services, Geographic Information Systems Services, and Permit Tracking. Engineering/Water Quality Fund provides Engineering services, Water Quality Control services, and Facilities and Maintenance Engineering.

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**Account** - A separate financial reporting unit for budgeting, management, or accounting purposes. All budgetary transactions, whether revenue or expenditure, are recorded in accounts.

**Accounting standards** - The Generally Accepted Accounting Principles (GAAP) promulgated by the Governmental Accounting Standards Board (GASB), which guides the recording and reporting of financial information by state and local governments. The standards establish such guidelines as when transactions are recognized, the types and purpose of funds, and the content and organization of the annual financial report.

**Accrual basis of accounting** - A method of accounting in which revenues are recorded when measurable and earned, and expenses are recognized when obligations are incurred.

**Activity** - A departmental effort that contributes to the accomplishment of specific identified program objectives.

**ADA** - Albany Downtown Association

**Ad Valorem Taxes** - Commonly referred to as property taxes; a property tax as a percentage of the value of taxable property; a tax based on the assessed value of the taxable property; a tax levied on both real and personal property according to the property's valuation and the tax rate.

**Adopted Budget** - The final budget appropriations approved by the City Council, which becomes the budget of the City.

**AFSCME** - American Federation of State, County, and Municipal Employees. One of the union organizations representing bargaining employees of the City of Albany.

**AMBAC** - American Municipal Bonds Assurance Corporation

**AMC** - Albany Municipal Code

**AMEDC** - Albany/Millersburg Economic Development Corporation. A non-profit organization that the City contracts with to provide economic development coordination.

**Annexation** - The incorporation of land into an existing city with a resulting change in the boundaries of that city.

**APD** - Albany Police Department

**Appropriation** - Legal authorization granted by the governing body to make expenditures and to incur obligations for specific purposes.

**Approved Budget** - The budget recommended by the Budget Committee for adoption by the City Council. The Council has limited authority to modify the budget. In no case may the City Council increase the tax levy approved by the Budget Committee, nor may the appropriation of any fund be increased more than 10 percent above that approved by the Budget Committee.

**ARA** - Albany Redevelopment Agency

**Assessed Value** - The value set by the County Assessor on real and personal taxable property as a basis for levying taxes.

**Assessment** - An amount levied against a property for improvements specifically benefiting that property.

**ATS** - Albany Transit System

**AVA** - Albany Visitors Association

**Balanced Budget** - A balanced budget means our total resources, including transfers in and beginning balance equals our total requirements.

**Ballot Measure 5** - A 1.5 percent Property Tax Measure passed by Oregon voters on November 6, 1990, limiting the consolidated tax rate for non-educational local governments to \$10 per 1,000 of the assessed value. Effective date is July 1, 1991.

**Ballot Measure 47** - A statewide property tax limitation measure approved by voters in November 1996. The measure rolls back taxes to individual properties by either amount paid in 1995 less 10 percent or the amount paid in 1994, whichever is less. It limits future tax increases to not more than 3 percent per year. It places limits on the kinds of purchases that can be made with general obligation bonds. It imposes a double majority (50 percent turnout, 50 percent approval)

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requirement to approve new bonds or property tax levies.

**Ballot Measure 50** - A statewide property tax limitation measure proposed by the Oregon Legislature and approved by voters on May 20, 1997. The measure was prompted by confusion over the meaning and language contained in Measure 47. It keeps most of the tax reduction intent of Measure 47, but attempts to make the system simpler and avoid legal challenges of the meaning of Measure 47.

**Bancroft** - (also referred to as Bancroft Bonding Act) Oregon law (ORS 223.205) which allows property owners to make installment payments on specific property benefited from a City improvement. Property owners make scheduled payments to the City until assessment has been paid in full.

**Basis of accounting** - means the cash basis, the modified accrual basis, or the accrual basis.

**Beginning Fund Balance** - The unexpended amount in a fund at fiscal year end, which is carried over into the next fiscal year.

**BLM** – Bureau of Land Management

**Bond** - A written promise to pay a specific sum of money, called the face value or principal amount, at a specific date or dates in the future, called the maturity dates(s), together with periodic interest at a specified rate. The difference between a note and a bond is that the latter runs for a longer period of time and requires greater legal formality.

**Bond Refinancing** - The payoff and re-issuance of bonds to obtain better interest rates and/or bond conditions.

**Budget** - A plan of financial operation embodying an estimate of expenditures for a given purpose and/ or period (typically a fiscal year) and the proposed means of financing the estimated expenditures and revenues. The budget is the financial plan for the City's allocation of resources to provide services, and accomplish the City's objectives.

**Budget Calendar** - The schedule of key dates, or events, which a government follows in the

preparation and adoption of the budget.

**Budget Committee** - A committee required by Oregon Local Budget Law (ORS 294.305) which must recommend a budget and approve the maximum tax levy.

**Budget Manual** - A set of documents published in preparation for the budget year outlining the City's budget policies, procedures, forms, and calendar.

**Budget Message** - Written explanation of the budget and the City's financial plan and priorities presented to the Budget Committee by the City Manager which is a requirement of Local Budget Law, ORS 294.

**Budget Officer** - The person designated by the Governing Body to be responsible for the preparation of the budget and meeting legal deadlines. The designation is required by Oregon Local Budget Law (ORS 294.305). The Finance Director is the designated Budget Officer for the City of Albany.

**Budget Phases** - The following are the major phases of the budget process:

*Requested* The requested appropriation of an activity as submitted to the City Manager.

*Proposed* The City Manager's recommended budget to the Budget Committee and City Council.

*Approved* The budget as approved by the Budget Committee and subsequently reviewed and certified by the City Council.

*Adopted* The budget as passed by ordinance by the City Council.

**CAFR** - (Comprehensive Annual Financial Report)-Prepared at the close of each fiscal year to show the actual audited condition of the City's funds and serve as the official public record of the City's financial status and activities.

**CALUTS** - Central Albany Land Use Transportation Study

**Capital Assets** - Non-consumable assets of significant value (\$5,000 or more) and having a useful life of more than one year. Capital assets are also called **fixed assets**.

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**Capital Equipment** - Operating equipment with unit costs of more than \$1,000 and a useful life of more than one year.

**Capital Improvements** - Expenditures related to the acquisition, construction, expansion, or rehabilitation for improving an element of the government ' s physical plant and/or infrastructure.

**Capital Improvement Program** - A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the expected beginning and ending dates for each project, the amount to be expended in each year, and the method of financing those expenditures.

**Capital Outlays** - Expenditures for the acquisition of capital assets.

**Capital Projects** - Projects which purchase or construct capital assets. Typically a capital project encompasses a purchase of land and/or the construction of a building or facility.

**Capital Reserve** - An account used to segregate a portion of the government ' s equity to be used for future capital program expenditures. The amount of capital reserve is roughly equal to the government ' s annual equipment depreciation and an amount identified as being needed for future capital acquisition.

**CARA** – Central Albany Revitalization Area. An Urban renewal district in downtown Albany.

**Cash basis of accounting** - The system of accounting under which revenues are accounted for only when received, and expenditures are accounted for only when paid.

**CDBG** - Community Development Block Grant

**Charter** - Oregon law allows Municipal Corporations, upon a vote of the people, to establish a charter government. Commonly referred to as Home Rule it allows a local government more flexibility in organization and legal authority. The City of Albany ' s original Charter was adopted in 1864.

**CIP - (Capital Improvement Projects)** - A five-year financial plan, which ranks and prioritizes

proposed capital improvement projects. The plan includes estimated costs, the year of anticipated construction, and revenue sources.

**City Council** - The governing body, consisting of the Mayor and six other elected persons, which sets policies and procedures for the functioning of the municipal government of the City of Albany.

**City Match** - The expenditure of City resources as the necessary condition for the award of a grant.

**CLG** – Certified Local Government

**COG** – Oregon Cascades West Council of Governments

**COLA** - Cost of Living Adjustment

**Compression (Tax Limitation)** - The Oregon Constitution sets limits on the amount of property taxes that can be collected from each property tax account. These limits are often called the "Measure 5 limits." To figure these limits, taxes are divided into categories described in the constitution. The categories are: education and general government. If taxes in either category exceed the limit for that property, the taxes are reduced or "compressed" until the limit is reached. Local option taxes are compressed first. If the local option tax is compressed to zero, and the limit still hasn't been reached, the other taxes in the category are proportionally reduced.

**Contingencies** - A budgetary reserve set-aside for emergencies or unforeseen expenditures not otherwise budgeted for. Formal Council action is required for transfers from Contingency to an expenditure appropriation.

**Contract** - An agreement where the City and an individual, legal or political entity, agree to provide certain things. If the City is to provide a service(s) for reimbursement, the department providing the service must indicate the appropriation necessary and identify the source and amount of funds to be received in its budget request.

**COP (Certificate of Participation)** - Provides long-term financing through a lease, installment of sale agreement, or loan agreement.

**COPS** – Community Oriented Policing Services



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**CYF** – Children, Youth, and Families

**DARE** - Drug Abuse Resistance Education

**Depreciation** – The decrease in the value of an asset due to use or becoming out of date. The depreciation of general fixed assets is calculated by using the straight-line method which calculates annual expense by dividing the historical cost by the number of years of useful life.

**Debt Service** - Annual principal and interest payments that the local government owes on money that it has borrowed.

**Debt Service Fund** - One or more funds established to account for expenditures used to repay the principal and interest on debt.

**Defeasement** - Relieving the City of a particular liability (such as a specific bond series) by refunding the liability through an escrow account. Legally defeased liabilities do not need to be appropriated each year as the escrow account is removed from the control of the City.

**Development-related Fees** - Those fees and charges generated by building, development, and growth in a community. Included are building and street permit fees, development review fees, zoning, platting, and subdivision fees.

**Disbursement** - Payment for goods or services that have been delivered and invoiced.

**Distinguished Budget Presentation Awards Program** - A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective and exceptional budget documents. To receive this award is the highest form of recognition in governmental budgeting. Budgets are evaluated for effectiveness as a policy document, a financial plan, an operations guide, and a communication device.

**DOJ** – Department of Justice

**DUII** – Driving Under the Influence of Intoxicants

**ELA** – Engineering, Legal & Administrative Fees

**EMS** - Emergency Medical Services

**EMT** - Emergency Medical Technician

**Encumbrances** - Obligations in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. Obligations cease to be encumbrances when paid.

**Enterprise Fund** - A separate fund used to account for services supported primarily by service charges; examples are water and sewer funds.

**Entitlement Program** - A program in which funding is allocated according to eligibility criteria; all persons or governments that meet the criteria specified in law receive the benefit.

**EPA** – Environmental Protection Agency

**Equipment Replacement Reserves** - Reserves designated for the purchase of new vehicles or operating equipment as existing equipment becomes obsolete or unusable.

**Equipment Replacement Schedule** - A schedule of annual purchases to replace major equipment and vehicles that have met or exceeded their useful life to the City.

**ESD** – Educational Service District

**Expenditure** - If accounts are kept on the *accrual basis* the total charge incurred, whether paid or unpaid, including expense, provision for retirement of unreported debt, as a liability of a fund from which retained and capital outlay, or the modified accrual basis, decreases in net financial resources and may include encumbrances.

If accounts are kept on the *cash basis* - the term covers only actual disbursement, the drawing of the check or warrant for these purposes and not encumbrances, except that deferred employee compensation shall be included as a personal service expenditure where an approved deferred employee compensation plan is in effect for a municipal corporation.

**FAA** – Federal Aviation Administration

**FEMA** – Federal Emergency Management Agency

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### **Fiduciary Funds -**

*Agency Funds* - Account for resources where the governmental unit acts solely as an agent in collecting and dispersing monies such as federal payroll monies.

No fund balance is maintained and no appropriations are necessitated. These funds are accounted for on a modified accrual basis.

*Internal Service Funds* - Account for goods and/or services provided to other funds or departments within the organization. Internal charges, set to cover costs of the goods or services, provide the revenue for these funds.

*Trust Funds* - Account for resources where the governmental unit acts as a trustee either formally or informally for restricted fund users. Trust funds may be expendable (and thus subscribe to a modified accrual basis of accounting) for a specific project or service. Non-expendable trusts focus on the ongoing retention of earnings and subscribe to an accrual basis of accounting.

**Fiscal Year (FY)** - The twelve month period beginning July 1 and ending the following June 30. This fiscal year is referred to using both calendar years. For example, a fiscal year beginning July 1, 2000, and ending June 30, 2001, would be called Fiscal Year 2000-01, or FY 2000-01.

**Fixed Assets** (also see Capital Assets) - Non-consumable assets of a tangible nature, (such as buildings, furniture, and other equipment) that have a useful life greater than one year and cost more than \$1,000.

**Franchise Fees** - Fees charged to utilities for the use of public right-of-way.

**FTA** – Federal Transit Administration

**FTE** - Full-Time Equivalent position. A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year

**Fund** - A budgetary and fiscal accounting mechanism for designating a sum of money or other resources set aside for providing services and achieving objectives in accordance with state and local laws, regulation, or other limitations. Each fund constitutes an independent budgetary, fiscal, and accounting entity.

**Fund Balance** - The excess of the assets of a fund over its liabilities.

**Fund Transfer** - A movement of resources as an expense of one fund to revenue in another fund. Transfers result in artificial inflation of the total budget, but provide a clearer picture of the true origins of revenue and expense.

*Interfund transfers* are appropriations that are transferred from one fund to another. Transfers must be made through formal adoption of a resolution by the City Council. Oregon Budget Law has several restrictions dealing with transfers: e.g., an appropriation may not be transferred from a Special Revenue Fund to the General Fund.

**GAAP** (Generally Accepted Accounting Principles) Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

**GAPS** – Greater Albany Public Schools

**GASB** - Governmental Accounting Standards Board

**General Fund** - The City's major operating fund that includes all services authorized by the Council and the Charter not specifically provided for in other funds. The major source of revenue for this fund is usually property taxes. There are no restrictions as to the purposes in which the revenues in this fund can be used.

**General Obligation Bond (G. O. Bond)** - A government pledge of full faith and credit to the repayment of the bonds issued by the government. The term is also used to refer to bonds that are to be repaid from taxes and other general revenues.

**GFOA** - Government Finance Officers Association

**Goal** - A statement of direction, purpose, or intent based on the needs of the community, generally to be completed within a specified time period.

**Governmental Funds** - These funds subscribe to the modified accrual basis of accounting and include the following types of funds:

*General Fund* - see previous definition.

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*Special Revenue Funds* - Resources received are limited to a specifically defined use, e.g., the Street Fund.

*Debt Service Funds* - Funds used for paying principal and interest of debt on non-enterprise funds.

*Capital Project Funds* - Resources are used for purchase or construction of long-term fixed assets.

*Permanent Funds* - Resources reported are legally restricted to the extent that only earnings, and not principal, may be used for the benefit of the government or its citizenry.

*Special Assessment Funds* - Resources are received from specific beneficiaries of a particular service or projects expended from these funds. Note: City of Albany does not have a Special Assessment fund.

*Internal Services Funds* - Funds used to account for the financing of goods and/or services provided to various City Departments on a cost-reimbursement basis.

*Agency Fund* - Fund used to account for assets held by a government as an agent for individuals, private organizations, other governments, and/or other funds.

**Grant** - A donation or contribution of assets (usually cash) by an organization or governmental unit to another organization or governmental unit. Grants are generally made for specific purposes.

**HBRR** - Highway Bridge Replacement and Rehabilitation

**HPF** - Historical Preservation Fund

**HUD** - housing and Urban Development

**IAC** - Information Access Corporation

**IAF** - Improvement Assurance Fee

**Infrastructure** - The physical assets of a government (e.g. streets, water facilities, sewer facilities, public buildings, and parks).

**Interfund Transfers** - The movement of monies between funds of the same government entity.

**Intergovernmental Revenue** - Funds received from federal, state, and local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

**Internal Service Charges** - Charges to user departments for services provided internally by the City, (e.g. data processing).

**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.

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

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governmental fund types under which revenues and other financial sources (bond proceeds) are recognized when they become susceptible to accrual, that is when they become both measurable and available to finance expenditures of the current period.

**Municipal Code** - A system of rules that are compiled and arranged by a municipal corporation, adopted, and used to regulate the conduct of its inhabitants and government.

**Municipal Corporation** - Any county, city, port, school district, union high school district, community college district, and all other public or quasi-public corporations operated by a separate board or commission.

**Net Budget** - The legally adopted budget less all interfund transfers and interdepartmental charges.

**OAR** - Oregon Administrative Rules, rules of various state agencies and program operations.

**ODOT** – Oregon Department of Transportation

**OECD** - Oregon Economic and Community Development

**OEDD** – Oregon Economic Development Department

**OEM** – Oregon Emergency Management

**OHSU** – Oregon Health Sciences University

**OLCC** – Oregon Liquor Control Commission

**Operating Expenses** - Costs for personnel, materials and equipment required for a department to function.

**Operating Revenue** - Funds that government receives as income to pay for ongoing operations including taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

**Ordinance** - A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, an ordinance has the full force and effect of law within the boundaries of the municipality to which

it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or City Charter will specify or imply legislative actions which must be made by ordinance and which may be made by resolution.

**ORS** - Oregon Revised Statutes, laws of the State of Oregon.

**OTIA** – Oregon Transportation Investment Act

**OWEB** – Oregon Water Enhancement Board

**Part-time Position** - A position that has no full-time position authority. A part-time position will fit into one of the following categories:

*Part-time, Regular* - A position budgeted for less than 40 hours per week. The position is eligible for pro-rated City-paid benefits of the normal amount paid to full-time City employees, if the employee works more than 20 hours per week.

*Part-time, Temporary* - A position budgeted for up to 1,040 hours per year. The position is not eligible for benefits.

*Intermittent* - A position budgeted for up to 520 hours per year. The position is not eligible for benefits.

**Performance Measure** - Data collected to determine how effective or efficient a program is in achieving its objectives.

*Effectiveness Measure* - A qualitative and/or quantitative extent to which the performance of a series of related tasks achieve a desired result or objective: the ratio of actual to planned accomplishment of a specific objective.

*Efficiency Measure* - The extent to which the process utilized by an organization to produce goods and/or services minimizes the use of resources. The ratio of a unit of goods and/or services produced to the amount of resources required to produce it.

*Input Measure* - Measures the volume of resources, both monetary and non-monetary, that are used in delivering a program or service.

*Output Measure* - Measures the quantity or volume of products and services provided.

**PERS** - Public Employees Retirement System - A State of Oregon defined benefit pension plan to which both employees and employer contribute.

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**Plat** - The map drawing or chart on which the subdivider's plan of subdivision or partition is presented and which he/she submits for approval and intends in final form to record.

**Pooled Investments (Sweep Investments)** - Liquid assets of various funds and sub funds pooled together and invested to get the maximum investment earnings potential. Earnings go to each of the funds contributing to the pool on an approved basis.

**Property Tax Levy** - The tax levy combining the general operating levy and the debt service levy imposed by the City.

**Program Budget** - A budget that allocates money to the functions or activities of a government rather than to specific items of cost or to specific departments.

**Proposed Budget** - A draft of the budget document to be submitted to and reviewed by the Budget Committee and City Council. This begins the formal phase of budget deliberations by the Budget Committee.

**Purchase Order** - A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated estimated price. Outstanding purchase orders are encumbrances.

**REIL** - Runway End Identifier Lights

**Reserve Fund** - A fund established to accumulate revenues to use for a specific purpose in the future.

**Resolution** - An action of the governing body which requires less legal formality and has a lower legal status than an ordinance. Ordinarily, the statutes or City Charter will specify or imply those legislative actions that must be made by ordinance and those which may be made by resolution.

**Revenues** - The gross receipts and receivables that a governmental unit receives such as: tax payments, licenses, fees for specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income. Excluded from revenues are appropriations, allotments, and return of principal from investment of surplus funds.

**Revenue Bonds** - Bonds issued pledging future revenues, usually water, sewer, or storm drainage charges, to make debt service payments.

**Risk Management** - An organized attempt to protect a government's assets against accidental loss in the most economical manner by identifying loss exposure, evaluating the risk, and treating the loss through risk control and financing.

**RMTC** - Regional Multimodal Transportation Center

**RMV** - Real Market Value

**RRP** - Rental Rehabilitation Program

**SCBA** - Self-contained Breathing Apparatus

**SDCs** - System Development Charges - A charge levied on new construction to help pay for additional expenses created by growth or to compensate for already existing capacity in key facilities and systems which support the new development.

**SHPO** - State Historic Preservation Office

**Sinking Fund Reserves** - A collection of restricted assets that will be used to meet future debt service requirements.

**SIU** - Significant Industrial User

**Special Assessment** - A compulsory levy made by a local government against certain properties to defray part or all of the costs of a specific improvement or service which is presumed to be of general benefit to the public and of special benefit to such properties.

**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.

## GLOSSARY

City of Albany

FY 2006-2007

**Tax Levy** - Total amount of dollars raised in property taxes imposed by the City.

**Tax Rate** - The amount of property tax to be paid for each \$1,000 of a property's assessed value. The tax rate is determined by dividing the assessed value of a district by the total tax levy approved for the district. The result is an amount, in dollars and cents, to be levied against each \$1,000 of taxable property value. (See Ballot Measures 5, 49, and 50).

**TCV** – True Cash Value

**TEA** – Transportation Equity Act

**TGM** – Transportation and Growth Management Program

**TIC** – True Interest Costs

**Transfer** - Amounts distributed from one fund to finance activities in another fund. Shown as an expenditure in the originating fund and a revenue in the receiving fund.

**Transient Occupancy/Room Tax** - A tax placed on lodging facilities for the occupancy of a room.

**Trust Fund** - A fund used to account for fiscal activities of assets held in trust by a local government.

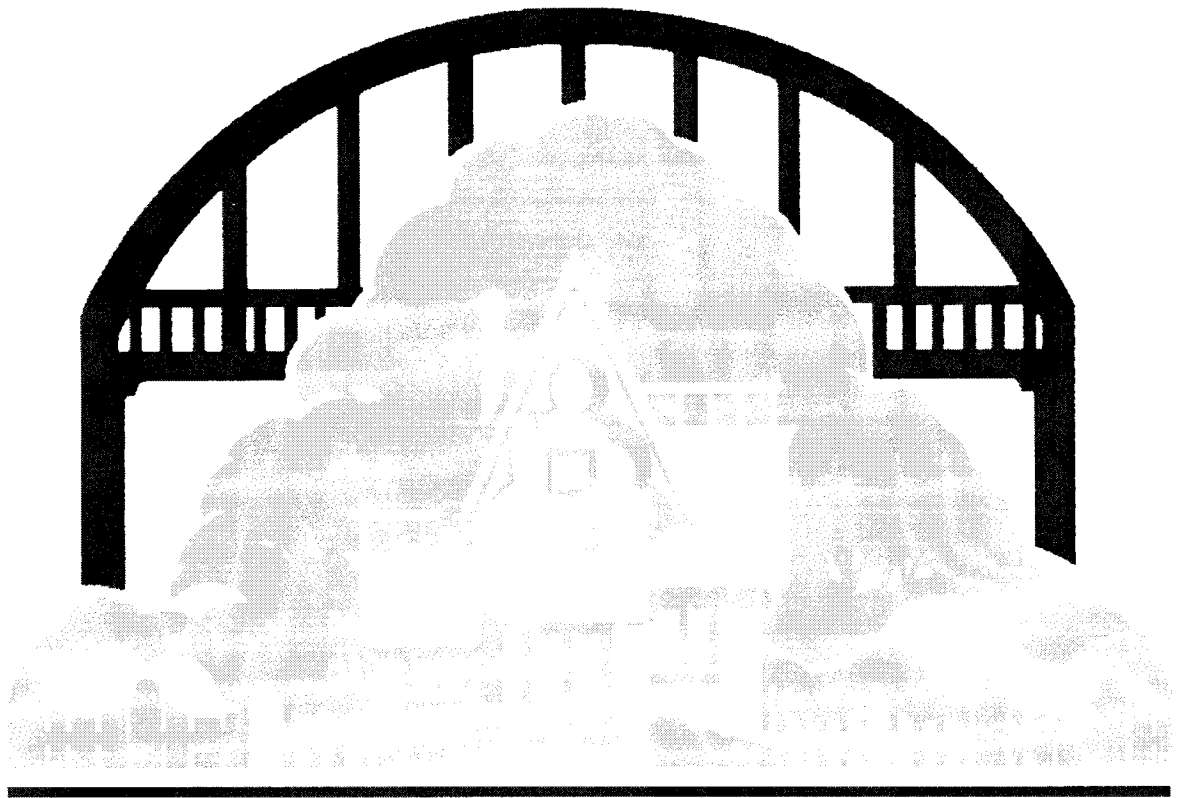
**UGM** – Urban Growth Management

**Unappropriated Fund Balance** - An amount set-aside in the budget to be used as a cash carryover to the next year's budget. It provides the local government with cash until tax money is received from the county treasurer in November. This amount cannot be transferred by resolution or used through a supplemental budget.

**User Charges** - The payment of a fee for a direct receipt of a public service by the one that benefits from the service.

**WTP** - Water Treatment Plant

**WWTP** - Wastewater Treatment Plant



CITY OF  
*Albany*



GLOSSARY  
ACRONYMS

City of Albany

FY 2006-2007

<b>ADA</b> - Albany Downtown Association	<b>EMS</b> - Emergency Medical Services
<b>AFSCME</b> - American Federation of State, County, and Municipal Employees	<b>EMT</b> - Emergency Medical Technician
<b>AMBAC</b> – American Municipal Bonds Assurance Corporation	<b>EPA</b> – Environmental Protection Agency
<b>AMC</b> – Albany Municipal Code	<b>ESD</b> – Educational Service District
<b>AMEDC</b> – Albany Millersburg Economic Development Corporation.	<b>FAA</b> – Federal Aviation Administration
<b>APD</b> - Albany Police Department	<b>FEMA</b> – Federal Emergency Management Agency
<b>ARA</b> – Albany Redevelopment Agency	<b>FTA</b> – Federal Transit Administration
<b>ATS</b> – Albany Transit System	<b>FTE</b> - Full-Time Equivalent position
<b>AVA</b> - Albany Visitors Association	<b>GAAP</b> - Generally Accepted Accounting Principles
<b>BLM</b> – Bureau of Land Management	<b>GAPS</b> – Greater Albany Public Schools
<b>CAFR</b> - Comprehensive Annual Financial Report	<b>GASB</b> -Governmental Accounting Standards Board
<b>CALUTS</b> – Central Albany Land Use Transportation Study	<b>GFOA</b> - Government Finance Officers Association
<b>CARA</b> – Central Albany Revitalization Area.	<b>HBRR</b> – Highway Bridge Replacement and Rehabilitation
<b>CDBG</b> - Community Development Block Grant	<b>HPF</b> – Historical Preservation Fund
<b>CIP</b> - Capital Improvement Projects	<b>HUD</b> – housing and Urban Development
<b>CLG</b> – Certified Local Government	<b>IAC</b> – Information Access Corporation
<b>COG</b> – Oregon Cascades West Council of Governments	<b>IAF</b> – Improvement Assurance Fee
<b>COLA</b> - Cost of Living Adjustment	<b>ISTEA</b> - Intermodal Surface Transportation Efficiency Act
<b>COP</b> - Certificate of Participation	<b>JWP</b> – Joint Water Project
<b>COPS</b> – Community Oriented Policing Services	<b>LCDC</b> – Land Conservation and Development Commission
<b>CYF</b> – Children, Youth, and Families	<b>LEML</b> – Law Enforcement Medical Liability Assessment
<b>DARE</b> - Drug Abuse Resistance Education	<b>LID</b> - Local Improvement District
<b>DOJ</b> – Department of Justice	<b>OAR</b> - Oregon Administrative Rules
<b>DUII</b> – Driving Under the Influence of Intoxicants	
<b>ELA</b> – Engineering, Legal & Administrative Fees	



**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

**ORS** - Oregon Revised Statutes

**OTIA** – Oregon Transportation Investment Act

**OWEB** – Oregon Water Enhancement Board

**PERS** - Public Employees Retirement System

**REIL** – Runway End Identifier Lights

**RMTC** – Regional Multimodal Transportation Center

**RMV** – Real Market Value

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