CITY OF Albany OREGON

2009-2010 BUDGET

CITY OF ALBANY, OREGON
ADOPTED BUDGET

2009 - 2010

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GFOA Budget Award

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

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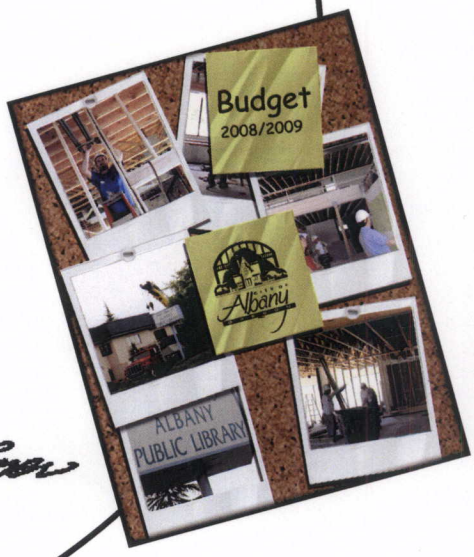
City Of Albany Oregon

For the Fiscal Year Beginning

July 1, 2008



President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented and award for Distinguished Budget Presentation to the City Of Albany for its annual budget for the fiscal year beginning July 1, 2008.

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

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

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EXECUTIVE SUMMARY

BUDGET MESSAGE FY 2009-2010
INTRODUCTION

Shortly after I arrived in Karbala, Iraq, in September 2003, I was dropped off at what most of us would consider a rather unpleasant hotel and told not to leave my windowless room because of concerns about snipers. Very little of the three days of training I received before leaving the U.S. prepared me for the conditions I found or the overwhelming uncertainty of the days ahead. Anxiety and depression were close at hand. My response was to say a short prayer and resolve to do whatever I could to make a difference; recognizing that I had very little control over what the future would bring. The seven months I spent in Iraq turned out to be an experience that I not only survived, but found rewarding.

Ralph Waldo Emerson expressed the concept more eloquently when he observed: "Don't waste life in doubts and fears; spend yourself on the work before you, well assured that the right performance of this hour's duties will be the best preparation for the hours and ages that will follow it." Our work is to prepare the best possible financial plan for the next year, knowing that we enjoy far less certainty now than most of us would prefer or have experienced in our work with local government.

Our work is to prepare the best possible financial plan for the next year, knowing that we enjoy far less certainty now than most of us would prefer...

Department directors proposed no new positions for the coming year, and we will be selectively filling any vacancies. The management team has accepted a wage freeze and consultations are in progress with our bargaining units in an effort to find mutually agreeable cost-saving measures. We are taking these steps because we are already seeing reduction in revenue from franchise agreements and utility payments. Property tax revenue is normal, but there is no certainty it will remain so in the coming fiscal year. While revenues are flat or declining, expenses continue to go up. Health insurance costs will increase by an estimated ten percent over last year, and labor contracts guarantee wage increases in excess of the rate of inflation to all represented employees.

I am confident we can maintain service levels in 2010; however, I have less confidence we can do so indefinitely. The concurrent trends of rising costs and declining revenue will necessitate service reductions by Fiscal Year 2011. Program elimination and layoffs are among the few realistic tools we have available to deal with a protracted decline or flattening of revenue when many of our citizens are unemployed. We are actively working on the City's Strategic Plan to focus on the goals that we can really influence and the Council believes are of greatest importance to our citizens. We are also committed to finding more efficient and effective ways of delivering services.

The City made a substantial investment in our previous budget to train managers and supervisors throughout the organization in performance measurement and process improvement.

We have already begun to see positive results from this investment and expect to see more dramatic evidence in the months ahead. Shorter lines at our utility billing and municipal court counters; purchase cards that automatically generate documentation; cheaper phone service; and fewer approval steps in many of our processes are producing savings and/or better customer service. Better ways of doing things will not, however, solve the problem of declining revenue and increasing expenses.

Rather than specify every possible area of concern in the budget, it is enough to say that we face the same challenges [as] individuals, businesses, and other governments...

We expect our General Fund revenues to fall by more than 1.6 percent in the coming year while our expenses will go up by about 2.8 percent. We face even more serious problems with the Building Division budget and our transit operation. We are proposing to subsidize both services with General Fund revenue, something we will not be able to continue beyond FY 2010. Our enterprise funds are generally healthier, but a prolonged recession could easily jeopardize the financial strength of the water and sewer utilities.

Rather than specify every possible area of concern in the budget, it is enough to say that we face the same challenges that individuals, businesses, and other governments are also confronting. Our real challenge will be to have the strength and discipline to confront unpleasant realities with, as Emerson said, "...the right performance of this hour's duties...."

Respectfully submitted,

Wes Hare, City Manager

STRATEGIC PLAN

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

The City Council has maintained the policy direction and leadership role in the strategic planning process by reviewing the plan on an annual basis. This year's review added a five year calendar and included a thorough review of time frames for the goals and objectives. The review started in December, 2008 and continued through a work session on July 20, 2009. The direction provided in the Strategic plan is followed by the City Manager and Department Directors in developing the proposed budget that is presented to the Budget Committee. Through this process, the budget effectively becomes the implementing document for the Strategic plan.

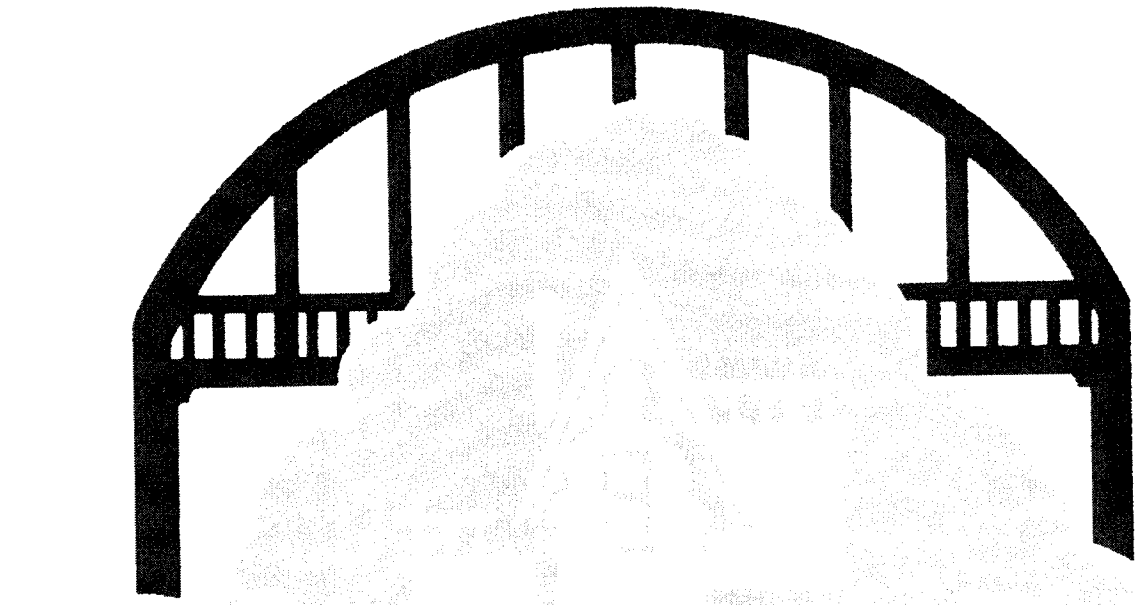
Presented below are examples of how the themes of the Strategic plan are implemented in the FY 2009-2010 Budget:

Theme: Great Neighborhoods
Goal: Provide diverse recreational, educational, and cultural opportunities that enrich the lives of our citizens.
Strategies/Actions: Develop and offer a year-round schedule for Children/Youth/Family programs that focus on fitness and outdoor activities. (page 160)

Theme: Safe City
Goal: Ensure a safe community by protecting people and property.
Strategies/Actions: Maintain response to priority calls at five minutes or less. (page 135)

Theme: Healthy Economy
Goal: Achieve a healthy balance of housing and jobs.
Strategies/Actions: Evaluate requests for affordable housing projects. Award grants to non-profit agencies, such as Albany Area Habitat for Humanity, Albany Partnership for Housing, and Interfaith Volunteer Caregivers. (page 142)

Theme: Effective Government
Goal: Effectively deliver the services that Albany's citizens need, want, and are willing to support.
Strategies/Actions: Continue implementation of Building Exceptional Service Together (BEST) process. (page 404)



CITY OF

Albany

City of Albany Strategic Plan

FY 2010 THROUGH FY 2014

REVISION 8/11/2009

Our Mission

"Providing quality public services for a better Albany."

Our Vision

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

A New Approach for FY2010

The City of Albany began this strategic exercise back in 2005. Since that time, there have been changes in format and approach as we have sought to improve the quality and effectiveness of this document.

This plan presents several significant changes. We have worked to clarify the objectives and actions proposed to reach the goals assigned by the City Council. There has been a concerted effort to make sure that every objective and action has a measure attached so that anyone can clearly understand what constitutes completion of the proposed actions and when.

Here are some of the changes you will see:

The plan is now based on fiscal years to directly link with budgets and financial reports.

The plan is based on an assessment of likely financial and staff resources that will be actually available in a time of economic stress.

Each goal is now closely matched with specific Objectives, Actions, and Measures.

All objectives have clear and specific measures designed to establish either dates or numerical values to show progress and attainment.

Objectives that are proposed are based on actions and activities that the City of Albany has the ability to directly initiate, influence, and control.

A goal in the Healthy Economy section spoke to the composition of the city's economy:

"Enhance the value and diversity of Albany's economy through building on Albany's status as a regional center of manufacturing, research and development, retail services, finance, health care, tourism, and government."

Staff supports building a diversified economy. However, the language is imprecise in conveying Council's intent of the role and activities that City staff might bring to bear in this endeavor. Staff has not been able to develop objectives, actions, and measures that can reasonably support the goal as written; so the goal has been removed from this plan.

The objectives and actions presented are based on the highest priorities of departments and represent commitments that each department feels are feasible to reach the stated goals.

A new section called Supporting Strategies and Approaches contains the ongoing programs, policies, and processes of a general nature to support overall goals; or objectives which are likely to occur and/or reach conclusion outside of the timeline of this plan; or objectives that are dependent on commitments from governments, businesses, agencies, or other groups that are outside of the purview of direct City control.

The objectives and actions in this document represent a continuation of activities necessary to reach the Council's goals. In reality, the goals work to establish a process of continual improvement that the City must engage in to keep Albany prepared for the future.

Respectfully submitted,

Wes Hare

City Manager

Our Values

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

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

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

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

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

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

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

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

Why Do Strategic Planning?

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

STRATEGIC PLAN THEMES

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

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

This plan is intended as a work in progress. While the mission, vision, values, and goals should remain constant, the objectives and actions will need periodic review and refinement. We will track progress through regular reporting on the measures; and they will be incorporated into department, organization, and community publications. The annual Budget and Capital Improvement Program will serve as reporting and implementing policy documents, identifying relationships with the Strategic Plan. The Comprehensive Plan, Transportation System Plan, Water Master Plan, Sewer Master Plan, Parks Master Plan, Hazard Mitigation Plan, Urban Forestry Management Plan, and related planning documents also support this Strategic Plan.

I. Great Neighborhoods

Goals:

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

Great Neighborhoods Objectives:

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

Objective 10.1: Maintain the value and attraction of Albany's historic assets. [Community Development]

Actions: Apply for State Historic Preservation Office grants. Make rehabilitation loans, and track completions.

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.1	Applications for State Historic Preservation Office grants.		1		1		1
10.1	Number of Albany grants made and houses improved funded by state grants.	3	5	5	5	5	5

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

Objective 10.2: Ensure streets, sidewalks, and public transportation provide an accessible means of travel for the disabled and the community as a whole. [Community Development, Public Works]

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

Objective 10.3: Assess transportation system needs and issues; adjust plans and implement policies. [Community Development, Public Works]

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

I. Great Neighborhoods (continued)

Objective 10.4: Increase City streets in satisfactory or better condition to 61 percent in FY 2014. [Public Works]

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

Objective 10.5: By 2014, realize a 15 percent reduction in high priority sidewalk gaps on collector and arterial streets; a 15 percent reduction in high-priority multiuse trail gaps; and a 15 percent reduction in high-priority bicycle gaps as identified in the Transportation System Plan. [Community Development, Parks & Recreation, Public Works]

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

Objective 10.6: By the end of 2014, increase the number of transit system riders by five percent. [Public Works]

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

Objective 10.7: By the end of FY 2014, construct 10 of 26 high-priority safety projects identified in the Transportation System Plan. [Public Works]

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

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.2	Complete inventory of deficient sidewalks and curb ramps in downtown area.		July 2009				
10.3	Update Transportation System Plan.		September 2009				
10.3	Complete Transportation System Plan Financing.		December 2009				

I. GREAT NEIGHBORHOODS (CONTINUED)

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.3	Update Comprehensive Plan and Development Code.		September 2009				
10.4	Overall percentage of streets in satisfactory or better condition. Current data by classification: Arterial Collector Residential	56% 82% 70% 52%	57%	58%	59%	60%	61%
10.5	Develop sidewalk/path inventory and rating system.		20% Complete	40% Complete	60% Complete	80% Complete	100% Complete
10.5	Reduce miles of high-priority sidewalk gaps to:	23.6	22.9	22.2	21.5	20.8	20.06
10.5	Reduce miles of high-priority trail gaps to:	10.6	10.3	9.9	9.6	9.3	9.01
10.5	Reduce miles of high-priority bicycle gaps to:	22.4	21.7	21	20.4	19.7	19.04
10.6	Increase transit system ridership to: Albany Transit System Linn-Benton Loop Paratransit	 72,000 100,000 1,600	 72,270 101,000 1,616	 73,440 102,000 1,632	 74,160 103,000 1,648	 74,880 104,000 1,664	 75,600 105,000 1,680
10.7	Construct 10 of 26 identified high-priority transportation safety projects.		2	2	2	2	2
10.7	Cumulative total of high-priority safety projects completed.	0	2	4	6	8	10

I. Great Neighborhoods (continued)

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

Objective 10.8: Establish effective measures to protect and restore key natural resources within and around the Albany Urban Growth Boundary. [Community Development]

Actions: Complete the Goal 5 review and receive Oregon State Department of Land Conservation and Development (DLCD) approval by the end of FY 2010. Identify significant upland, wetland, and riparian areas. Amend the Albany Development Code to establish protections.

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.8	Complete Goal 5 review.		December 2009				
10.8	DLCD approval of Goal 5 plan.		January 2010				
10.8	Complete upland, wetland, and riparian areas inventory.	June 2009					
10.8	Amend Albany Development Code to improve natural resource protections.		April 2010				

I. GREAT NEIGHBORHOODS (CONTINUED)

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

Objective 10.9 By the end of FY 2013, complete all 22 Priority One capital projects called for in the 2006 Parks and Recreation Master Plan. [Parks & Recreation]

Actions: As funding allows, complete annually 2-5 planned acquisition and/or construction projects listed in the current master plan per fiscal year from FY2007 through FY2013.

Objective 10.10: Maintain total City-managed park land inventory at an annual average of 15.0 acres per 1,000 residents. [Parks & Recreation]

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

Objective 10.11: Sustain total developed parks and recreation lands at an annual average of 9.0 acres per 1,000 residents. [Parks & Recreation]

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

Objective 10.12: By the end of 2014, increase library visits by 22 percent. [Library]

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

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.9	Parks Master Plan acquisitions and/or construction projects completed.		4	3	6	2	
10.9	Cumulative acquisitions/projects completed.	7	11	14	20	22	
10.10	Average total acres of park land per 1,000 residents.	15.8	15.8	15.0	15.0	15.0	15.0
10.11	Average acres of developed parks and recreation land per 1,000 residents.	8.9	8.9	9.0	9.0	10.0	10.0
10.12	Annual number of library visits.	349,000					425,780
10.12	Number of discrete Library programs across all service areas.	15	16	17	18	19	20
10.12	Percentage of Library operating expenditures spent on collections.	11%	13%	15%	17%	19%	20%

II. A Safe City

Goals:

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

Safe City Objectives:

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

Objective 10.13: Complete seismic and remodeling upgrades to Fire Station 12 by September 2013. [Fire]

Actions: Secure funding; identify seismic and remodel needs; request Invitations to Bid; select contractor; initiate construction; and complete occupancy.

Objective 10.14: By the end of FY 2014, complete the process to build replacement public safety facilities for Police Department (new headquarters) and Fire Department (Station 11 replacement). [Fire, Police]

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

Objective 10.15: Achieve fire staff response time of four minutes or less to 90 percent of emergencies within the Albany city limits by FY 2013. [Fire]

Actions: Develop a response time tracking system, provide A/V connectivity to all fire stations, and identify other options to reduce response times.

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.13	Fire Station 12 seismic upgrades and renovations.		Funding June 2010	Design December 2010 Award February 2011		Completed July 2012	
10.14	Replace Fire Station 11.		Assessment & Design March 2010	Site Acquisition June 2011	Financing December 2011		Occupancy January 2014
10.14	Replace Police Department building.		Design/ Site Acquisition June 2010		Financing December 2011		Occupancy January 2014
10.15	Develop fire response time tracking system.		June 2010				

Objective 10.16: Maintain police patrol response times to top priority calls for service to four minutes, forty-five seconds or less. [Police]

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

Objective 10.17: Maintain overall number of traffic accidents resulting in injuries/fatalities at less than the state average of 5.5 per thousand residents. Consider using new technologies as they become available. [Police]

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

Objective 10.18: Maintain or reduce the number of fatal and injury accidents involving the use of alcohol to 0.20 accidents per thousand residents through 2014. [Police]

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

Objective 10.19: Achieve a 70 percent clearance rate for violent crime and a 25 percent clearance rate for property crimes by 2014. [Police]

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

Objective 10.20: Achieve a total 75 percent or better rating of excellent or good in citizen surveys related to citizen satisfaction of overall police services. [Police]

Actions: Complete citizen survey once each calendar year.

Objective 10.21: Construct regional public safety training center. [Fire, Police, Public Works, Other Jurisdictions]

Actions: Explore partnerships; secure funding; secure property; complete design; request Invitations to Bid; select contractor; initiate construction; and complete occupancy.

Objective 10.22: Provide for sustainability of vehicles and significant equipment purchases by adequately funding equipment replacements by 2014. [Fire]

Actions: Formalize equipment replacement schedule, replace vehicles and equipment as indicated, and secure adequate and sustainable funding.

II. A Safe City (continued)

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.16	Patrol Unit: Maintain 4:45 response time or less.	4:44	4:40	4:40	4:40	4:40	4:40
10.17	Traffic Unit: Full-time equivalent positions to maintain 5.5/1,000 traffic fatality/injury rate.	5.08	5.5	5.5	5.5	5.5	5.5
10.18	Fatal/injury accidents related to alcohol per 1,000 residents.	.20	.20	.20	.20	.20	.20
10.19	Achieve 70% clearance rate for violent crimes.	60%	65%	68%	70%	70%	70%
10.19	Achieve 25% clearance rate for property crimes.	17.4%	19%	22%	25%	25%	25%
10.20	Citizen satisfaction service rating of good or excellent	N/A	75%	75%	75%	75%	75%
10.21	Construct Regional Public Safety Training Center.			Secure Partners and Funding June 2011	Secure Property December 2011 Design June 2012	Contract Award December 2012	Occupancy June 2014
10.21	Provide audio/visual connectivity to Fire stations.		January 2010				
10.21	Identify other options for reducing fire response time.			June 2011			
10.22	Formalize fire equipment replacement schedule.		December 2009				
10.22	Secure adequate and sustainable funding for Fire Department vehicle and equipment replacement.					June 2013	

II. A SAFE CITY (CONTINUED)

Objective 10.23: Reduce property code violations, substandard housing conditions, and inadequate infrastructure. [Central Albany Revitalization Area, City Manager, Community Development]

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

Objective 10.24: Submit proposal to increase the number of downtown structures that are protected by fire sprinkler systems. [Central Albany Revitalization Area, City Manager, Community Development, Fire]

Actions: Require fire sprinklers in residential mixed-use and commercial occupancies receiving Central Albany Revitalization Area (CARA) funding for interior rehabilitation of buildings. Encourage fire sprinkler installation in all other renovations.

Objective 10.25: Maintain and continue to minimize the impact of fires to the benchmark achieved by comparable communities. [Community Development, Fire]

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

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.23	Complete pilot blight removal program and evaluation.		June 2010				
10.24	Consider sprinkler requirement CARA Board Adoption.	Not Required	January 2010				
10.25	Incorporate Fire Department requirements in the development review and approval process.		May 2010				
10.25	Residential structure fires per 1,000 residents compared to communities of 100,000 or less.	1.00 / 1.12	.98 / 1.10	.96 / 1.10	.94 / 1.10	.92 / 1.10	.90 / 1.10
10.25	Total fire incidents per 1,000 residents compared to communities of 100,000 or less.	3.05 / 3.93	3.03 / 3.90	3.01 / 3.90	2.99 / 3.90	2.97 / 3.90	2.95 / 3.90
10.25	Educate stakeholders to support residential and commercial structure fire sprinklers.					June 2013	
10.25	Adopt fire sprinkler ordinances for new single-family residential construction.						June 2014

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.25	Percentage of households receiving life safety equipment.	0.93%	1.0%	1.0%	1.25%	1.25%	1.5%
10.25	Percentage of population receiving fire/life safety public education presentations.	17.4%	18.0%	18.5%	19.0%	19.5%	20%
10.25	Percentage of annual fire compliance inspections of commercial and industrial structures compared to communities of 100,000 or less. (Albany/National)	11% / 52%	25% / 52%	33% / 52%	40% / 52%	45% / 52%	50% / 52%

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

Objective 10.26: By the end of 2010, meet all current regulatory requirements for Household Corrosion Compliance. Maintain existing 100 percent compliance for Water Distribution System. [Public Works]

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

Objective 10.27: Reduce steel pipe used in the water distribution system to nine miles by 2014. [Public Works]

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

Objective 10.28: By the end of 2014, meet all water quality requirements for Biochemical Oxygen Demand and Chlorine Residual. Maintain existing 100 percent compliance on all other water quality, pretreatment, and biosolids regulatory requirements. [Public Works]

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

Objective 10.29: By the end of 2010, meet state water quality standards for Sanitary Sewer Overflow control. [Public Works]

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

II. A SAFE CITY (CONTINUED)

Objective 10.30: By the end of 2014, develop and implement an updated storm water management plan and financial plan. [Public Works]

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

Objective 10.31: Meet state water quality standards for temperature control at the Albany-Millersburg Water Reclamation Facility. [Public Works]

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

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.26	Achieve Household Corrosion Lead Standard compliance by 2010.	No	Yes				
10.27	Reduce miles of steel water main remaining in the distribution system to:	15.3	14.04	12.78	11.52	10.26	9
10.28	Achieve Biochemical Oxygen Demand regulatory compliance.	99.4%	100%	100%	100%	100%	100%
10.28	Achieve Chlorine Residual regulatory compliance.	99.75%	100%	100%	100%	100%	100%
10.29	Develop infiltration and inflow reduction program and priorities.			June 2011			
10.29	Total number of sanitary sewer overflow events in <5-yr-design storm.	11	0	0	0	0	0
10.29	Total gallons of raw sewage discharged in <5 yr-design storm 90 (in millions of gallons).	145.6	0	0	0	0	0
10.29	Percent compliance with SSO regulatory standards.	0%	100%	100%	100%	100%	100%
10.30	Update Storm Water Management Plan.			June 2012			
10.31	Construct wetlands treatment project		Financing, acquisition and construction bid complete. December 2009		Construction complete July 2011	Thermal compliance July 2012	

III. A Healthy Economy

Goals:

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

Healthy Economy Objectives:

Goal 1: Build and maintain a healthy economy.

Objective 10.32: Provide the supply of commercial and industrial land identified in the Economic Opportunities Analysis. [Community Development, Public Works]

Actions: Increase the number of state-certified industrial properties. Assess the infrastructure needs of available employment lands. Reorder CIP priorities to assure a full range of urban services to key properties.

Objective 10.33: Promptly respond to information requests from the Albany-Millersburg Economic Development Corporation (AMEDC) in economic development activities. [All Departments]

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

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.32	Achieve new state-certified industrial sites.				1		1
10.33	Respond to AMEDC information inquires within requested timelines.		100%	100%	100%	100%	100%

Goal 2: Create a readily identifiable downtown core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses.

Objective 10.34: Reduce commercial vacancies and increase residential opportunities.

Actions: Continue rehabilitation and improvement investments through the Central Albany Revitalization Area (CARA). Implement Oregon Main Street Program. [Central Albany Revitalization Area, City Manager, Community Development]

III. A Healthy Economy (continued)

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

Objective 10.35: Maintain the ability to provide incentives, such as Enterprise Zone tax abatements, to qualifying businesses which create jobs in Albany.

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

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.32 10.33	Total annual value of CARA investments.	$2,111,707	$2,000,000	$2,000,000	$500,000	$50,000	$500,000
10.34	Total cumulative value of CARA investments.	$10,005,347	$12,005,347	$14,005,347	$14,505,347	$15,005,347	$15,505,347
10.34	Value of CARA improvements within Oregon Main Street area.	$1,297,675	$1,200,000	$1,200,200	$250,000	$250,000	$250,000
10.34	Cumulative value within Oregon Main Street area	$3,909,249	$5,109,249	$6,309,249	$6,559,249	$6,809,249	$7,059,249
10.34	Number of businesses in Oregon Main Street area.	163	171	180	189	198	208
10.34	Number of full-time/ part-time jobs in Oregon Main Street area.	458/318	481/334	505/351	530/368	557/387	585/406
10.34	Average rental rate per sq. ft./month for commercial space in Oregon Main Street area.	$1.00	$1.05	$1.10	$1.16	$1.22	$1.28
10.34	Number of buildings with vacant first floor.	12	10	9	8	7	6
10.34	Square footage of vacant first floor space.	28,000	22,400	17,920	14,336	11,469	9,175
10.34	Number of upper floor housing units above commercial space.	30	31	32	32	33	34
10.34	Reduce upper level building vacancy to 23% by FY 2013.	25%	25%	24%	24$	23$	23%
10.35	Participation in statewide Enterprise Zone program.	Yes	Yes	Yes	Yes	Yes	Yes

IV. An Effective Government

Goals:

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

Effective Government Objectives:

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

Objective 10.36: Reduce the percentage of total annual Parks & Recreation Fund expenditures subsidized with property tax revenues to 45 percent by 2014. [Parks & Recreation]

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

Objective 10.37: Increase revenues received from gifts, grants, and endowments to $10 per capita by 2014. [Parks & Recreation]

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

Objective 10.38: Maintain P&R Department staffing levels at or below 1.0 FTE per 1,000 residents. [Parks & Recreation]

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

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.36	Property tax as a percent of Parks Fund revenues	41%	47%	50%	50%	47%	45%
10.37	Parks per-capita revenue received through grants, gifts, and endowments.	$6.18	$5.00	$7.00	$8.00	$9.00	$10.00
10.38	Parks & Recreation full-time equivalents per 1,000 residents.	0.9	0.9	1.0 or less	1.0 or less	1.0 or less	1.0 or less

Objective 10.39: Provide responsive, efficient, customer-oriented service to fee payers. [Community Development]

Actions: Meet or exceed state requirements for timely issuance of reviews and permits. Complete building inspections as requested. Increase the number of building permits issued on-line by being selected as a beta-test and evaluation site for the new Oregon State Building codes Division electronic permitting system.

Objective 10.40: By the end of FY 2014, reduce "Non-Revenue Water" (water loss) by five percent. [Public Works]

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

Objective 10.41: By 2014, stabilize the ratio of average annual single-family residential water bills to one percent of median household income. Continue to better EPA drinking water affordability standard of two percent of median household income. [Public Works]

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

Objective 10.42: By the end of FY 2014, stabilize average annual single family residential sewer bills to 1 percent of median house income. Continue to better EPA wastewater affordability standard of two percent of median household income. [Public Works]

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

Objective 10.43: Continue participation in national performance benchmarking for comparison with other jurisdictions. Implement process improvement projects to reduce processing time and costs, or increase revenues. [All Departments]

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

Objective 10.44: By the end of FY 2014, reduce the cost/item circulated by 15 percent. [Library]

Actions: Issue RFP for purchase of all library collections.

Objective 10.45: Seek $100,000 of outside funding for new library program support by 2014. [Library]

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

IV. An Effective Government (continued)

Objective 10.46: Continue recognition from the Government Finance Officers Association (GFOA) for excellence in budgeting and financial reporting. Maintain annual audit results establishing conformance to requirements and generally accepted accounting principles. [Finance]

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

Objective 10.47: Develop a standard format for outside agencies to report financial information to the City. [Finance]

Actions: Staff will work on templates or other approaches to provide appropriate information for Council review.

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.39	Residential plan reviews completed within 10 days.		98%	99%	99%	99%	99%
10.39	Land use decisions issued within 120 days.		99%	100%	100%	100%	100%
10.39	Complete inspections within same day of request (when called in by 7:00 a.m.)		85%	90%	95%	99%	99%
10.39	State on-line permitting test site selection (Estimated – timeline not yet set by the state)	Request Submitted		January 2011			
10.40	Reduce non-revenue water percentage of total production to 10%.	24%	23%	22%	21%	20%	19%
10.41/42	Median household income.	$46,635 2007					
10.41	Annual water bill (based on an average 8 units of water per month usage).	$515					
10.41	Percent of average annual water bill to median household income.	1.1%					1%
10.42	Annual sewer bill (based on an average 8 units of water per month usage).	$413					
10.42	Percent average annual sewer bill to median household income.	0.89%					1%
10.43	Annual report of performance benchmarking progress.		November 2009	November 2010	November 2011	November 2012	November 2013
10.43	Completed process improvement studies.	0	6	6	10	10	15

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.43	Cost savings or cost avoidance from completed studies.	0	$250,000	$300,000	$400,000	$450,000	$750,000
10.43	Average % reduction in process time in completed studies.	0	50%	50%	50%	50%	50%
10.44	Cost per library item circulated.	$3.25	$2.95	$2.90	$2.85	$2.80	$2.75
10.45	Non-General Fund program support for the Library.	$0	$20,000	$20,000	$20,000	$20,000	$20,000
10.46	Receive "Excellence in Financial Reporting" award.	Yes	Yes	Yes	Yes	Yes	Yes
10.46	Receive "Distinguished Budget Presentation" award.	Yes	Yes	Yes	Yes	Yes	Yes
10.46	Reportable audit findings of noncompliance.	None	None	None	None	None	None
10.47	Standardized financial reporting information.	None	January 2010				

Goal 2: Establish City government as a model of sustainability in practice.

Objective 10.48: Advance current administrative efforts in enacting sustainability practices within city operations. [City Manager, Community Development, Parks & Recreation, Public Works]

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

OBJECTIVE	MEASURE	Current	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
10.48	Implement model sustainability practices program.		December 2009				

V. SUMMARY: FY2009-2010

Objective	Measure	FY 09-10 Target
Great Neighborhoods		
10.2	Applications for State Historic Preservation Office grants.	1
10.2	Number of Albany grants made and houses improved funded by state grants.	5
10.3	Complete inventory of deficient sidewalks and curb ramps in downtown area.	July 2009
10.4	Update Transportation System Plan.	September 2009
10.4	Complete Transportation System Plan Financing.	December 2009
10.4	Update Albany Comprehensive Plan and Development Code.	September 2009
10.5	Overall percentage of streets in satisfactory or better condition.	57%
10.6	Develop sidewalk/path inventory and rating system.	20% Complete
10.6	Reduce miles of high-priority sidewalk gaps to:	22.9
10.6	Reduce miles of high-priority trail gaps to:	10.3
10.6	Reduce miles of high-priority bicycle gaps to:	21.7
10.7	Increase transit system ridership to: Albany Transit System Linn-Benton Loop Paratransit	 72,270 101,000 1,616
10.8	Construct 10 of 26 identified high-priority transportation safety projects.	2
10.8	Cumulative total of high-priority safety projects completed.	2
10.9	Complete Goal 5 review.	December 2009
10.9	Department of Land Conservation and Development approval of Goal 5 plan.	January 2010
10.9	Amend Albany Development Code to improve natural resource protections.	April 2010
10.10	Parks Master Plan acquisitions and/or construction projects completed.	4
10.10	Cumulative acquisitions/projects completed.	11
10.11	Average total acres of park land per 1,000 residents.	15.8
10.12	Average acres of developed parks and recreation land per 1,000 residents.	8.9
10.13	Number of discrete Library programs.	16
10.13	Percentage of Library operating expenditures spent on collections.	13%

V. SUMMARY: FY2009-2010 (CONTINUED)

Objective	Measure	FY 09-10 Target
A Safe City		
10.13	Fire Station 12 seismic upgrades and renovations.	Funding June 2010
10.14	Replace Fire Station 11.	Assessment & Design March 2010
10.14	Replace Police Department building.	Design/ Site Acquisition June 2010
10.15	Develop fire response time tracking system.	June 2010
10.16	Patrol Unit: Maintain 4:45 response time, or less.	4:40
10.17	Traffic Unit: Full-time equivalent positions to maintain 5.5/1,000 traffic fatality/injury rate.	5.5
10.18	Fatal/injury accidents related to alcohol per 1,000 residents.	.20
10.19	Achieve 70% clearance rate for violent crimes.	65%
10.19	Achieve 25% clearance rate for property crimes.	19%
10.20	Citizen satisfaction service rating of good or excellent	75%
10.21	Audio/Visual connectivity	January 2010
10.22	Formalize fire equipment replacement schedule.	December 2009
10.23	Complete pilot blight removal program and evaluation.	June 2010
10.25	Sprinkler requirement Central Albany Revitalization Area Board adoption.	January 2010
10.25	Incorporate fire safety requirements in the development process	May 2010
10.25	Residential structure fires per 1,000 residents compared to communities of 100,000 or less.	.98/1.10
10.25	Total fire incidents per 1,000 residents compared to communities of 100,000 or less.	3.03/3.90
10.25	Percentage of households receiving life safety equipment.	1.0%
10.25	Percentage of population receiving fire/life safety public education presentations.	18.0%
10.25	Percentage of annual fire compliance inspections of commercial and industrial structures compared to communities of 100,000 or less. (Albany/National)	11%/52%
10.26	Achieve Household Corrosion Lead Standard compliance by 2010.	Yes
10.27	Reduce miles of steel water main remaining in the distribution system to:	14.04
10.28	Achieve Biochemical Oxygen Demand regulatory compliance.	100%
10.28	Achieve Chlorine Residual regulatory compliance.	100%

V. SUMMARY: FY2009-2010 (CONTINUED)

Objective	Measure	FY 09-10 Target
A Safe City (continued)		
10.29	Total number of sanitary sewer overflow events in <5-yr-design storm.	0
10.29	Total gallons of raw sewage discharged in < 5 yr-design storm 90 (in millions of gallons).	0
10.29	Percent Compliance with SSO regulatory standards.	100%
10.31	Construct wetlands treatment project	Financing, acquisition and construction bid complete. December 2009

Objective	Measure	FY 09-10 Target
A Healthy Economy		
10.33	Respond to Albany-Millersburg Economic Development Corporation information inquires within requested timelines.	100%
10.34	Total annual value of Central Albany Revitalization Area investments.	$2,000,000
10.34	Total cumulative value of Central Albany Revitalization Area investments.	$12,005,347
10.34	Value of Central Albany Revitalization Area improvements within Oregon Main Street area.	$1,200,000
10.34	Cumulative value within Oregon Main Street area	$5,109,249
10.34	Number of businesses in Oregon Main Street area.	171
10.34	Number of full-time/part-time jobs in Oregon Main Street area.	481/334
10.34	Average rental rate per sq. ft./month for commercial space in Oregon Main Street area.	$1.05
10.34	Number of buildings with vacant first floor.	10
10.34	Square footage of vacant first floor space.	22,400
10.34	Number of upper floor housing units above commercial space.	31
10.34	Reduce upper level building vacancy to 23% by FY 2013.	25%
10.35	Participation in statewide Enterprise Zone program.	Yes

V. SUMMARY: FY2009-2010 (CONTINUED)

Objective	Measure	FY 09-10 Target
An Effective Government		
10.36	Property tax as a percent of Parks Fund revenues.	47%
10.37	Parks per-capita revenue received through grants, gifts, and endowments.	$5.00
10.38	Parks & Recreation full-time equivalents per 1,000 residents.	0.9
10.39	Residential plan reviews completed within 10 days.	98%
10.39	Land use permits issued within 120 days.	99%
10.39	Complete inspections within same day of request (when called in by 7 a.m.)	85%
10.40	Reduce non-revenue water percentage of total production to 10%.	23%
10.43	Annual report of performance benchmarking progress.	November 2009
10.43	Completed process improvement studies.	6
10.43	Cost savings or cost avoidance from completed studies.	$250,000
10.43	Average % reduction in process time in completed studies.	50%
10.44	Cost per library item circulated.	$2.95
10.45	Non-General Fund program support for the Library.	$20,000
10.46	Receive "Excellence in Financial Reporting" award.	Yes
10.46	Receive "Distinguished Budget Presentation" award.	Yes
10.46	Reportable audit findings of noncompliance.	None
10.47	Standardized financial reporting information.	January 2010
10.48	Implement model sustainability practices program.	December 2009

VI. Supporting Strategies and Approaches

The plan detailed above has documented the specific activities that are recommended to be completed within the period of this plan. However, there needs to also be recognition of the ongoing activities and issues that city staff continues to pursue to address issues that may range beyond the time period of this plan.

Great Neighborhoods

Decreasing reported property code violations by working to improve the safety and appearance of properties within the city.

Continuing to assess Albany's housing needs and issues. Work to adjust plans and policies and implement strategies to deal with changes as they occur through:

Updating codes to improve appearance of residential development along arterial and collector streets.

Improving neighborhood design standards.

Identifying pockets of substandard housing and infrastructure.

Implementing Comprehensive Plan policies.

Bringing more properties into compliance with the Development Code and Municipal Code.

Implement and refining plans for alternate modes of transportation from homes to places of employment, retail centers, recreation/entertainment venues, and other high-traffic locations.

Continually assessing library services to better serve the community through updating and refining the Library strategic plan.

Periodically assessing the community's needs for parks, recreation facilities, and services; adjust plans and strategies as necessary to achieve new objectives.

Expanding and sustaining the community partnerships that are necessary to meet the community's parks and recreation needs.

Securing and sustaining the financial resources required to meet the community's parks and recreation service objectives, including a greater reliance on nontax resources.

Assessing natural resources needs and issues; adjust plans and policies and implement strategies to address them:

Assess the effectiveness of wetland and riparian area protection measures; adjust plans to meet objectives.

Continue to inventory public trees, trees in City parks, significant large trees, and stands of trees on developable property.

Continue periodic review of tree regulations.

Assessing transportation system needs and issues; adjust plans and implement policies.

Increasing street maintenance to improve the condition of city streets.

Working with Oregon Department of Transportation to develop a short- and long-term strategy for improving Albany's Interstate 5 interchanges and ingress-egress in North Albany.

Developing a rail strategy to: Explore available options to develop intercity passenger rail service between Albany, Lebanon, Sweet Home, Corvallis, and Philomath.

VI. Supporting Strategies and Approaches (continued)

Solve the Queen Avenue and Pacific Boulevard bottleneck.

Solve the North Albany Road, Spring Hill Drive, Water Avenue, and Willamette River crossing bottlenecks.

Maintaining the value and attraction of Albany's historic assets.

Increase the number of contributing historic assets.

Increase the percentage of downtown structures that meet current fire and life safety standards.

Work with railroad interests to create a long-term solution to resolve the rail line impediment to waterfront development.

A Safe City

Continually reassess public safety service and infrastructure needs and develop plans and strategies to meet those needs.

Continue to work for the replacement of the downtown fire station and Public Safety Training Center.

Complete identified seismic upgrades required for the 34th Avenue station.

Provide for peak load staffing of fire department resources as the community grows.

Assessing water system needs and issues; adjust policies and implement strategies.

Assess and adjust water operating and maintenance program service levels and priorities to meet benchmarks.

Reevaluate water bill subsidy program to include fixed-income seniors and other low-income households.

Meet the standard of a maximum ten percent water loss from the system.

Assessing wastewater system needs and issues; adjust policies and implement strategies by assessing and adjusting wastewater operating and maintenance program service levels and priorities to meet benchmarks.

Assessing storm drainage system needs and issues; adjust policies and implement strategies.

Assess current service levels and funding.

Assess service levels needed to be in compliance with environmental programs.

Develop an organization plan for effective delivery of storm drainage systems.

Maintaining an inventory of residential occupancies.

Develop and expand traffic safety strategies.

Enhance police crime/drug strategies.

Explore the formation/implementation of a "Street Crimes Unit" concept as the community grows.

Explore potential interagency partnerships related to prolific offender targeting programs.

A Healthy Economy

Support, improve, and implement an economic development plan to sustain a balanced economy that supports the expansion and retention of family wage jobs.

VI. Supporting Strategies and Approaches (continued)

Continue leveraging existing economic development resources, i.e., Albany-Millersburg Economic Development Corporation, Albany Visitors Association, Albany Downtown Association, Chamber of Commerce, Linn County, and state of Oregon, as well as expanded cooperation and collaboration with the Greater Albany Public Schools, Linn-Benton Community College, and Oregon State University.

Assist AMEDC and Oregon Economic and Community Development Department in developing a marketing and recruitment plan that capitalizes on Albany's unique attributes.

Support a targeted-industries approach to attract and retain business and industry for Albany.

Partner with regional, state, and local investors to develop an investment strategy in existing and emerging business and industry.

Ensure an adequate supply of zoned and serviced industrial and commercial property for growth and expansion.

Increase the number of state-certified industrial sites for future community growth.

Continue development of Central Albany Revitalization Area downtown and waterfront areas to increase the tax increment income of the district.

An Effective Government

Use the City communications plan to encourage informed citizen participation in local government.

Create and implement a comprehensive index of community satisfaction with municipal services through a variety of media.

Create and maintain a legal framework that enables the City to respond more effectively to federal, state, and judicial requirements.

Update and report on the City's Strategic Plan annually.

Pursue appropriate alternative service delivery models through the use of regional collaborative partnerships, private contracting, volunteers, and other innovative methods.

Submit organizational achievements for professional association recognition and publications.

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

Achieve annual award for wastewater treatment performance from Association of Metropolitan Sewerage Agencies.

Maintain a certified National Biosolids Environmental Management System program.

Demonstrate effectiveness with partner governments.

Schedule periodic meetings with partner governments.

Identify joint venture opportunities that have the potential cost savings.

Maintain regular communication with state and federal delegation on community needs.

Improve the effectiveness of customer service delivery.

Improve the cost efficiency of operations.

Establish a citizen commission on sustainability.

Implement results and recommendations from community survey.

Support neighborhood organizations within the city.

VII. Capital Necessary to Achieve Strategic Plan Goals

Webster's dictionary defines capital as "...a store of useful assets or advantages." Our organization has a finite amount of capital with which to accomplish our Strategic Plan goals. The efficient and well-planned distribution of this capital is critical to our future success. It is important to understand what these capital elements are and how each is affected by the decisions we make.

The six areas of capital from which we draw are physical, economic, social, political, environmental, and human. Our goals for effective use of these forms of capital are:

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

PROPERTY TAXES

The total property taxes to be levied for operations and debt service are estimated to be $24,468,386.

Assumptions:

(1) The assessed valuation of the City is estimated to be $3,067,315,165, an increase of 3.77 percent.

(2) The City's permanent tax rate is $6.3984 per $1,000 of assessed value.

(3) The Budget Committee will recommend and the City Council will adopt the full taxing authority.

(4) The levy for the General Obligation Debt will be $2,039,692, a tax rate of $0.66 per $1,000 of assessed value.

(5) The Public Safety Local Option Levy is estimated to be $2,763,372, a tax rate of $0.95 per $1,000 of assessed value.

(6) The Public Safety Local Option levy will have an estimated $150,000 reduction in tax revenues due to compression.

(7) The Fiscal Year 2009-2010 tax collection rate is estimated to be 93.47 percent.

CAPITAL PROJECTS

The City prepares a separate five-year Capital Improvement Program (CIP). On June 10, 2009, the City Council adopted the 2010-2014 CIP as a planning document, following a public hearing.

For Fiscal Year 2009-2010 the CIP identified capital projects totaling $13,058,000.

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 $81,194.

The City's direct debt burden is 0.21 percent of the true cash value and the overall debt burden is 2.51 percent of the true cash value.

Debt Principal Outstanding
as of July 1, 2009

General Obligation	$8,510,000
Less: Sinking Fund Reserves	(210,200)
Net General Obligation Debt	$8,299,800
Other Bonds:	
Sewer Revenue	505,000
Water Revenue	34,200,000
Limited Tax Assessments	339,099
Motel Revenue Tax	420,000
Revenue Obligations	2,645,000
Limited Tax Pension	6,545,507
Total Other Bonds	$44,654,606
Other Debt:	
State Revolving Fund (SRF) Loan-North Albany	483,243
Certificates of Participation	215,268
State Revolving Fund-Sewage Treatment Plant	54,027,868
Total Other Debt	$54,726,379

Oregon Revised Statutes, Chapter 287, provides a debt limit for General Obligation Bonds of three percent of the true cash value (TCV) of all taxable property within the City's boundaries. As of June 30, 2008, that limit was $119 million on $3.960 billion TCV. The City's legal debt margin for General Obligation Debt is $109 million. It is anticipated that the margin will increase to $114 million for Fiscal Year 2009-2010.

BASIS OF BUDGETING

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

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

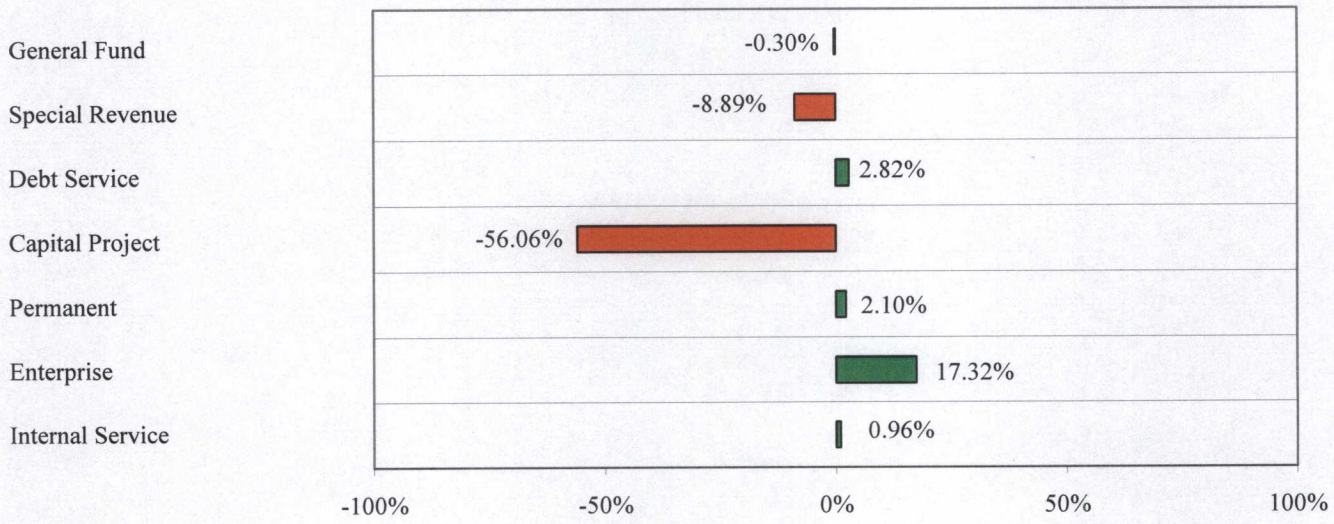
1) Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP), as opposed to being expended when paid (Budget).
2) Principal payments on long-term debt within the Enterprise Funds are applied to outstanding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

FUND TYPE SUMMARY AS PROPOSED BY THE CITY MANAGER

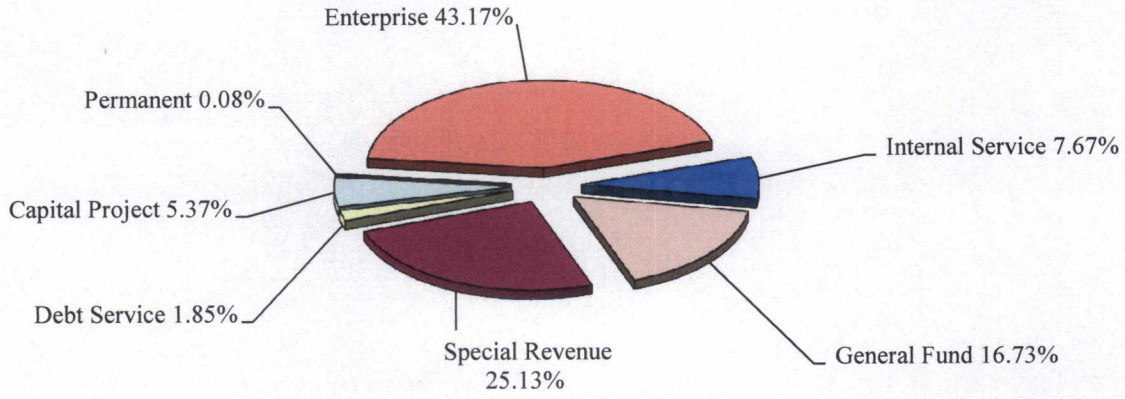
for the 2009-10 Fiscal Year

Fund Type	.....2008-09..... Adopted Budget	Revised Budget	.....2009-10..... Proposed Budget	Approved Budget	Adopted Budget	Over (under) 2008-09 Revised Budget	Percent of Total Budget
General Fund	$ 30,423,500	$ 30,432,000	$ 30,341,100	$ -	$ -	-0.30%	16.73%
Special Revenue	44,702,400	50,047,200	45,599,400	-	-	-8.89%	25.13%
Debt Service	3,267,900	3,267,900	3,360,100	-	-	2.82%	1.85%
Capital Project	21,884,200	22,190,200	9,751,000	-	-	-56.06%	5.37%
Permanent	142,600	142,600	145,600	-	-	2.10%	0.08%
Enterprise	65,130,600	66,755,600	78,316,200	-	-	17.32%	43.17%
Internal Service	13,741,800	13,773,800	13,905,800	-	-	0.96%	7.67%
Totals, All Fund Types	$ 179,293,000	$ 186,609,300	$181,419,200	$ -	$ -	-2.78%	100.00%

Percentage Change in the 2009-10 Proposed Budget from the 2008-09 Revised Budget



Proposed Budget by Fund Type, Percentage of Total Budget



APPROVED BUDGET
for the 2009-10 Fiscal Year

ADJUSTMENTS AS APPROVED BY THE BUDGET COMMITTEE

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

RESOURCES:
General Fund: increased Beginning Balance by $10,000.
Risk Management Fund: eliminated Departmental Charges, $430,000.
Water Fund: Water GO Debt Service, reduced Property Taxes-Current by $200,800 and eliminated Interest, $2,000.

REQUIREMENTS:
General Fund: Planning, increased Contractual Services by $10,000.
General Fund: Nondepartmental, increased Senior Meals Program by $3,500 and decreased the appropriation for the Spay/Neuter Program by $3,500.
Risk Management Fund: reduced the Risk Management Reserve by $430,000.
Capital Projects Fund: increased ST-07-03 53rd Avenue Bridge/Roadway by $110,000 and reduced Reserve: Capital Projects by $110,000.
Water Fund: Water GO Debt Service, Reserve: Debt Service was eliminated, $202,800.

COMPARISON OF 2008-09 REVISED BUDGET TO 2009-10 APPROVED BUDGET AND PERCENT OF TOTAL BUDGET BY FUND

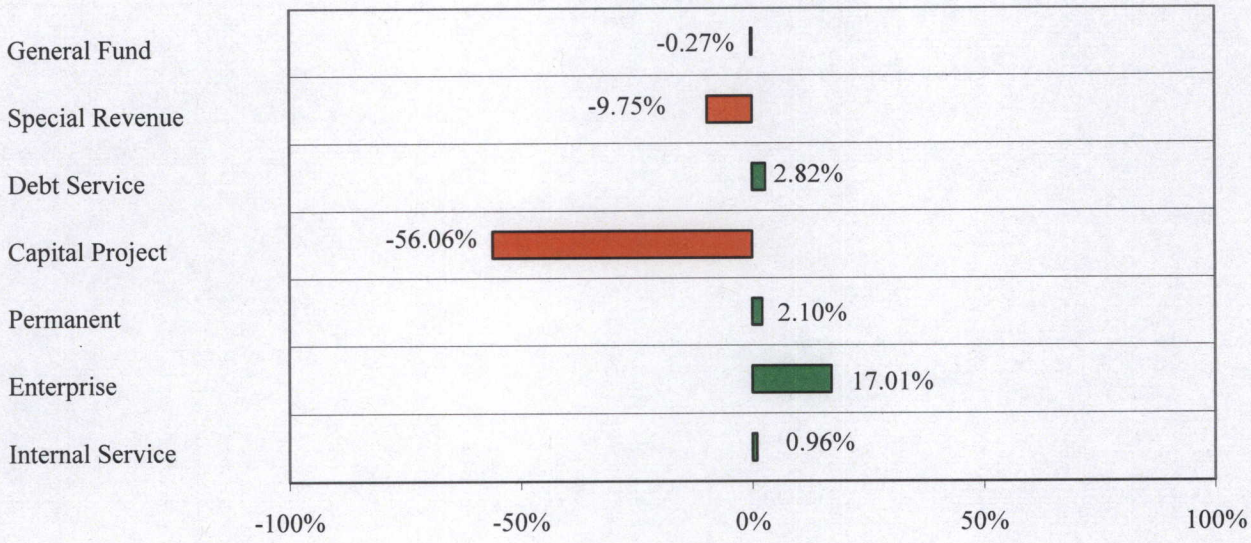
	2008-09		2009-10			Over (under) 2008-09	Percent
Fund Type	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget	Adopted Budget	Revised Budget	of Total Budget
General Fund	$ 30,423,500	$ 30,432,000	$ 30,341,100	$ 30,351,100	$ -	-0.27%	16.79%
Special Revenue	44,702,400	50,047,200	45,599,400	45,169,400	-	-9.75%	24.98%
Debt Service	3,267,900	3,267,900	3,360,100	3,360,100	-	2.82%	1.86%
Capital Project	21,884,200	22,190,200	9,751,000	9,751,000	-	-56.06%	5.39%
Permanent	142,600	142,600	145,600	145,600	-	2.10%	0.08%
Enterprise	65,130,600	66,755,600	78,316,200	78,113,400	-	17.01%	43.21%
Internal Service	13,741,800	13,773,800	13,905,800	13,905,800	-	0.96%	7.69%
Totals	$ 179,293,000	$ 186,609,300	$ 181,419,200	$ 180,796,400	$ -	-3.12%	100.00%

continued

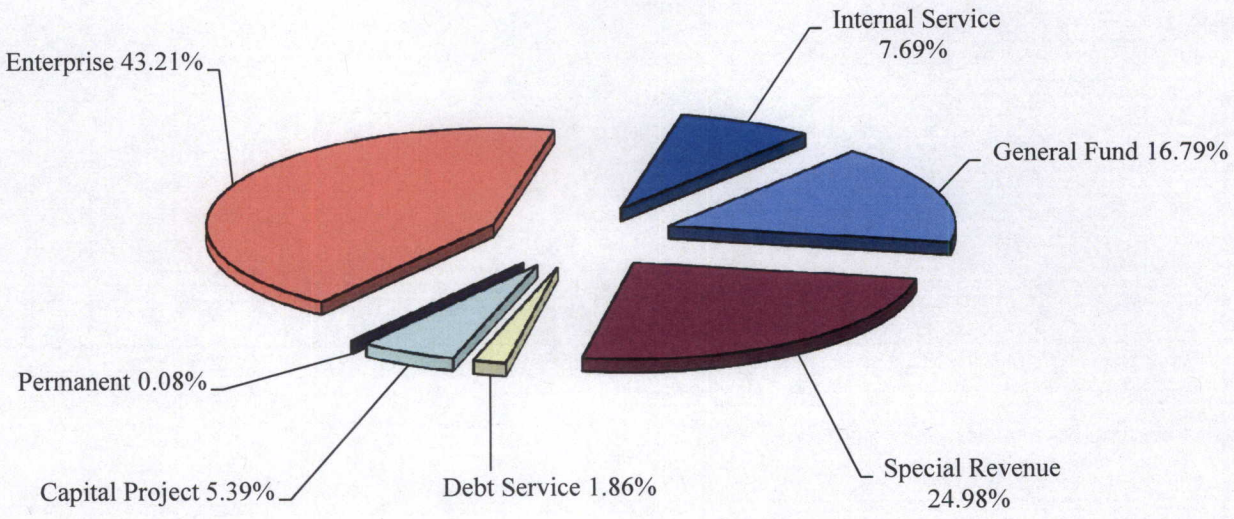
APPROVED BUDGET, continued

for the 2009-10 Fiscal Year

PERCENTAGE CHANGE IN THE 2009-10 APPROVED BUDGET FROM THE 2008-09 REVISED BUDGET



APPROVED BUDGET BY FUND TYPE, PERCENTAGE OF TOTAL BUDGET



ADJUSTMENTS AS ADOPTED BY THE CITY COUNCIL

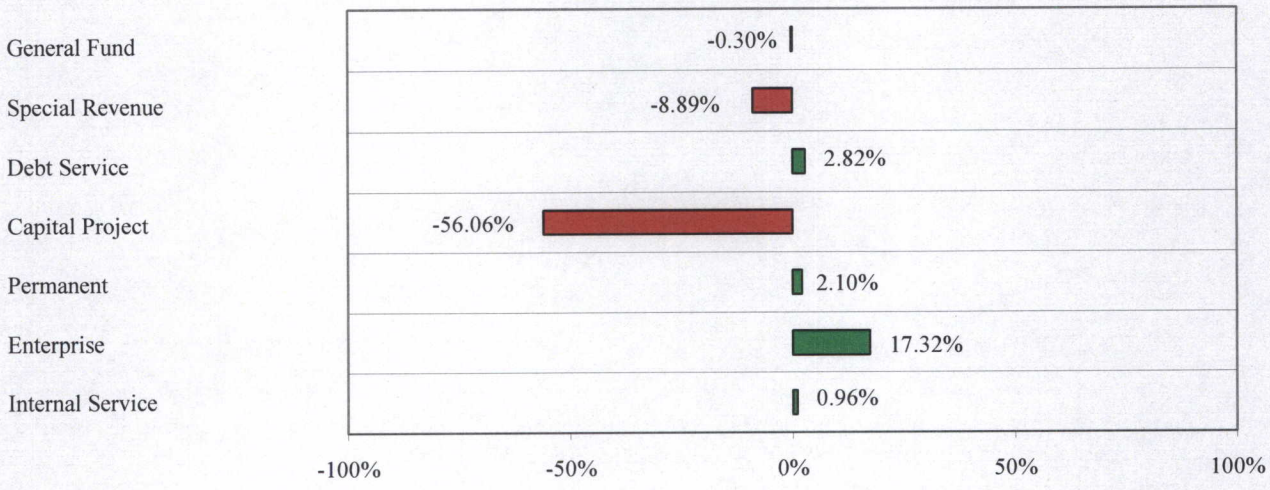
RESOURCES:
Building Inspection Fund: Added $100,000 transfer from Risk Management, reduced other Building Revenues by $100,000.

REQUIREMENTS:
General Fund: Increased the Spay/Neuter line item by $3,500, reduced Contingency by $3,500.
Risk Management Fund: Added a $100,000 transfer to Building Inspection Fund, reduced Risk Management Reserve.

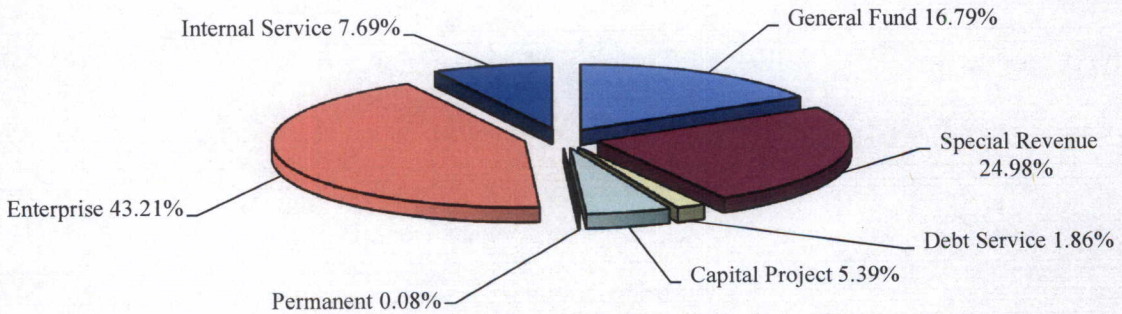
COMPARISON OF 2008-09 REVISED BUDGET TO 2009-10 ADOPTED BUDGET AND PERCENT OF TOTAL BUDGET BY FUND

	.....2008-09.....		.....2009-10.....			Over (under) 2008-09	Percent
Fund Type	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget	Adopted Budget	Revised Budget	of Total Budget
General Fund	$ 30,423,500	$ 30,432,000	$ 30,341,100	$ 30,351,100	$ 30,351,100	-0.27%	16.79%
Special Revenue	44,702,400	50,047,200	45,599,400	45,169,400	45,169,400	-9.75%	24.98%
Debt Service	3,267,900	3,267,900	3,360,100	3,360,100	3,360,100	2.82%	1.86%
Capital Project	21,884,200	22,190,200	9,751,000	9,751,000	9,751,000	-56.06%	5.39%
Permanent	142,600	142,600	145,600	145,600	145,600	2.10%	0.08%
Enterprise	65,130,600	66,755,600	78,316,200	78,113,400	78,113,400	17.01%	43.21%
Internal Service	13,741,800	13,773,800	13,905,800	13,905,800	13,905,800	0.96%	7.69%
Totals, All Fund Types	$ 179,293,000	$ 186,609,300	$181,419,200	$180,796,400	$180,796,400	-3.12%	100.00%

Percentage Change in the 2009-10 Adopted Budget from the 2008-09 Revised Budget



Adopted Budget by Fund Type, Percentage of Total Budget



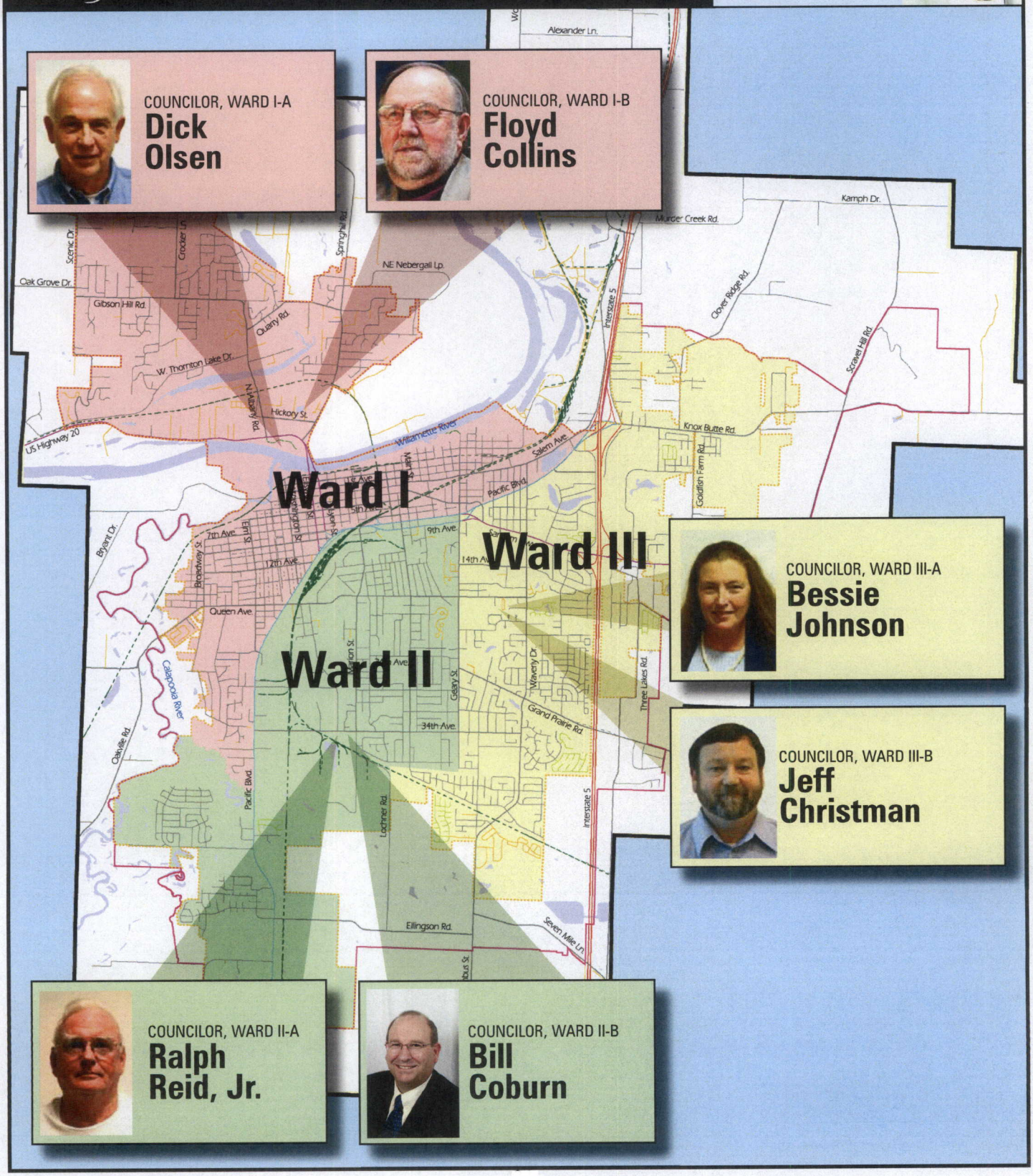
City of Albany
City Council Wards

Population Estimate 48,770
(JULY 2008, PSU POPULATION RESEARCH CENTER)

MAYOR
Sharon Konopa

COUNCILOR, WARD I-A
Dick Olsen

COUNCILOR, WARD I-B
Floyd Collins



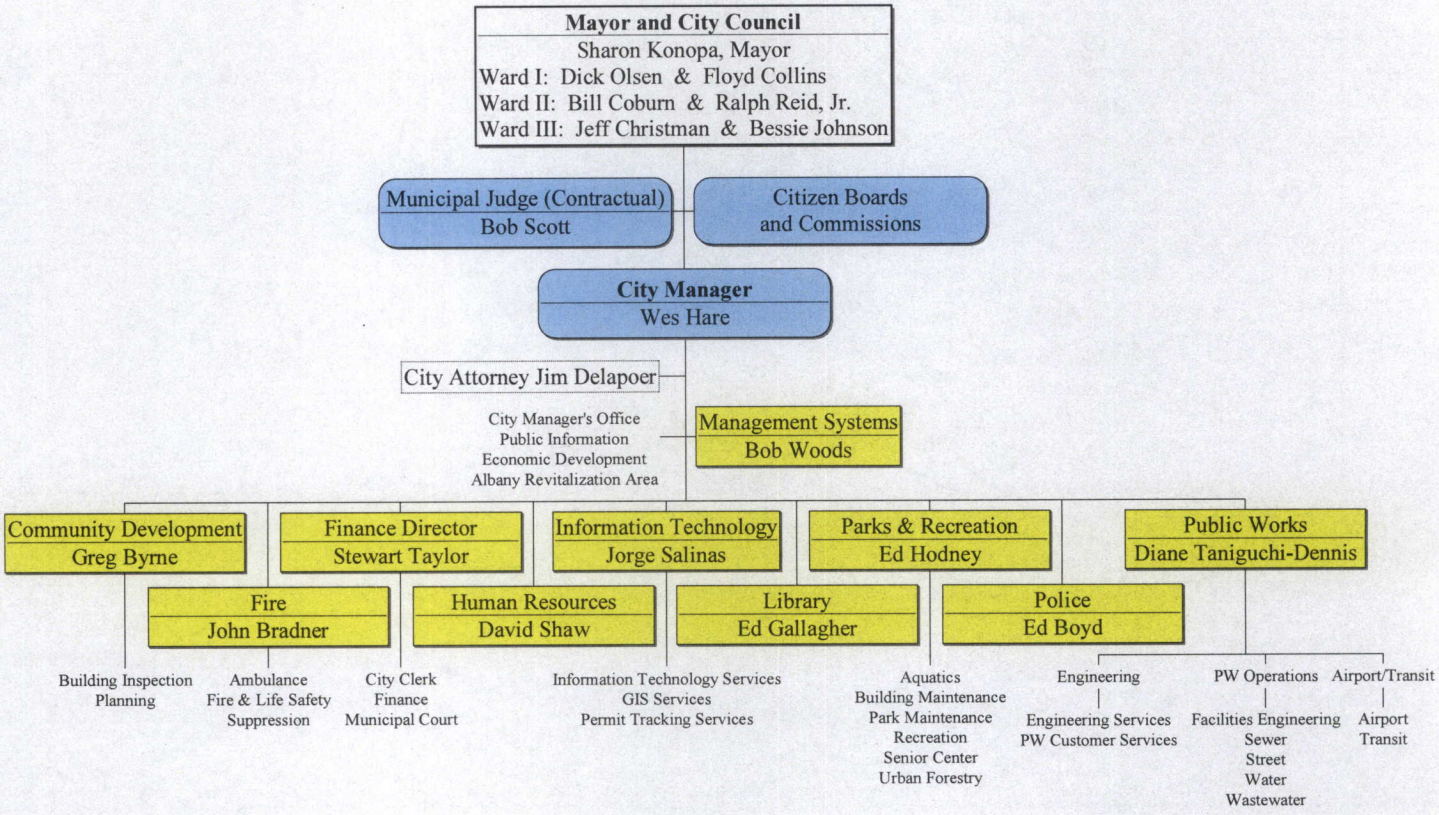
COUNCILOR, WARD III-A
Bessie Johnson

COUNCILOR, WARD III-B
Jeff Christman

COUNCILOR, WARD II-A
Ralph Reid, Jr.

COUNCILOR, WARD II-B
Bill Coburn

Citizens of the City of Albany



Elected

Appointed by Council

Recommended by City Manager and ratified by Council

Appointed by City Manager

PERSONNEL CHANGE REPORT

The adopted budget for Fiscal Year 2008-2009 authorized 428.575 full-time equivalent (FTE) positions. During the year, the following personnel position adjustments were approved:

1. Revised the job title of the Water Maintenance Lead position to Lead Canal Operator (615-50-2204).
2. Transferred 0.1575 FTE Disability Access Coordinator position from ADA Code Enforcement (204-40-1607) to Building Inspection (204-40-1602).
3. Reclassified the vacant 1.00 FTE Fire Protection Engineer position to Deputy Fire Marshal III (100-25-1203).
4. Reclassified the 1.00 FTE Community Development Customer Services Supervisor position to Administrative Services Supervisor (204-40-1602).
5. Reclassified a vacant 1.00 FTE Park Maintenance II position to a Park Maintenance I position (202-35-1407).
6. Added 0.25 FTE Municipal Court Judge position as a transfer from contractual basis (100-10-1029).
7. Reclassified a 1.00 FTE Recreation Program Specialist position to Recreation Coordinator (202-35-1402).
8. Reclassified a 1.00 FTE Recreation Program Specialist position to Recreation Coordinator (202-35-1404).
9. Reclassified a 1.00 FTE Recreation Coordinator position to Recreation Programs Supervisor (202-35-1405).
10. Reclassified a vacant Facilities Mechanic I position to Facilities Maintenance Electrician (705-50-2809).

With the above adjustment, the current authorized FTE increased by 0.25 FTE for a total of 428.825 FTE positions as of April 30, 2009.

The adopted budget for Fiscal Year 2009-2010 authorizes 427.825 FTE positions; this is a net decrease of 1.00 FTE position from the Fiscal Year 2008-2009 authorized 428.825 FTE positions. The adopted changes are:

CITY MANAGER'S OFFICE

Economic Development Activities

- Delete 1.00 FTE Economic Development Director position
- Transfer 0.585 FTE Special Projects Coordinator position to Public Works Engineering Services

Albany Station REA

- Transfer 0.20 FTE Special Projects Coordinator position to Public Works Engineering Services

Albany Station Pathway

- Transfer 0.085 FTE Special Projects Coordinator position to Public Works Engineering Services

North Albany Park & Ride

- Transfer 0.13 FTE Special Projects Coordinator position to Public Works Engineering Services

COMMUNITY DEVELOPMENT DEPARTMENT

Building Inspection

- Transfer 1.00 FTE Clerk III position to the Finance Office

FINANCE DEPARTMENT

Finance Office

- Add 1.00 FTE Clerk III position as a transfer from Building Inspection

PUBLIC WORKS DEPARTMENT

Engineering Services

- Add 0.585 FTE Special Projects Coordinator position as a transfer from Economic Development Activities
- Add 0.20 FTE Special Projects Coordinator position as a transfer from Albany Station REA
- Add 0.085 FTE Special Projects Coordinator position as a transfer from Albany Station Pathway
- Add 0.13 FTE Special Projects Coordinator position as a transfer from North Albany Park & Ride
- Job title change of this Special Projects Coordinator position to Airport & Transit Manager

Operations Administration

- Reclassify 1.00 FTE Administrative Services Supervisor position to Program Management Supervisor

Personnel and Monthly Salary Schedule

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

Position	2007-2008 Adopted Employees	2008-2009 Adopted Employees	2009-2010 Adopted Employees	2009-2010 Salary Schedule Minimum	2009-2010 Salary Schedule Maximum
City Manager's Office					
Council & Nondepartmental - 701-11-1027					
Mayor	1.0	1.0	1.0	$165	N/A
Councilor	6.0	6.0	6.0	$110	N/A
TOTAL	**7.0**	**7.0**	**7.0**		
City Manager's Office - 701-11-1028					
City Manager	1.0	1.0	1.0	$10,663	N/A
Management Systems Director	0.0	1.0	1.0	$7,135	$8,917
Executive Assistant to the City Manager	1.0	1.0	1.0	$4,349	$5,350
Management Assistant/Public Information Officer	1.0	1.0	1.0	$4,222	$5,194
Graphics and Web Specialist	1.0	1.0	1.0	$3,816	$4,870
Administrative Assistant I (confidential)	1.0	1.0	1.0	$3,052	$3,753
Office Clerk (confidential)	0.6	0.6	0.6	$2,409	$2,963
TOTAL	**5.6**	**6.6**	**6.6**		
Economic Development Activities - 211-11-1101					
Economic Development Director	1.000	1.000	0.0	N/A	N/A
Special Projects Coordinator	0.585	0.585	0.0	N/A	N/A
Urban Renewal Manager	0.000	1.000	1.0	$5,511	$6,780
Urban Renewal Coordinator	1.000	0.000	0.0	N/A	N/A
TOTAL	**2.585**	**2.585**	**1.0**		
Community Development Department					
Planning - 100-40-1601					
Community Development Director	1.0	1.0	1.0	$7,545	$9,431
Planning Manager	1.0	1.0	1.0	$5,676	$6,983
Planner III	1.0	1.0	1.0	$4,619	$5,893
Planner II	2.0	2.0	2.0	$4,197	$5,344
Planner I	1.0	1.0	1.0	$3,481	$4,445
Infrastructure Analyst	1.0	1.0	1.0	$4,197	$5,344
Administrative Services Supervisor	0.0	0.0	0.5	$3,980	$4,896
Administrative Assistant I	1.0	1.0	1.0	$3,018	$3,853
Administrative Assistant	1.0	1.0	1.0	$2,731	$3,482
TOTAL	**9.0**	**9.0**	**9.5**		
Building Inspection - 204-40-1602					
Building Official Manager	1.0	1.0	1.0	$5,676	$6,983
Assistant Building Official	1.0	1.0	1.0	$5,194	$6,389
Administrative Services Supervisor	0.0	1.0	0.5	$3,980	$4,896
Community Development Customer Services Supervisor	1.0	0.0	0.0	N/A	N/A
Building Inspector	5.0	5.0	5.0	$3,723	N/A
Code Compliance Inspector	2.0	2.0	2.0	$3,554	N/A
Disability Access Coordinator	0.0	0.1575	0.1575	$3,481	$4,445
Permit Technician	2.0	2.0	2.0	$3,018	$3,853
Permit Clerk	0.5	0.5	0.5	$2,466	$3,198
Administrative Assistant I	1.0	1.0	1.0	$3,018	$3,853
Clerk III	1.0	1.0	0.0	N/A	N/A
TOTAL	**14.5**	**14.6575**	**13.1575**		
Electrical Permit Program - 204-40-1603					
Building Inspector	1.0	1.0	1.0	$3,723	N/A
Permit Clerk	0.5	0.5	0.5	$2,466	$3,198
TOTAL	**1.5**	**1.5**	**1.5**		
ADA Code Enforcement 204-40-1607					
Disability Access Coordinator	0.0	0.8425	0.8425	$3,481	$4,445
TOTAL	**0.0**	**0.8425**	**0.8425**		

Personnel and Monthly Salary Schedule

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

Position	2007-2008 Adopted Employees	2008-2009 Adopted Employees	2009-2010 Adopted Employees	2009-2010 Salary Schedule Minimum	2009-2010 Salary Schedule Maximum	
Finance Department						
Municipal Court - 100-10-1029						
Municipal Court Judge	0.0	0.25	0.25	N/A	$6,141	
Senior Court Clerk	1.00	1.00	1.00	$2,979	$3,786	
Accounting Specialist	1.00	1.00	1.00	$2,598	$3,308	
Court Clerk	3.125	3.125	3.125	$2,351	$2,992	
TOTAL	**5.125**	**5.375**	**5.375**			
Finance Office - 701-10-1035						
Finance Director	1.0	1.0	1.0	$7,923	$9,903	
Assistant Finance Director	1.0	1.0	1.0	$5,847	$7,192	
Senior Accountant	1.0	1.0	1.0	$5,350	$6,581	
City Clerk	1.0	1.0	1.0	$4,100	$5,042	
Deputy City Clerk	1.0	1.0	1.0	$3,335	$4,100	
Payroll Supervisor	0.0	1.0	1.0	$4,100	$5,042	
Payroll Accountant	1.0	0.0	0.0	N/A	N/A	
Purchasing Coordinator	1.0	1.0	1.0	$3,784	$4,890	
Accounting Specialist	4.0	4.0	4.0	$2,598	$3,308	
Clerk III	0.0	0.0	1.0	$2,351	$2,992	
TOTAL	**11.0**	**11.0**	**12.0**			
Fire Department						
Fire Suppression - 100-25-1201						
Fire Chief	1.00	1.00	1.00	$7,545	$9,431	
Assistant Fire Chief	0.00	0.00	1.00	$6,780	$8,338	
Training Division Chief	1.00	1.00	1.00	$6,203	$7,630	
Training Lieutenant	0.00	0.00	0.50	$4,890	$6,204	7-1-09 thru 12-31-09
				$5,012	$6,359	1-1-10 thru 6-30-10
Battalion Chief	3.00	3.00	3.00	$5,847	$7,192	
Lieutenant	12.00	12.00	12.00	$4,890	$6,204	7-1-09 thru 12-31-09
				$5,012	$6,359	1-1-10 thru 6-30-10
Apparatus Operator	12.00	12.00	12.00	$4,413	$5,562	7-1-09 thru 12-31-09
				$4,523	$5,701	1-1-10 thru 6-30-10
Firefighter/EMT	15.00	15.00	15.00	$4,113	$5,199	7-1-09 thru 12-31-09
				$4,216	$5,329	1-1-10 thru 6-30-10
Firefighter/EMT (day)	0.0	2.0	2.0	$3,866	$4,887	7-1-09 thru 12-31-09
				$3,963	$5,009	1-1-10 thru 6-30-10
Administrative Services Supervisor	1.00	1.00	1.00	$3,980	$4,896	
Administrative Assistant I	1.00	1.00	1.00	$3,018	$3,853	
Clerk III	1.00	1.00	1.00	$2,351	$2,992	
TOTAL	**47.00**	**49.00**	**50.50**			
Public Safety Levy - Fire - 100-25-1202						
Firefighter/EMT	6.0	6.0	6.0	$4,113	$5,199	7-1-09 thru 12-31-09
				$4,216	$5,329	1-1-10 thru 6-30-10
Deputy Fire Marshal I/II - Compliance or Public Education	2.0	2.0	2.0	--	--	
Deputy Fire Marshal I - Compliance or Public Education	N/A	N/A	N/A	$4,371	$5,493	7-1-09 thru 12-31-09
				$4,480	$5,630	1-1-10 thru 6-30-10
Deputy Fire Marshal II - Compliance or Public Education	N/A	N/A	N/A	$4,698	$5,955	7-1-09 thru 12-31-09
				$4,815	$6,104	1-1-10 thru 6-30-10
TOTAL	**8.0**	**8.0**	**8.0**			

Personnel and Monthly Salary Schedule

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

Position	2007-2008 Adopted Employees	2008-2009 Adopted Employees	2009-2010 Adopted Employees	2009-2010 Salary Schedule Minimum	2009-2010 Salary Schedule Maximum	
Fire & Life Safety - 100-25-1203						
Fire Marshal	1.0	1.0	1.0	$6,203	$7,630	
Fire Protection Engineer	1.0	0.0	0.0	N/A	N/A	
				N/A	N/A	
Deputy Fire Marshal III	0.0	1.0	1.0	$5,188	$6,575	7-1-09 thru 12-31-09
				$5,318	$6,739	1-1-10 thru 6-30-10
Deputy Fire Marshal I/II - Compliance or Public Education	2.0	2.0	2.0	--	--	7-1-09 thru 12-31-09
Deputy Fire Marshal I - Compliance or Public Education	N/A	N/A	N/A	$4,371	$5,493	7-1-09 thru 12-31-09
				$4,480	$5,630	1-1-10 thru 6-30-10
Deputy Fire Marshal II - Compliance or Public Education	N/A	N/A	N/A	$4,698	$5,955	7-1-09 thru 12-31-09
				$4,815	$6,104	1-1-10 thru 6-30-10
TOTAL	**4.0**	**4.0**	**4.0**			
Ambulance - 212-25-1206						
Assistant Fire Chief	1.0	1.0	0.0	N/A	N/A	
EMS/Operations Division Chief	1.0	1.0	1.0	$6,203	$7,630	
Training Lieutenant	1.0	1.0	0.5	$4,890	$6,204	7-1-09 thru 12-31-09
				$5,012	$6,359	1-1-10 thru 6-30-10
Firefighter/EMT	12.0	12.0	12.0	$4,113	$5,199	7-1-09 thru 12-31-09
				$4,216	$5,329	1-1-10 thru 6-30-10
Firefighter/EMT (day)	2.0	2.0	2.0	$3,866	$4,887	7-1-09 thru 12-31-09
				$3,963	$5,009	1-1-10 thru 6-30-10
Ambulance Billing Specialist III	0.0	1.0	1.0	$2,725	$3,480	
Ambulance Billing Specialist II	2.0	1.0	1.0	$2,466	$3,198	
TOTAL	**19.0**	**19.0**	**17.5**			
Human Resources Department						
Human Resources - 701-14-1032						
Human Resources Director	1.0	1.0	1.0	$7,135	$8,917	
Human Resources Generalist	1.0	1.0	1.0	$4,100	$5,042	
Benefits Coordinator	1.0	1.0	1.0	$4,100	$5,042	
Human Resources Recruitment Coordinator	1.0	1.0	1.0	$3,538	$4,349	
HRIS Coordinator	1.0	1.0	1.0	$3,335	$4,100	
TOTAL	**5.0**	**5.0**	**5.0**			
Information Technology Department						
Information Technology Services - 701-13-1030						
Information Technology Director	1.0	1.0	1.0	$7,135	$8,917	
Information Technology Project Manager	0.0	1.0	1.0	$5,511	$6,780	
Network Engineer	1.0	1.0	1.0	$4,016	$5,130	
Database Administrator	1.0	1.0	1.0	$4,016	$5,130	
Network Administrator	1.0	1.0	1.0	$4,016	$5,130	
System Administrator	2.0	2.0	2.0	$4,016	$5,130	
Information Systems Technician	2.0	2.0	2.0	$3,154	$4,032	
TOTAL	**8.0**	**9.0**	**9.0**			
Geographic Information Services - 701-50-2010						
Data Systems Manager	1.0	1.0	1.0	$5,511	$6,780	
Geographic Information System Analyst	2.0	2.0	2.0	$4,016	$5,130	
Data Systems Analyst	0.5	0.5	0.5	$4,016	$5,130	
TOTAL	**3.5**	**3.5**	**3.5**			
Permit Tracking Services - 701-50-2011						
Data Systems Analyst	0.5	0.5	0.5	$4,016	$5,130	
TOTAL	**0.5**	**0.5**	**0.5**			

Personnel and Monthly Salary Schedule

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

Position	2007-2008 Adopted Employees	2008-2009 Adopted Employees	2009-2010 Adopted Employees	2009-2010 Salary Schedule Minimum	2009-2010 Salary Schedule Maximum
Library Department					
Library - 100-45-1701					
Library Director	1.0000	1.0000	1.0000	$7,135	$8,917
Supervising Librarian	1.0000	1.0000	1.0000	$4,752	$5,847
Library Resources Coordinator	0.0000	0.7500	0.7500	$3,784	$4,890
Librarian II	2.0000	2.0000	2.0000	$3,431	$4,371
Librarian I	5.0000	5.0000	5.0000	$3,049	$3,877
Senior Library Assistant	0.0000	1.0000	1.0000	$2,951	$3,759
Library Assistant	2.6625	2.6625	2.6625	$2,660	$3,394
Information Systems Technician	1.0000	1.0000	1.0000	$3,154	$4,032
Administrative Assistant I	1.0000	1.0000	1.0000	$2,944	$3,759
Library Aide	6.3125	6.3125	6.3125	$2,167	$2,754
Library Page	0.2500	0.2500	0.2500	$1,746	$2,223
TOTAL	**20.2250**	**21.9750**	**21.9750**		
Parks & Recreation Department					
Sports Services - 202-35-1402					
Recreation Coordinator	0.0	1.0	1.0	$3,602	$4,589
Recreation Programs Specialist	1.0	0.0	0.0	N/A	N/A
TOTAL	**1.0**	**1.0**	**1.0**		
Children, Youth, & Family Recreation Services- 202-35-1403					
Recreation Programs Manager	0.200	0.200	0.200	$5,194	$6,389
Recreation Programs Supervisor	1.000	1.000	1.000	$3,980	$4,896
Maple Lawn Preschool Teaching Assistant II	1.025	1.500	1.500	$1,861	$2,367
Maple Lawn Preschool Teaching Assistant I	0.875	0.875	0.875	$1,687	$2,146
TOTAL	**3.100**	**3.575**	**3.575**		
Resource Development/Marketing Services - 202-35-1404					
Recreation Programs Manager	0.20	0.20	0.20	$5,194	$6,389
Resource Development Coordinator	1.00	1.00	1.00	$3,784	$4,890
Recreation Coordinator	0.34	1.34	1.34	$3,602	$4,589
Recreation Programs Specialist	1.00	0.00	0.00	N/A	N/A
TOTAL	**2.54**	**2.54**	**2.54**		
Adult Recreation & Fitness Services - 202-35-1405					
Recreation Programs Manager	0.2	0.2	0.2	$5,194	$6,389
Recreeation Programs Supervisor	0.0	1.0	1.0	$3,980	$4,896
Recreation Coordinator	1.0	0.0	0.0	N/A	N/A
TOTAL	**1.2**	**1.2**	**1.2**		
Park Maintenance Services - 202-35-1407					
Parks and Facilities Maintenance Manager	1.0	1.0	1.0	$5,194	$6,389
Park Maintenance III	2.0	2.0	2.0	$3,245	$4,123
Park Maintenance II	3.0	3.0	3.0	$3,049	$3,877
Park Maintenance I	1.0	2.0	2.0	$2,810	$3,570
Park Maintenance Aide	1.0	0.0	0.0	N/A	N/A
TOTAL	**8.0**	**8.0**	**8.0**		
Parks & Recreation Administration - 202-35-1408					
Parks & Recreation Director	1.0	1.0	1.0	$7,135	$8,917
Recreation Programs Manager	0.2	0.2	0.2	$5,194	$6,389
Administrative Assistant I	1.0	1.0	1.0	$3,018	$3,853
Clerk III	2.0	2.0	2.0	$2,351	$2,992
TOTAL	**4.2**	**4.2**	**4.2**		

Personnel and Monthly Salary Schedule

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

Position	2007-2008 Adopted Employees	2008-2009 Adopted Employees	2009-2010 Adopted Employees	2009-2010 Salary Schedule Minimum	2009-2010 Salary Schedule Maximum
Senior Services - 202-35-1409					
Recreation Programs Manager	0.2	0.2	0.2	$5,194	$6,389
Recreation Programs Supervisor	1.0	1.0	1.0	$3,980	$4,896
Recreation Programs Specialist	1.0	1.0	1.0	$3,166	$4,043
Building Security/Custodian	1.0	1.0	1.0	$2,432	$3,106
Clerk III	1.0	1.0	1.0	$2,351	$2,992
TOTAL	**4.2**	**4.2**	**4.2**		
Aquatic Services - 202-35-1410					
Recreation Programs Manager	1.000	1.000	1.000	$5,194	$6,389
Building Maintenance II	1.000	1.000	1.000	$3,049	$3,877
Aquatic Programs Leader	2.000	2.000	2.000	$2,614	$3,329
Administrative Assistant	0.575	0.575	0.575	$2,731	$3,482
TOTAL	**4.575**	**4.575**	**4.575**		
Northwest Art & Air Festival - 202-35-1411					
Recreation Coordinator	0.33	0.33	0.33	$3,602	$4,589
TOTAL	**0.33**	**0.33**	**0.33**		
Performance Series - 202-35-1412					
Recreation Coordinator	0.33	0.33	0.33	$3,602	$4,589
TOTAL	**0.33**	**0.33**	**0.33**		
Urban Forestry - 202-35-1419					
Parks and Facilities Maintenance Manager	0.5	0.5	0.5	$5,194	$6,389
Park Maintenance III	1.0	1.0	1.0	$3,245	$4,123
Park Maintenance II	1.0	1.0	1.0	$3,049	$3,877
TOTAL	**2.5**	**2.5**	**2.5**		
Facilities Maintenance 701-35-1033					
Parks and Facilities Maintenance Manager	0.5	0.5	0.5	$5,194	$6,389
Building Maintenance Lead Worker	1.0	1.0	1.0	$3,433	$4,375
Building Maintenance II	2.0	2.0	2.0	$3,049	$3,877
TOTAL	**3.5**	**3.5**	**3.5**		
Police Department					
Police - 100-30-1301					
Police Chief	1.0	1.0	1.0	$7,545	$9,431
Police Captain	3.0	3.0	3.0	$6,203	$7,630
Police Sergeant	7.0	7.0	7.0	$5,350	$6,581
Police Corporal	4.0	5.0	5.0	$4,414	$5,572
Police Officer	43.0	43.0	43.0	$3,954	$4,980
Police Records and Systems Supervisor	1.0	1.0	1.0	$4,222	$5,194
Police Communications Supervisor	1.0	1.0	1.0	$4,349	$5,350
Police Communications Specialist	10.0	10.0	10.0	$3,217	$4,086
Community Education Specialist	2.0	2.0	2.0	$3,419	$4,382
Community Service Officer	1.0	1.0	1.0	$3,320	$4,255
Property and Evidence Specialist	2.0	2.0	2.0	$2,942	$3,682
Administrative Services Supervisor	1.0	1.0	1.0	$3,980	$4,896
Administrative Assistant I (confidential)	1.0	1.0	1.0	$3,052	$3,753
Police Clerk	7.25	7.25	7.25	$2,503	$3,189
TOTAL	**84.25**	**85.25**	**85.25**		
Public Safety Levy - Police - 100-30-1302					
Police Officer	4.0	4.0	4.0	$3,954	$4,980
Crime Analyst	1.0	1.0	1.0	$3,849	$4,914
Community Service Officer	3.0	3.0	3.0	$3,320	$4,255
Police Communications Specialist	1.0	1.0	1.0	$3,217	$4,086
TOTAL	**9.0**	**9.0**	**9.0**		

Personnel and Monthly Salary Schedule

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

Position	2007-2008 Adopted Employees	2008-2009 Adopted Employees	2009-2010 Adopted Employees	2009-2010 Salary Schedule Minimum	2009-2010 Salary Schedule Maximum
Public Works Department					
Street Maintenance - 250-50-2602					
Street Maintenance Supervisor	1.0	1.0	1.0	$4,896	$6,022
Street Field Services Supervisor	1.0	1.0	1.0	$3,643	$4,479
Street Maintenance II	6.0	6.0	6.0	$3,049	$3,877
TOTAL	**8.0**	**8.0**	**8.0**		
Sewer Environmental Services - 601-50-2402					
Environmental Services Manager	1.0	1.0	1.0	$5,042	$6,203
Environmental Services Technician II	4.0	4.0	4.0	$3,602	$4,589
TOTAL	**5.0**	**5.0**	**5.0**		
Wastewater Treatment Plant - 601-50-2404					
Treatment Plant Supervisor	1.0	1.0	1.0	$4,896	$6,022
Lead Wastewater Facilities Technician	1.0	1.0	1.0	$3,565	$4,548
Wastewater Facilities Technician III	2.0	2.0	0.0	N/A	N/A
Treatment Facilities Relief Operator	2.5	2.5	4.5	$3,112	$3,967
TOTAL	**6.5**	**6.5**	**6.5**		
Wastewater Collection - 601-50-2405					
Wastewater Collection Manager	1.0	1.0	1.0	$5,042	$6,203
Water/Wastewater Field Services Supervisor	1.0	1.0	1.0	$3,753	$4,614
Wastewater Maintenance II	8.0	8.0	8.0	$3,049	$3,877
TOTAL	**10.0**	**10.0**	**10.0**		
Water Administration - 615-50-2202					
Water Superintendant	1.0	1.0	1.0	$5,042	$6,203
TOTAL	**1.0**	**1.0**	**1.0**		
Water Canal Maintenance - 615-50-2204					
Lead Canal Operator	0.0	1.0	1.0	$3,565	$4,548
Facitlities Maintenance Coordinator	1.0	0.0	0.0	N/A	N/A
Water Maintenance II	1.0	1.0	1.0	$3,049	$3,877
Water Maintenance I	1.0	1.0	1.0	$2,810	$3,570
TOTAL	**3.0**	**3.0**	**3.0**		
Vine Street Water Treatment Plant - 615-50-2205					
Treatment Plant Supervisor	0.31	0.31	0.31	$4,896	$6,022
Water Treatment Plant Operator III	0.75	0.75	0.00	N/A	N/A
Treatment Facilities Relief Operator	1.25	1.65	2.40	$3,112	$3,967
TOTAL	**2.31**	**2.71**	**2.71**		
Water Distribution - 615-50-2206					
Water/Wastewater Field Services Supervisor	1.0	1.0	1.0	$3,753	$4,614
Water Maintenance II	10.0	10.0	10.0	$3,049	$3,877
TOTAL	**11.0**	**11.0**	**11.0**		
Albany-Millersburg Water Treatment Plant - 615-50-2207					
Treatment Plant Supervisor	0.69	0.69	0.69	$4,896	$6,022
Lead Water Treatment Plant Operator	1.00	1.00	1.00	$3,565	$4,548
Water Treatment Plant Operator III	1.25	1.25	1.00	$3,392	$4,331
Treatment Facilities Relief Operator	2.25	2.85	3.10	$3,112	$3,967
TOTAL	**5.19**	**5.79**	**5.79**		
Public Works Administration - 705-50-2802					
Public Works Director	1.0	1.0	1.0	$7,923	$9,903
Public Works Business Manager	1.0	1.0	1.0	$5,676	$6,983
Public Works Executive Assistant	1.0	1.0	1.0	$3,980	$4,896
TOTAL	**3.0**	**3.0**	**3.0**		

Personnel and Monthly Salary Schedule

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

Position	2007-2008 Adopted Employees	2008-2009 Adopted Employees	2009-2010 Adopted Employees	2009-2010 Salary Schedule Minimum	2009-2010 Salary Schedule Maximum
Engineering Services - 705-50-2803					
Assistant Public Works Director/City Engineer	1.0	1.0	1.0	$6,780	$8,338
Assistant City Engineer	1.0	1.0	1.0	$5,847	$7,192
Utilities Services Manager	1.0	1.0	1.0	$6,203	$7,630
Airport & Transit Manager	0.0	0.0	1.0	$5,676	$6,983
Public Works Permitting & Development Services Engineer	1.0	0.0	0.0	N/A	N/A
Transportation Systems Analyst	1.0	1.0	1.0	$4,619	$5,893
Civil Engineer III	6.0	6.0	6.0	$5,168	$6,594
Civil Engineer II	2.0	2.0	1.0	$4,619	$5,893
Engineering Associate I	1.0	1.0	1.0	$4,016	$5,130
Engineering Technician IV	1.0	1.0	2.0	$4,016	$5,130
Engineering Technician III	1.0	1.0	1.0	$3,653	$4,654
Engineering Technician II	1.0	1.0	1.0	$3,224	$4,106
Public Works Project Accountant	1.0	1.0	1.0	$3,154	$4,032
Public Works Project Coordinator	1.0	1.0	1.0	$3,203	$4,077
Administrative Assistant I	1.0	1.0	1.0	$3,018	$3,853
Clerk III	1.0	1.0	1.0	$2,351	$2,992
TOTAL	**21.0**	**20.0**	**21.0**		
Operations Administration - 705-50-2805					
Assistant Public Works Director/Operations Manager	1.0	1.0	1.0	$6,780	$8,338
Program Management Supervisor	0.0	0.0	1.0	$3,980	$4,896
Administrative Services Supervisor	1.0	1.0	0.0	N/A	N/A
Public Works Data Systems Analyst	1.0	1.0	1.0	$4,016	$5,130
Public Works Data Technician	3.0	3.0	3.0	$3,481	$4,445
Administrative Assistant	1.0	1.0	1.0	$2,731	$3,482
Clerk III	1.0	1.0	1.0	$2,351	$2,992
TOTAL	**8.0**	**8.0**	**8.0**		
Water Quality Control Services - 705-50-2806					
Water Quality Control Supervisor	1.0	1.0	1.0	$4,752	$5,847
Environmental Services Technician II	1.0	1.0	1.0	$3,602	$4,589
WWTP Laboratory Technician	1.0	1.0	1.0	$3,565	$4,548
Environmental Services Technician II	1.0	1.0	1.0	$3,602	$4,589
TOTAL	**4.0**	**4.0**	**4.0**		
Public Works Customer Services - 705-50-2807					
Public Works Customer Services Supervisor	1.0	1.0	1.0	$4,752	$5,847
Field Representative II	2.0	2.0	2.0	$2,790	$3,565
Billing/Collection Specialist II	3.0	3.0	3.0	$2,466	$3,198
Billing/Collection Specialist I	1.0	1.0	1.0	$2,351	$2,992
Public Works Customer Service Representative	1.0	2.0	2.0	$2,351	$2,992
TOTAL	**8.0**	**9.0**	**9.0**		
Facilities & Maintenance Engineering - 705-50-2809					
Special Projects Coordinator	0.0	1.0	1.0	$5,676	$6,983
Facilities Engineering Manager	1.0	1.0	1.0	$5,511	$6,780
Facilities Field Services Supervisor	1.0	1.0	1.0	$3,753	$4,614
Facilities Automation Analyst	2.0	2.0	2.0	$4,287	$5,468
Facilities Project Coordinator	1.0	1.0	1.0	$4,016	$5,130
Wastewater Facilities Technician III-Flow Monitoring Specialist	1.0	1.0	1.0	$3,392	$4,331
Facilities Automation Technician	1.0	1.0	1.0	$3,154	$4,032
Facilities Maintenance Electrician	0.0	1.0	1.0	$3,433	$4,375
Facilities Mechanic I	3.0	2.0	2.0	$3,083	$3,924
TOTAL	**10.0**	**11.0**	**11.0**		

Personnel and Monthly Salary Schedule

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

Position	2007-2008 Adopted Employees	2008-2009 Adopted Employees	2009-2010 Adopted Employees	2009-2010 Salary Schedule Minimum	2009-2010 Salary Schedule Maximum
Title XIX Transportation Grant - 203-50-5014					
Transportation Assistant	0.375	0.375	0.375	$2,167	$2,754
TOTAL	**0.375**	**0.375**	**0.375**		
Albany Transit System- 213-50-1106					
Transit Programs Supervisor	0.50	0.50	0.50	$4,222	$5,194
Operations Maintenance I	0.25	0.25	0.25	$2,810	$3,570
Transit Operator	2.68	2.68	2.68	$2,723	$3,471
Clerk III	0.00	0.33	0.33	$2,351	$2,992
Transit Services Dispatcher	0.33	0.00	0.00	N/A	N/A
TOTAL	**3.76**	**3.76**	**3.76**		
Linn-Benton Transit Loop - 213-50-1107					
Transit Programs Supervisor	0.50	0.50	0.50	$4,222	$5,194
Operations Maintenance I	0.25	0.25	0.25	$2,810	$3,570
Transit Operator	2.07	3.57	3.57	$2,723	$3,471
Clerk III	0.00	0.33	0.33	$2,351	$2,992
Transit Services Dispatcher	0.33	0.00	0.00	N/A	N/A
TOTAL	**3.15**	**4.65**	**4.65**		
Paratransit System - 213-50-1108					
Paratransit Services Supervisor	1.00	1.00	1.00	$3,980	$4,896
Transportation Assistant	1.55	1.55	1.55	$2,167	$2,754
Clerk III	0.00	0.34	0.34	$2,351	$2,992
Transit Services Dispatcher	0.34	0.00	0.00	N/A	N/A
TOTAL	**2.89**	**2.89**	**2.89**		
Albany Station REA 402-50-1109					
Special Projects Coordinator	0.20	0.20	0.00	N/A	N/A
TOTAL	**0.20**	**0.20**	**0.00**		
Albany Station Pathway 402-50-1110					
Special Projects Coordinator	0.085	0.085	0.000	N/A	N/A
TOTAL	**0.085**	**0.085**	**0.000**		
North Albany Park & Ride 402-50-1111					
Special Projects Coordinator	0.13	0.13	0.00	N/A	N/A
TOTAL	**0.13**	**0.13**	**0.00**		
ALL DEPARTMENTS TOTAL	**416.85**	**428.825**	**427.825**		

CITY OF

Albany

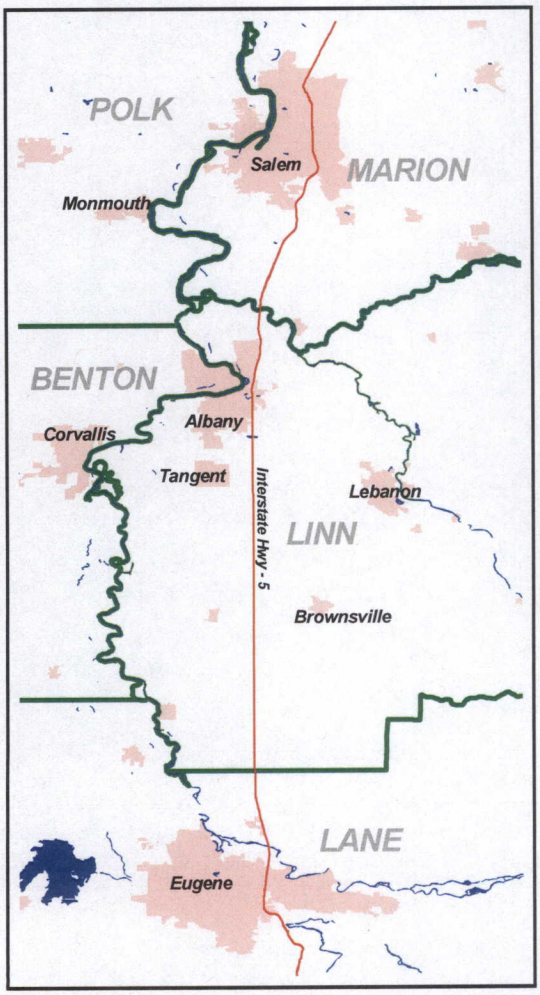
OREGON

USERS GUIDE

A BRIEF TOUR OF ALBANY

Location

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



Population

Albany has a population of 48,770. Nearly 86 percent of the City's population resides in Linn County, with the remainder in Benton County. The City saw growth in population in the 1980s, at around 10 percent. In the 1990s, the total increase was around 39 percent. The increases for the last six years are:

As of	Population	% Change
2004	43,600	3.1%
2005	44,030	1.0%
2006	45,360	3.0%
2007	46,610	2.8%
2008	47,470	1.8%
2009	48,770	2.7%

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

Demographics

City Boundary Land Area

2006 ..... 17.70 sq. mi.
2007 ..... 17.70 sq. mi.
2008 ..... 17.70 sq. mi.

Urban Growth Boundary Land Area

2006 ..... 21.72 sq. mi.
2007 ..... 21.72 sq. mi.
2008 ..... 21.72 sq. mi.

Assessed Value ($Millions)

2006 - 07 2,657
2007 - 08 2,811
2008 - 09 3,040

Source: Linn and Benton County Assessor's Offices

School Enrollment

2006 8,515
2007 8,891
2008 9,197

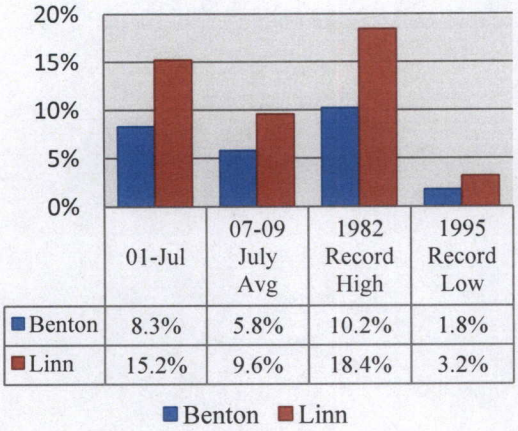
Infrastructure (as of June 30, 2009)

Police Stations 1
Fire Stations 4
Libraries 2
Number of Parks 30
Miles of Asphalt roads 176.4
Miles of Concrete roads 4.06
Miles of Gravel roads 0.08
Miles of Oil Mat 7.17
Miles of Water Lines 265
Miles of Sewer Lines 219
Miles of Storm Drains 137

Economics

Unemployment Rate, Linn County

2007 ..... 6.5%
2008 ..... 7.0%
2009 ..... 15.2%



Unemployment Rate, Benton County

2007 ..... 4.7%
2008 ..... 4.4%
2009 ..... 8.3%

Source: State of Oregon Employment Division – July 2009.

Top Ten Taxpayers to the City of Albany in 2009.

Taxpayer	Tax Imposed
Dayton Hudson Corporation	$596,145
Oregon Metallurgical Corporation	307,675
Oregon Freeze Dry Foods Inc.	240,005
Waverly Land Management	174,853
Steadfast Heritage LLC	165,294
Pacific Cast Technologies Inc.	150,511
Northwest Natural Gas Company	138,107
Metropolitan Life Insurance Company	123,645
Qwest Corporation	121,703
PacifiCorp (PP&L)	117,257

Major Employers

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

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

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

Government

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

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

FUND STRUCTURE

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

General Fund

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

Major Revenues

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

Primary Services

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

Special Revenue Funds

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

Major Revenues

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

Primary Services

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

Debt Service Fund

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

Major Revenues

- Property tax
- Transient Room tax
- Special assessments

Primary Services

- Payment of principal and interest on outstanding bonds.

Capital Projects Fund

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

Major Revenues

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

Primary Services

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

Permanent Funds

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

Major Revenues

- Endowments
- Gifts and donations

Primary Services

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

FUND STRUCTURE (cont.)

Enterprise Funds

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

Major Revenues

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

Primary Services

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

Internal Services Funds

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

Major Revenues

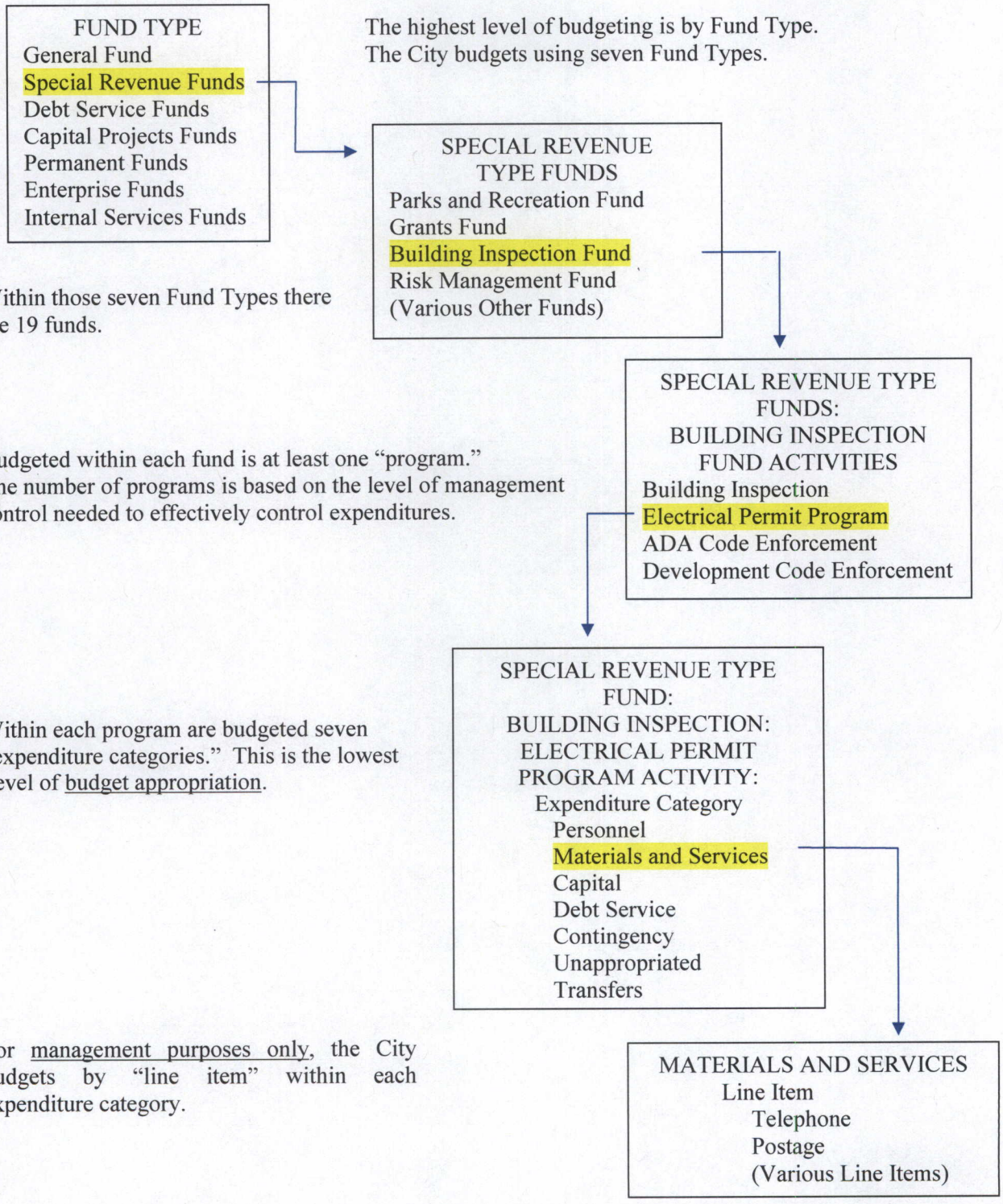
- Charges to other City departments

Primary Services

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

BUDGET DOCUMENT STRUCTURE

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



CITY OF ALBANY BUDGET PROCESS

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

Revenue Forecast

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

Council's Strategic Plan Themes

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

Department Strategies/Actions

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

Oregon Local Budget Law

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

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

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

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

1. *Appoint Budget Officer* - Every local government is required to have a budget officer, either appointed by the governing body or designated in its charter. The Albany City Council has chosen to designate the City's Finance Director as the Budget Officer.

2. *Prepare Proposed Budget* - With much of the groundwork laid by the City Council and various work sessions, City management and staff meet and prepare an estimate of revenues and expenditures for the upcoming fiscal year. The City Manager and Budget Officer meet with various departments in order to "balance" the budget as required by the Oregon Revised Statutes.

3. *Public Notice of Meeting* - Upon completion of the budget reviews, the proposed budget is prepared and a "Notice of Budget Committee Meeting" is advertised in the local newspaper. ORS 294 requires notice to be published at least twice, five to 30 days before the scheduled Budget Committee meeting date, separated by at least seven days.

4. *Budget Committee Meets* - At the first formal Budget Committee meeting, the City Manager presents the budget message and the proposed budget document to the Committee for review. The Budget Committee may then meet as often as necessary with the public, until all citizen concerns are heard.

5. *Budget Committee Approves Budget* - When the Budget Committee is satisfied that the budget will meet the needs of the citizens of Albany, it will approve the document and forward it to the City Council for adoption. The Budget Committee shall also approve a rate of total ad valorem property taxes to be certified for collection.

6. *Notice of Hearing and Financial Summary* - After approval of the budget, a budget hearing must be held. The City Council must publish, by one or more of the methods described in ORS 294.311, a summary of the recommended budget and a notice of budget hearing five to 25 days before the scheduled hearing date. If the notice is posted instead of published in the newspaper, then a second posted notice is required eight to 14 days prior to the budget hearing.

   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.

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.

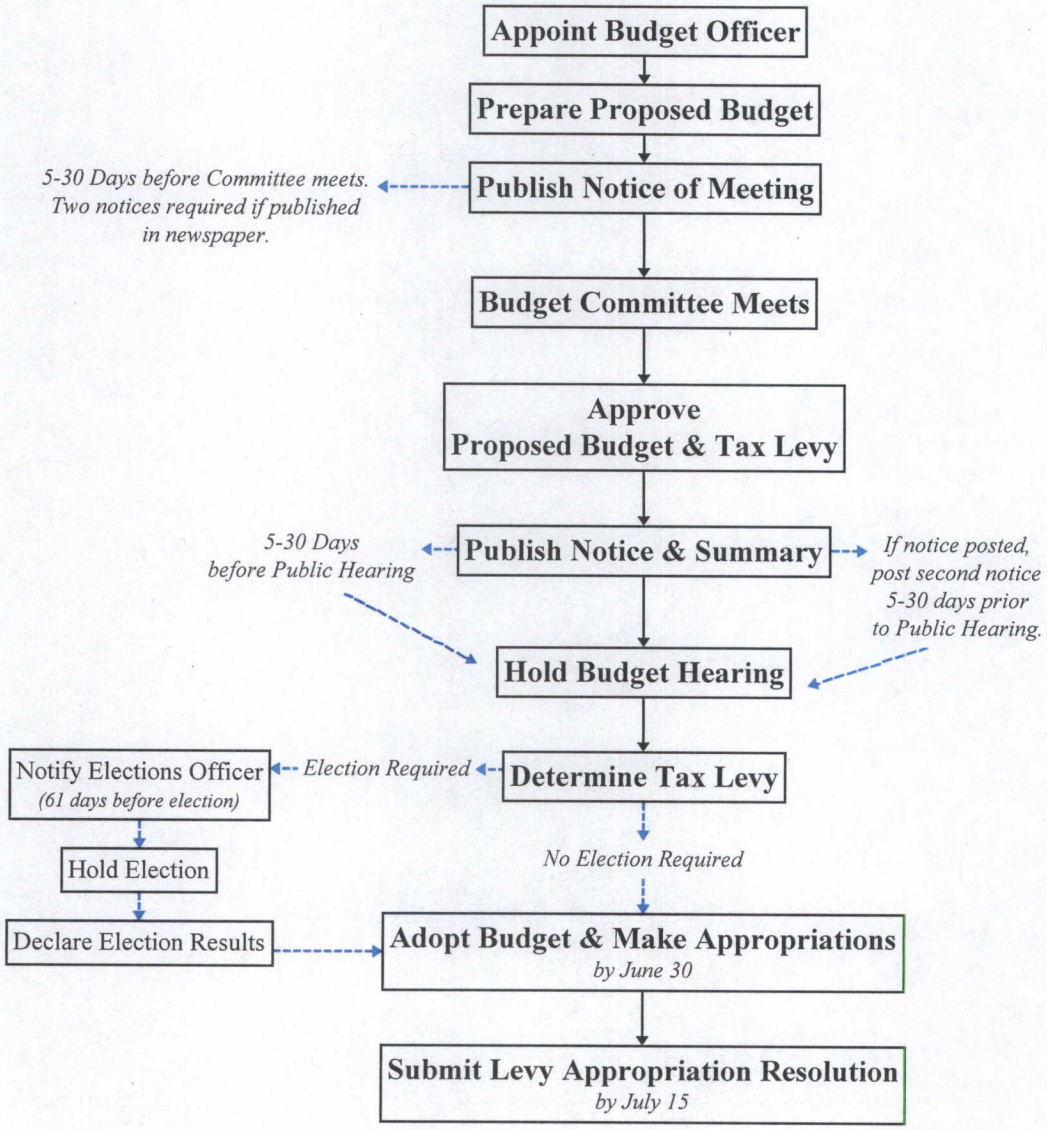
   b. Estimated expenditures in any fund may not be increased by more than $5,000 or 10 percent, whichever is greater.

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.

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

THE BUDGET PROCESS



Supplemental Budget

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

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

1. The supplemental budget may be adopted by the Council at a regularly scheduled Council meeting. The Budget Committee is not required to convene.

2. Notice of the regular meeting at which the supplemental budget will be adopted must be published not less than five days before the meeting. The notice must include the name of each fund being adjusted and the amount of change in each fund's revenues and expenditures.

3. At the Council meeting a resolution adopting the supplemental budget and making appropriations may be approved.

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

1. A public hearing must be held to discuss and adopt the supplemental budget. The City Council holds the hearing. The Budget Committee is not required.

2. A "Notice of Hearing" of the proposed supplemental budget and a summary of the proposed supplemental budget must be published and posted not less than 5 days and not more than 30 days prior to the hearing.

3. The City Council may resolve to adopt and appropriate the supplemental budget at the hearing.

2009-2010 BUDGET CALENDAR

Council/Budget Committee Work Session	*January 26*
Outside agency grant applications sent out	February 13
Outside agency grant requests due	March 06
City Manager/Finance Director/Department Director Budget Review dates	Month of March
Council, Budget Committee, Planning Commission, and staff review of the Capital Improvement Program (CIP) and budget update.	*April 20*
Publish Notice of Budget Committee Meeting	May 6, May 13
Budget Committee (Proposed Budget, Budget Message, and departmental review)	*May 18, May 19*
Budget Committee Meetings (continue review if necessary and deliberation)	*May 20, May 21*
CIP Public Hearing and adoption by CC	*June 10*
Publish Approved Budget and Supplemental Budget Notice & Summary	May 29 & June 05
Public Hearing on 2009-2010 Approved Budget & 2008-2009 Supplemental Budget	June 24
Adoption of 2009-2010 Approved Budget & 2008-2009 Supplemental Budget by Council	June 24
File budget (LB-50) with Linn County and Benton County	July 15

BUDGET ASSUMPTIONS

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

Economic

- **Interest:** The average rate of return for City investments will be 3.0 percent.
- **Assessed Value Growth**: The assessed value of property within the City of Albany will increase by 3.0 percent.

Personnel

- **Salaries**: Salaries will be adjusted per union contracts (e.g., Fire, Police, and AFSCME bargaining units).
- **PERS**: The cost per employee for retirement benefits for the Public Employee Retirement System (PERS) will be calculated at 17 percent of the monthly salary.
- **PERS Pick-Up**: The City of Albany will continue the PERS pick-up of six percent.
- **Health Benefits**: An increase in health insurance premiums will be calculated at 11 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 2008 - 2009. The City's permanent tax rate will be $6.3984/$1,000 valuation.

Special Revenue Funds

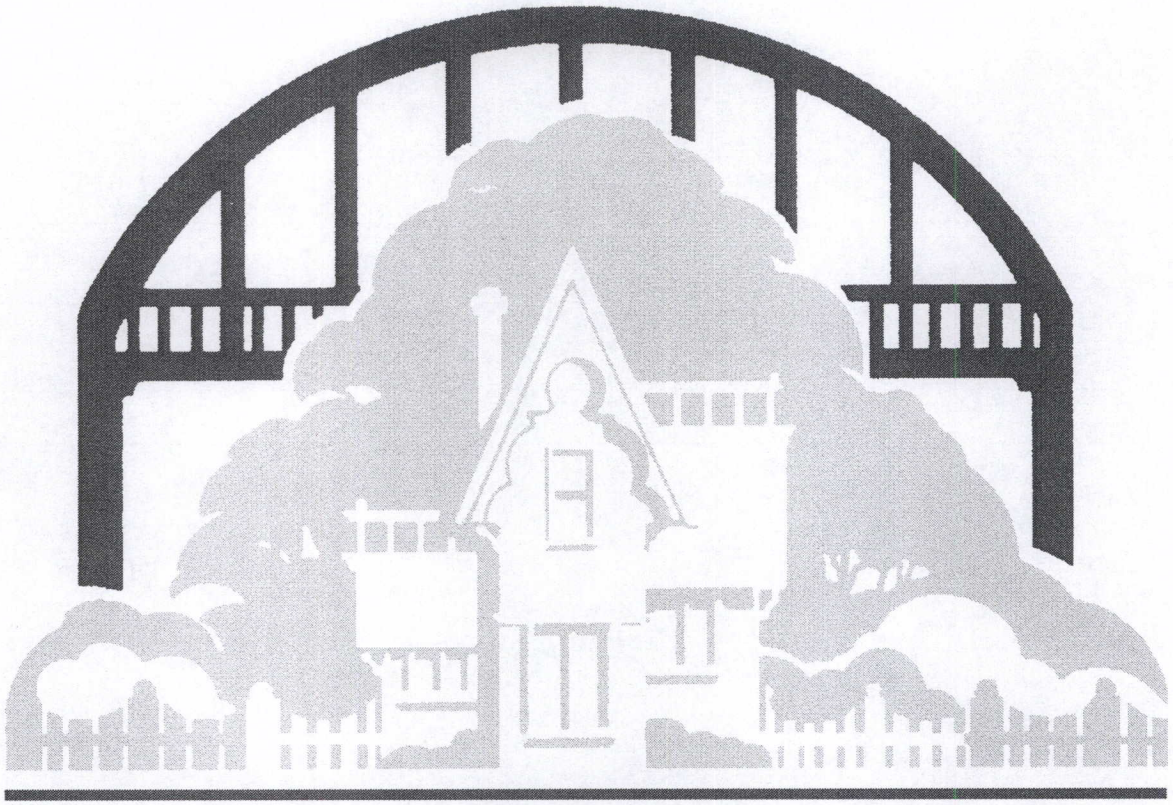
- New housing and commercial development will be at a reduced level.
- The City will continue to receive state revenue sharing funds at the same level as the prior year.

Capital Project Funds

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

Enterprise Funds

- A sewer rate increase of 9.0 percent is expected July 1, 2009.
- Water rates will increase in January 2010 by 2.5 percent.



CITY OF

Albany

OREGON

	City of Albany Finance Policy Policy #: F-07-08-002 Title: **FINANCIAL POLICIES**	

I. POLICY STATEMENT

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

II. GENERAL GUIDELINES

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

III. REVENUES

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

IV. EXPENDITURES

1. The City will identify priority services, establish appropriate service levels, and administer the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of services.

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

V. CAPITAL IMPROVEMENT PROGRAM (CIP)

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

VI. CAPITAL ASSETS

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

VII. DEBT

1. The City will generally limit long-term borrowing to capital improvements.
2. The City will follow a policy of full disclosure on every financial report, official

statement, and bond prospectus.

3. The City will strive to maintain its high bond ratings, currently A2 from Standard and Poors and A from Moodys, and will receive credit ratings on all its bond issues.
4. General obligation debt will not be used for self-supporting enterprise activities.
5. The City shall ensure that its debt margins are within the 3% true cash value limitation as set forth in ORS 287.004.
6. Funding strategies that are necessary to support debt obligations should be implemented prior to debt payments becoming due so that debt obligations can be met from current revenues.
7. The City will use voter-approved general obligation debt to fund general-purpose public improvements that cannot be financed from current revenues. Special purpose debt including certificates of participation, revenue bonds, and loans will be linked to specific funding sources.

VIII. Grants

1. Community organizations that desire financial support from the City must submit a Community Grant application no later than March 1 in order to be considered for funding in the next budget year. Applications will be reviewed by the department director assigned by the City Manager. Primary consideration will be given to requests that further the goals and objectives in the Strategic Plan. Applications that are approved by the department director and City Manager shall be included in the Proposed Budget to be considered by the Budget Committee and City Council.
   Any recipient of a Community Grant shall submit an accounting of how the funds were expended and the benefits achieved as required by City Council Resolution No. 5089. Recipients of grants greater than $100,000 must also submit an independent review of financial policies and procedures related to the grant proceeds no later than six months following the end of the fiscal year in which the funds were granted.
2. City departments are encouraged to seek grants and other financial support from private, nonprofit, and government agencies that would supplement City resources in meeting adopted goals and objectives. Grants that are available on an annual basis should be included in the proposed budget and do not require further City Council action once the budget is adopted, unless required by the granting agency. The City Manager is responsible to oversee other grant applications. All awarded grants must be accepted and appropriated by resolution of the City Council as required by Oregon Local Government Budget Law (ORS 294.326(3)).

IX. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

1. The Finance Department is responsible to see that all accounting, auditing, and financial reporting comply with prevailing federal, state, and local statutes and regulations including generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants (AICPA), and the Government Finance Officers Association (GFOA).
2. The Finance Department will conduct periodic internal audits of financial procedures such as cash handling, purchasing, and accounts payable to test internal controls and to detect instances of fraud or abuse. The Finance Director shall establish locations and limits for petty cash, purchase cards, and other cash and purchasing procedures consistent with operational needs, GFOA best practices, and Oregon Administrative Rules and Revised Statures.

3. The City will seek out and contract for the assistance of qualified financial advisors, consultants, and auditors in the management and administration of the City's financial functions.
4. The City Council will be provided monthly financial reports of revenues and expenditures.
5. A complete independent audit will be performed annually.
6. The City will issue annual financial reports in accordance with generally accepted accounting principles (GAAP) as outlined in the Governmental Accounting, Auditing, and Financial Reporting (GAAFR) publication.
7. The City will annually seek the GFOA Certificate of Achievement for Excellence in Financial Reporting and the GFOA Distinguished Budget Presentation Award.

	City of Albany Finance Policy Policy #: F-06-08-001 Title: **INVESTMENT POLICY**	

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 of efficiency and maximum investment opportunity. The following funds, and any new funds created by the City, unless specifically exempted by the City Council and this policy, are defined in the City's Comprehensive Annual Financial Report:

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

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

III. OBJECTIVES AND STRATEGY

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

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

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

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

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

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

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

IV. STANDARDS OF CARE

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

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

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

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

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

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

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 ORS 294.035 (10) which the City does not consider a legal investment.

V. AUTHORIZED AND SUITABLE INVESTMENTS

1. **Authorized Investments**. All investments of the City shall be made in accordance with Oregon Revised Statutes: ORS 294.035 (Investment of surplus funds of political subdivisions; approved investments), ORS 294.040 (Restriction on investments under ORS 294.035), ORS 294.135 (Investment maturity dates), ORS 294.145 (Prohibited conduct for Investment Officer including not committing to invest funds or sell securities more than 14 business days prior to the anticipated date of settlement), ORS 294.805 to 294.895 (Local Government Investment Pool). Any revisions or extensions of these sections of the ORS shall be assumed to be part of this Investment Policy immediately upon being enacted.

2. **Suitable Investments**.

Specific Types

a. U.S. Treasury Obligations ***ORS 294.035 (1)***
b. Government Sponsored Enterprises (GSEs) ***ORS 294.035 (1)**** - Federal Instrumentality Securities which include, but is not limited to the Federal National Mortgage Association (FNMA), the Federal Home Loan Mortgage Corporation (FHLMC), Federal Home Loan Banks (FHLB) and the Federal Farm Credit Bureau (FFCB). Federal Land Bank (FLB) , Tennessee Valley Authority (TVA)
c. Commercial Paper ***ORS 294.035 (9) (b)*** that is rated A1/P1 and has long term bonds which have a minimum rating of AA- by Standard and Poor's and Aa3 by Moody's.
d. Bankers Acceptances (Oregon Issued) (1) ***ORS 294.035 (8) (a)***
e. Corporate Indebtedness* ***ORS 294.035 (9) (c)*** that has a minimum long term debt *rating of AA- by Standard and Poor's and a Aa3 rating by Moody's.*
f. Local Government Investment Pool ***ORS 294.810 (1)***
g. Certificate of Deposits/ Bank Deposits and savings accounts, shall be held in qualified Oregon Depositories in accordance with ORS Chapter 295. Collateralization shall be met through Oregon Depository standards.
h. Obligations of the States of Oregon, California, Idaho, and Washington with a minimum rating of AA- by Standard and Poor's and Aa3 by Moody's. **ORS 294.035 (2)** ***ORS 294.035 (3)***

*As determined on any date that the security is held within the portfolio. If the credit rating of a security is subsequently downgraded below the minimum rating level for a new investment of that security, the Finance Director shall evaluate the downgrade on a case-by-case basis in order to determine if the security should be held or sold. The Finance Director will apply the general objectives of safety, liquidity, yield and legality to make the decision.

3. **Collateralization**. Time deposit open accounts, Certificates of Deposit and savings accounts shall be collateralized through the state collateral pool for any excess over the amount insured by an agency of the United States government in accordance with ORS 295.018, as revised on 7/1/08. All depositories must be on the State of Oregon's qualified list. Additional collateral requirements may be required if the Finance Officer deems increased collateral is beneficial to the protection of the monies under the City's management.

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

VI. INVESTMENT PARAMETERS

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

   Diversification Constraints on Total Holdings:

ISSUER TYPE	% of TOTAL PORTFOLIO
US Treasury Obligations	100%
GSE-Agency Securities	100%
Per Issuer	33%
Commercial Paper*	10%
Bankers Acceptance*	10%
Corporate Indebtedness *	10%
Local Government Investment Pool	ORS Limit 294:810
Certificates of Deposit/Bank Deposits/Savings *	10%
Obligations of the States (municipal securities) *	10%

   * Shall be limited to 5% per issuer.

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

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

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

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

Due to fluctuations in the aggregate surplus funds balance, maximum percentages for a particular issuer or investment type may be exceeded at a point in time subsequent to the purchase of a particular issuer or investment type. Securities need not be liquidated to realign the portfolio; however, consideration should be given to this matter when future reinvestments occur.

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

VII. SAFEKEEPING, CUSTODY AND AUTHORIZED DEALERS

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

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

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

2. **Authorized Financial Dealers**. The Investment Officer shall maintain a list of all authorized brokers/dealers and financial institutions that are approved for investment purposes or investment dealings. Any firm is eligible to make an application to the City of Albany and upon due consideration and approval will be added to the list.

Additions and deletions to the list will be made at the discretion of the Finance Director. At the request of the City of Albany, the firms performing investment services shall provide their most recent financial statements or Consolidated Report of Condition for review. Further, there should be in place, proof as to all the necessary credentials and licenses held by employees of the brokers/dealers who will have contact with the City of Albany as specified by, but not necessarily limited to the National Association of Securities Dealers (NASD), Securities and Exchange Commission (SEC), etc. The Investment Officer shall conduct an annual evaluation of each firm's credit worthiness to determine if it should remain on the list.

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

If the City hires an investment advisor to provide investment management services, the advisor is authorized to transact with its direct dealer relationships on behalf of the City. A list of approved dealers must be submitted to the Finance Director prior to transacting business.

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

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

VIII. CONTROLS

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

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

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

   The Investment Officer shall develop and maintain written administrative procedures for the operation of the investment program that are consistent with this investment

policy. Procedures will include reference to safekeeping, wire transfers, banking services contracts, and other investment-related activities.

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

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

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

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

   Factors to be considered when hiring an investment advisory firm may include, but are not limited to:
   a. The firm's major business
   b. Ownership and organization of the firm
   c. The background and experience of key members of the firm, including the portfolio manager expected to be responsible for the City's account
   d. The size of the firm's assets base, and the portion of that base which would be made up by the City's portfolio if the firm were hired
   e. Management Fees
   f. Cost Analysis of advisor
   g. Performance of the investment advisory firm, net of all fees, versus the Local Government Investment Pool over a given period of time.

IX. PERFORMANCE EVALUATION AND REPORTING

The performance of the City of Albany will be measured against the performance of the Local Government Investment Pool, using monthly net yield of both portfolios as the yardstick. Preservation of capital and maintenance of sufficient liquidity will be considered prior to attainment of market return performance. Given these considerations, the City's portfolio should provide a net yield that is equal or better to that attained by the Local Government Investment Pool over interest rate cycles. Additionally, a market benchmark will be determined that is appropriate for longer term investments based on the City's risk and return profile. The investment advisor will provide return comparisons of the portfolio to the benchmark on a monthly basis. When comparing the performance of the City's portfolio, all fees and expenses involved with managing the portfolio shall be included in the computation of the portfolio's rate of return. This would include any in-house management of the funds, as well as outside management.

The Investment Officer shall submit quarterly and annual reports to the local governing board containing sufficient information to permit an informed outside reader to evaluate the performance of the investment program. More frequent reports may be provided when market conditions merit or if requested by the governing board.

At minimum, this report shall contain:

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

X. INVESTMENT POLICY ADOPTION BY GOVERNING BOARD

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

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

	City of Albany Finance Policy Policy #: F-08-08-001 Title: **RISK MANAGEMENT**	

I. POLICY STATEMENT

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

II. GENERAL RESPONSIBILITIES

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

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

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

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

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

III. SPECIFIC RESPONSIBILITIES

1. **Human Resources Director.**
   a. Coordinate and promote city-wide safety awareness and employee wellness programs.
   b. Manage the City's Worker's Compensation and health insurance programs to contain costs and promote safety and wellness for employees and their families.

2. **Finance Director.**
   a. Recommend appropriate levels of property and general liability insurance to the City Manager and City Council.
   b. Coordinate periodic inventories of all property, buildings, equipment, vehicles, and other capital assets and verify that appropriate insurance is in place.
   c. Maintain policies, bonds, and other legal documentation of insurance.
   d. Provide an annual report to the City Council showing claims experience and the costs of insurance programs.

3. **Fire Chief.**
   a. Conduct fire and life safety inspections of City facilities on a periodic basis according to the level of risk in each facility.
   b. Verify that all facilities are in compliance with recognized fire code standards for fire and life safety.

4. **City Attorney.**
   a. Develop templates of contracts and leases which include language to identify and mitigate liability and other potential losses.
   b. Notify the City Manager of changes in state statutes and common law that affect municipal liability.
   c. Assist insurers in the investigation and settlement of claims against the City.
   d. Review insurance and bond contracts.

IV. RETAINING AND TRANSFERING RISK

1. **Reserve Account.**

A Risk Management Fund will be maintained with a working balance of $2,000,000 for unforeseen catastrophic events and major deductibles. Each department will be responsible for claims and deductibles up to $5,000 per incident resulting from losses in their respective operations.

2. **Insurance Coverages.**

The following policy limits and deductibles will be maintained:

Property/Boiler & Machinery

Limit:	Determined each year by the filed value of insured property.	
Deductibles:	Buildings/Contents	$10,000
	Boiler & Machinery	$10,000
	Mobile Equipment	$10,000
	Earthquake	2% deductible per occurrence $10,000 min/$50,000 max
	Flood	Same as earthquake

Tort Liability

Limit:	$5,000,000

Auto Liability

Limit:	$5,000,000

Auto Physical Damage

Deductibles:	Comprehensive	$100
	Collision	$500

Senior Center Trips

Limit:	$5,250

3. **Self Insurance.**

The City shall self-insure to the extent it is more cost effective than commercial insurance and does not present unacceptable financial or other risks to the City.

V. ALLOCATION OF INSURANCE COSTS

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

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

VI. CONFIDENTIALITY OF RECORDS

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

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

VII. REPORTING PROPERTY/CASUALTY ACCIDENTS AND LOSSES

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

   Reports of general liability claims and automobile accidents should be immediately reported to the Risk Manager. The following information should be included in every report:
   a. Date, time, and location of accident or event
   b. Description of vehicle, equipment, or property involved
   c. Name(s) of person(s) involved
   d. Name(s) of person(s) injured
   e. Description of any medical attention received
   f. Nature of damage/loss and estimated cost
   g. Description of circumstances; diagram of events if possible
   h. Insurance Policy Numbers, Agents, and/or Agencies
   i. Name(s) and addresses of witnesses
   j. Appropriate signatures
   k. Copy of DMV report, if filed
   l. Copy of police report, if filed

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

2. The Risk Manager will process all accident/loss notices, except Workers' Compensation, and will notify the appropriate insurance company.

3. The Human Resources Department will file Workers' Compensation accident reports with the appropriate insurance company. Workers' Compensation incidents will be processed in accordance with Human Resources Policy HR-SF-03-001 (Reporting On-the-Job Injuries).

4. Accidents of a serious nature and those occurring on weekends or holidays should be called in to the appropriate supervisor and followed up with the proper accident forms and information. The Risk Manager should be notified of the accident on the first day back to work.

5. As required by law, on-the-job injuries to employees that result in overnight hospitalization for treatment (not just observation), must be reported to OR-OSHA within twenty-four (24) hours of the injury. An on-the-job accident that results in the hospitalization of three or more employees, or in a fatality, must be reported to OR-OSHA within eight (8) hours of the accident. In either of these situations, the Human Resources Generalist or Human Resources Director should be notified immediately so they may make notification to OR-OSHA.

VIII. REPORTS TO BE FILED

1. All Property/Casualty claims reports will be filed with the Risk Manager.

2. Minutes of City Council meetings, safety meetings, and all other City Committee meetings in which Risk Management policy or procedure decisions are made will be filed as appropriate.

3. Inspection reports when the building inspector or Fire Department inspects City premises will be filed with the Risk Manager or the Fire Department.

4. Long-term Disability and Life Insurance claims and Workers' Compensation claims and reports will be filed with the Human Resources Department.

IX. RISK MANAGER RECORDS

The Risk Manager shall keep the following records:

1. An inventory of current locations, descriptions, and insurable values of all property/vehicles owned or leased by the City.

2. An insurance register, outlining all coverages in force and including premiums, policy numbers, servicing agents, terms of coverage, and expiration dates.

3. Premium payment and allocation records.

4. Claims filed and pending.

5. Loss records subdivided into property, liability, and other liability claims paid by the insurer under existing insurance policies.

6. Claim recoveries received from third parties who have damaged City property or who are reimbursing for City wages paid.

FINANCIAL SUMMARY

Table 1

SUMMARY OF RESOURCES AND REQUIREMENTS BY FUND TYPE AND CATEGORY

Adopted for Fiscal Year 2009-10

Fund/Program	General	Special Revenue	Debt Service	Capital Projects	Permanent	Enterprise	Internal Service	Totals
RESOURCES								
Property taxes	$15,144,500	$ 6,439,000	$1,292,000	$ -	$ -	$ 653,000	$ -	$ 23,528,500
Transient room taxes	-	447,600	213,100	-	-	-	-	660,700
Franchise fees/privilege taxes	3,883,000	1,025,500	-	-	-	-	-	4,908,500
Licenses & fees	208,000	1,128,500	-	-	-	370,000	-	1,706,500
Intergovernmental resources	2,773,100	6,254,500	-	2,600,000	-	3,237,000	-	14,864,600
Charges for service	432,600	4,390,200	511,200	-	-	23,801,200	13,344,200	42,479,400
Fines & forfeitures	1,040,000	-	-	-	-	-	-	1,040,000
Assessment payments	-	-	9,100	3,555,000	-	39,200	-	3,603,300
Other resources	125,600	477,100	-	-	500	12,620,000	82,700	13,305,900
Investment earnings	125,000	465,100	24,800	61,200	5,000	613,800	8,500	1,303,400
Total Current Resources	23,731,800	20,627,500	2,050,200	6,216,200	5,500	41,334,200	13,435,400	107,400,800
Transfers in	2,539,300	3,529,300	419,800	391,600	-	11,256,000	-	18,136,000
Beginning balance	3,805,000	21,012,600	328,500	3,143,200	60,600	22,750,200	470,400	51,570,500
Reserved beginning balance	275,000	-	561,600	-	-	2,773,000	-	3,609,600
Beginning balance held in trust	-	-	-	-	79,500	-	-	79,500
TOTAL RESOURCES	$30,351,100	$45,169,400	$3,360,100	$9,751,000	$145,600	$78,113,400	$13,905,800	$180,796,400
REQUIREMENTS								
Personnel	$20,714,300	$ 7,227,400	$ -	$ -	$ -	$ 3,858,300	$ 9,783,200	$ 41,583,200
Materials & Services	6,460,800	11,701,800	1,200	262,000	15,700	12,360,100	4,022,600	34,824,200
Capital	31,000	21,368,800	-	9,489,000	-	27,278,800	-	58,167,600
Transfers Out	1,499,400	4,737,900	-	-	-	11,746,700	-	17,984,000
Debt Service	-	50,700	3,358,900	-	-	21,275,500	-	24,685,100
Contingency	1,645,600	82,800	-	-	-	1,594,000	100,000	3,422,400
Unappropriated	-	-	-	-	129,900	-	-	129,900
TOTAL REQUIREMENTS	$30,351,100	$45,169,400	$3,360,100	$9,751,000	$145,600	$78,113,400	$13,905,800	$180,796,400

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.	49.90%	14.26%	38.45%	-	-	0.84%	-	13.01%
Current resources as a percentage of Personnel and Materials & Services.	87.33%	108.97%	-	-	35.03%	254.86%	97.32%	140.56%
Personnel as a percentage of the total fund type budget.	68.25%	16.00%	-	-	-	4.94%	70.35%	23.00%
Personnel and Materials & Services as a percentage of the total fund type budget.	89.54%	41.91%	0.04%	2.69%	10.78%	20.76%	99.28%	42.26%
Capital as a percentage of the total fund budget.	0.10%	47.31%	-	97.31%	-	34.92%	-	32.17%

Table 2

SUMMARY OF MAJOR RESOURCES BY FUND TYPE

Adopted for Fiscal Year 2009-10

Fund type/Fund name	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	Adopted 2009-10 Budget	% Change from 2008-09	Percent of Fund Type Budget
GENERAL FUND							
Property taxes	$ 13,193,675	$ 13,989,405	$ 14,426,000	$ 14,426,000	$ 15,144,500	4.98%	49.90%
Franchise fees/privilege taxes	3,575,619	3,817,090	3,803,600	3,803,600	3,883,000	2.09%	12.79%
Licenses & fees	296,878	284,850	236,000	236,000	208,000	(11.86%)	0.69%
Intergovernmental resources	2,449,888	2,817,424	2,762,800	2,767,800	2,773,100	0.19%	9.14%
Charges for service	430,840	468,004	412,500	412,500	432,600	4.87%	1.42%
Fines & forfeitures	730,232	988,983	852,000	852,000	1,040,000	22.07%	3.42%
Other resources	316,243	206,123	120,900	124,400	125,600	0.96%	0.40%
Investment earnings	268,651	282,898	200,000	200,000	125,000	(37.50%)	0.41%
Total Current Resources	21,262,026	22,854,777	22,813,800	22,822,300	23,731,800	3.99%	78.17%
Transfers in	2,285,498	2,684,403	2,774,700	2,774,700	2,539,300	(8.48%)	8.36%
Beginning balance	3,724,535	4,199,345	4,365,000	4,365,000	3,805,000	(12.83%)	12.56%
Reserved beginning balance	378,590	482,598	470,000	470,000	275,000	(41.49%)	0.91%
Total General Fund	27,650,649	30,221,123	30,423,500	30,432,000	30,351,100	(0.27%)	100.00%
SPECIAL REVENUE FUNDS							
Property taxes	5,650,083	5,961,171	6,176,800	6,176,800	6,439,000	4.24%	14.26%
Transient room taxes	459,569	510,037	519,200	519,200	447,600	(13.79%)	0.99%
Franchise fees/privilege taxes	795,959	878,893	977,900	977,900	1,025,500	4.87%	2.27%
Licenses & fees	3,505,337	2,771,965	2,576,600	2,556,600	1,128,500	(55.86%)	2.50%
Intergovernmental resources	4,136,846	3,150,723	5,672,400	6,521,900	6,254,500	(4.10%)	13.85%
Charges for service	4,392,006	4,529,329	4,869,400	4,869,400	4,390,200	(9.84%)	9.72%
Other resources	984,065	1,331,486	962,800	1,196,400	477,100	(60.12%)	1.05%
Investment earnings	1,130,036	1,118,322	749,400	749,400	465,100	(37.94%)	1.03%
Total Current Resources	21,053,901	20,251,926	22,504,500	23,567,600	20,627,500	(12.48%)	45.67%
Transfers in	1,892,296	1,614,053	3,238,300	5,167,300	3,529,300	(31.70%)	7.81%
Beginning balance	21,795,909	23,827,193	18,959,600	21,312,300	21,012,600	(1.41%)	46.52%
Total Special Revenue Funds	44,742,106	45,693,172	44,702,400	50,047,200	45,169,400	(9.75%)	100.00%
DEBT SERVICE FUND							
Property taxes	988,952	1,055,622	1,011,600	1,011,600	1,292,000	27.72%	38.46%
Transient room taxes	241,343	231,083	193,800	193,800	213,100	9.96%	6.34%
Charges for service	524,267	481,006	486,200	486,200	511,200	5.14%	15.21%
Assessment payments	12,213	3,761	7,000	7,000	9,100	30.00%	0.27%
Other resources	8,456,060	-	-	-	-	-	-
Investment earnings	133,892	73,384	54,200	54,200	24,800	(54.24%)	0.74%
Total Current Resources	10,356,727	1,844,856	1,752,800	1,752,800	2,050,200	16.97%	61.02%
Transfers in	346,527	421,651	423,500	423,500	419,800	(0.87%)	12.49%
Beginning balance	2,255,847	464,352	372,100	372,100	328,500	(11.72%)	9.78%
Reserved beginning balance	582,777	732,740	719,500	719,500	561,600	(21.95%)	16.71%
Total Debt Service Fund	13,541,878	3,463,599	3,267,900	3,267,900	3,360,100	2.82%	100.00%
CAPITAL PROJECT FUND							
Intergovernmental resources	295,224	1,500,914	14,143,000	14,059,000	2,600,000	(81.51%)	26.66%
Charges for service	8,725	-	-	-	-	-	-
Assessment payments	272,103	88,560	2,565,000	2,565,000	3,555,000	38.60%	36.46%
Other resources	33,195	2,008,025	1,890,000	1,190,000	-	(100.00%)	-
Investment earnings	128,703	93,154	26,200	26,200	61,200	133.59%	0.63%
Total Current Resources	737,950	3,690,653	18,624,200	17,840,200	6,216,200	(65.16%)	63.75%
Transfers in	620,000	348,128	225,100	1,109,100	391,600	(64.69%)	4.02%
Beginning balance	2,222,544	1,151,113	3,034,900	3,240,900	3,143,200	(3.01%)	32.23%
Total Capital Project Fund	3,580,494	5,189,894	21,884,200	22,190,200	9,751,000	(56.06%)	100.00%

continued

Table 2

SUMMARY OF MAJOR RESOURCES BY FUND TYPE, continued

Adopted for Fiscal Year 2009-10

Fund type/Fund name	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	Adopted 2009-10 Budget	% Change from 2008-09	Percent of Fund Type Budget
PERMANENT FUNDS							
Other resources	922	296	500	500	500	-	0.34%
Investment earnings	6,728	6,523	6,500	6,500	5,000	(23.08%)	3.43%
Total Current Resources	7,650	6,819	7,000	7,000	5,500	(21.43%)	3.78%
Beginning balance	56,047	59,881	56,100	56,100	60,600	8.02%	41.62%
Beginning balance held in trust	79,427	79,427	79,500	79,500	79,500	-	54.60%
Total Permanent Funds	143,124	146,127	142,600	142,600	145,600	2.10%	100.00%
ENTERPRISE FUNDS							
Property taxes	758,794	822,803	812,000	812,000	653,000	(19.58%)	0.84%
Licenses & fees	3,141,485	2,341,978	743,000	743,000	370,000	(50.20%)	0.47%
Intergovernmental resources	718,920	1,870,189	2,259,000	2,284,000	3,237,000	41.73%	4.14%
Charges for service	20,312,961	21,984,667	22,955,200	22,955,200	23,801,200	3.69%	30.47%
Assessment payments	77,540	42,206	45,000	45,000	39,200	(12.89%)	0.05%
Other resources	29,315,094	19,163,455	5,475,400	5,475,400	12,620,000	130.49%	16.16%
Investment earnings	1,505,494	1,423,484	872,600	872,600	613,800	(29.66%)	0.79%
Total Current Resources	55,830,288	47,648,782	33,162,200	33,187,200	41,334,200	24.55%	52.92%
Transfers in	3,068,000	3,964,600	2,458,500	4,058,500	11,256,000	177.34%	14.41%
Beginning balance	30,324,897	28,742,679	28,169,100	28,169,100	22,750,200	(19.24%)	29.12%
Reserved beginning balance	704,721	639,939	1,340,800	1,340,800	2,773,000	106.82%	3.55%
Total Enterprise Funds	89,927,906	80,996,000	65,130,600	66,755,600	78,113,400	17.01%	100.00%
INTERNAL SERVICE FUNDS							
Charges for service	8,566,200	12,497,808	13,346,800	13,346,800	13,344,200	(0.02%)	95.97%
Other resources	77,210	69,327	61,000	93,000	82,700	(11.08%)	0.59%
Investment earnings	20,568	26,451	18,500	18,500	8,500	(54.05%)	0.06%
Total Current Resources	8,663,978	12,593,586	13,426,300	13,458,300	13,435,400	(0.17%)	96.62%
Beginning balance	704,570	284,654	315,500	315,500	470,400	49.10%	3.38%
Total Internal Service Funds	9,368,548	12,878,240	13,741,800	13,773,800	13,905,800	0.96%	100.00%
ALL FUNDS							
Property taxes	$ 20,591,504	$ 21,829,001	$ 22,426,400	$ 22,426,400	$ 23,528,500	4.91%	13.02%
Transient room taxes	700,912	741,120	713,000	713,000	660,700	(7.34%)	0.37%
Franchise fees/privilege taxes	4,371,578	4,695,983	4,781,500	4,781,500	4,908,500	2.66%	2.71%
Licenses & fees	6,943,700	5,398,793	3,555,600	3,535,600	1,706,500	(51.73%)	0.94%
Intergovernmental resources	7,600,878	9,339,250	24,837,200	25,632,700	14,864,600	(42.01%)	8.22%
Charges for service	34,234,999	39,960,814	42,070,100	42,070,100	42,479,400	0.97%	23.50%
Fines & forfeitures	730,232	988,983	852,000	852,000	1,040,000	22.07%	0.58%
Assessment payments	361,856	134,527	2,617,000	2,617,000	3,603,300	37.69%	1.99%
Other resources	39,182,789	22,778,712	8,510,600	8,079,700	13,305,900	64.68%	7.36%
Investment earnings	3,194,072	3,024,216	1,927,400	1,927,400	1,303,400	(32.38%)	0.72%
Total Current Resources	117,912,520	108,891,399	112,290,800	112,635,400	107,400,800	(4.65%)	59.41%
Transfers in	8,212,321	9,032,835	9,120,100	13,533,100	18,136,000	34.01%	10.03%
Beginning balance	61,084,349	58,729,217	55,272,300	57,831,000	51,570,500	(10.83%)	28.52%
Reserved beginning balance	1,666,088	1,855,277	2,530,300	2,530,300	3,609,600	42.66%	2.00%
Beginning balance held in trust	79,427	79,427	79,500	79,500	79,500	-	0.04%
TOTALS, ALL FUNDS	$188,954,705	$178,588,155	$179,293,000	$186,609,300	$180,796,400	(3.12%)	100.00%

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

Table 3

ADOPTED BUDGET BY FUND TYPE AND REQUIREMENT TYPE

Adopted for Fiscal Year 2009-10

Fund type/Requirement type	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Type Budget
GENERAL FUND							
Personnel	$ 16,579,908	$ 17,355,496	$ 19,612,900	$ 19,612,900	$ 20,714,300	5.62%	68.25%
Materials & Services	5,244,524	6,477,532	7,130,500	7,139,000	6,460,800	(9.50%)	21.29%
Capital	165,047	292,694	313,100	313,100	31,000	(90.10%)	0.10%
Transfers Out	979,234	1,124,262	1,164,900	1,184,900	1,499,400	26.54%	4.94%
Contingency	-	-	2,202,100	2,182,100	1,645,600	(24.59%)	5.42%
Total General Fund	22,968,713	25,249,984	30,423,500	30,432,000	30,351,100	(0.27%)	100.00%
SPECIAL REVENUE FUNDS							
Personnel	6,392,570	6,731,043	7,672,000	7,810,100	7,227,400	(7.46%)	16.00%
Materials & Services	8,471,522	8,581,821	10,856,300	11,173,000	11,701,800	4.73%	25.91%
Capital	2,650,196	3,405,393	20,993,700	23,438,200	21,368,800	(8.83%)	47.31%
Transfers Out	3,360,888	3,761,073	5,047,800	7,571,800	4,737,900	(37.43%)	10.49%
Debt Service	39,731	38,671	54,100	54,100	50,700	(6.28%)	0.11%
Contingency	-	-	78,500	-	82,800	-	0.18%
Total Special Revenue Funds	20,914,907	22,518,001	44,702,400	50,047,200	45,169,400	(9.75%)	100.00%
DEBT SERVICE FUND							
Materials & Services	127,560	7,052	2,400	2,400	1,200	(50.00%)	0.04%
Transfers Out	294,688	-	-	-	-	-	-
Debt Service	11,922,538	2,299,969	3,265,500	3,265,500	3,358,900	2.86%	99.96%
Total Debt Service Fund	12,344,786	2,307,021	3,267,900	3,267,900	3,360,100	2.82%	100.00%
CAPITAL PROJECT FUND							
Personnel	-	-	54,200	54,200	-	(100.00%)	-
Materials & Services	413,359	146,723	502,000	502,000	262,000	(47.81%)	2.69%
Capital	1,867,913	2,485,760	21,328,000	21,449,000	9,489,000	(55.76%)	97.31%
Transfers Out	148,111	-	-	185,000	-	(100.00%)	-
Total Capital Project Fund	2,429,383	2,632,483	21,884,200	22,190,200	9,751,000	(56.06%)	100.00%
PERMANENT FUNDS							
Materials & Services	3,817	5,063	13,200	13,200	15,700	18.94%	10.78%
Unappropriated	-	-	129,400	129,400	129,900	0.39%	89.22%
Total Permanent Funds	3,817	5,063	142,600	142,600	145,600	2.10%	100.00%
ENTERPRISE FUNDS							
Personnel	4,313,057	3,336,468	3,885,800	3,885,800	3,858,300	(0.71%)	4.94%
Materials & Services	10,047,306	11,517,700	12,376,900	12,376,900	12,360,100	(0.14%)	15.82%
Capital	38,275,717	27,242,213	39,124,600	39,149,600	27,278,800	(30.32%)	34.92%
Transfers Out	3,314,000	4,014,600	2,766,500	4,366,500	11,746,700	169.02%	15.04%
Debt Service	4,595,211	4,576,488	5,808,400	5,808,400	21,275,500	266.29%	27.24%
Contingency	-	-	1,168,400	1,168,400	1,594,000	36.43%	2.04%
Total Enterprise Funds	60,545,291	50,687,469	65,130,600	66,755,600	78,113,400	17.01%	100.00%

continued

Table 3

ADOPTED BUDGET BY FUND TYPE AND REQUIREMENT TYPE, continued

Adopted for Fiscal Year 2009-10

Fund type/Requirement type	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Type Budget
INTERNAL SERVICE FUNDS							
Personnel	6,258,014	7,960,497	9,258,700	9,258,700	9,783,200	5.66%	70.35%
Materials & Services	2,780,456	4,035,397	4,366,400	4,398,400	4,022,600	(8.54%)	28.93%
Capital	45,423	22,234	16,700	16,700	-	(100.00%)	-
Transfers Out	-	17,500	-	-	-	-	-
Contingency	-	-	100,000	100,000	100,000	-	0.72%
Total Internal Service Funds	9,083,893	12,035,628	13,741,800	13,773,800	13,905,800	0.96%	100.00%
Total All Funds Types	$128,290,790	$115,435,649	$179,293,000	$186,609,300	$180,796,400	(3.12%)	
ALL FUND TYPES							
Personnel	$ 33,543,549	$ 35,383,504	$ 40,483,600	$ 40,621,700	$ 41,583,200	2.37%	23.01%
Materials & Services	27,088,544	30,771,288	35,247,700	35,604,900	34,824,200	(2.19%)	19.26%
Capital	43,004,296	33,448,294	81,776,100	84,366,600	58,167,600	(31.05%)	32.17%
Transfers Out	8,096,921	8,917,435	8,979,200	13,308,200	17,984,000	35.13%	9.95%
Debt Service	16,557,480	6,915,128	9,128,000	9,128,000	24,685,100	170.43%	13.65%
Contingency	-	-	3,549,000	3,450,500	3,422,400	(0.81%)	1.89%
Unappropriated	-	-	129,400	129,400	129,900	0.39%	0.07%
Total All Fund Types	$128,290,790	$115,435,649	$179,293,000	$186,609,300	$180,796,400	(3.12%)	100.00%

2009-10 Adopted Budget by Requirement Type

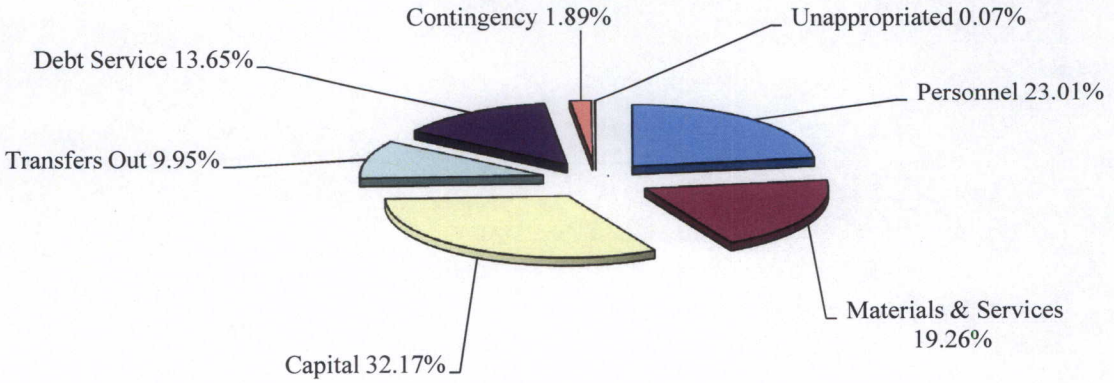


Table 4

BUDGET BY FUND AND REQUIREMENT TYPE

Adopted for Fiscal Year 2009-10

	.....RESOURCES.....		
	Beginning Fund Balance	Resources	Total Resources
GENERAL FUND	$ 4,080,000	$ 26,271,100	$ 30,351,100
SPECIAL REVENUE FUNDS			
Parks & Recreation	1,875,100	6,963,600	8,838,700
Grants	230,500	3,812,600	4,043,100
Building Inspection	150,000	1,232,500	1,382,500
Risk Management	1,500,000	45,000	1,545,000
Economic Development	387,900	816,800	1,204,700
Ambulance	75,000	2,141,700	2,216,700
Public Transit	79,200	1,259,300	1,338,500
Public Safety Levy	10,000	2,668,000	2,678,000
Capital Replacement	7,970,000	1,593,800	9,563,800
Street	8,734,900	3,623,500	12,358,400
Total Special Revenue Funds	21,012,600	24,156,800	45,169,400
SPECIAL REVENUE FUND			
Debt Service	890,100	2,470,000	3,360,100
Total Special Revenue Fund	890,100	2,470,000	3,360,100
CAPITAL PROJECT FUND			
Capital Projects	3,143,200	6,607,800	9,751,000
Total Capital Project Fund	3,143,200	6,607,800	9,751,000
PERMANENT FUNDS			
Senior Center Endowment	49,900	2,500	52,400
Library Trust	90,200	3,000	93,200
Total Permanent Funds	140,100	5,500	145,600
ENTERPRISE FUNDS			
Sewer	9,695,800	38,160,500	47,856,300
Water	15,827,400	14,429,700	30,257,100
Total Enterprise Funds	25,523,200	52,590,200	78,113,400
INTERNAL SERVICE FUNDS			
Central Services	370,400	6,126,800	6,497,200
Public Works Services	100,000	7,308,600	7,408,600
Total Internal Service Funds	470,400	13,435,400	13,905,800
ADOPTED BUDGET FOR 2009-10	$55,259,600	$125,536,800	$180,796,400
Percent change from 2008-09	-6.50%	-1.55%	-3.12%
Percent of 2009-10 budget	30.56%	69.44%	100.00%
REVISED BUDGET FOR 2008-09	$59,100,000	$127,509,300	$186,609,300
Percent of 2008-09 budget	31.67%	68.33%	100.00%

Table 4 summarizes resources and requirements by fund. The revised budget amounts for 2008-09 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
$20,714,300	$ 6,460,800	$ 31,000	$ 1,499,400	$ -	$1,645,600	$ -	$ 30,351,100
2,800,100	2,632,100	1,693,900	1,629,800	-	82,800	-	8,838,700
25,700	2,055,900	1,961,500	-	-	-	-	4,043,100
993,500	378,800	-	10,200	-	-	-	1,382,500
-	1,445,000	-	100,000	-	-	-	1,545,000
115,000	818,200	185,800	35,000	50,700	-	-	1,204,700
1,772,500	444,200	-	-	-	-	-	2,216,700
763,400	501,200	73,900	-	-	-	-	1,338,500
-	-	-	2,678,000	-	-	-	2,678,000
-	215,000	9,266,100	82,700	-	-	-	9,563,800
757,200	3,211,400	8,187,600	202,200	-	-	-	12,358,400
7,227,400	11,701,800	21,368,800	4,737,900	50,700	82,800	-	45,169,400
-	1,200	-	-	3,358,900	-	-	3,360,100
-	1,200	-	-	3,358,900	-	-	3,360,100
-	262,000	9,489,000	-	-	-	-	9,751,000
-	262,000	9,489,000	-	-	-	-	9,751,000
-	2,000	-	-	-	-	50,400	52,400
-	13,700	-	-	-	-	79,500	93,200
-	15,700	-	-	-	-	129,900	145,600
1,853,300	6,015,200	11,828,600	11,229,000	16,178,000	752,200	-	47,856,300
2,005,000	6,344,900	15,450,200	517,700	5,097,500	841,800	-	30,257,100
3,858,300	12,360,100	27,278,800	11,746,700	21,275,500	1,594,000	-	78,113,400
4,237,800	2,259,400	-	-	-	-	-	6,497,200
5,545,400	1,763,200	-	-	-	100,000	-	7,408,600
9,783,200	4,022,600	-	-	-	100,000	-	13,905,800
$41,583,200	$34,824,200	$ 58,167,600	$17,984,000	$24,685,100	$3,422,400	$ 129,900	$180,796,400
2.37%	-2.19%	-31.05%	35.13%	170.43%	-0.81%	0.39%	-3.12%
23.01%	19.26%	32.17%	9.95%	13.65%	1.89%	0.07%	100.00%
$40,621,700	$35,604,900	$ 84,366,600	$13,308,200	$ 9,128,000	$3,450,500	$ 129,400	$186,609,300
21.77%	19.08%	45.21%	7.13%	4.89%	1.85%	0.07%	100.00%

Table 5

BUDGET BY FUND/PROGRAM AND REQUIREMENT TYPE

Adopted for Fiscal Year 2009-10

Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency	Unappropriated	Totals
GENERAL FUND								
Nondepartmental	$ -	$ 305,900	$ -	$ 1,464,600	$ -	$1,645,600	$ -	$ 3,416,100
Municipal Court	398,200	291,500	-	-	-	-	-	689,700
Code Enforcement	3,900	18,200	-	-	-	-	-	22,100
Fire Suppression	6,257,100	1,636,400	-	-	-	-	-	7,893,500
Public Safety Levy: Fire	770,300	151,300	-	-	-	-	-	921,600
Fire & Life Safety	516,300	176,000	9,000	-	-	-	-	701,300
Police	9,426,000	2,232,200	11,000	-	-	-	-	11,669,200
Public Safety Levy: Police	830,000	145,900	11,000	-	-	-	-	986,900
Planning	958,600	253,000	-	-	-	-	-	1,211,600
Housing	-	240,200	-	34,800	-	-	-	275,000
Library	1,553,900	1,010,200	-	-	-	-	-	2,564,100
Total General Fund	20,714,300	6,460,800	31,000	1,499,400	-	1,645,600	-	30,351,100
PARKS & RECREATION FUND								
Sports Services	121,300	129,600	-	-	-	-	-	250,900
Children/Youth/Family Rec Services	208,500	46,400	-	-	-	-	-	254,900
Resource Development/Marketing Services	218,700	49,400	-	-	-	-	-	268,100
Adult Rec & Fitness Services	148,000	40,100	-	-	-	-	-	188,100
Park Maintenance Services	617,700	818,500	-	-	-	-	-	1,436,200
Parks & Recreation Administration	387,400	669,200	-	404,800	-	82,800	-	1,544,200
Senior Services	357,600	115,600	-	-	-	-	-	473,200
Aquatic Services	507,000	211,200	-	-	-	-	-	718,200
NW Art & Air Festival	41,200	139,000	-	-	-	-	-	180,200
Performance Series	39,100	119,600	-	-	-	-	-	158,700
Urban Forestry	138,600	117,000	-	-	-	-	-	255,600
Park SDC Projects	15,000	61,800	455,900	1,225,000	-	-	-	1,757,700
Senior Center Foundation	-	14,700	-	-	-	-	-	14,700
Parks Capital Improvement Program	-	100,000	1,238,000	-	-	-	-	1,338,000
Total Parks & Recreation Fund	2,800,100	2,632,100	1,693,900	1,629,800	-	82,800	-	8,838,700
GRANTS FUND								
911 Emergency Dispatch	-	300,000	-	-	-	-	-	300,000
ESAR Homeland Security Grant	9,600	2,300	-	-	-	-	-	11,900
DHS Damage Assessment Grant	-	91,200	-	-	-	-	-	91,200
Oak Street Park Grant	-	-	120,000	-	-	-	-	120,000
Teloh Calapooia Park Grant	-	-	100,000	-	-	-	-	100,000
Henderson Park Playground Grant	-	-	70,000	-	-	-	-	70,000
Periwinkle Path and Bridge	-	-	148,000	-	-	-	-	148,000
09-10 SHPO Historic Preservation Grant	-	2,000	-	-	-	-	-	2,000
Library Foundation	-	-	147,000	-	-	-	-	147,000
Oregon Community Foundation	-	56,500	56,500	-	-	-	-	113,000
State Library Grant	-	9,900	-	-	-	-	-	9,900
FAA Annual Capital Grant	-	350,000	-	-	-	-	-	350,000
Title XIX Grant	16,100	-	-	-	-	-	-	16,100
ARRA Grant - Albany Transit System	-	50,000	500,000	-	-	-	-	550,000
ARRA Grant - Transit Loop System	-	15,000	305,000	-	-	-	-	320,000
ARRA Grant - Albany Station Park & Ride	-	135,000	515,000	-	-	-	-	650,000
ARRA Grant - Street Overlays	-	1,044,000	-	-	-	-	-	1,044,000
Total Grants Fund	25,700	2,055,900	1,961,500	-	-	-	-	4,043,100
BUILDING INSPECTION FUND								
Building Inspection	789,900	341,200	-	10,200	-	-	-	1,141,300
Electrical Permit Program	113,200	28,000	-	-	-	-	-	141,200
ADA Code Enforcement	64,900	300	-	-	-	-	-	65,200
Development Code Enforcement	25,500	9,300	-	-	-	-	-	34,800
Total Building Inspection Fund	993,500	378,800	-	10,200	-	-	-	1,382,500
RISK MANAGEMENT FUND								
Risk Management	-	1,445,000	-	100,000	-	-	-	1,545,000
Total Risk Management Fund	-	1,445,000	-	100,000	-	-	-	1,545,000

continued

Table 5

BUDGET BY FUND/PROGRAM AND REQUIREMENT TYPE, continued

Adopted for Fiscal Year 2009-10

Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency	Unappropriated	Totals
ECONOMIC DEVELOPMENT FUND								
Target Utilities	-	-	-	-	50,700	-	-	50,700
Economic Development Activities	115,000	492,000	-	-	-	-	-	607,000
Albany Municipal Airport	-	326,200	185,800	35,000	-	-	-	547,000
Total Economic Development Fund	115,000	818,200	185,800	35,000	50,700	-	-	1,204,700
AMBULANCE FUND								
Ambulance	1,772,500	444,200	-	-	-	-	-	2,216,700
Total Ambulance Fund	1,772,500	444,200	-	-	-	-	-	2,216,700
PUBLIC TRANSIT FUND								
Albany Transit System	284,000	196,800	73,900	-	-	-	-	554,700
Linn-Benton Loop	297,400	223,700	-	-	-	-	-	521,100
Paratransit System	182,000	80,700	-	-	-	-	-	262,700
Total Public Transit Fund	763,400	501,200	73,900	-	-	-	-	1,338,500
PUBLIC SAFETY LEVY FUND								
Public Safety Levy	-	-	-	2,678,000	-	-	-	2,678,000
Total Public Safety Levy Fund	-	-	-	2,678,000	-	-	-	2,678,000
CAPITAL REPLACEMENT FUND								
Equipment Replacement	-	40,000	4,917,700	82,700	-	-	-	5,040,400
City Facilities Replacement	-	-	2,330,000	-	-	-	-	2,330,000
GF Facilities Maintenance Projects	-	-	501,500	-	-	-	-	501,500
IT Equipment Replacement	-	175,000	1,516,900	-	-	-	-	1,691,900
Total Capital Replacement Fund	-	215,000	9,266,100	82,700	-	-	-	9,563,800
STREET FUND								
Street Maintenance	757,200	1,677,900	15,000	-	-	-	-	2,450,100
Street Administration	-	1,040,500	-	202,200	-	-	-	1,242,700
Street Capital & Restoration	-	490,000	1,170,800	-	-	-	-	1,660,800
N. Albany Frontage Fee Projects	-	-	720,100	-	-	-	-	720,100
Transportation SDC Projects	-	3,000	6,281,700	-	-	-	-	6,284,700
Total Street Fund	757,200	3,211,400	8,187,600	202,200	-	-	-	12,358,400
DEBT SERVICE FUND								
Bancroft Debt Service	-	-	-	-	342,900	-	-	342,900
1995 Fairgrounds Revenue Bonds	-	500	-	-	444,300	-	-	444,800
2002 LTD Tax Pension Bonds	-	-	-	-	797,600	-	-	797,600
2004 Revenue Obligations	-	700	-	-	419,100	-	-	419,800
2007 GO Refunding Bonds	-	-	-	-	1,355,000	-	-	1,355,000
Total Debt Service Fund	-	1,200	-	-	3,358,900	-	-	3,360,100
CAPITAL PROJECTS FUND								
Albany Data Integration Project	-	235,000	-	-	-	-	-	235,000
LID Construction Projects	-	-	3,555,000	-	-	-	-	3,555,000
City Facility Projects	-	-	522,000	-	-	-	-	522,000
Albany Station REA Building	-	10,800	1,320,900	-	-	-	-	1,331,700
Albany Station Pathway	-	5,400	660,800	-	-	-	-	666,200
North Albany Park & Ride	-	10,800	842,600	-	-	-	-	853,400
ST-07-03 53rd Ave Bridge/Roadway	-	-	2,587,700	-	-	-	-	2,587,700
Total Capital Projects Fund	-	262,000	9,489,000	-	-	-	-	9,751,000
SENIOR CENTER ENDOWMENT FUND								
Senior Center Endowment	-	2,000	-	-	-	-	50,400	52,400
Total Senior Center Endowment Fund	-	2,000	-	-	-	-	50,400	52,400
LIBRARY TRUST FUND								
V. O. Torney Trust	-	2,700	-	-	-	-	10,000	12,700
Manela Trust	-	11,000	-	-	-	-	69,500	80,500
Total Library Trust Fund	-	13,700	-	-	-	-	79,500	93,200

continued

Table 5

BUDGET BY FUND/PROGRAM AND REQUIREMENT TYPE, continued

Adopted for Fiscal Year 2009-10

Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contin-gency	Unappro-priated	Totals
SEWER FUND								
Sewer Environmental Services	472,000	261,200	-	-	-	-	-	733,200
Wastewater Treatment Plant	542,300	1,365,300	-	-	-	-	-	1,907,600
Wastewater Collection	839,000	940,200	30,000	-	-	-	-	1,809,200
Wastewater Administration	-	2,817,900	-	122,200	-	752,200	-	3,692,300
Sewer System Capital Projects	-	630,000	5,117,800	121,300	-	-	-	5,869,100
Sewer Equipment Replacement	-	-	1,082,900	-	-	-	-	1,082,900
Sewer SDC Improvement Fee Projects	-	-	1,113,600	33,000	-	-	-	1,146,600
Sewer SDC Reimbursement Fee Projects	-	-	20,100	-	-	-	-	20,100
Sewer Debt Service	-	600	-	-	15,853,400	-	-	15,854,000
Sewer Debt Service: North Albany	-	-	-	-	324,600	-	-	324,600
Sewer Economic Development	-	-	244,200	62,500	-	-	-	306,700
WW Facilities Improvement	-	-	4,220,000	10,890,000	-	-	-	15,110,000
Total Sewer Fund	1,853,300	6,015,200	11,828,600	11,229,000	16,178,000	752,200	-	47,856,300
WATER FUND								
Water Administration	131,700	2,916,500	-	122,200	-	841,800	-	4,012,200
Water Canal Maintenance	235,000	549,300	9,800	-	-	-	-	794,100
Vine Street Water Treatment Plant	209,100	680,900	96,500	-	-	-	-	986,500
Water Distribution	891,200	973,900	-	-	-	-	-	1,865,100
Albany-Millersburg WTP	538,000	903,100	-	-	-	-	-	1,441,100
Water SDC Improvement Fee Projects	-	-	1,351,300	333,000	-	-	-	1,684,300
Water SDC Reimbursement Fee Projects	-	-	986,500	-	-	-	-	986,500
2003 Water Bond Projects	-	100,300	4,087,800	-	-	-	-	4,188,100
Water Debt Service	-	600	-	-	4,243,700	-	-	4,244,300
Water GO Debt Service	-	300	-	-	853,800	-	-	854,100
Water Capital: Canal	-	-	76,800	-	-	-	-	76,800
Water System Capital Projects	-	220,000	7,258,000	-	-	-	-	7,478,000
Water Economic Development	-	-	559,600	62,500	-	-	-	622,100
North Albany Water Capital Projects	-	-	407,300	-	-	-	-	407,300
Water Equipment Replacement	-	-	616,600	-	-	-	-	616,600
Total Water Fund	2,005,000	6,344,900	15,450,200	517,700	5,097,500	841,800	-	30,257,100
CENTRAL SERVICES FUND								
Finance	1,150,000	352,900	-	-	-	-	-	1,502,900
Council & Nondepartmental	15,200	263,300	-	-	-	-	-	278,500
City Manager's Office	836,500	405,400	-	-	-	-	-	1,241,900
Information Technology Services	929,200	337,200	-	-	-	-	-	1,266,400
GIS Services	375,300	266,700	-	-	-	-	-	642,000
Permit Tracking	49,600	45,100	-	-	-	-	-	94,700
Human Resources	577,700	223,600	-	-	-	-	-	801,300
Facilities Maintenance	304,300	365,200	-	-	-	-	-	669,500
Total Central Services Fund	4,237,800	2,259,400	-	-	-	-	-	6,497,200
PUBLIC WORKS SERVICES FUND								
PW Administration	370,100	233,000	-	-	-	100,000	-	703,100
Engineering Services	2,354,300	360,600	-	-	-	-	-	2,714,900
Operations Administration	758,700	411,500	-	-	-	-	-	1,170,200
Water Quality Control Services	357,800	117,200	-	-	-	-	-	475,000
PW Customer Services	631,700	444,700	-	-	-	-	-	1,076,400
Facilities & Maintenance Engineering	1,072,800	196,200	-	-	-	-	-	1,269,000
Total Engineering/Water Quality Fund	5,545,400	1,763,200	-	-	-	100,000	-	7,408,600
Grand Totals	$ 41,583,200	$34,824,200	$58,167,600	$17,984,000	$ 24,685,100	$3,422,400	$ 129,900	$180,796,400

Table 5 summarizes the 2009-10 budget by fund, program, and requirement type.

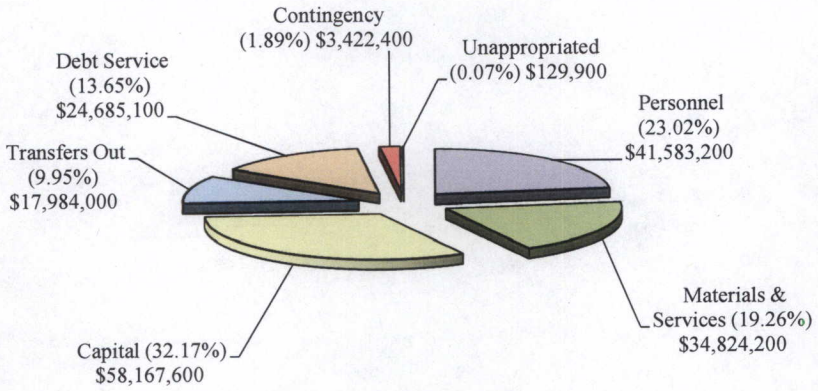
continued

Table 5

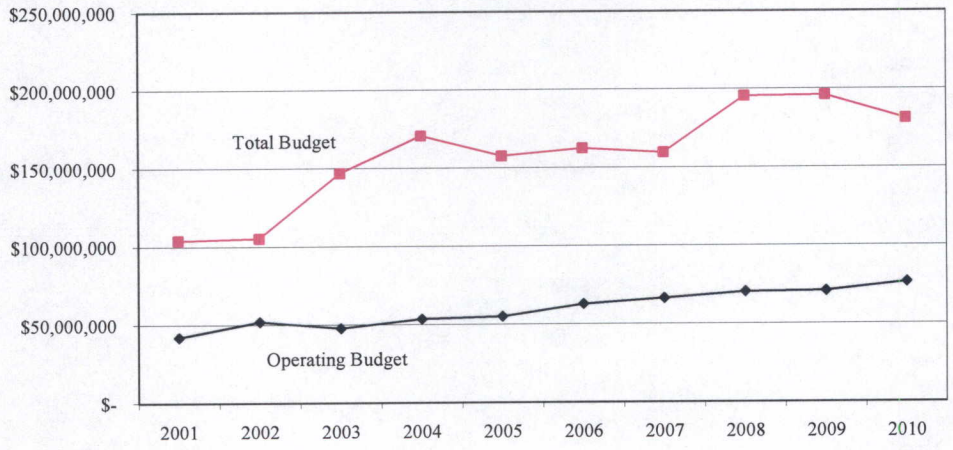
BUDGET BY FUND/PROGRAM AND REQUIREMENT TYPE, continued

Adopted for Fiscal Year 2009-10

2009-10 Budget by Requirement Type



Operating Budget and Total Budget for Fiscal Years June 30, 2001 through 2010



Fiscal Year June 30,	Personnel	Materials & Supplies	Total Operating Budget	Total Budget	Op. Budget as % of Total Budget
2001	$20,991,000	$20,978,700	$41,969,700	$103,776,300	40.44%
2002	22,856,800	29,087,800	51,944,600	105,016,900	49.46%
2003	24,192,300	23,497,200	47,689,500	146,612,800	32.53%
2004	27,278,000	26,148,300	53,543,460	170,229,700	31.45%
2005	29,026,900	25,986,200	55,051,100	157,741,800	34.90%
2006	32,478,700	30,358,200	62,836,900	162,127,100	38.76%
2007	35,247,800	32,270,900	66,325,700	180,913,500	36.66%
2008	38,265,000	33,194,620	70,302,500	196,925,500	35.70%
2009	40,493,200	35,475,000	70,808,120	184,558,400	38.37%
2010	41,583,200	34,824,200	76,407,400	180,796,400	42.26%

Table 6

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

Adopted for Fiscal Year 2009-10

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

Fund/Account#/Description	Reserved Amount		Description/Percent of Fund Budget
GENERAL FUND			
100-10-1003-99005 Contingencies	$ 1,645,600	U	Designated for General Fund activities
Total General Fund	1,645,600		5.42% of General Fund budget
PARKS & RECREATION FUND			
202-35-1408-99005 Contingencies	82,800	U	Designated for Parks activities
202-35-1500-90012 Reserve: Capital Projects	455,900	R	Restricted to Parks SDC projects
Total Parks & Recreation Fund	538,700		6.09% of Parks & Recreation Fund budget
RISK MANAGEMENT FUND			
208-10-1005-69016 Reserve: Risk Management	1,445,000	U	Designated for potential risk management liabilities
Total Risk Management Fund	1,445,000		93.53% of Risk Management Fund budget
ECONOMIC DEVELOPMENT FUND			
211-10-1007-95000 Reserve: Debt Service	11,900	R	Restricted to debt service
211-50-1103-90012 Reserve: Capital Projects	185,800	U	Designated for airport improvements
Total Economic Development Fund	197,700		16.41% of Economic Development Fund budget
CAPITAL REPLACEMENT FUND			
217-10-1010-90004 Reserve: Replacement	4,225,900	U	Designated for equipment replacement
217-10-1034-90008 Reserve: Building Replacement	2,330,000	U	Designated for building replacement
217-10-2002-90010 Reserve: Building Maintenance	501,500	U	Designated for building maintenance
217-13-1031-90004 Reserve: Replacement	1,516,900	U	Designated for Information Technology equipment
Total Capital Replacement Fund	8,574,300		89.65% of Capital Replacement Fund budget
STREET FUND			
250-50-2700-90009 Reserve: Street Connection Fees	100,000	U	Designated for street capital projects
250-50-2700-90012 Reserve: Capital Projects	620,800	U	Designated for street capital projects
250-50-2701-90012 Reserve: Capital Projects	720,100	U	Designated for North Albany projects
250-50-2702-90012 Reserve: Capital Projects	6,281,700	R	Restricted to Transportation SDC projects
Total Street Fund	7,722,600		62.49% of Street Fund budget
DEBT SERVICE FUND			
301-10-1016-95000 Reserve: Debt Service	257,600	R	Restricted to debt service
301-10-1018-95000 Reserve: Debt Service	216,100	R	Restricted to debt service
301-10-1021-95000 Reserve: Debt Service	286,400	R	Restricted to debt service
301-10-1050-95000 Reserve: Debt Service	78,000	R	Restricted to debt service
Total Debt Service Fund	838,100		24.94% of Debt Service Fund budget
CAPITAL PROJECTS FUND			
402-10-1012-90012 Reserve: Capital Projects	55,000	U	Deignated for LID construction projects
402-50-2013-90012 Reserve: Capital Projects	2,377,700	U	Designated for the 53rd Ave Bridge Roadway project
Total Capital Projects Fund	2,432,700		24.95% of Capital Projects Fund budget
SENIOR CENTER ENDOWMENT FUND			
501-35-1418-99505 Unappropriated Surplus	50,400	R	Restricted endowment donations
Total Senior Center Endowment Fund	50,400		96.18% of Senior Center Endowment Fund budget
LIBRARY TRUST FUND			
502-45-1703-99505 Unappropriated Surplus	10,000	R	Restricted endowment donations
502-45-1704-99505 Unappropriated Surplus	69,500	R	Restricted endowment donations
Total Library Trust Fund	79,500		85.3% of Library Trust Fund budget

continued

Table 6

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

Adopted for Fiscal Year 2009-10

Fund/Account#/Description	Reserved Amount		Description/Percent of Fund Budget
SEWER FUND			
601-50-2407-99005 Contingencies	752,200	U	Designated for sewer operations
601-50-2500-90003 Reserve: Connection Fees	572,500	U	Designated for sewer system capital projects
601-50-2500-90011 Reserve: Storm Drain Collection Fees	40,000	U	Designated for sewer system capital projects
601-50-2500-90012 Reserve: Capital Projects	3,656,900	U	Designated for sewer system capital projects
601-50-2501-90007 Reserve: Equipment Replacement	1,082,900	U	Designated for sewer equipment replacement
601-50-2502-90001 Reserve: Pipe Over-sizing	15,000	R	Restricted SDC - capacity increasing projects
601-50-2502-90012 Reserve: Capital Projects	647,000	R	Restricted SDC - capacity increasing projects
601-50-2503-90012 Reserve: Capital Projects	20,100	R	Restricted SDC - general capital improvements
601-50-2504-95001 Reserve: SDC-I	5,331,000	U	Designated for debt service
601-50-2504-95002 Reserve: Rates	4,360,700	U	Designated for debt service
601-50-2504-95005 Reserve: Revenue Bonds	1,250,000	U	Designated for debt service
601-50-2505-95000 Reserve: Debt Service	149,000	U	Designated for debt service
601-50-2506-90012 Reserve: Capital Projects	244,200	U	Designated for sewer economic development projects
Total Sewer Fund	18,121,500		37.87% of Sewer Fund budget
WATER FUND			
615-50-2202-99005 Contingencies	841,800	U	Designated for water operations
615-50-2300-90001 Reserve: Pipe Over-sizing	10,000	U	Designated for water system pipe over-sizing
615-50-2300-90012 Reserve: Capital Projects	886,300	R	Restricted to SDC - improvement fee projects
615-50-2301-90012 Reserve: Capital Projects	841,500	R	Restricted to SDC - reimbursement fee projects
615-50-2302-90012 Reserve: Capital Projects	2,964,800	R	Restricted to 2003 water bond projects
615-50-2305-95006 COP Pymt Stabilization Reserve	200,000	U	Designated for debt service
615-50-2305-95007 Bond Payment Stabilization Reserve	1,061,800	U	Designated for debt service
615-50-2307-90002 Reserve: Canal Capital	61,800	U	Designated for water canal maintenance
615-50-2308-90003 Reserve: Connection Fees	507,000	U	Designated for water capital projects
615-50-2308-90012 Reserve: Capital Projects	2,313,800	U	Designated for water capital projects
615-50-2309-90012 Reserve: Capital Projects	559,600	U	Designated for water economic development projects
615-50-2310-90012 Reserve: Capital Projects	407,300	R	Restricted to North Albany projects
615-50-2311-90007 Reserve: Equipment Replacement	574,600	U	Designated for water equipment replacement
Total Water Fund	11,230,300		37.12% of Water Fund budget
CENTRAL SERVICES FUND			
701-13-2010-69005 Reserve: GIS Aerial Mapping	120,000	U	Designated for aerial mapping
Total Central Services Fund	120,000		1.85% of Central Services Fund budget
PUBLIC WORKS SERVICES FUND			
705-50-2802-99005 Contingencies	100,000	U	Designated for Public Works Services activities
Total Public Works Services Fund	100,000		1.35% of Public Works Services Fund budget
TOTAL RESTRICTED RESERVES	13,499,500		
TOTAL UNRESTRICTED RESERVES	39,596,900		
TOTAL RESERVES	$53,096,400		

Table 7

HISTORICAL FINANCIAL INFORMATION BY FUND AND FUND TYPE

Adopted for Fiscal Year 2009-10

Fund type/Fund name	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09
GENERAL FUND	$ 22,968,713	$ 25,249,984	$ 30,423,500	$ 30,432,000	$ 30,351,100	(0.27%)
SPECIAL REVENUE FUNDS						
Parks & Recreation	5,077,911	5,692,621	8,493,400	12,146,100	8,838,700	(27.23%)
Grants	1,054,893	752,162	2,867,600	4,215,400	4,043,100	(4.09%)
Building Inspection	1,755,731	1,688,035	1,803,600	1,803,600	1,382,500	(23.35%)
Risk Management	-	97,000	1,990,000	2,074,000	1,545,000	(25.51%)
Economic Development	986,114	1,341,799	1,631,700	1,631,700	1,204,700	(26.17%)
Ambulance	2,056,472	2,035,395	2,372,200	2,372,200	2,216,700	(6.56%)
Public Transit	879,073	894,535	1,266,800	1,266,800	1,338,500	5.66%
Public Safety Levy	2,353,898	2,852,403	2,863,100	2,863,100	2,678,000	(6.47%)
Capital Replacement	1,733,127	1,886,084	8,726,500	8,742,100	9,563,800	9.40%
Street	5,017,688	5,277,967	12,687,500	12,932,200	12,358,400	(4.44%)
Total Special Revenue Funds	20,914,907	22,518,001	44,702,400	50,047,200	45,169,400	(9.75%)
DEBT SERVICE FUNDS						
Debt Service	12,344,786	2,307,021	3,267,900	3,267,900	3,360,100	2.82%
Total Debt Service Funds	12,344,786	2,307,021	3,267,900	3,267,900	3,360,100	2.82%
CAPITAL PROJECT FUND						
Capital Projects	2,429,383	2,632,483	21,884,200	22,190,200	9,751,000	(56.06%)
Total Capital Project Fund	2,429,383	2,632,483	21,884,200	22,190,200	9,751,000	(56.06%)
PERMANENT FUNDS						
Senior Center Endowment	1,854	1,729	52,300	52,300	52,400	0.19%
Library Trust	1,963	3,334	90,300	90,300	93,200	3.21%
Total Permanent Funds	3,817	5,063	142,600	142,600	145,600	2.10%
ENTERPRISE FUNDS						
Sewer	41,227,388	33,999,626	35,248,800	35,248,800	47,856,300	35.77%
Water	19,317,903	16,687,843	29,881,800	31,506,800	30,257,100	(3.97%)
Total Enterprise Funds	60,545,291	50,687,469	65,130,600	66,755,600	78,113,400	17.01%
INTERNAL SERVICE FUNDS						
Central Services	5,267,360	5,432,921	6,393,100	6,425,100	6,497,200	1.12%
Public Works Services	3,816,533	6,602,707	7,348,700	7,348,700	7,408,600	0.82%
Total Internal Service Funds	9,083,893	12,035,628	13,741,800	13,773,800	13,905,800	0.96%
Totals for All Fund Types	$128,290,790	$115,435,649	$179,293,000	$186,609,300	$180,796,400	(3.12%)

Table 7 summarizes the 2009-10 budget by fund and fund type. Also included are the actual expenditures for the 2006-07 and the 2007-08 fiscal years as well as the 2008-09 adopted and revised budgets.

Table 8

PROJECTED FUND BALANCES

Adopted for Fiscal Year 2009-10

Fund Type/Fund Name	July 1, 2009 Fund Balance	.....Resources..... Current	Transfers In	Operating: Personnel, Materials & Services (1)	Capital (2)	Transfers Out	Debt Service (3)	Projected June 30, 2010, Fund Balance
GENERAL FUND	$ 4,080,000	$ 23,731,800	$ 2,539,300	$27,175,100	$ 31,000	$ 1,499,400	$ -	$ 1,645,600
SPECIAL REVENUE FUNDS								
Parks & Recreation	1,875,100	5,275,700	1,687,900	5,432,200	1,238,000	1,629,800	-	538,700
Grants	230,500	3,692,600	120,000	2,081,600	1,961,500	-	-	-
Building Inspection	150,000	782,500	450,000	1,372,300	-	10,200	-	-
Risk Management	1,500,000	45,000	-	-	-	100,000	-	1,445,000
Economic Development	387,900	714,800	102,000	933,200	-	35,000	38,800	197,700
Ambulance	75,000	1,903,000	238,700	2,216,700	-	-	-	-
Public Transit	79,200	799,400	459,900	1,264,600	73,900	-	-	-
Public Safety Levy	10,000	2,668,000	-	-	-	2,678,000	-	-
Capital Replacement	7,970,000	1,504,300	89,500	215,000	691,800	82,700	-	8,574,300
Street	8,734,900	3,242,200	381,300	3,968,600	465,000	202,200	-	7,722,600
Total Special Revenue Funds	21,012,600	20,627,500	3,529,300	17,484,200	4,430,200	4,737,900	38,800	18,478,300
DEBT SERVICE FUND								
Debt Service	890,100	2,050,200	419,800	1,200	-	-	2,520,800	838,100
Total Debt Service Fund	890,100	2,050,200	419,800	1,200	-	-	2,520,800	838,100
CAPITAL PROJECT FUND								
Capital Projects	3,143,200	6,216,200	391,600	262,000	7,056,300	-	-	2,432,700
Total Capital Project Fund	3,143,200	6,216,200	391,600	262,000	7,056,300	-	-	2,432,700
PERMANENT FUNDS								
Senior Center Endowment	49,900	2,500	-	2,000	-	-	-	50,400
Library Trust	90,200	3,000	-	13,700	-	-	-	79,500
Total Permanent Funds	140,100	5,500	-	15,700	-	-	-	129,900
Total Governmental Fund Types	29,266,000	52,631,200	6,880,000	44,938,200	11,517,500	6,237,300	2,559,600	23,524,600
ENTERPRISE FUNDS								
Sewer	9,695,800	27,237,500	10,923,000	7,868,500	5,550,000	11,229,000	5,087,300	18,121,500
Water	15,827,400	14,096,700	333,000	8,349,900	6,323,500	517,700	3,835,700	11,230,300
Total Enterprise Funds	25,523,200	41,334,200	11,256,000	16,218,400	11,873,500	11,746,700	8,923,000	29,351,800
INTERNAL SERVICE FUNDS								
Central Services	370,400	6,126,800	-	6,377,200	-	-	-	120,000
Public Works Services	100,000	7,308,600	-	7,308,600	-	-	-	100,000
Total Internal Service Funds	470,400	13,435,400	-	13,685,800	-	-	-	220,000
Total Proprietary Fund Types	25,993,600	54,769,600	11,256,000	29,904,200	11,873,500	11,746,700	8,923,000	29,571,800
Total All Fund Types	$55,259,600	$107,400,800	$ 18,136,000	$74,842,400	$23,391,000	$17,984,000	$11,482,600	$53,096,400

The projected June 30, 2010, fund balance is determined by subtracting the total requirements from the sum of the total resources and the beginning balance for July 1, 2009. Amounts held in reserve for future operating requirements, debt service, and capital projects total $1,565,000, $13,202,500, and $34,776,600, respectively. The reserved amounts are included in the projected June 30, 2010, fund balance.

(1) Operating expenditures less operating reserves.

(2) Capital projects less capital reserves.

(3) Debt service less debt reserves.

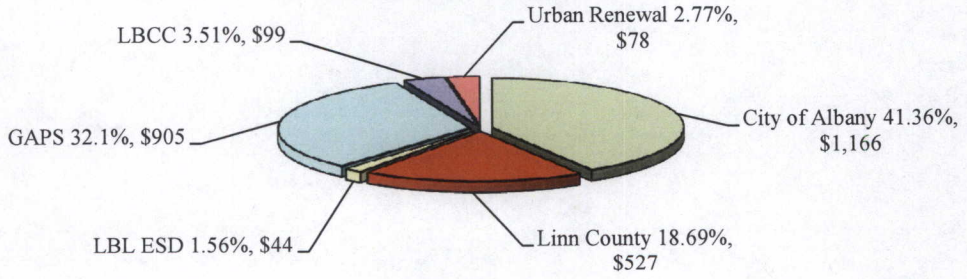
Table 9

PROPERTY TAX RATES - ALL OVERLAPPING DISTRICTS

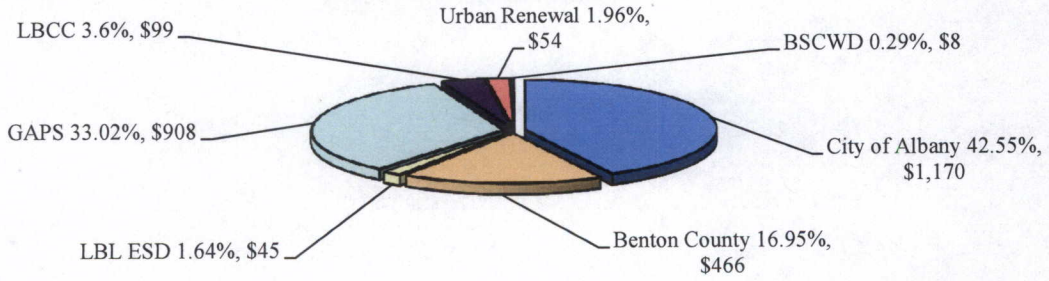
Per $1,000 of Assessed Value

Fiscal Year Ended/ Ending June 30,	County	City of Albany	Linn & Benton Counties	Linn/ Benton/ Lincoln Counties ESD	Greater Albany Public School District	Linn-Benton Community College	Albany Urban Renewal	Benton County Soil & Water District (BCSWD)	Total Effective Rate (1)
2000	Linn	$7.16	$3.19	$0.31	$5.54	$0.70	$0.00	$0.00	$16.90
	Benton	7.16	2.53	0.31	5.54	0.70	-	-	16.24
2001	Linn	7.36	3.20	0.30	5.50	0.71	-	-	17.07
	Benton	7.36	2.55	0.30	5.50	0.71	-	-	16.42
2002	Linn	7.30	3.05	0.30	5.07	0.72	-	-	16.44
	Benton	7.30	2.85	0.30	5.07	0.70	-	-	16.22
2003	Linn	7.23	3.04	0.30	4.93	0.69	0.18	-	16.37
	Benton	7.23	2.85	0.30	4.93	0.70	0.18	-	16.19
2004	Linn	8.12	3.34	0.30	4.93	0.67	0.20	-	17.56
	Benton	8.12	2.86	0.28	4.64	0.64	0.15	-	16.69
2005	Linn	8.0355	3.3680	0.3005	4.8902	0.6706	0.2650	-	17.5298
	Benton	8.0355	2.4929	0.3005	4.8902	0.6706	0.2050	-	16.5947
2006	Linn	7.9573	3.3122	0.2999	4.8447	0.6746	0.2961	-	17.3848
	Benton	7.9573	2.4934	0.2999	4.8447	0.6746	0.2295	0.0500	16.5494
2007	Linn	7.8663	3.3123	0.2992	4.7964	0.6678	0.3373	-	17.2793
	Benton	7.8663	2.4641	0.2992	4.7964	0.6678	0.2608	0.0500	16.4046
2008	Linn	7.8618	3.5969	0.2984	6.0328	0.6589	0.4229	-	18.8717
	Benton	7.8618	2.4652	0.2984	6.0328	0.6589	0.3271	0.0500	17.6942
2009	Linn	7.7737	3.5129	0.2964	6.0349	0.6577	0.5233	-	18.7989
	Benton	7.7994	3.1052	0.2977	6.0552	0.6606	0.3628	0.0500	18.3309

City of Albany (Linn County)
2008-2009 Property Taxes, $150,000 Assessed Value
Total Property Tax Imposed $2,819



City of Albany (Benton County)
2008-09 Property Taxes, $150,000 Assessed Value
Total Property Tax Imposed $2,750



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

DEBT MANAGEMENT

The City is subject to City Charter and State Constitutional limitations for issuing debt. Oregon Revised Statutes, Chapter 287, provides a debt limit of three percent (3%) of the True Cash Value of all taxable properties within city boundaries. Debt Service Schedule Tables 16-18 summarize the total principal and interest due on all debt of the City. Debt Service Table 19 presents Enterprise Fund revenue bond coverage information for the last 10 fiscal years.

Debt Summary

Outstanding debt as of July 1, 2009:

Short-term	None
Long-term:	
Gross bonded debt (all debt with a General Obligation pledge)	
1996 General Obligation Fire Substation Construction Bonds	$ 835,000
1998 General Obligation Water Bonds	7,675,000
General Fund Pledge Obligations	
1995 Hotel/Motel Tax Revenue Bonds	420,000
Pledged from the general revenues of the City	
2002 Limited Tax Pension Obligations	6,545,507
Payable from unobligated, non-property tax, revenues of the City	
2004 Revenue Obligations	2,645,000
Gross Debt (General Obligation and General Fund pledge)	$ 18,120,507
Net direct debt (all debt paid in whole or in part by taxes)	$ 8,510,000
Net overlapping debt as of June 30, 2008	81,335,996
Total net direct debt and overlapping debt	$ 89,845,996

Debt Ratios

		Per Capita	Percent of True Cash Value
2009 Population	48,770		
True Cash Value	$ 3,959,814,525	$ 81,193.65	
Gross Bonded Debt	8,510,000	174.49	0.21%
Gross Debt including General Fund Obligations	18,120,507	371.55	0.46%
Net Direct Debt (General Obligation only)	8,510,000	174.49	0.21%
Overlapping Debt	81,335,996	1,667.75	2.05%
Net Direct (General Obligation) and Overlapping Debt	89,845,996	1,842.24	2.27%
Gross Debt and Overlapping Debt	99,456,503	2,039.30	2.51%

Future Bond Plans:
The City does not plan to issue any bonds in Fiscal Year 2009-2010.

Table 10

PROPERTY TAX INFORMATION - 2009-10 APPROVED BUDGET

2009-10 Estimated General Fund and Parks & Recreation Fund Taxes to be Levied for Linn and Benton Counties

General Fund and Parks Fund Property Tax Data	Linn	Benton	Total
2008-09 Actual tax to be collected (Amt levied)	$ 15,657,196	$ 3,295,356	$ 18,952,552
Estimated increase in the amount to be levied in 2009-10	3.50%	5.00%	3.76%
Estimated 2009-10 tax levy	$ 16,205,198	$ 3,460,124	$ 19,665,322
Estimated Collection Rate	93.47%	93.47%	93.47%
Total Estimated Tax Collections (General & Parks Funds)	$ 15,146,999	$ 3,234,178	$ 18,381,176
Allocation of Estimated Tax to be Collected			
General Fund (80%)			$ 14,704,941
Parks Fund (20%)			$ 3,676,235
Estimated Rate Per $1,000 of Assessed Value (AV)			$ 5.99259

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

Public Safety Levy Property Tax Data	Linn	Benton	Total
2008-09 Actual tax to be collected (amount levied)	$ 2,179,766	$ 483,156	$ 2,662,922
Estimated % increase in the amount to be levied in 2009-10	3.50%	5.00%	3.77%
Estimated 2009-10 tax levy	$ 2,256,058	$ 507,314	$ 2,763,372
Estimated Collection Rate	93.47%	93.47%	93.47%
Total Estimated tax collections for the Public Safety Levy	$ 2,108,737	$ 474,186	$ 2,582,924
Estimated Rate $1,000 of Assessed Value			$ 0.90091

General Obligation Debt Service Property Tax Requirements for Fiscal Year 2009-10

General Obligation Debt Service Requirements	Levy Amount*	Budget
Debt Service Fund: 2007 GO Refunding Bonds	$ 1,366,214	$ 1,277,000
Water Fund: 1998 Water GO Bonds	673,478	629,500
Total General Obligation Debt Service Requirements	$ 2,039,692	$ 1,906,500

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

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

2007 GO Refunding Bonds	$ 0.44541
1998 Water GO Bonds	$ 0.21957
Total Estimated Rate per $1,000 of assessed value	$ 0.66498

Estimated Total Taxes to be Levied for Fiscal Year 2009-10

General Fund	$ 16,205,198
Parks & Recreation Fund	3,460,124
Public Safety Levy	2,763,372
General Obligation Debt Service	2,039,692
Estimated Total Taxes to be levied	$ 24,468,386
Estimated Collection Rate	93.47%
Estmated Current Tax Collections	$ 22,870,600

Table 10

PROPERTY TAX INFORMATION - 2009-10 APPROVED BUDGET, continued

Estimated 2009-10 City Assessed Value for Linn and Benton Counties

Assessed Value	Linn	Benton	Total
2008-09 actual assessed value	$ 2,429,035,563	$ 526,917,483	$2,955,953,046
Estimated increase in assessed value	3.50%	5.00%	3.77%
Estimated 2009-10 assessed value	$ 2,514,051,808	$ 553,263,357	$3,067,315,165

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

2008-09 Actual Assessed Value

County	City AV	Percent of Total
Linn	$ 2,429,035,563	82.17%
Benton	526,917,483	17.83%
Totals	$ 2,955,953,046	100.00%

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

2008-09 Actual Assessed Value

County	Total City AV	Total County AV	City % of Total County AV
Linn	$2,429,035,563	$ 7,432,339,783	32.68%
Benton	526,917,483	6,170,619,369	8.54%
Totals	$2,955,953,046	$13,602,959,152	21.73%

Budgeted Current and Delinquent Property Tax Collections for 2009-10

Fund Name (Percent of Total Collections)	Current	Delinquent	Total
General Fund (64.37%)	$ 14,704,500	$ 440,000	$ 15,144,500
Parks & Recreation Fund (16.07%)	3,676,000	105,000	3,781,000
Public Safety Fund (11.3%)	2,583,000	75,000	2,658,000
Debt Service Fund (5.49%)	1,277,000	15,000	1,292,000
Water Fund (2.77%)	629,500	23,500	653,000
Total budgeted property tax collections	$ 22,870,000	$ 658,500	$ 23,528,500

Use of Property Tax Resources for 2009-10

Description	Total Taxes	Percent of Total
General obligation debt service	$ 1,945,000	8.27%
Non-debt service operations	21,583,500	91.73%
Totals	$ 23,528,500	100.00%

Table 11

Property Tax Receipts (Current and Delinquent Taxes)
Last 10 Fiscal Years (1)

Fiscal Year June 30,	Total Property Taxes Received (2)	General Fund	Parks & Recreation	Public Safety Levy	General Obligation Debt Service	General Obligation Debt-Water
2001	$ 13,465,331	$ 9,128,265	$ 2,582,776	na	$ 1,005,441	$ 748,849
2002	14,330,506	9,790,439	2,766,050	na	1,013,960	760,057
2003	14,898,722	10,182,095	2,873,152	na	1,069,307	774,168
2004	17,493,832	10,782,290	3,041,580	$ 1,797,480	1,077,292	795,190
2005	18,130,825	11,440,187	2,872,603	1,973,168	1,063,905	780,962
2006	19,693,856	12,505,234	3,133,826	2,171,708	1,113,145	769,943
2007	20,591,504	13,193,675	3,300,794	2,349,289	988,952	758,794
2008	21,829,001	13,989,405	3,498,175	2,462,996	1,055,622	822,803
2009	22,426,400	14,426,000	3,623,700	2,553,100	1,011,600	812,000
2010	23,528,500	15,144,500	3,781,000	2,658,000	1,292,000	653,000

(1) Actual tax receipts for fiscal years ended June 30, 2001, through 2008. Budgeted receipts for fiscal years ending June 30, 2009, and 2010.
(2) Current plus delinquent taxes.

Percent of Total Current and Delinquent Taxes Received by Fund
Last 10 Fiscal Years (1)

Fiscal Year June 30,	Total Property Taxes Received	General Fund	Parks & Recreation	Public Safety Levy	General Obligation Debt Service	General Obligation Debt-Water
2001	100.00%	67.79%	19.18%	na	7.47%	5.56%
2002	100.00%	68.32%	19.30%	na	7.08%	5.30%
2003	100.00%	68.34%	19.28%	na	7.18%	5.20%
2004	100.00%	61.63%	17.39%	10.27%	6.16%	4.55%
2005	100.00%	63.10%	15.84%	10.88%	5.87%	4.31%
2006	100.00%	63.50%	15.91%	11.03%	5.65%	3.91%
2007	100.00%	64.08%	16.03%	11.41%	4.80%	3.68%
2008	100.00%	64.08%	16.03%	11.28%	4.84%	3.77%
2009	100.00%	64.33%	16.16%	11.38%	4.51%	3.62%
2010	100.00%	64.36%	16.07%	11.30%	5.49%	2.78%

Percent of Estimated Total Current and Delinquent Taxes to be Received by Fund for 2009-10

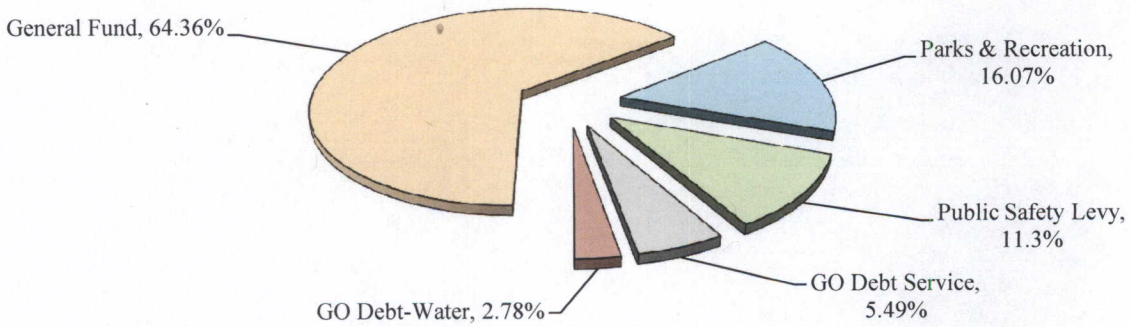
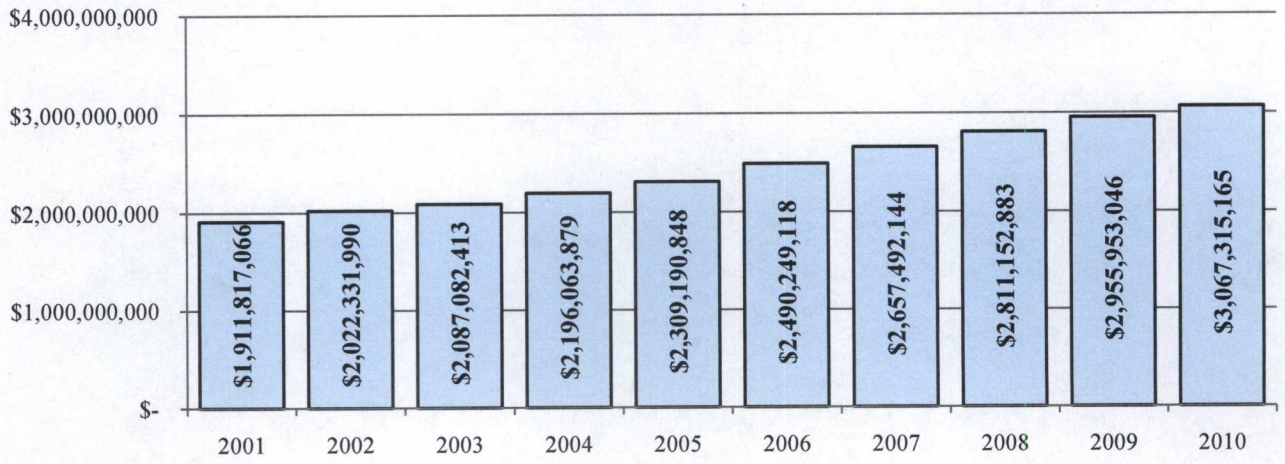


Table 12

Net Assessed Value Used to Compute Property Tax
Last 10 Fiscal Years (1)

Fiscal Year June 30,	Linn County: Total Assessed Value	Linn County: Adjustments	Linn County: Value Used to Compute the Tax	Benton County Value Used to Compute the Tax	Total Value Used to Compute the Tax	Linn + Benton Counties Combined Annual Percentage Change
2001	$ 1,614,022,242	$ -	$ 1,614,022,242	$ 297,794,824	$ 1,911,817,066	na
2002	1,708,549,715	-	1,708,549,715	313,782,275	2,022,331,990	5.78%
2003	1,775,479,227	22,646,610	1,752,832,617	334,249,796	2,087,082,413	3.20%
2004	1,861,193,606	24,077,227	1,837,116,379	358,947,500	2,196,063,879	5.22%
2005	1,947,576,161	34,121,937	1,913,454,224	395,736,624	2,309,190,848	5.15%
2006	2,103,172,514	41,571,478	2,061,601,036	428,648,082	2,490,249,118	7.84%
2007	2,253,632,887	50,945,385	2,202,687,502	454,804,642	2,657,492,144	6.72%
2008	2,386,005,384	62,008,472	2,323,996,912	487,155,971	2,811,152,883	5.78%
2009	2,512,935,769	83,900,206	2,429,035,563	526,917,483	2,955,953,046	5.15%
2010	-	-	2,514,051,808	553,263,357	3,067,315,165	3.77%

(1) Actual assessed values for fiscal years 2001 through 2009. Estimated assessed value for fiscal year 2010.



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

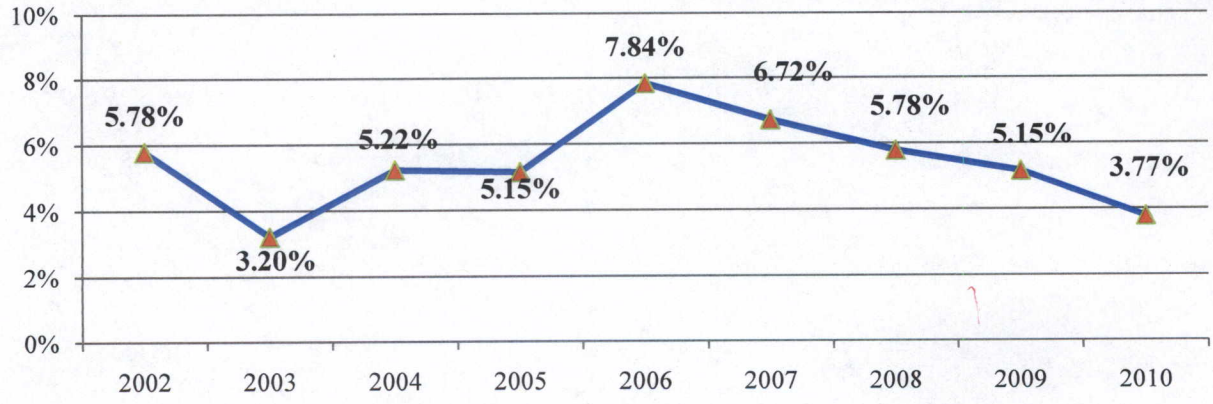
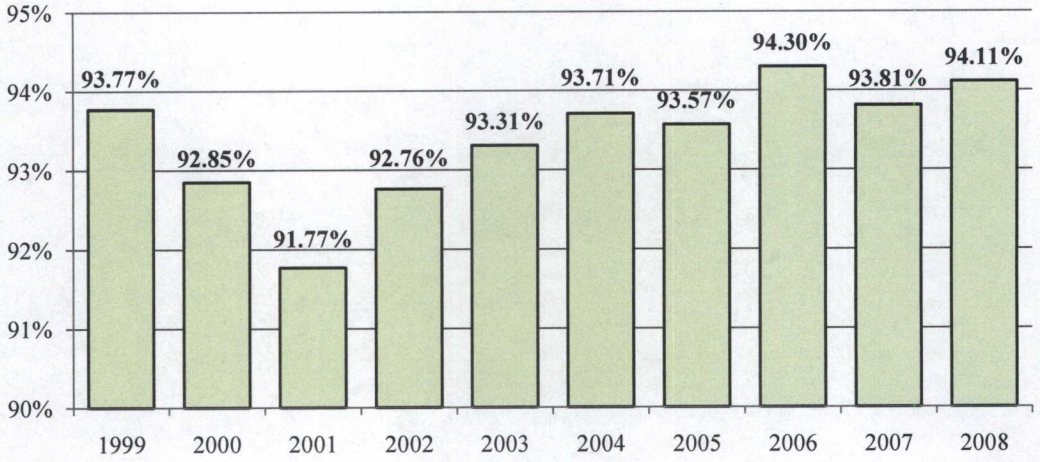


Table 13

Property Taxes Levied, Collected, and Collection Percentage
Ten Fiscal Years from 1999-2008

Fiscal Year Ended June 30,	Property Taxes Levied	Property Taxes Collected in the Year Levied	Annual Collection Percentage	Running Collection Percentage Average
1999	$11,164,764	$10,468,911	93.77%	93.18%
2000	12,772,054	11,858,395	92.85%	93.06%
2001	14,085,001	12,926,133	91.77%	92.70%
2002	14,776,533	13,706,523	92.76%	92.71%
2003	15,245,690	14,226,091	93.31%	92.83%
2004	17,926,099	16,798,310	93.71%	92.99%
2005	18,721,771	17,517,415	93.57%	93.08%
2006	20,026,898	18,885,255	94.30%	93.26%
2007	21,270,329	19,954,676	93.81%	93.33%
2008	22,492,032	21,166,331	94.11%	93.43%

Annual Property Tax Collection Percentage
Ten Fiscal Years from 1999-2008



Running Collection Percentage Average

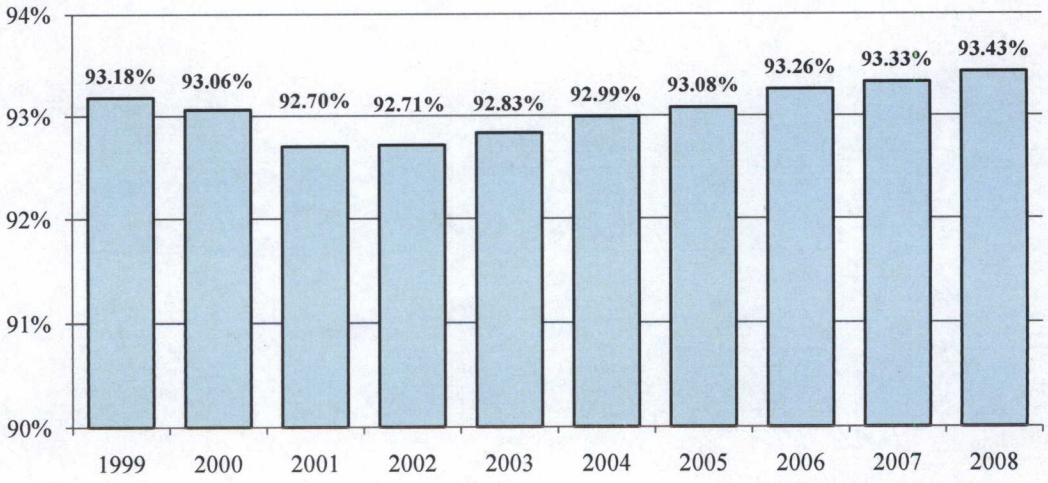


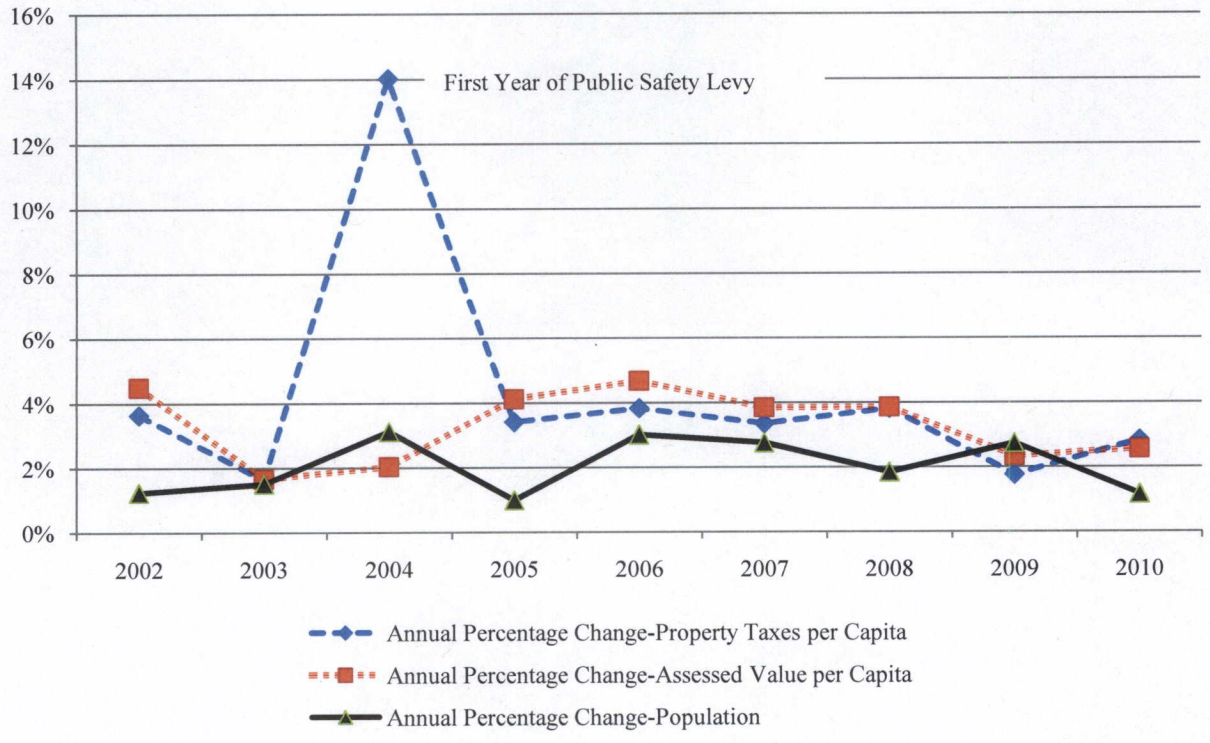
Table 14

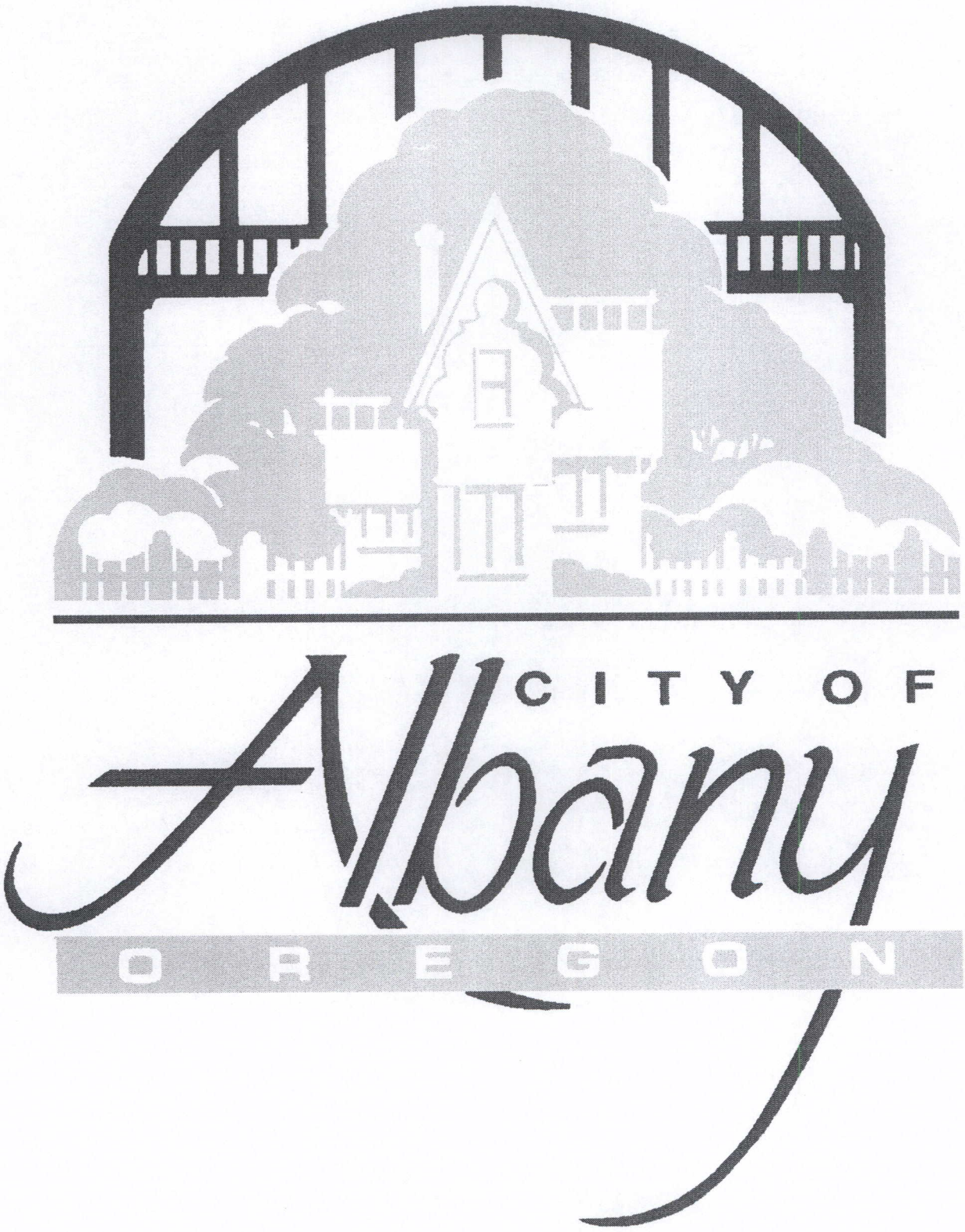
Total Property Taxes Levied per Capita and Assessed Value per Capita
Ten Fiscal Years from 2001-2010 (1)

Fiscal Year Ended June 30,	POPULATION(2) Amount	Annual Percentage Change	PROPERTY TAXES Amount Levied	per Capita	Annual Percentage Change (2)	ASSESSED VALUE Value Used to Compute the Tax	per Capita	Annual Percentage Change
2001	41,145		$ 14,085,001	$ 342.33	n/a	$ 1,911,817,066	$ 46,465.36	n/a
2002	41,650	1.23%	14,776,533	354.78	3.64%	2,022,331,990	48,555.39	4.50%
2003	42,280	1.51%	15,245,690	360.59	1.64%	2,087,082,413	49,363.35	1.66%
2004	43,600	3.12%	17,926,099	411.15	14.02%	2,196,063,879	50,368.44	2.04%
2005	44,030	0.99%	18,721,771	425.20	3.42%	2,309,190,848	52,445.85	4.12%
2006	45,360	3.02%	20,026,898	441.51	3.84%	2,490,249,118	54,899.67	4.68%
2007	46,610	2.76%	21,270,329	456.35	3.36%	2,657,492,144	57,015.49	3.85%
2008	47,470	1.85%	22,492,032	473.82	3.83%	2,811,152,883	59,219.57	3.87%
2009	48,770	2.74%	23,516,748	482.20	1.77%	2,955,953,046	60,610.07	2.35%
2010	49,341	1.17%	24,468,386	495.90	2.84%	3,067,315,165	62,165.65	2.57%

(1) Actual figures used for 2001 through 2009. Esitmated amounts for 2010.
(2) 2004 was the first year of the Public Safety Levy ($0.95 per $1,000 of assessed value.)

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




CITY OF
Albany
OREGON

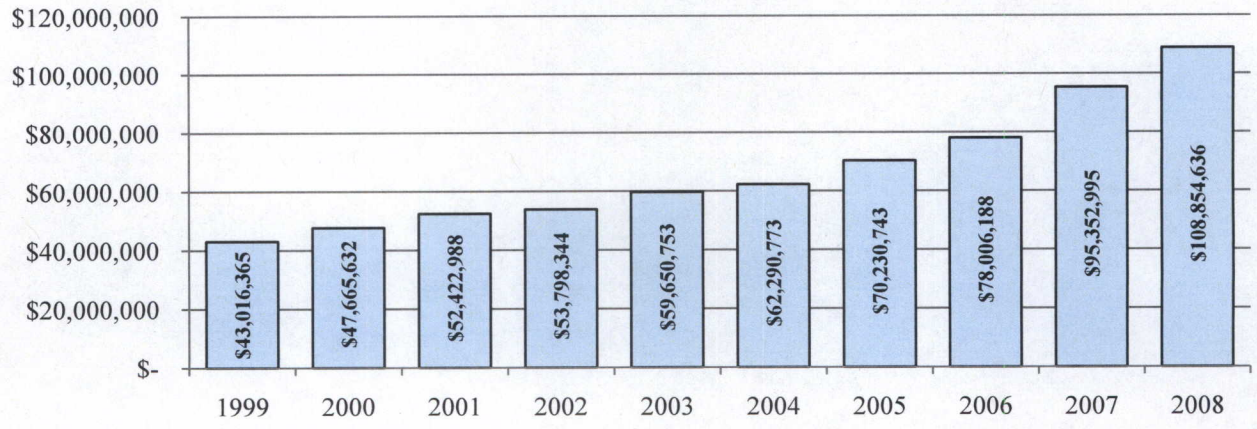
Debt Service Schedule - Table 15

COMPUTATION OF LEGAL DEBT MARGIN

as of June 30, 2008

True Cash Value for the City of Albany (1)		$ 3,959,814,525
3% Limitation		3%
General Obligation Debt Limit - 3% of True Cash Value		118,794,436
Gross bonded debt principal:		
1998 Water Bonds	$ 1,630,000	
1999 Street Reconstruction General Obligation Bonds	460,000	
2007 General Obligation Refunding Bonds	8,060,000	
Less:		
Sinking Fund Reserve (2)	210,200	
Net debt subject to 3% limitation		$ 9,939,800
Legal Debt Margin for General Obligation Debt		$ 108,854,636

Historical Trend of Legal Debt Margin



Fiscal Years Ended June 30

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

(2) Sinking Fund Reserve equals $41,128 in the Debt Service Fund and $169,072 in the Water Fund.

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

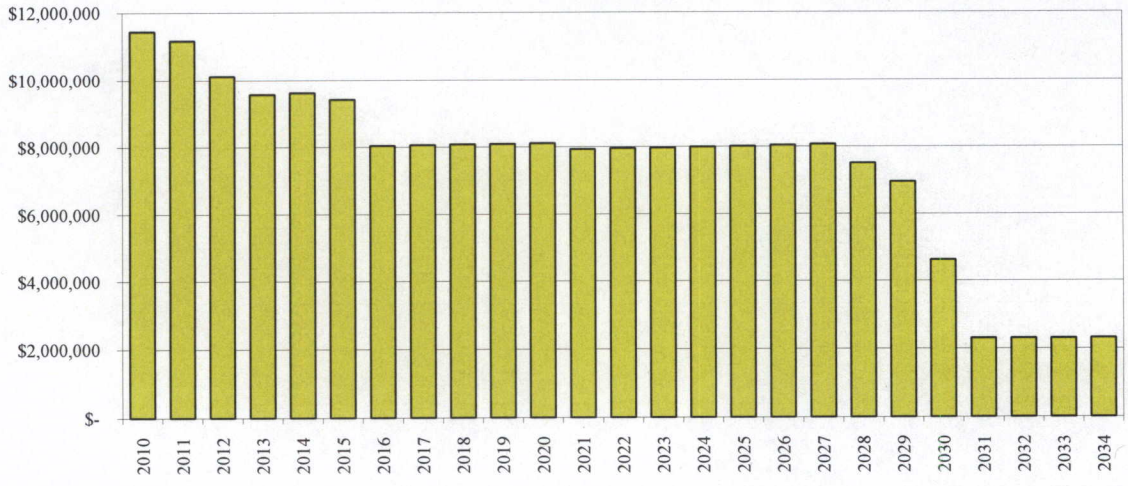
Debt Service Schedule - Table 16

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

as of June 30, 2009

Years of Maturity	.....Total Requirements..... Total	Principal	Interest	1998 Water GO Refunding Bonds Principal	Interest	2007 GO Refunding Bonds Principal	Interest	2002 Special Assessment Bancroft Bonds Principal	Interest
2009-2010	$ 11,443,169	$ 4,565,042	$ 6,878,127	$ 835,000	$ 18,788	$ 970,000	$ 307,000	$ 68,920	$ 16,265
2010-2011	11,168,742	6,435,272	4,733,470			1,850,000	268,200	72,444	12,741
2011-2012	10,129,407	5,604,931	4,524,476			1,095,000	194,200	197,735	9,036
2012-2013	9,562,609	5,217,057	4,345,552			1,170,000	150,400		
2013-2014	9,608,150	5,435,073	4,173,077			1,255,000	103,600		
2014-2015	9,415,633	5,415,169	4,000,464			1,335,000	53,400		
2015-2016	8,045,858	4,217,060	3,828,798						
2016-2017	8,064,473	4,361,185	3,703,288						
2017-2018	8,079,145	4,507,794	3,571,351						
2018-2019	8,088,395	4,655,760	3,432,635						
2019-2020	8,105,705	4,864,942	3,240,763						
2020-2021	7,934,949	5,144,251	2,790,698						
2021-2022	7,955,868	5,381,334	2,574,534						
2022-2023	7,968,457	5,621,686	2,346,771						
2023-2024	7,994,267	5,885,406	2,108,861						
2024-2025	8,012,211	6,152,596	1,859,615						
2025-2026	8,042,348	6,443,364	1,598,984						
2026-2027	8,071,811	6,752,818	1,318,993						
2027-2028	7,514,662	6,491,072	1,023,590						
2028-2029	6,963,101	6,208,241	754,860						
2029-2030	4,629,054	4,119,940	509,114						
2030-2031	2,299,000	1,930,000	369,000						
2031-2032	2,300,000	2,030,000	270,000						
2032-2033	2,300,875	2,135,000	165,875						
2033-2034	2,306,250	2,250,000	56,250						
Totals	$ 186,004,139	$ 121,824,993	$ 64,179,146	$ 835,000	$ 18,788	$ 7,675,000	$ 1,076,800	$ 339,099	$ 38,042

Annual Principal and Interest Requirements - All Funds



Fiscal Years Ending June 30

continued

Debt Service Schedule - Table 16, continued

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

as of June 30, 2009

Years of Maturity	1995 Hotel/ Motel Tax Revenue Bonds		2002 Limited Tax Pension Obligations		2004 General Revenue Obligations		2004 Sewer Current Refunding Bonds		2003 Water Revenue & Refunding Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2009-2010	$210,000	$ 18,112	$ 82,139	$ 428,918	$ 320,000	$ 99,064	$ 505,000	$ 6,691	$ 1,345,000	$ 1,557,864
2010-2011	210,000	6,038	86,861	444,197	325,000	88,664			1,055,000	1,521,203
2011-2012			92,951	463,106	340,000	78,914			960,000	1,487,919
2012-2013			97,868	483,189	355,000	68,204			830,000	1,455,557
2013-2014			101,687	504,371	365,000	52,228			865,000	1,422,694
2014-2015			105,019	531,038	140,000	39,454			900,000	1,387,394
2015-2016			107,498	558,560	145,000	34,554			940,000	1,350,594
2016-2017			109,483	586,575	155,000	27,304			980,000	1,311,581
2017-2018			111,140	614,918	160,000	19,554			1,025,000	1,269,587
2018-2019			111,257	644,800	165,000	13,394			1,070,000	1,221,056
2019-2020			159,604	631,454	175,000	7,000			1,120,000	1,166,306
2020-2021			460,000	366,605					1,170,000	1,109,056
2021-2022			530,000	335,095					1,230,000	1,049,056
2022-2023			600,000	298,790					1,290,000	986,056
2023-2024			685,000	257,690					1,355,000	921,625
2024-2025			770,000	210,767					1,420,000	855,719
2025-2026			865,000	159,947					1,495,000	786,488
2026-2027			970,000	100,694					1,575,000	710,622
2027-2028			500,000	34,250					1,655,000	630,956
2028-2029									1,740,000	550,325
2029-2030									1,835,000	463,125
2030-2031									1,930,000	369,000
2031-2032									2,030,000	270,000
2032-2033									2,135,000	165,875
2033-2034									2,250,000	56,250
Totals	$420,000	$ 24,150	$6,545,507	$7,654,964	$2,645,000	$ 528,334	$ 505,000	$ 6,691	$34,200,000	$24,075,908

continued

Debt Service Schedule - Table 16, continued

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

as of June 30, 2009

Years of Maturity	1996 State Revolving Fund Loan - Sewer Principal	1996 State Revolving Fund Loan - Sewer Interest	2007 State Revolving Fund Loan - Sewer Principal	2007 State Revolving Fund Loan - Sewer Interest	2002 Water Certificates of Participation Principal	2002 Water Certificates of Participation Interest
2009-2010	$ 161,081	$ 14,497	$ -	$ 4,400,000	$ 67,902	$ 10,928
2010-2011	161,081	9,665	2,603,199	2,375,621	71,687	7,141
2011-2012	161,081	4,832	2,682,485	2,283,319	75,679	3,150
2012-2013			2,764,189	2,188,202		
2013-2014			2,848,386	2,090,184		
2014-2015			2,935,150	1,989,178		
2015-2016			3,024,562	1,885,090		
2016-2017			3,116,702	1,777,828		
2017-2018			3,211,654	1,667,292		
2018-2019			3,309,503	1,553,385		
2019-2020			3,410,338	1,436,003		
2020-2021			3,514,251	1,315,037		
2021-2022			3,621,334	1,190,383		
2022-2023			3,731,686	1,061,925		
2023-2024			3,845,406	929,546		
2024-2025			3,962,596	793,129		
2025-2026			4,083,364	652,549		
2026-2027			4,207,818	507,677		
2027-2028			4,336,072	358,384		
2028-2029			4,468,241	204,535		
2029-2030			2,284,940	45,989		
2030-2031						
2031-2032						
2032-2033						
2033-2034						
Totals	$ 483,243	$ 28,994	$67,961,876	$30,705,256	$215,268	$ 21,219

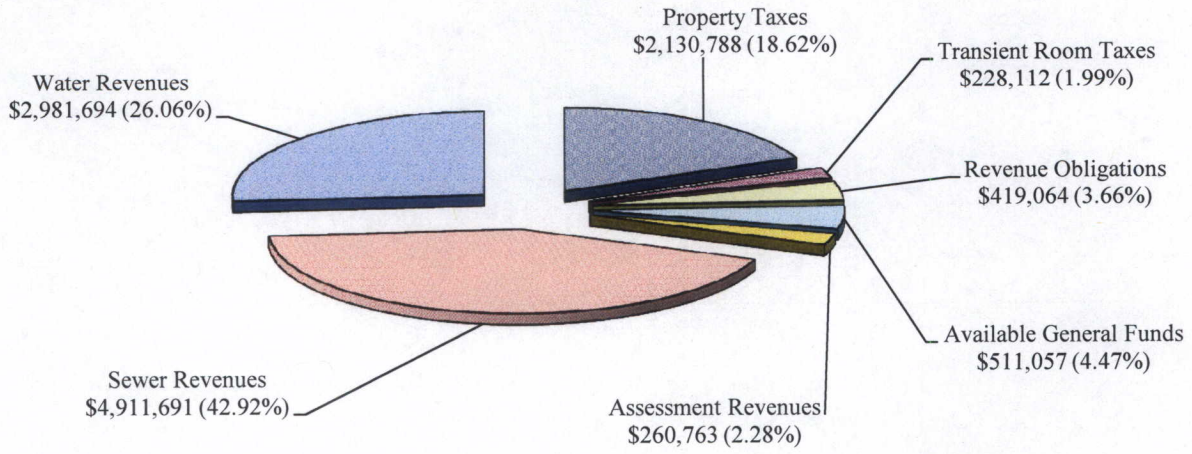
Debt Service Schedule - Table 17

SUMMARY OF DEBT SERVICE BY TYPE AND FUND

2009-2010 Fiscal Year Requirements

Fund/Source	Principal	Interest	Total for 2009-2010
DEBT SERVICE FUND:			
General Obligation Bonds	$ 970,000	$ 307,000	$ 1,277,000
Transient Room Tax Revenue Bonds	210,000	18,112	228,112
Revenue Obligation Bonds	320,000	99,064	419,064
Limited Tax Pension Obligations (payable from available general funds)	82,139	428,918	511,057
Limited Tax Bancroft Improvement Bonds	68,920	16,265	85,185
Total Debt Service Fund	1,651,059	869,359	2,520,418
SEWER FUND:			
Sewer Revenues	505,000	6,691	511,691
SRF Loan - North Albany (payable from assessment revenues)	161,081	14,497	175,578
SRF Loan - New Sewage Treatment Plant (payable from Sewer revenues)		4,400,000	4,400,000
Total Sewer Fund:	666,081	4,421,188	5,087,269
WATER FUND:			
General Obligation	835,000	18,788	853,788
Water Revenues	1,412,902	1,568,792	2,981,694
Total Water Fund:	2,247,902	1,587,580	3,835,482
Total Requirements for Fiscal Year 2009-2010	$4,565,042	$6,878,127	$11,443,169

Debt Service Requirements, Summary by Funding Source



LONG-TERM DEBT AND SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS

General Obligation Bonds

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

In April 1998, the City issued $7,865,000 of general obligation bonds to advance refund the Advance Refunding General Obligation Water Bonds, Series 1987. The Series 1987 bonds were the second refunding of the bonds originally issued in 1984 to purchase the water treatment, distribution, and hydroelectric system from Pacific Power & Light. Debt service payments are payable from a direct ad valorem tax upon all of the taxable property within the City. Interest rates range from 3.6 percent to 4.5 percent for the 12-year bonds. Final maturity is November 2009.

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

Years Ending June 30	Principal	Interest	Totals
2010	$ 1,805,000	$ 325,788	$ 2,130,788
2011	1,850,000	268,200	2,118,200
2012	1,095,000	194,200	1,289,200
2013	1,170,000	150,400	1,320,400
2014	1,255,000	103,600	1,358,600
2015	1,335,000	53,400	1,388,400
Totals	$ 8,510,000	$ 1,095,588	$ 9,605,588

Special Assessment Bancroft Bonds with Government Commitment

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

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

Years Ending June 30	Principal	Interest	Totals
2010	$ 68,920	$ 16,265	$ 85,185
2011	72,444	12,741	85,185
2012	197,735	9,036	206,771
Totals	$ 339,099	$ 38,042	$ 377,141

LONG-TERM DEBT AND SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS

Hotel/Motel Revenue Bonds

In August 1995, the City issued $2,300,000 of hotel/motel tax revenue bonds to finance a portion of the capital construction of a new Linn County Fairgrounds and Exposition Center. Debt service requirements will be met through the collection of hotel/motel taxes. The interest rate is 3.9 percent for the 15-year bonds. Final maturity is August 2010.

Years Ending June 30	Principal	Interest	Totals
2010	$ 210,000	$ 18,112	$ 228,112
2011	210,000	6,038	216,038
Totals	$ 420,000	$ 24,150	$ 444,150

Limited Tax Pension Obligations

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

Years Ending June 30	Principal	Interest	Totals
2010	$ 82,139	$ 428,918	$ 511,057
2011	86,861	444,197	531,058
2012	92,951	463,106	556,057
2013	97,868	483,189	581,057
2014	101,687	504,371	606,058
2015-2019	544,397	2,935,891	3,480,288
2020-2024	2,434,604	1,889,634	4,324,238
2025-2028	3,105,000	505,658	3,610,658
Totals	$ 6,545,507	$ 7,654,964	$ 14,200,471

General Revenue Obligations

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

Years Ending June 30	Principal	Interest	Totals
2010	$ 320,000	$ 99,064	$ 419,064
2011	325,000	88,664	413,664
2012	340,000	78,914	418,914
2013	355,000	68,204	423,204
2014	365,000	52,228	417,228
2015-2019	765,000	134,260	899,260
2020	175,000	7,000	182,000
Totals	$ 2,645,000	$ 528,334	$ 3,173,334

LONG-TERM DEBT AND SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS

Sewer and Water Revenue Bonds

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

In January 2004, the City issued $2,835,000 of Sewer Current Refunding Bonds, Series 2004, to refund the 1993A Sewer Refunding Bonds. Debt service requirements are payable from sewer system revenues. The interest rate is 2.65 percent for the six-year bonds. Final maturity is August 2009.

Years Ending June 30	Principal	Interest	Totals
2010	$ 1,850,000	$ 1,564,555	$ 3,414,555
2011	1,055,000	1,521,203	2,576,203
2012	960,000	1,487,919	2,447,919
2013	830,000	1,455,557	2,285,557
2014	865,000	1,422,694	2,287,694
2015-2019	4,915,000	6,540,212	11,455,212
2020-2024	6,165,000	5,232,099	11,397,099
2025-2029	7,885,000	3,534,110	11,419,110
2030-2034	10,180,000	1,324,250	11,504,250
Totals	$ 34,705,000	$ 24,082,599	$ 58,787,599

State Revolving Fund (SRF) Loans, Sewer Fund

In April 1992, the City borrowed $5,202,059 from the Oregon Department of Environmental Quality State Revolving Fund to finance collector sewers for the North Albany Health Hazard Abatement project. Loan repayment requirements are payable from the net revenues of the City's sewer system and revenues from assessments to benefited properties. The interest rate is three percent for the 20-year loan. Final maturity is February 2012.

The City was approved for two loans totaling $67,961,876 from the Clean Water State Revolving Fund to assist in the payment of construction costs to build a new wastewater treatment plant. Loan repayment requirements are payable from the net revenues of the City's sewer system. The first payment will be in the Spring of 2010 for accrued interest on the loan, at which time a payment schedule will be prepared. An estimated payment schedule has been used in this document. Interest rates range from 3.4 percent to 3.64 percent for the 20-year loan.

Years Ending June 30	Principal	Interest	Totals
2010	$ 161,081	$ 4,414,497	$ 4,575,578
2011	2,764,280	2,385,286	5,149,566
2012	2,843,566	2,288,151	5,131,717
2013	2,764,189	2,188,202	4,952,391
2014	2,848,386	2,090,184	4,938,570
2015-2019	15,597,571	8,872,773	24,470,344
2020-2024	18,123,015	5,932,894	24,055,909
2025-2029	21,058,091	2,516,274	23,574,365
2030	2,284,940	45,989	2,330,929
Totals	$ 68,445,119	$ 30,734,250	$ 99,179,369

LONG-TERM DEBT AND SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS

Water Certificates of Participation

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

Years Ending June 30	Principal	Interest	Totals
2010	$ 67,902	$ 10,928	$ 78,830
2011	71,687	7,141	78,828
2012	75,679	3,150	78,829
Totals	$ 215,268	$ 21,219	$ 236,487

TOTAL OUTSTANDING BONDS, CERTIFICATES OF PARTICIPATION, AND SRF LOANS

Years Ending June 30	Principal	Interest	Totals
2010	$ 4,565,042	$ 6,878,127	$ 11,443,169
2011	6,435,272	4,733,470	11,168,742
2012	5,604,931	4,524,476	10,129,407
2013	5,217,057	4,345,552	9,562,609
2014	5,435,073	4,173,077	9,608,150
2015-2019	23,156,968	18,536,536	41,693,504
2020-2024	26,897,619	13,061,627	39,959,246
2025-2029	32,048,091	6,556,042	38,604,133
2030-2034	12,464,940	1,370,239	13,835,179
Totals	$121,824,993	$ 64,179,146	$186,004,139

Debt Service Schedule - Table 19

REVENUE BOND COVERAGE: ENTERPRISE FUNDS (1)

last 10 fiscal years

Fiscal Year Ended June 30	Operating Revenue	Operating Expense(2)	Net Operating Revenue	Debt Requirements(3) Principal	Interest	Total Debt Requirements	Coverage
1999	$ 12,024,171	$ 7,384,109	$ 4,640,062	$ 850,000	$ 725,692	$ 1,575,692	294.48%
2000	12,942,813	8,237,264	4,705,549	710,000	675,529	1,385,529	339.62%
2001	13,195,007	9,599,974	3,595,033	930,000	632,375	1,562,375	230.10%
2002	13,740,259	10,058,642	3,681,617	990,000	584,371	1,574,371	233.85%
2003	15,079,613	10,501,818	4,577,795	1,045,000	536,874	1,581,874	289.39%
2004	18,804,174	11,418,450	7,385,724	1,090,000	940,396	2,030,396	363.76%
2005	18,803,046	10,796,509	8,006,537	1,872,850	1,899,438	3,772,288	212.25%
2006	19,826,801	12,468,959	7,357,842	1,895,738	1,860,210	3,755,948	195.90%
2007	21,844,312	13,935,942	7,908,370	1,933,784	1,815,416	3,749,200	210.93%
2008	22,970,160	14,999,807	7,970,353	1,976,955	3,072,934	5,049,889	157.83%

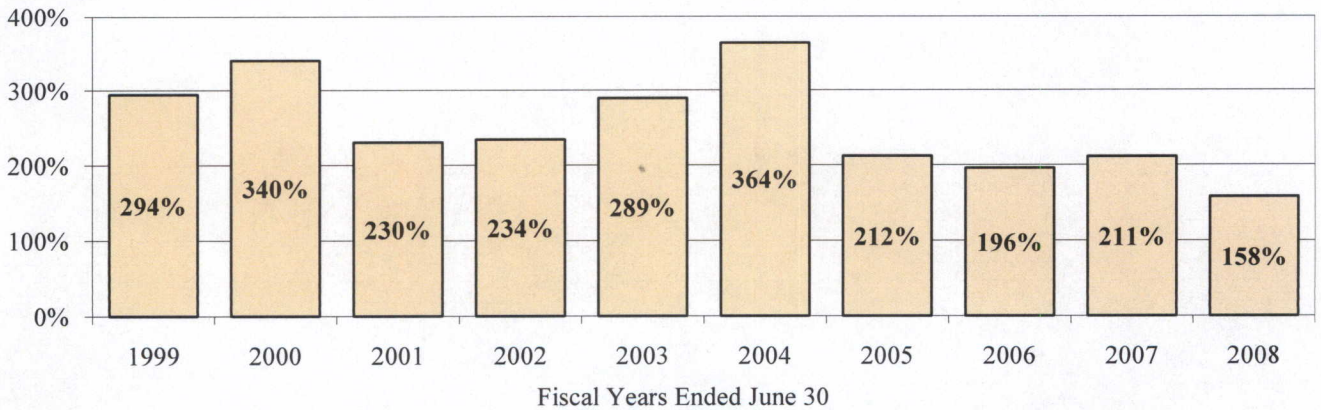
(1) In November 1984, the City issued General Obligation/Revenue Bonds to purchase the Citywide water system from Pacific Power & Light. The 1984 bonds were advance refunded in 1985 and the 1985 bonds were in turn advance refunded in 1987. Through 1992, the annual debt requirements were made from revenues 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 water revenue/refunding bonds totaling $40,485,000. As a result, water rates were increased by 28 percent to cover the $2.9 million annual debt service.

(2) Operating expenses less depreciation.

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

Enterprise Funds Bond Coverage



GENERAL FUND

GENERAL FUND

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

PROGRAM FUNCTIONS

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

Nondepartmental
Expenditures which cannot be attributed to other General Fund programs are accounted for in this program. City Hall building maintenance charges are expected to be $211,400. Major interfund transfers include: $260,000 to the Street Fund for street lighting; $238,000 to the Debt Service Fund to service debt on the 2004 Revenue Obligations; $208,300 of State Revenue Sharing proceeds to the Albany Transit System; $200,000 to the Building Inspection Fund; $196,300 of State Revenue Sharing proceeds to the Paratransit System; and $147,200 to the Parks & Recreation Fund. Included in this program is the General Fund Contingency of $1,645,600.

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

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

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

Public Safety Levy-Fire
This program accounts for the Fire personnel and materials funded by the five-year Public Safety Levy passed by the voters in the November, 2006, General Election. Fiscal Year 2009-10 is the second year of the levy.

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

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

Public Safety Levy-Police
This program accounts for the Police personnel and materials funded by the five-year Public Safety Levy passed by the voters in the November, 2006, General Election. Fiscal Year 2009-10 is the second year of the levy.

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

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

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

REVENUE TRENDS AND ASSUMPTIONS

Property Taxes
The estimated 2009-10 collection of current property taxes for the General Fund will be $14,704,500. Provisions of Ballot Measure 50 and subsequent legislation have combined to set the permanent tax rate for the City of Albany at $6.3984 per $1,000 of assessed value. Ballot Measure 50 limits the annual increase in assessed value of each property to three percent. The increase is not automatic and can only increase as much as the real market value up to the three percent limit. The value of new construction is added to the assessed value which may result in property tax revenues increasing more than three percent. For 2009-10, tax collections are estimated to rise by 3.76 percent. The collection rate is estimated to be 93.47 percent of the taxes levied.

At the General Election of November 2006, Albany voters passed a new local option levy to support public safety. The levy is for five years at $0.95 per $1,000 of assessed value starting in 2008-09. For 2009-10, the second year of the levy, current tax collections are estimated to be $2,583,000. The tax revenues will be received into the Public Safety Fund (215) and distributed to the General (100) and Ambulance (212) Funds throughout the year.

Franchise Fees and Privilege Taxes
Franchise fees and privilege taxes, which account for 12.79 percent of the General Fund budget. This program accounts for the Fire personnel and materials funded by the five-year Public Safety Levy passed by the voters in the November, 2006, General Election. It is projected that the 2009-10 level of actual receipts will be similar to that of 2008-09.

Licenses and Fees
With the downturn in the housing market, planning fees are forecast to decrease by 20 percent ($25,000).

Intergovernmental Revenues
Intergovenmental revenues are projectd to increase by 0.37 percent for Fiscal Year 2009-10. Rural fire district payments will decrease by $35,200 (2.1 percent). State shared revenues, liquor taxes, cigarette taxes, and state revenue sharing, are forecast to increase by $40,000 (4.08 percent).

Charges for Services
The only item in this section is the rental charge for City Hall office space. The rental charges are used to pay for building maintenance and for principal and interest payments on the City Hall construction debt. Primarily due to increased energy costs and maintenance projects as the building ages, rental charges for 2009-10 will increase by 3.71 percent.

Fines and Forfeitures
Court fines are estimated to increase by 21 percent from the 2008-09 estimate. The Photo Red Light enforcement program was implemented at one intersection in 2008-09.

Other Revenues
There are no major changes in this category as the 2009-10 adopted budget reflects historical levels of activity.

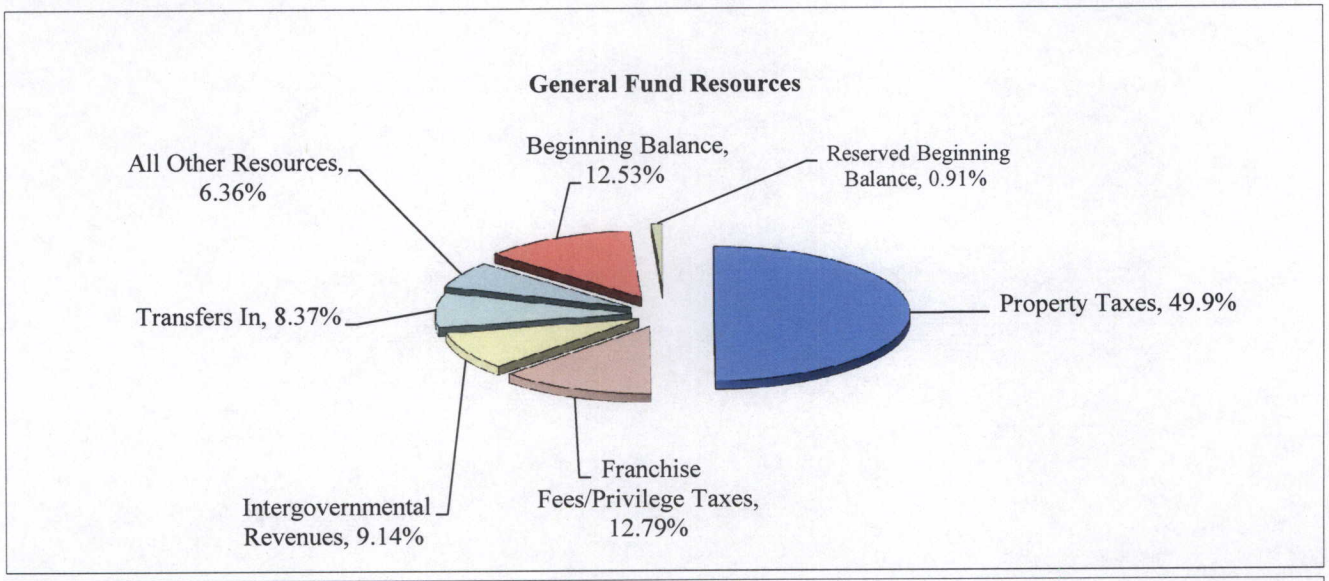
Investment Earnings
For 2009-10, interest earnings are expected to be $125,000, a decrease of 37.5 percent from the 2008-09 estimate.

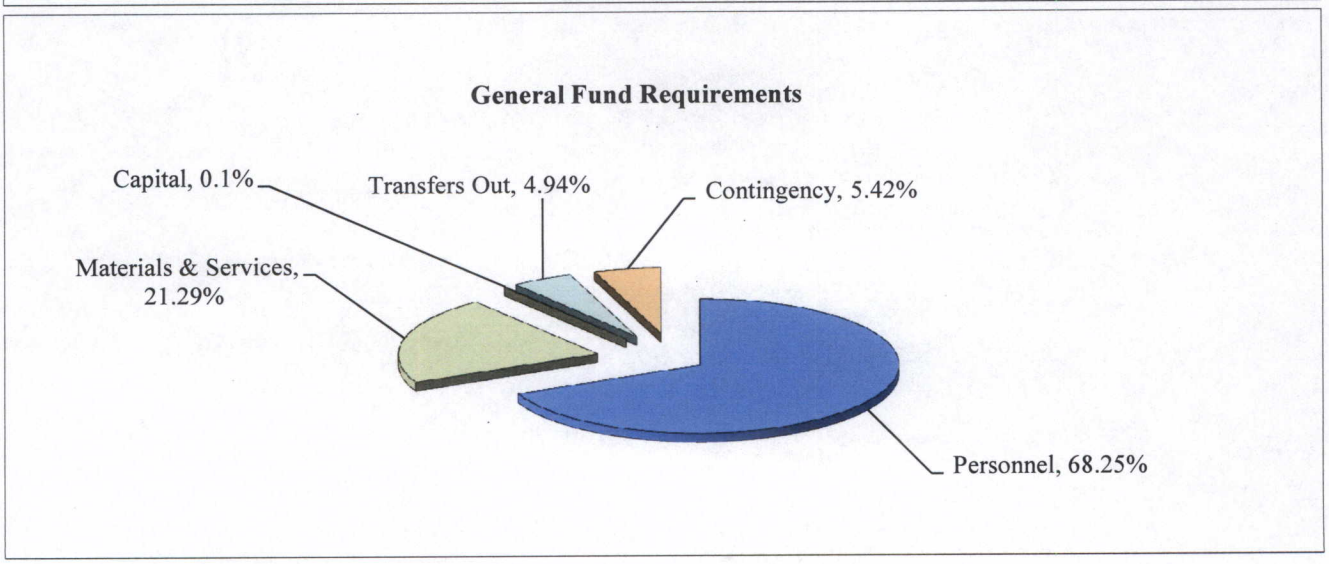
GENERAL FUND

Adopted for the Fiscal Year 2009-10

RESOURCES	
Property Taxes	$15,144,500
Franchise Fees/Privilege Taxes	3,883,000
Licenses & Fees	208,000
Intergovernmental Revenues	2,773,100
Charges for Service	432,600
Fines & Forfeitures	1,040,000
Other Revenues	125,600
Investment Earnings	125,000
Transfers In	2,539,300
Beginning Balance	3,805,000
Reserved Beginning Balance	275,000
Total Resources	$30,351,100

REQUIREMENTS	
Personnel	$20,714,300
Materials & Services	6,460,800
Capital	31,000
Transfers Out	1,499,400
Contingency	1,645,600
Total Requirements	$30,351,100





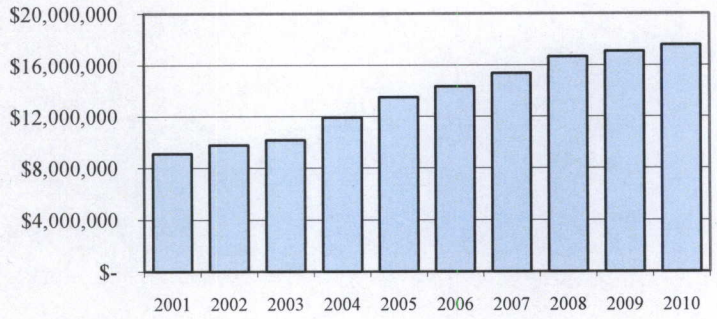
GENERAL FUND

(Amounts for 2001 through 2008 are actual. Budgeted amounts have been used for 2009 and 2010.)

Property Tax Collections

Year Ended/ Ending June 30,	Property Tax Collections	Percentage Increase
2001	$ 9,128,266	-
2002	9,790,439	7.25%
2003	10,182,095	4.00%
2004	11,944,190	17.31%
2005	13,505,575	13.07%
2006	14,366,496	6.37%
2007	15,379,574	7.05%
2008	16,673,808	8.42%
2009	17,101,100	2.56%
2010	17,583,800	2.82%

Property Tax Collections (Ten Years)



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

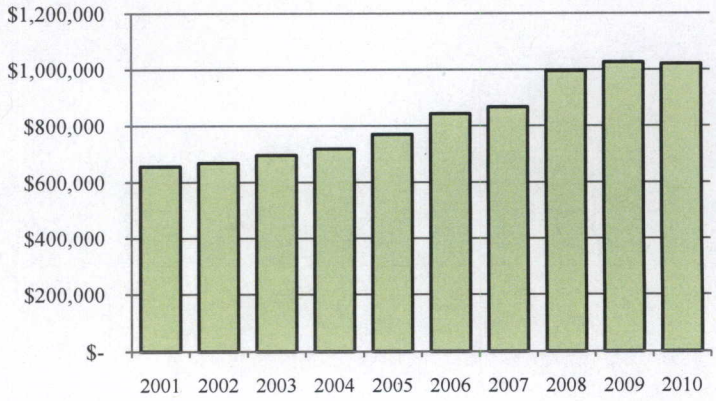
Property taxes collected in the Public Safety Levy Fund and transferred to the General Fund:

2004	$ 1,161,900
2005	2,065,388
2006	1,861,262
2007	2,185,898
2008	2,684,403
2009	2,675,100
2010	2,439,300

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

Year Ended/ Ending June 30,	State Shared Revenues	Percentage Increase (Decrease)
2001	$ 657,404	-
2002	669,111	1.78%
2003	697,229	4.20%
2004	719,692	3.22%
2005	770,443	7.05%
2006	843,566	9.49%
2007	867,362	2.82%
2008	995,174	14.74%
2009	1,026,510	3.15%
2010	1,020,400	(0.60%)

State Shared Revenues (Ten Years)

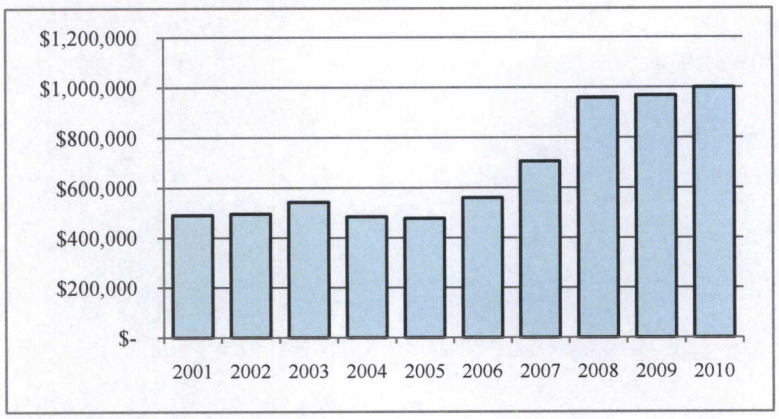


GENERAL FUND

Municipal Court Fines

Year Ended/ Ending June 30,	Fines	Percentage Increase (Decrease)
2001	$ 490,638	-
2002	495,338	0.96%
2003	542,206	9.46%
2004	483,444	(10.84%)
2005	477,392	(1.25%)
2006	560,266	17.36%
2007	705,448	25.91%
2008	958,468	35.87%
2009	967,443	0.94%
2010	1,000,000	3.37%

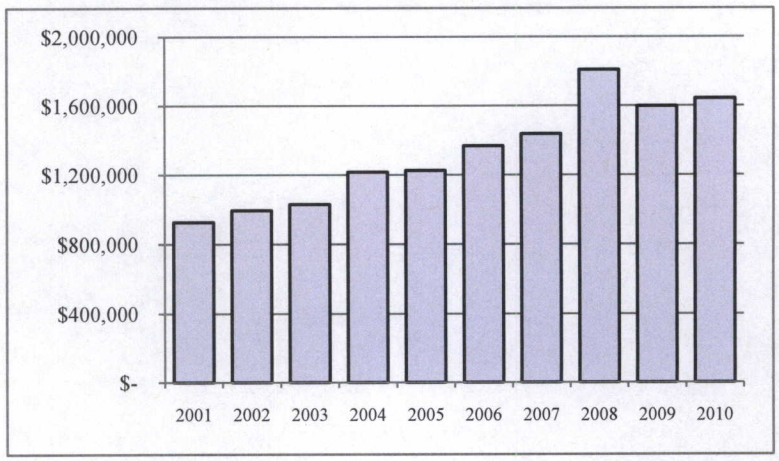
Municipal Court Fines (Ten Years)



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

Year Ended/ Ending June 30,	Rural Fire Districts	Percentage Increase (Decrease)
2001	$ 927,057	-
2002	994,892	7.32%
2003	1,029,156	3.44%
2004	1,216,885	18.24%
2005	1,224,470	0.62%
2006	1,367,198	11.66%
2007	1,437,910	5.17%
2008	1,806,920	25.66%
2009	1,596,900	(11.62%)
2010	1,641,700	2.81%

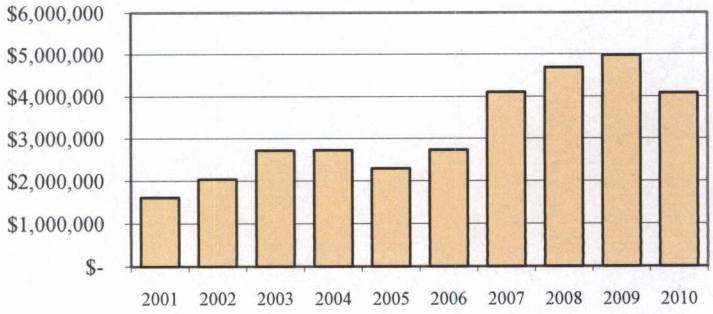
Rural Fire District Revenues (Ten Years)



Beginning Fund Balance

Year Ended/ Ending June 30,	Beginning Fund Balance	Percentage Increase (Decrease)
2001	$ 1,609,913	-
2002	2,043,130	26.91%
2003	2,718,024	33.03%
2004	2,725,434	0.27%
2005	2,292,352	(15.89%)
2006	2,733,586	19.25%
2007	4,103,125	50.10%
2008	4,681,943	14.11%
2009	4,971,139	6.18%
2010	4,080,000	(17.93%)

Beginning Fund Balance (Ten Years)



GENERAL FUND

Other Statistics

Year Ended/ Ending June 30,	General Resources(1)	Transfers In	Beginning Fund Balance	Total Resources(2)	Beg. Balance as a % of Total Resources	Property Taxes as a % of Total Resources	Property Taxes as a % of General Resources
2001	$ 14,447,427	$ -	$ 1,609,913	$ 16,057,340	10.03%	56.85%	63.18%
2002	15,403,183	-	2,043,130	17,446,313	11.71%	56.12%	63.56%
2003	15,759,152	-	2,718,024	18,477,176	14.71%	55.11%	64.61%
2004	17,675,108	24,999	2,725,434	20,425,541	13.34%	58.48%	67.58%
2005	19,520,621	307,546	2,292,352	22,120,519	10.36%	61.05%	69.19%
2006	21,130,376	926,188	2,733,586	24,790,150	11.03%	57.95%	67.99%
2007	23,447,924	99,600	4,103,125	27,650,649	14.84%	55.62%	65.59%
2008	25,539,180	-	4,681,943	30,221,123	15.49%	55.17%	65.29%
2009	25,361,261	99,600	4,971,139	30,432,000	16.34%	56.19%	67.43%
2010	26,171,100	100,000	4,080,000	30,351,100	13.44%	57.93%	67.19%

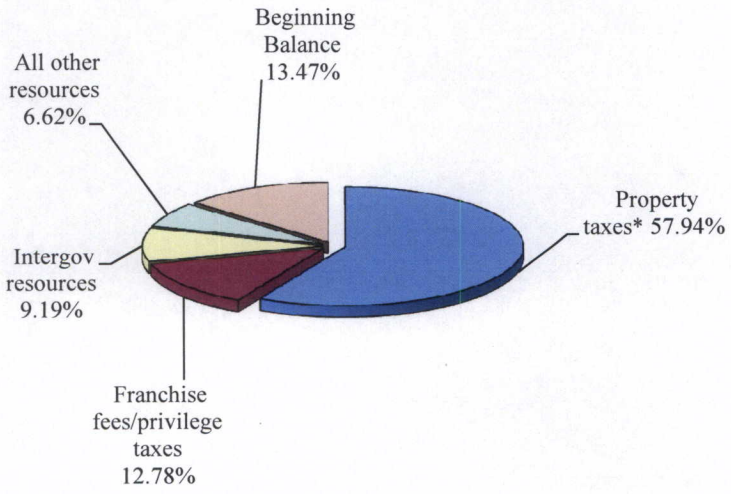
At the end of Fiscal Year 2006, the City closed six funds by transferring each fund's balance to the General Fund, resulting in one-time transfers in totaling $834,188.

(1) General resources include transfers from the Public Safety Levy Fund. All other transfers in and beginning fund balances are excluded.
(2) Total Resources include general resources, transfers in, and beginning fund balance.

2009-10 General Fund Resources

Property taxes*	$ 17,583,800
Franchise fees/privilege taxes	3,883,000
Intergovernmental resources	2,793,100
All other resources	2,011,200
Beginning Balance	4,080,000
Total Resources	$ 30,351,100

* Property taxes include amounts collected in the Public Safety Levy Fund that are budgeted as General Fund transfers in ($2,439,300).



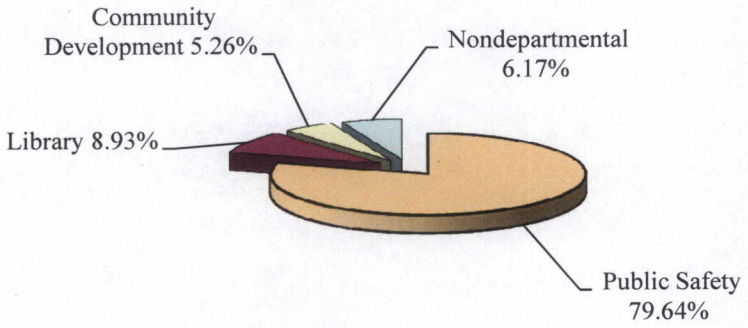
GENERAL FUND

Expenditures/Requirements by Year

Year Ended/ Ending June 30,	Public Safety: Police, Fire, M. Court	Library	Community Development: Planning, Housing, Code Enf.	Nondepart-mental (1)	Building Maint.	Total	Percent Change from Previous Year
2001	$ 10,286,717	$ 1,186,073	$ 588,769	$ 1,675,545	$ 277,107	$ 14,014,211	-
2002	10,889,203	1,245,105	600,388	1,654,127	339,467	14,728,290	5.10%
2003	11,597,279	1,324,333	617,036	1,859,204	353,891	15,751,743	6.95%
2004	13,524,709	1,433,470	654,991	2,133,265	386,755	18,133,190	15.12%
2005	14,680,825	1,488,833	735,802	2,285,273	358,259	19,548,992	7.81%
2006	15,533,561	1,569,892	757,944	2,424,614	401,014	20,687,025	5.82%
2007	18,649,551	1,898,145	988,195	1,432,817	-	22,968,708	11.03%
2008	20,527,044	2,124,672	1,174,755	1,423,513	-	25,249,984	9.93%
2009	22,756,200	2,452,000	1,469,900	1,528,300	-	28,206,400	11.71%
2010	22,862,200	2,564,100	1,508,700	1,770,500	-	28,705,500	1.77%

(1) For Nondepartmental, in Fiscal Years ending June 30, 2009 and 2010, the budgeted contingency amount has not been included.

2009-10 General Fund Requirements
Percentage of Total Budget



Percent of Total Annual General Fund Requirements for Ten Fiscal Years

Year Ended June 30,	Public Safety: Police, Fire, M. Court	Library	Planning, Housing, Code Enf.	Nondepart-mental	Building Maint.	Total
2001	73.40%	8.46%	4.20%	11.96%	1.98%	100.00%
2002	73.94%	8.45%	4.08%	11.23%	2.30%	100.00%
2003	73.62%	8.41%	3.92%	11.80%	2.25%	100.00%
2004	74.59%	7.91%	3.61%	11.76%	2.13%	100.00%
2005	75.10%	7.62%	3.76%	11.69%	1.83%	100.00%
2006	75.09%	7.59%	3.66%	11.72%	1.94%	100.00%
2007	81.20%	8.26%	4.30%	6.24%	-	100.00%
2008	81.30%	8.41%	4.65%	5.64%	-	100.00%
2009	80.68%	8.69%	5.21%	5.42%	-	100.00%
2010	79.64%	8.93%	5.26%	6.17%	-	100.00%

GENERAL FUND
Franchise Fee/Privilege Tax Collections
for Fiscal Years 2000 thru 2010*

Fiscal Year June 30,	.....Franchise Fees..... Telephone	Garbage Collection	Cable Television	....Privilege Taxes.... Electricity	Natural Gas	Total	Annual % Change
2000	$ 351,279	$ 234,522	$ 232,212	$ 1,218,381	$ 403,395	$ 2,439,789	n/a
2001	337,229	247,296	293,998	1,253,221	487,628	2,619,372	7.36%
2002	298,786	264,770	314,244	1,337,102	591,204	2,806,106	7.13%
2003	308,889	281,723	329,659	1,393,107	503,289	2,816,667	0.38%
2004	262,447	290,202	317,940	1,411,916	576,035	2,858,540	1.49%
2005	240,058	310,944	332,307	1,413,840	685,449	2,982,598	4.34%
2006	249,343	356,122	345,621	1,442,287	825,745	3,219,118	7.93%
2007	262,395	386,699	397,307	1,585,536	894,554	3,526,491	9.55%
2008	228,462	390,224	436,050	1,832,595	884,817	3,772,148	6.97%
2009	204,000	406,000	470,000	1,866,819	923,963	3,870,782	2.61%
2010	192,000	406,000	470,000	1,880,000	885,000	3,833,000	(0.98%)

* Actual receipts for years 2000 thru 2008, estimated receipts for 2009, amount budgeted for 2010.

Annual Percentage Change for Each Fee and Tax

Fiscal Year June 30,	.....Franchise Fees..... Telephone	Garbage Collection	Cable Television	....Privilege Taxes.... Electricity	Natural Gas	Total Annual % Change
2001	(4.00%)	5.45%	26.61%	2.86%	20.88%	7.36%
2002	(11.40%)	7.07%	6.89%	6.69%	21.24%	7.13%
2003	3.38%	6.40%	4.91%	4.19%	(14.87%)	0.38%
2004	(15.04%)	3.01%	(3.55%)	1.35%	14.45%	1.49%
2005	(8.53%)	7.15%	4.52%	0.14%	18.99%	4.34%
2006	3.87%	14.53%	4.01%	2.01%	20.47%	7.93%
2007	5.23%	8.59%	14.95%	9.93%	8.33%	9.55%
2008	(12.93%)	0.91%	9.75%	15.58%	(1.09%)	6.97%
2009	(10.71%)	4.04%	7.79%	1.87%	4.42%	2.61%
2010	(5.88%)	-	-	0.71%	(4.22%)	(0.98%)

Average Annual Percentage Change for Each Fee and Tax*
from Fiscal Year 2000 to Fiscal Year 2010

.....Franchise Fees..... Telephone	Garbage Collection	Cable Television	....Privilege Taxes.... Electricity	Natural Gas	Total Average Annual % Change
(5.67%)	6.34%	8.36%	4.24%	10.45%	5.05%

* The average annual rate is the rate of interest that when compounded over a ten-year period will result in total revenue equal to the actual total revenue of the ten-year period.

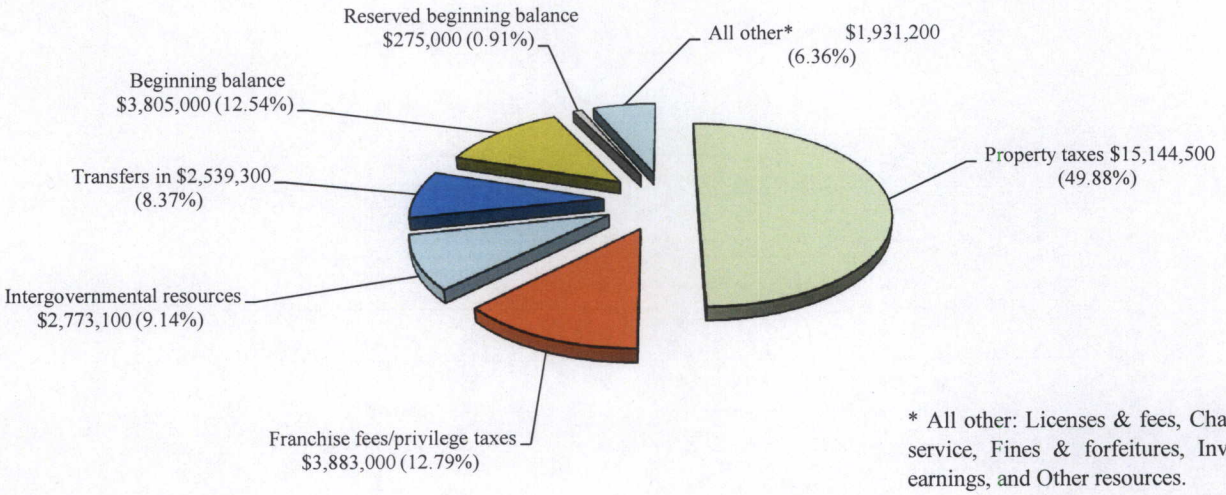
GENERAL FUND
RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Property Taxes - Current	$12,789,220	$13,566,905	$14,076,000	$14,076,000	$14,704,500	4.47%	48.45%
Property Taxes - Delinquent	404,455	422,500	350,000	350,000	440,000	25.71%	1.45%
Privilege Tax: Electric	1,585,536	1,832,595	1,785,000	1,785,000	1,880,000	5.32%	6.19%
Franchise Fees: R-O-W Carriers	49,128	44,942	50,000	50,000	50,000	-	0.16%
Franchise Fees: Telephone	262,395	228,462	230,000	230,000	192,000	(16.52%)	0.63%
Franchise Fees: Garbage Collection	386,699	390,224	395,000	395,000	406,000	2.78%	1.34%
Privilege Tax: Natural Gas	894,554	884,817	913,600	913,600	885,000	(3.13%)	2.92%
Franchise Fees: Cable TV	397,307	436,050	430,000	430,000	470,000	9.30%	1.55%
Permit Fees	2,025	3,500	-	-	2,000	-	0.01%
Licenses	8,071	9,783	6,000	6,000	6,000	-	0.02%
Library Fees	74,132	65,382	80,000	80,000	80,000	-	0.26%
Planning Fees	190,107	185,593	125,000	125,000	100,000	(20.00%)	0.33%
Alarm Fees	22,543	20,592	25,000	25,000	20,000	(20.00%)	0.07%
DUII/Safety Belt Enf. Grants	15,159	11,037	15,500	15,500	16,000	3.23%	0.05%
State Liquor Taxes	482,178	551,714	583,000	583,000	571,100	(2.04%)	1.88%
State Cigarette Taxes	83,460	78,850	77,400	77,400	69,300	(10.47%)	0.23%
State Revenue Sharing	301,724	364,610	320,000	320,000	380,000	18.75%	1.25%
Conflagration Response Reimb.	68,128	14,312	15,000	15,000	15,000	-	0.05%
W. Comp. Wage Subsidy Reimb.	2,172	9,108	-	-	-	-	-
Linn County	-	17,290	35,000	35,000	35,000	-	0.12%
Albany Rural Fire District	1,171,959	1,307,089	1,253,400	1,253,400	1,227,200	(2.09%)	4.04%
North Albany Rural Fire District	145,637	298,838	292,800	292,800	276,000	(5.74%)	0.91%
Palestine Rural Fire District	120,314	124,576	130,700	130,700	138,500	5.97%	0.46%
GAPS Police Grant	40,000	40,000	40,000	40,000	40,000	-	0.13%
Linn County Victim Impact Panel Grant	-	-	-	5,000	5,000	-	0.02%
Gray Early Childhood Fund Grant	19,157	-	-	-	-	-	-
OSFM/USAR Teams Response Reimb.	37,750	11,604	5,000	5,000	10,000	100.00%	0.03%
Training	7,470	-	-	-	-	-	-
Space Rental	385,620	456,400	407,500	407,500	422,600	3.71%	1.39%
Municipal Court Fines	705,448	958,468	825,000	825,000	1,000,000	21.21%	3.29%
Parking Violations	6,839	6,905	7,000	7,000	10,000	42.86%	0.03%
Nuisance Vehicle Admin Fee	17,945	23,610	20,000	20,000	30,000	50.00%	0.10%
Gifts & Donations	22,492	20,890	10,000	13,500	-	(100.00%)	-
DARE Donations	275	3,350	1,000	1,000	1,000	-	-
Restitution Payments	1,843	-	-	-	-	-	-
CDBG Rehab Loan Repayments	10,000	6,926	-	-	-	-	-
Rental Rehab Loan Repayments	82,654	-	-	-	-	-	-
Miscellaneous Revenue	67,150	68,585	65,000	65,000	80,000	23.08%	0.26%
Over & Short	51	11	-	-	-	-	-
AEID Principal	33,060	31,685	44,000	44,000	44,000	-	0.14%
AEID Interest	225	314	900	900	600	(33.33%)	-
Other Financing Sources: Cap. Leases	98,493	74,362	-	-	-	-	-
Interest	268,651	282,898	200,000	200,000	125,000	(37.50%)	0.41%
Total Current Resources	21,262,026	22,854,777	22,813,800	22,822,300	23,731,800	3.99%	78.17%
From Water Fund	49,800	-	49,800	49,800	50,000	0.40%	0.16%
From Public Safety Levy Fund	621,600	927,000	597,100	597,100	530,800	(11.10%)	1.75%
From Public Safety Levy-Police	759,529	882,220	1,044,500	1,044,500	986,900	(5.51%)	3.25%
From Public Safety Levy-Fire	804,769	875,183	1,033,500	1,033,500	921,600	(10.83%)	3.04%
From Sewer Fund	49,800	-	49,800	49,800	50,000	0.40%	0.16%
Total Transfers In	2,285,498	2,684,403	2,774,700	2,774,700	2,539,300	(8.48%)	8.36%
Beginning Balance	3,724,535	4,199,345	4,365,000	4,365,000	3,805,000	(12.83%)	12.56%
Designated Beg. Balance-Housing	378,590	482,598	470,000	470,000	275,000	(41.49%)	0.91%
Total General Fund Resources	$27,650,649	$30,221,123	$30,423,500	$30,432,000	$30,351,100	(0.27%)	100.00%

GENERAL FUND
RESOURCE SUMMARY

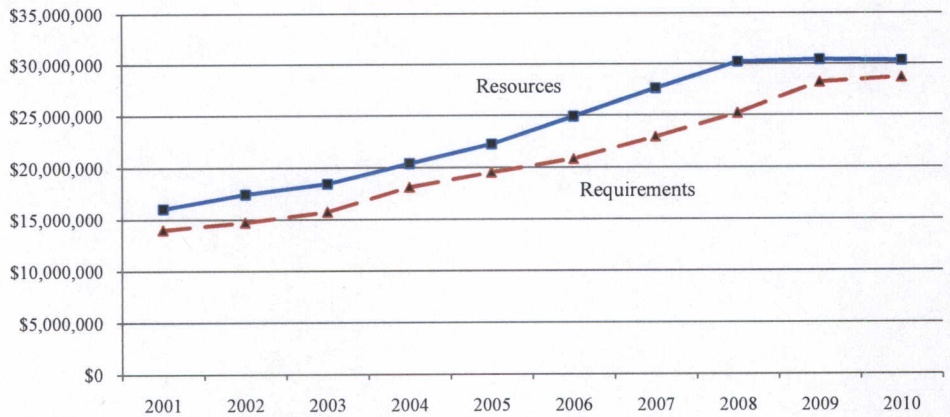
Resource type	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Property taxes	$13,193,675	$13,989,405	$14,426,000	$14,426,000	$15,144,500	4.98%	49.88%
Franchise fees/privilege taxes	3,575,619	3,817,090	3,803,600	3,803,600	3,883,000	2.09%	12.79%
Licenses & fees	296,878	284,850	236,000	236,000	208,000	(11.86%)	0.69%
Intergovernmental resources	2,449,888	2,817,424	2,762,800	2,767,800	2,773,100	0.19%	9.14%
Charges for service	430,840	468,004	412,500	412,500	432,600	4.87%	1.43%
Fines & forfeitures	730,232	988,983	852,000	852,000	1,040,000	22.07%	3.43%
Other resources	316,243	206,123	120,900	124,400	125,600	0.96%	0.41%
Investment earnings	268,651	282,898	200,000	200,000	125,000	(37.50%)	0.41%
Total Current Resources	21,262,026	22,854,777	22,813,800	22,822,300	23,731,800	3.99%	78.18%
Transfers in	2,285,498	2,684,403	2,774,700	2,774,700	2,539,300	(8.48%)	8.37%
Beginning balance	3,724,535	4,199,345	4,365,000	4,365,000	3,805,000	(12.83%)	12.54%
Reserved beginning balance	378,590	482,598	470,000	470,000	275,000	(41.49%)	0.91%
TOTAL RESOURCES	$27,650,649	$30,221,123	$30,423,500	$30,432,000	$30,351,100	(0.27%)	100.00%

ADOPTED GENERAL FUND RESOURCES BY SOURCE



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

GENERAL FUND RESOURCES AND REQUIREMENTS
Ten Fiscal Years



GENERAL FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Nondepartmental							
Materials & Services	$ 453,583	$ 314,653	$ 398,200	$ 398,200	$ 302,400	$ 302,400	$ 305,900
Transfers Out	979,234	1,108,860	1,130,100	1,150,100	1,464,600	1,464,600	1,464,600
Contingency	-	-	2,202,100	2,182,100	1,649,100	1,649,100	1,645,600
Municipal Court	564,405	646,064	698,700	698,700	689,700	689,700	689,700
Code Enforcement	19,261	17,709	22,100	22,100	22,100	22,100	22,100
Fire Suppression	6,456,387	7,309,776	8,015,700	8,015,700	7,893,500	7,893,500	7,893,500
Public Safety Levy: Fire	804,769	875,253	1,032,900	1,032,900	921,600	921,600	921,600
Fire & Life Safety	439,775	491,521	691,900	695,400	701,300	701,300	701,300
Police	9,624,691	10,322,156	11,271,400	11,276,400	11,669,200	11,669,200	11,669,200
Public Safety Levy: Police	759,531	882,274	1,040,600	1,040,600	986,900	986,900	986,900
Planning	958,377	959,419	1,164,500	1,164,500	1,201,600	1,211,600	1,211,600
Housing	10,556	197,627	303,300	303,300	275,000	275,000	275,000
Library	1,898,144	2,124,672	2,452,000	2,452,000	2,564,100	2,564,100	2,564,100
Total Requirements	$22,968,713	$25,249,984	$30,423,500	$30,432,000	$30,341,100	$30,351,100	$30,351,100
Requirements by Type							
Personnel	$16,579,908	$17,355,496	$19,612,900	$19,612,900	$20,714,300	$20,714,300	$20,714,300
Materials & Services	5,244,524	6,477,532	7,130,500	7,139,000	6,447,300	6,457,300	6,460,800
Capital	165,047	292,694	313,100	313,100	31,000	31,000	31,000
Transfers Out	979,234	1,124,262	1,164,900	1,184,900	1,499,400	1,499,400	1,499,400
Contingency	-	-	2,202,100	2,182,100	1,649,100	1,649,100	1,645,600
Total Requirements	$22,968,713	$25,249,984	$30,423,500	$30,432,000	$30,341,100	$30,351,100	$30,351,100

Adopted Requirements by Program and Type	Personnel	Materials & Services	Capital	Transfers Out	Contin-gency	Adopted Budget	% of Fund Budget
Nondepartmental	$ -	$ 305,900	$ -	$ 1,464,600	$ 1,645,600	$ 3,416,100	11.25%
Municipal Court	398,200	291,500	-	-	-	689,700	2.27%
Code Enforcement	3,900	18,200	-	-	-	22,100	0.07%
Fire Suppression	6,257,100	1,636,400	-	-	-	7,893,500	26.01%
Public Safety Levy: Fire	770,300	151,300	-	-	-	921,600	3.04%
Fire & Life Safety	516,300	176,000	9,000	-	-	701,300	2.31%
Police	9,426,000	2,232,200	11,000	-	-	11,669,200	38.45%
Public Safety Levy: Police	830,000	145,900	11,000	-	-	986,900	3.25%
Planning	958,600	253,000	-	-	-	1,211,600	3.99%
Housing	-	240,200	-	34,800	-	275,000	0.91%
Library	1,553,900	1,010,200	-	-	-	2,564,100	8.45%
Total Requirements	$20,714,300	$ 6,460,800	$ 31,000	$ 1,499,400	$ 1,645,600	$30,351,100	100.00%
Percent of Fund Budget	68.25%	21.29%	0.10%	4.94%	5.42%	100.00%	

Staffing Summary (FTE)	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Municipal Court	4.125	5.125	5.125	5.375	5.375	5.375	5.375
Fire Suppression	47.000	47.000	49.000	49.000	50.500	50.500	50.500
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	84.250	84.250	85.250	85.250	85.250	85.250	85.250
Public Safety Levy: Police	9.000	9.000	9.000	9.000	9.000	9.000	9.000
Planning	9.000	9.000	9.000	9.000	9.500	9.500	9.500
Library	20.038	20.225	21.975	21.975	21.975	21.975	21.975
Total FTE	185.413	186.600	191.350	191.600	193.600	193.600	193.600

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

FUNCTIONS AND RESPONSIBILITIES

- The General Fund subsidizes the electricity cost for street lights with a transfer of $260,000 to the Street Fund.
- A $40,000 transfer to the Parks & Recreation Fund subsidizes the Urban Forestry Management program.
- Beginning with Fiscal Year 2006-2007, State Revenue Sharing proceeds, which are recorded as revenue in the General Fund, are transferred to the Public Transit Fund in support of the Albany Transit System, the Linn-Benton Loop System, and the Paratransit System.
- To fund future General Fund building maintenance projects, $89,500 is transferred to the Capital Replacement Fund.
- Payments to the Albany Downtown Association from the collection of the Albany Economic Improvement District assessments are made from this program.
- Outside agency grants to the Veterans' Association ($3,000) and the Senior Meals Program ($3,000) are included in this budget.
- To make the annual payments on the debt related to the construction of City Hall, $238,000 will be transferred to the Debt Service Fund.

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Materials & Services							
60211	Insurance & Bonds	-	-	3,250.00	-	-	0.00%
60305	Veterans' Association Grant	2,000.00	3,000.00	3,000.00	3,000	3,000	0.00%
60307	Senior Meals Program	3,000.00	3,000.00	3,000.00	3,000	6,500	116.67%
60312	AEID Payments	33,076.14	31,830.84	31,159.78	44,900	45,000	0.22%
60315	Spay/Neuter Program	10,000.00	4,482.90	9,917.90	10,000	10,000	0.00%
63009	Telephone	-	-	2,947.11	-	-	0.00%
66030	Building Maintenance Charges	385,000.00	244,800.00	307,300.00	307,300	211,400	-31.21%
67008	Miscellaneous Expenditures	20,507.24	27,539.35	26,904.03	30,000	30,000	0.00%
Total Materials & Services		453,583.38	314,653.09	387,478.82	398,200	305,900	-23.18%
Transfers Out							
91202	To Parks & Recreation Fund	93,600.00	120,800.00	147,200.00	147,200	147,200	0.00%
91203	To Grants Fund	-	1,795.56	-	-	-	0.00%
91204	To Building Inspection Fund	-	-	-	-	200,000	0.00%
91205	To Capital Replacement	89,500.00	89,500.00	89,500.00	89,500	89,500	0.00%
91209	To Street Fund: Street Lighting	260,000.00	260,000.00	260,000.00	260,000	260,000	0.00%
91210	To Urban Forestry Management - Parks	40,000.00	40,000.00	40,000.00	40,000	40,000	0.00%
91212	To Albany Transit System	153,100.00	164,300.00	141,500.00	141,500	208,300	47.21%
91216	To Transit Loop System	31,800.00	16,500.00	16,500.00	16,500	55,300	235.15%
91232	To Economic Development	25,000.00	25,000.00	-	-	-	0.00%
91233	To Paratransit System	116,900.00	129,200.00	162,000.00	162,000	196,300	21.17%
91235	To 2004 Revenue Obligations	169,333.52	239,873.83	243,269.57	243,400	238,000	-2.22%
91251	To Building Insp-ADA Code Enforcement	-	21,889.93	15,223.20	30,000	30,000	0.00%
91261	To Electrical Permit Program (1603)	-	-	-	20,000	-	-100.00%
Total Transfers Out		979,233.52	1,108,859.32	1,115,192.77	1,150,100	1,464,600	27.35%
Contingencies							
99005	Contingencies	-	-	-	2,182,100	1,645,600	-24.59%
Total Contingencies		-	-	-	2,182,100	1,645,600	-24.59%
TOTAL EXPENDITURES		**1,432,816.90**	**1,423,512.41**	**1,502,671.59**	**3,730,400**	**3,416,100**	**-8.43%**

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	11/08	Ongoing	• Implement e-ticketing
	06/09	Deferred	• Develop Credit Services of Oregon (CSO) collection audit reports.
	06/09	Deferred	• Separate Accounts Receivable from collections.
Budget Year 2009-2010			
Effective Government	08/09		• Complete implementation of e-ticketing.
	09/09		• Implement document imaging on Laserfiche.
	10/09		• Implement use of Report Beam software.
	06/10		• Develop Credit Services of Oregon (CSO) collection audit reports.
	06/10		• Separate Accounts Receivable from collections.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of warrants issued	2,500	1,487	1,584	1,600
Case numbers issued	4,900	8,174	8,834	7,500
Percent of pretrials set within 90 days	98%	98%	98%	98%
Percent of jury trials set within 90 days	75%	75%	65%	70%
Percent of bench trials set within 90 days	75%	80%	65%	70%
Percent of charges docketed within one working day	90%	90%	80%	80%

STAFFING SUMMARY

FTEs	4.050	4.125	5.375	5.375

100: General Fund
10: Finance

PROG 1029: Municipal Court

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	140,689.89	161,469.67	209,225.48	191,000	266,500	39.53%
52001	Temporary Employees	127.89	570.66	214.71	9,000	500	-94.44%
53001	Overtime	545.19	2,172.23	756.88	1,000	1,000	0.00%
56001	Employer Paid Benefits	90,839.10	100,127.04	118,701.00	120,500	130,200	8.05%
Total Personnel Services		232,202.07	264,339.60	328,898.07	321,500	398,200	23.86%
Materials & Services							
60101	Contractual Services	6,413.49	12,944.54	13,252.95	14,000	15,500	10.71%
60200	Court Appointed Attorneys	45,600.00	58,338.81	36,739.13	50,000	50,000	0.00%
60201	Space Rental	26,600.00	31,400.00	28,100.00	28,100	29,100	3.56%
60211	Insurance & Bonds	903.75	1,575.13	1,486.02	1,600	1,000	-37.50%
60216	Software License Fees	7,380.00	7,600.00	7,810.00	7,900	8,000	1.27%
60316	Linn Co Juv. Dept. Peer Court Program	-	-	-	1,100	-	-100.00%
61010	Duplication & Fax	1,720.25	2,093.92	1,906.90	1,700	2,000	17.65%
61011	Education & Training	820.24	1,235.85	691.74	2,000	2,000	0.00%
61022	Credit Card Fees	-	4,952.07	3,825.14	3,000	6,000	100.00%
61024	Materials & Supplies	1,698.57	3,792.46	3,805.87	2,500	2,500	0.00%
61026	Meetings & Conferences	504.70	1,351.24	1,231.08	2,400	1,600	-33.33%
61027	Memberships & Dues	255.00	335.00	340.00	500	700	40.00%
61028	Minor Equipment	15,054.25	3,410.38	1,087.00	5,800	2,500	-56.90%
61030	Personal Auto Reimbursement	431.46	428.46	1,232.82	500	1,000	100.00%
61033	Printing & Binding	2,433.59	3,412.79	3,353.51	4,000	4,000	0.00%
61038	Software	-	23,689.70	-	8,000	-	-100.00%
61350	Municipal Court Judge	66,924.00	69,462.00	47,610.00	71,900	-	-100.00%
61351	Prisoner Expenses	21,726.75	13,760.00	14,072.00	25,000	19,000	-24.00%
61352	Prosecution Costs	43,200.00	47,520.00	49,904.00	49,900	51,400	3.01%
61353	Witness & Jury Fee	2,393.50	1,539.00	1,048.25	2,500	2,000	-20.00%
61354	Pro-Tem Judge Contract	-	3,000.00	-	3,000	3,000	0.00%
63009	Telephone	1,941.38	1,802.17	443.82	1,100	500	-54.55%
65015	Maint: Office Equipment	-	106.00	-	800	500	-37.50%
66010	Central Service Charges	34,000.00	32,000.00	39,300.00	39,300	37,500	-4.58%
66014	Information Technology Services	23,200.00	23,400.00	31,600.00	31,600	32,200	1.90%
66015	IT Equipment Replacement	10,300.00	10,300.00	-	-	-	0.00%
66502	DMV Charges	835.50	891.50	253.00	1,000	1,000	0.00%
66506	Prosecution Support Services	17,837.76	21,229.36	19,642.37	18,000	18,500	2.78%
66511	Flexible Spending Admin Fees	27.50	154.00	-	-	-	0.00%
Total Materials & Services		332,201.69	381,724.38	308,735.60	377,200	291,500	-22.72%
TOTAL EXPENDITURES		**564,403.76**	**646,063.98**	**637,633.67**	**698,700**	**689,700**	**-1.29%**

PROGRAM NARRATIVE

GENERAL FUND: CODE ENFORCEMENT (100-11-1026)
Responsible Manager/Title: Wes Hare, City Manager

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Great Neighborhoods	05/09	In Progress	• Conduct community cleanup in partnership with Allied Waste and neighborhood volunteers.
	06/09	Completed	• Enact shopping cart retrieval ordinance.
	06/09	In Progress	• Close out 50 percent of complaints per year.
Budget Year 2009-2010			
Great Neighborhoods	07/09		• Work with the Building Division and Central Albany Revitalization Area (CARA) staff to initiate blight removal in Salem/Harrison Neighborhood.
	05/10		• Conduct community cleanup in partnership with Allied Waste and neighborhood volunteers.
	06/10		• Close out 50% of complaints per year.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of complaints reported.	54	79	19*	12
Number of complaints cleared.	28	55	8*	9

* Numbers are through the second quarter of Fiscal Year 2008-2009.

100: General Fund
11: City Manager/ City Council

PROG 1026: Code Enforcement

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	321.05	2,506.41	1,685.55	-	2,300	0.00%
53001	Overtime	-	-	348.06	-	400	0.00%
56001	Employer Paid Benefits	113.13	1,038.99	1,010.99	-	1,200	0.00%
Total Personnel Services		434.18	3,545.40	3,044.60	-	3,900	0.00%
Materials & Services							
60101	Contractual Services	17,318.49	13,460.45	20,066.48	20,000	16,500	-17.50%
60211	Insurance & Bonds	-	112.52	92.87	100	-	-100.00%
61024	Materials & Supplies	9.33	91.25	333.43	1,000	1,000	0.00%
66010	Central Service Charges	1,500.00	500.00	1,000.00	1,000	700	-30.00%
Total Materials & Services		18,827.82	14,164.22	21,492.78	22,100	18,200	-17.65%
TOTAL EXPENDITURES		**19,262.00**	**17,709.62**	**24,537.38**	**22,100**	**22,100**	**0.00%**

PROGRAM NARRATIVE

GENERAL FUND: FIRE SUPPRESSION (100-25-1201)
Responsible Manager/Title: Shane Wooten, Assistant Fire Chief

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City/Effective Government	12/08	Completed	• Acquire one additional ambulance.
	10/08	In Progress	• Increase ambulance day staff to seven days/week.
	06/09	Ongoing	• Staff to meet reporting, records, and maintenance requirements and Fire Service standards.
	06/09	Ongoing	• Secure property for relocation of downtown fire station and new training center.
	06/09	Ongoing	• Provide advanced training for professional certifications.
Budget Year 2009-2010			
Safe City/Effective Government	12/09		• Implement emergency pre-incident planning process.
	03/10		• Complete replacement of personal protective equipment turnouts for all emergency responders.
	03/10		• Purchase and equip one new fire engine.
	06/10		• Secure location for replacement of Station 11 (6th Avenue & Lyon Street).
	06/10		• Secure funding for remodel and seismic upgrades to Station 12 (34th Avenue).

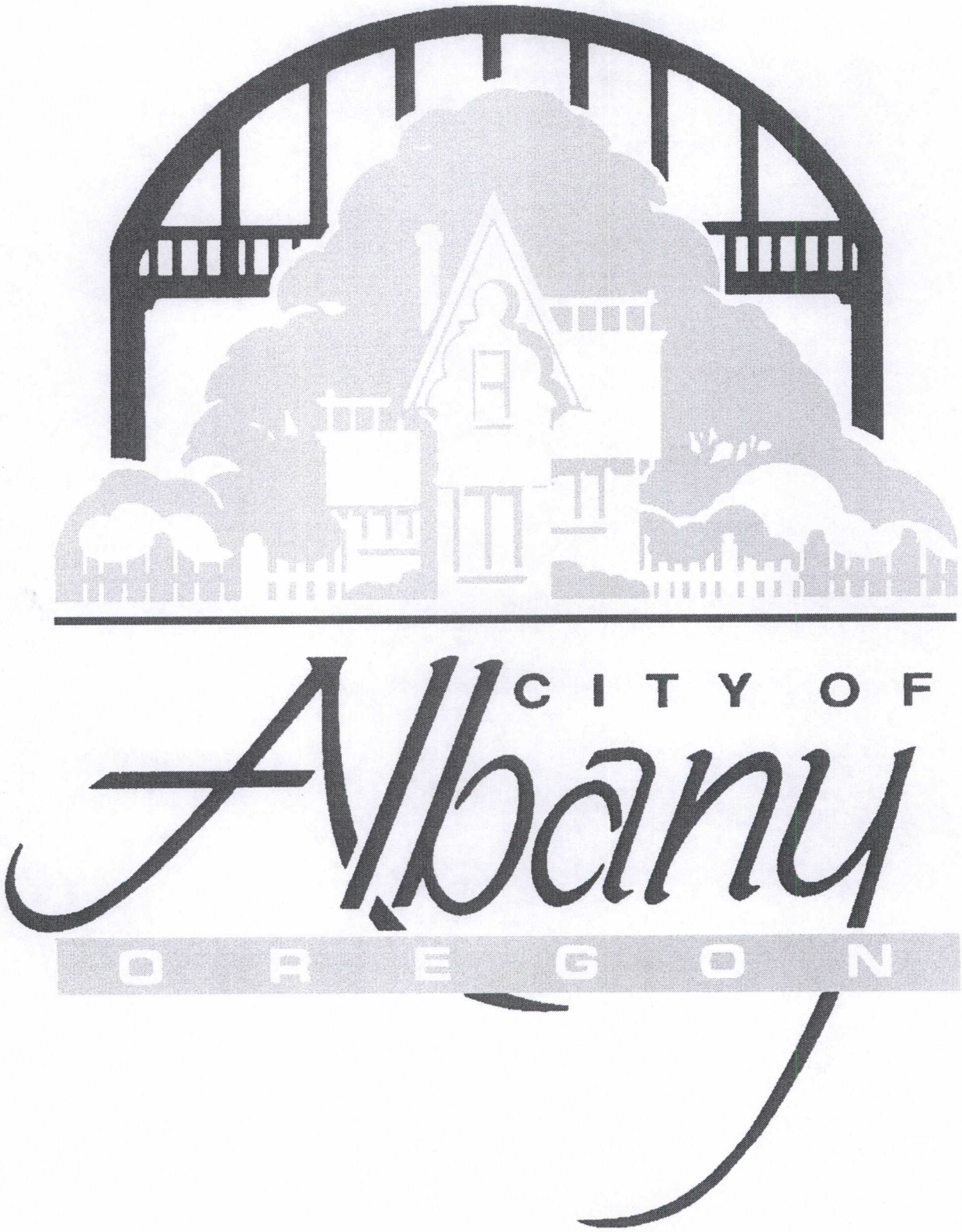
PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Total emergency responses	6,423	6,408	6,500	6,550
Total overlapping Fire & EMS responses	2,135	2,048	2,000	2,100
Total fire incidents per 1,000 population	5.53	3.05	4.00	4.00
Total structure fire incidents	85	66	70	65
Estimated value of property loss due to fires	$3,400,000	$1,500,000	$2,700,000	$2,700,000
Percent of time first engine on scene within four minutes	40%	34%	32%	32%
Fire response mutual aid provided vs. mutual aid received	47 / 15	42 / 3	42 / 18	45 / 20

STAFFING SUMMARY

FTE's	47	47	49	50.5

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	3,036,740.41	3,197,979.34	3,551,539.90	3,577,800	3,840,300	7.34%
52001	Temporary Employees	47,398.07	45,898.72	43,653.75	50,000	50,000	0.00%
53001	Overtime	348,763.10	498,648.22	398,854.00	350,000	450,000	28.57%
54005	Unemployment Claims	121.31	5,954.27	8,533.54	6,800	3,900	-42.65%
56001	Employer Paid Benefits	1,731,179.26	1,762,663.13	1,951,050.33	1,971,600	1,912,900	-2.98%
Total Personnel Services		5,164,202.15	5,511,143.68	5,953,631.52	5,956,200	6,257,100	5.05%
Materials & Services							
60101	Contractual Services	211,628.64	226,999.71	218,331.41	232,100	102,600	-55.79%
60201	Space Rental	18,100.00	21,500.00	19,200.00	19,200	19,900	3.65%
60207	Fire Interns	457.70	169.40	47.00	500	-	-100.00%
60211	Insurance & Bonds	39,201.52	63,455.55	60,922.47	65,600	31,900	-51.37%
60217	Software Maintenance Agreements	5,230.00	14,196.19	14,255.00	35,100	32,400	-7.69%
61006	Advertising & Publications	581.98	-	464.59	500	600	20.00%
61009	Car & Unreimbursed Expenses	3,600.00	3,600.00	3,600.00	3,600	3,600	0.00%
61010	Duplication & Fax	-	-	-	1,500	1,500	0.00%
61011	Education & Training	33,740.40	21,937.95	37,703.97	40,000	40,000	0.00%
61018	Laundry Service	167.65	-	-	-	-	0.00%
61022	Credit Card Fees	19.16	-	-	-	-	0.00%
61023	Mapping	14.98	7,302.83	4,241.72	5,200	6,700	28.85%
61024	Materials & Supplies	37,124.42	40,325.24	45,571.18	45,000	40,000	-11.11%
61026	Meetings & Conferences	2,603.50	3,291.33	6,665.64	8,000	8,000	0.00%
61027	Memberships & Dues	1,395.00	1,105.00	2,015.00	2,000	2,800	40.00%
61028	Minor Equipment	17,932.20	87,898.75	21,609.53	25,900	-	-100.00%
61030	Personal Auto Reimbursement	-	359.65	788.70	500	500	0.00%
61031	Personal Protective Equipment	-	48,435.50	72,264.00	75,000	79,000	5.33%
61032	Postage & Shipping	196.88	457.61	549.59	500	500	0.00%
61033	Printing & Binding	1,304.43	433.76	870.07	2,000	2,000	0.00%
61040	Uniforms	33,728.53	49,952.12	34,456.83	36,200	30,000	-17.13%
61044	Building Materials	38,176.19	42,963.77	40,359.87	41,700	47,600	14.15%
61047	Travel Expenses	-	-	-	-	3,500	0.00%
61049	Gas, Oil, & Lubricants	37,155.77	55,683.82	44,137.07	48,000	56,000	16.67%
62000	Fire Equipment	26,698.21	95,768.23	26,474.49	36,500	22,500	-38.36%
62003	HazMat Equipment	5,698.14	2,872.92	9,292.81	11,400	10,500	-7.89%
62008	Technical Rescue Equipment	9,932.46	10,618.08	18,758.04	21,000	14,000	-33.33%
62009	Water Rescue Equipment	11,330.34	10,420.96	59,846.21	72,000	10,000	-86.11%
63006	Power & Light	22,128.96	23,826.09	24,293.74	23,000	23,000	0.00%
63007	Heating & Fuel	26,310.65	25,673.13	27,816.69	27,000	27,000	0.00%
63009	Telephone	30,882.80	35,690.63	28,313.05	30,100	32,700	8.64%
63011	Water Service	10,536.94	11,131.96	11,415.58	14,500	14,500	0.00%
63012	Sewer Service Charges	9,681.51	9,350.90	6,879.54	10,000	10,000	0.00%
65005	Maint: Breathing Air	1,903.26	3,440.68	4,000.51	7,800	9,500	21.79%
65006	Maint: Building	23,705.65	40,568.97	30,638.67	47,600	37,500	-21.22%
65008	Maint: Communications Equipment	21,351.16	29,392.23	34,135.38	48,100	50,800	5.61%
65012	Maint: Hose	6,157.65	4,931.94	46,183.04	46,500	25,700	-44.73%
65015	Maint: Office Equipment	7,436.86	11,214.31	10,130.88	9,000	10,500	16.67%
65077	Departmental Vehicle Maintenance	-	-	-	-	142,500	0.00%
65513	Vehicle Maintenance	-	-	6,023.14	5,000	-	-100.00%
66010	Central Service Charges	346,700.00	378,400.00	376,800.00	376,800	389,900	3.48%
66013	GIS System Charges	46,000.00	39,000.00	40,000.00	40,000	39,000	-2.50%
66014	Information Technology Services	143,800.00	184,200.00	167,300.00	167,300	170,800	2.09%
66015	IT Equipment Replacement	7,200.00	7,200.00	10,700.00	10,700	3,500	-67.29%
66030	Building Maintenance Charges	-	52,301.00	63,700.00	63,700	70,600	10.83%
66505	Physical Exams & Medicals	6,152.76	1,517.67	1,814.38	17,500	5,000	-71.43%
66511	Flexible Spending Admin Fees	995.50	1,199.00	1,056.00	1,300	1,300	0.00%
67007	Employee Safety Incentive Payments	6,265.40	6,049.20	6,288.20	6,500	6,500	0.00%
Total Materials & Services		1,253,227.20	1,674,836.08	1,639,913.99	1,781,400	1,636,400	-8.14%


CITY OF
Albany
OREGON

100: General Fund
25: Fire

PROG 1201: Fire Suppression

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Capital							
70005	Capital Equipment	38,957.00	115,295.36	274,164.31	278,100	-	-100.00%
70006	Building Improvements	-	8,500.00	-	-	-	0.00%
Total Capital		38,957.00	123,795.36	274,164.31	278,100	-	-100.00%
TOTAL EXPENDITURES		**6,456,386.35**	**7,309,775.12**	**7,867,709.82**	**8,015,700**	**7,893,500**	**-1.52%**

PROGRAM NARRATIVE

GENERAL FUND: PUBLIC SAFETY LEVY (100-25-1202)
Responsible Manager/Title: John R. Bradner, Fire Chief

FUNCTIONS AND RESPONSIBILITIES

- Provide six Firefighter/EMT positions for emergency operations.
- Provide funding for Fire and Ambulance equipment replacement.
- Provide two Deputy Fire Marshal positions to the Fire & Life Safety Division.
- Provide funding for programs associated with these positions.

STAFFING SUMMARY	2006-2007	2007-2008	2008-2009	2009-2010
FTEs	8	8	8	8

100: General Fund
25: Fire

Budget Fiscal Year: 2010

PROG 1202: Public Safety Levy: Fire

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	334,147.81	342,828.74	436,221.62	435,200	503,300	15.65%
53001	Overtime	1,844.32	5,086.20	-	-	-	0.00%
54005	Unemployment Claims	-	-	-	-	1,100	0.00%
56001	Employer Paid Benefits	183,149.44	166,817.52	236,787.02	216,500	265,900	22.82%
Total Personnel Services		519,141.57	514,732.46	673,008.64	651,700	770,300	18.20%
Materials & Services							
60211	Insurance & Bonds	1,468.65	1,462.63	1,393.05	1,500	1,500	0.00%
61011	Education & Training	5,264.64	4,257.52	8,899.30	10,000	10,000	0.00%
61028	Minor Equipment	4,000.00	9,010.96	5,006.98	4,800	-	-100.00%
61040	Uniforms	2,047.15	-	2,012.84	2,000	2,000	0.00%
62005	Public Educ Prog-Srs,Residential,Gr 6-12	5,055.24	3,318.80	4,313.91	18,000	18,000	0.00%
62007	Residential Safety Program Equipment	8,628.81	8,580.00	8,411.77	8,600	8,600	0.00%
63009	Telephone	3,495.05	3,256.82	1,761.03	1,900	2,100	10.53%
66010	Central Service Charges	54,900.00	54,600.00	58,200.00	58,200	56,800	-2.41%
66011	Equipment Replacement	200,000.00	275,000.00	275,000.00	275,000	50,000	-81.82%
66015	IT Equipment Replacement	-	-	-	-	1,100	0.00%
66511	Flexible Spending Admin Fees	-	33.00	159.50	-	-	0.00%
67007	Employee Safety Incentive Payments	768.00	999.20	928.40	1,200	1,200	0.00%
Total Materials & Services		285,627.54	360,518.93	366,086.78	381,200	151,300	-60.31%
TOTAL EXPENDITURES		**804,769.11**	**875,251.39**	**1,039,095.42**	**1,032,900**	**921,600**	**-10.78%**

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City/Effective Government	10/08	Ongoing	• Revise and implement public education programs to address community needs.
	01/09	Completed	• Implement inspection program data collection system.
	06/09	Ongoing	• Catalog and inventory existing Fire Code-regulated occupancies.
	06/09	Ongoing	• Provide advanced training for professional certifications.
Budget Year 2009-2010			
Safe City/Effective Government	01/10		• Revise and implement public education programs to address community needs.
	06/10		• Succession planning for Fire Investigation Team through recruitment and increased training.
	06/10		• Catalog and inventory existing Fire Code-regulated occupancies and implement regular inspections.
	06/10		• Evaluate and revise inspection priorities using inspection program data collection system.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of inspections and re-inspections of Fire Code-regulated occupancies	832	1,175	1,382	3,120
Percent of Fire Code violations corrected	61.3%	73.8%	30%	60%
Number of people involved in Life Safety education programs	5,918	8,498	8,313	8,410
Number of Life Safety education presentations	192	409	422	420

STAFFING SUMMARY

FTE's	4	4	4	4

100: General Fund
25: Fire

Budget Fiscal Year: 2010

PROG 1203: Fire & Life Safety

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	196,614.98	214,584.21	269,969.76	307,900	317,500	3.12%
52001	Temporary Employees	-	-	-	4,000	-	-100.00%
53001	Overtime	18,816.35	14,840.31	31,658.86	27,000	37,000	37.04%
54005	Unemployment Claims	-	433.05	501.96	400	300	-25.00%
56001	Employer Paid Benefits	99,168.03	112,499.77	154,742.60	163,500	161,500	-1.22%
Total Personnel Services		314,599.36	342,357.34	456,873.18	502,800	516,300	2.68%
Materials & Services							
60101	Contractual Services	4,091.76	28,344.26	5,444.75	4,000	8,000	100.00%
60201	Space Rental	3,600.00	4,300.00	3,800.00	3,800	4,000	5.26%
60211	Insurance & Bonds	1,694.58	1,462.63	1,393.05	1,500	1,000	-33.33%
60217	Software Maintenance Agreements	-	-	-	13,200	9,000	-31.82%
61006	Advertising & Publications	-	233.46	-	500	500	0.00%
61011	Education & Training	5,160.96	5,800.09	8,390.09	12,500	13,800	10.40%
61014	Film & Film Processing	1,012.27	-	-	1,000	1,000	0.00%
61024	Materials & Supplies	11,098.85	8,858.95	9,512.45	13,000	12,400	-4.62%
61026	Meetings & Conferences	1,569.64	1,565.50	2,843.58	6,000	6,000	0.00%
61027	Memberships & Dues	475.00	710.00	775.00	1,200	1,300	8.33%
61028	Minor Equipment	-	12,208.84	10,527.27	16,900	11,800	-30.18%
61030	Personal Auto Reimbursement	-	-	-	500	-	-100.00%
61032	Postage & Shipping	65.27	5.32	-	100	-	-100.00%
61033	Printing & Binding	-	180.80	-	-	-	0.00%
61034	Professional Publications	112.00	2,231.09	2,611.07	3,000	3,800	26.67%
61038	Software	-	-	23,906.95	25,300	1,000	-96.05%
61053	Car Seat Program	5,003.91	5,043.74	5,037.20	5,000	5,500	10.00%
62002	Fire/Life Safety Operating Expenditures	505.66	-	-	-	-	0.00%
62004	Mentoring Program	1,540.50	-	-	-	-	0.00%
62006	Public Education Program K-5	22,830.71	19,915.44	18,141.77	27,500	24,000	-12.73%
62007	Residential Safety Program Equipment	3,955.69	6,749.23	6,054.32	6,500	7,500	15.38%
63009	Telephone	2,101.25	3,231.43	2,797.20	2,100	4,400	109.52%
65015	Maint: Office Equipment	-	-	-	-	600	0.00%
66010	Central Service Charges	34,500.00	29,900.00	31,400.00	31,400	33,600	7.01%
66011	Equipment Replacement	9,300.00	9,300.00	7,000.00	7,000	13,000	85.71%
66014	Information Technology Services	7,100.00	-	-	-	-	0.00%
66015	IT Equipment Replacement	1,500.00	300.00	1,400.00	1,400	3,900	178.57%
66020	Permit Tracking Services	7,700.00	8,500.00	8,800.00	8,800	9,500	7.95%
66511	Flexible Spending Admin Fees	82.50	132.00	60.50	-	-	0.00%
67007	Employee Safety Incentive Payments	173.30	191.60	221.60	400	400	0.00%
Total Materials & Services		125,173.85	149,164.38	150,116.80	192,600	176,000	-8.62%
Capital							
70005	Capital Equipment	-	-	-	-	9,000	0.00%
Total Capital		-	-	-	-	9,000	0.00%
TOTAL EXPENDITURES		**439,773.21**	**491,521.72**	**606,989.98**	**695,400**	**701,300**	**0.85%**

PROGRAM NARRATIVE

GENERAL FUND: POLICE DEPARTMENT (100-30-1301)
Responsible Manager/Title: Edward Boyd, Chief of Police

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	10/08	In Progress	• Conduct community survey.
Effective Government	06/09	Completed	• Expand E-Ticket capacity to nine patrol vehicles.
Safe City	06/09	Completed	• Expand Citizen Patrol activities through training and Crime Free Night.
Safe City	06/09	Completed	• Increase Neighborhood Watch by 10%.
Effective Government	06/09	Ongoing	• Implement paperless records system via Laserfiche.
Effective Government	06/09	Delayed	• Publish annual report.
Effective Government	06/09	Ongoing	• Identify/purchase property for new public safety facility.
Safe City	06/09	Postponed	• Expand Photo Red Light enforcement program.
Budget Year 2009-2010			
Safe City	06/10		• Maintain response to priority calls at five minutes or less.
Effective Government	01/10		• Complete/implement new department policy manual.
Effective Government	06/10		• Identify/purchase new site for public safety facility.
Effective Government	02/10		• Publish department annual report.
Effective Government	03/10		• Receive 85% excellent/good citizen survey ratings.
Effective Government	06/10		• Complete two Lean Six Sigma projects.
Safe City	06/10		• Conduct five active citizen patrols.
Safe City	06/10		• Traffic accidents resulting in injury/fatality are less than state average of 5.5 per thousand population.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-07	2007-08	2008-09	2009-10
Number of calls for service	69,305	73,299	74,147	75,958
Part 1 Crimes (UCR) (1)	2,691	2,142	1,645	1,157
Part 2 Crimes (UCR) (2)	6,112	6,284	6,420	6,592
Part 3 Crimes (UCR) (3)	287	328	358	385
Total number of arrests	4,302	4,402	4,657	4,834
Number of uniform traffic citations	8,692	11,303	12,705	14,730
Animal and abandoned vehicle calls	3,204	3,024	3,377	3,496

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

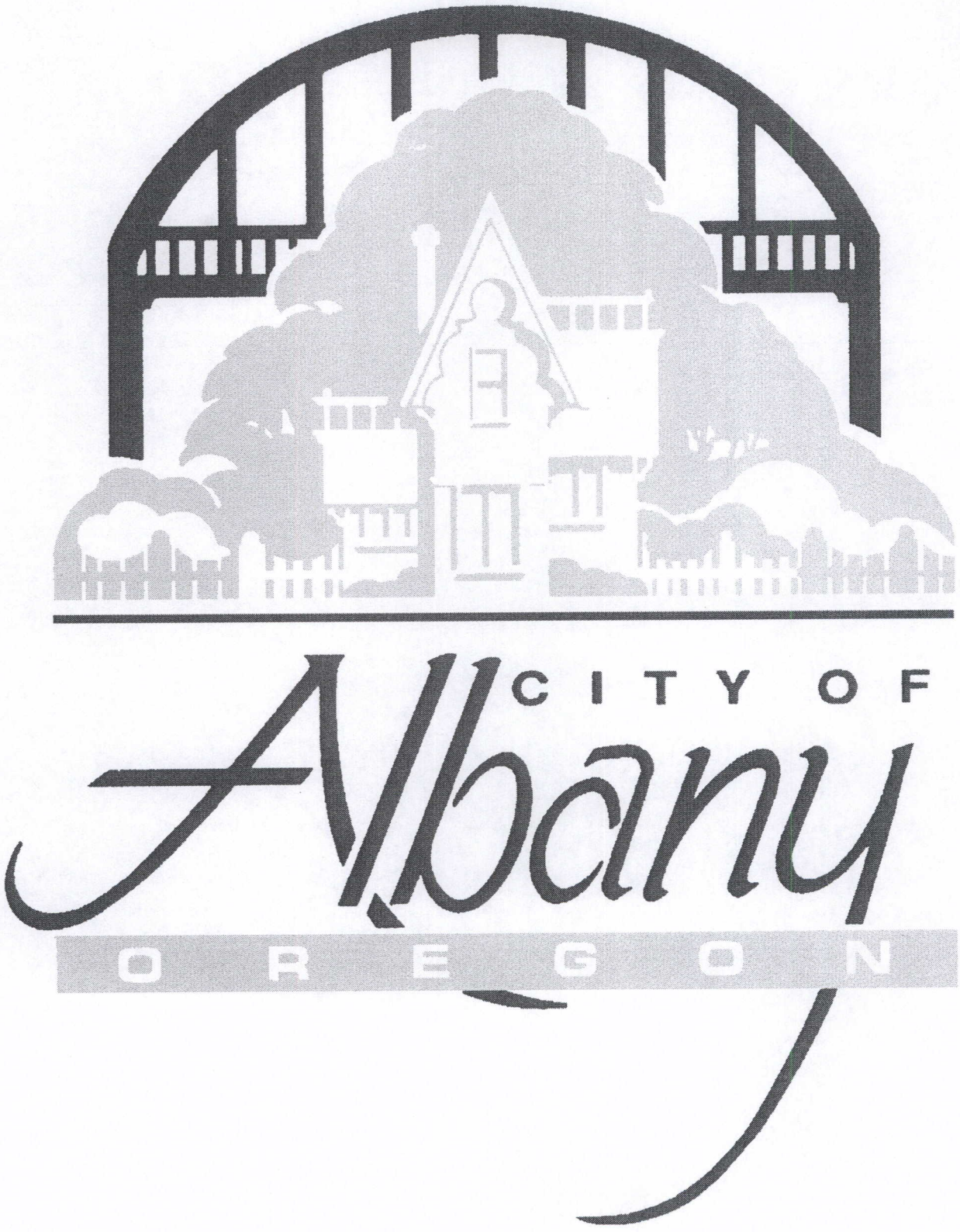
STAFFING SUMMARY

FTEs	78.00	84.25	85.25	85.25

100: General Fund
30: Police

PROG 1301: Police

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	4,498,553.70	4,724,363.20	5,172,739.85	5,192,100	5,566,600	7.21%
52001	Temporary Employees	16,948.25	25,353.00	26,838.00	40,000	40,000	0.00%
53001	Overtime	463,286.89	471,954.30	426,967.35	473,500	504,000	6.44%
54005	Unemployment Claims	-	11,692.04	15,059.07	12,000	11,600	-3.33%
56001	Employer Paid Benefits	2,773,343.08	2,740,322.09	3,108,118.71	3,216,900	3,303,800	2.70%
Total Personnel Services		7,752,131.92	7,973,684.63	8,749,722.98	8,934,500	9,426,000	5.50%
Materials & Services							
60101	Contractual Services	47,945.99	55,729.80	65,370.97	81,000	76,000	-6.17%
60211	Insurance & Bonds	73,658.18	57,605.04	55,721.77	60,000	85,300	42.17%
60217	Software Maintenance Agreements	42,566.70	45,557.64	58,036.39	72,000	76,000	5.56%
60221	Leased Vehicle Payments	137,851.65	163,095.61	-	-	-	0.00%
61006	Advertising & Publications	337.27	445.11	733.42	1,000	1,000	0.00%
61009	Car & Unreimbursed Expenses	3,600.00	3,600.00	3,600.00	4,000	4,000	0.00%
61010	Duplication & Fax	16,540.07	22,151.88	20,832.87	25,500	26,000	1.96%
61011	Education & Training	31,881.97	60,841.88	53,917.32	61,500	65,000	5.69%
61012	Equipment Rental: Private	7,220.00	7,255.00	5,400.00	8,000	8,000	0.00%
61022	Credit Card Fees	-	-	38.35	-	100	0.00%
61024	Materials & Supplies	58,094.17	60,065.42	38,535.24	45,000	45,000	0.00%
61026	Meetings & Conferences	1,306.56	5,837.94	4,357.55	7,000	7,000	0.00%
61027	Memberships & Dues	5,810.59	7,777.59	9,201.45	8,000	8,500	6.25%
61028	Minor Equipment	42,486.16	181,526.73	24,538.59	51,700	50,000	-3.29%
61030	Personal Auto Reimbursement	-	24.24	-	-	-	0.00%
61032	Postage & Shipping	1,880.36	2,766.03	2,218.77	3,000	3,000	0.00%
61033	Printing & Binding	10,739.70	7,738.17	5,602.15	12,500	12,500	0.00%
61038	Software	33,069.49	51,420.35	144,056.17	152,000	10,000	-93.42%
61040	Uniforms	58,139.32	34,882.61	21,743.66	43,700	40,000	-8.47%
61049	Gas, Oil, & Lubricants	99,334.82	123,837.92	87,495.61	130,000	130,000	0.00%
62100	Accreditation Costs	5,300.00	6,500.00	3,200.00	6,000	6,000	0.00%
62102	Community Police Programs	8,587.33	8,005.08	9,776.91	12,000	12,000	0.00%
62103	DARE Program	5,073.34	7,852.32	9,931.28	8,000	8,000	0.00%
62105	K-9 Expenses	8,300.25	13,315.09	9,583.48	15,000	15,000	0.00%
62107	Towing	1,720.00	2,018.00	2,215.00	2,000	3,000	50.00%
62109	Survival Equipment	42,979.12	28,105.44	35,798.80	30,000	35,000	16.67%
62110	Drug Enforcement	10,139.99	10,000.00	10,037.00	20,000	15,000	-25.00%
62111	SWAT Equipment	-	19,284.88	12,885.39	12,000	15,000	25.00%
62218	Investigation Expenditures	-	-	2,420.65	8,000	5,000	-37.50%
63006	Power & Light	31,741.21	29,179.48	30,283.26	35,000	35,000	0.00%
63009	Telephone	62,362.71	68,362.55	66,999.25	56,500	69,000	22.12%
63010	Alarm Line Fees	1,004.50	1,201.00	1,224.00	1,500	2,000	33.33%
63011	Water Service	2,638.66	2,811.88	2,379.29	5,000	4,500	-10.00%
63012	Sewer Service Charges	2,994.77	1,636.47	1,386.31	2,000	1,500	-25.00%
65008	Maint: Communications Equipment	17,566.65	11,193.84	2,555.13	15,000	15,000	0.00%
65015	Maint: Office Equipment	2,194.99	1,860.00	3,896.55	4,000	4,000	0.00%
65076	Contract Maintenance	64,207.82	91,670.41	72,014.89	95,000	95,000	0.00%
66010	Central Service Charges	528,600.00	562,800.00	614,000.00	614,000	612,100	-0.31%
66011	Equipment Replacement	19,000.00	20,200.00	185,000.00	185,000	193,000	4.32%
66013	GIS System Charges	46,000.00	39,000.00	40,000.00	40,000	39,000	-2.50%
66014	Information Technology Services	167,000.00	248,600.00	281,000.00	281,000	286,900	2.10%
66015	IT Equipment Replacement	27,600.00	31,300.00	32,000.00	32,000	32,500	1.56%
66030	Building Maintenance Charges	-	52,500.00	53,000.00	53,000	68,300	28.87%
66503	LEDS System User Fees	600.00	-	-	-	-	0.00%
66511	Flexible Spending Admin Fees	660.00	841.50	1,056.00	2,000	2,000	0.00%
66512	Medical Testing	-	-	3,322.87	7,000	6,000	-14.29%
67008	Miscellaneous Expenditures	26,094.63	56,114.01	3,783.81	5,000	5,000	0.00%
Total Materials & Services		1,754,828.97	2,206,510.91	2,091,150.15	2,311,900	2,232,200	-3.45%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100: General Fund
30: Police

PROG 1301: Police

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Capital							
70005	Capital Equipment	117,728.94	141,961.09	38,517.62	20,000	11,000	-45.00%
70023	APD Workstation Remodel Project	-	-	11,681.89	10,000	-	-100.00%
Total Capital		117,728.94	141,961.09	50,199.51	30,000	11,000	-63.33%
TOTAL EXPENDITURES		**9,624,689.83**	**10,322,156.63**	**10,891,072.64**	**11,276,400**	**11,669,200**	**3.48%**

PROGRAM NARRATIVE

GENERAL FUND: POLICE – PUBLIC SAFETY LEVY (100-30-1302)
Responsible Manager/Title: Edward Boyd, Chief of Police

FUNCTIONS AND RESPONSIBILITIES

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

STAFFING SUMMARY	2006-07	2007-08	2008-09	2009-10
FTEs	9	9	9	9

100: General Fund
30: Police

PROG 1302: Public Safety Levy: Police

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	390,940.56	436,081.33	462,059.48	463,000	476,000	2.81%
52001	Temporary Employees	-	3,546.60	673.34	16,000	16,000	0.00%
53001	Overtime	13,159.46	15,461.26	13,756.58	42,000	43,000	2.38%
56001	Employer Paid Benefits	223,597.91	246,162.78	285,031.23	288,000	295,000	2.43%
Total Personnel Services		627,697.93	701,251.97	761,520.63	809,000	830,000	2.60%
Materials & Services							
60101	Contractual Services	3,281.60	2,610.00	1,957.99	7,500	7,500	0.00%
60211	Insurance & Bonds	1,355.68	2,250.19	2,321.73	2,500	1,500	-40.00%
60217	Software Maintenance Agreements	-	-	-	6,500	8,800	35.38%
61010	Duplication & Fax	-	-	1,870.22	2,500	3,000	20.00%
61011	Education & Training	5,983.02	4,588.10	7,504.30	9,000	10,000	11.11%
61024	Materials & Supplies	4,789.60	2,458.29	4,059.59	6,500	8,000	23.08%
61028	Minor Equipment	2,233.13	17,502.63	1,315.93	7,000	9,000	28.57%
61032	Postage & Shipping	114.87	-	238.21	500	500	0.00%
61038	Software	221.69	2,289.07	22,199.26	20,500	1,000	-95.12%
61040	Uniforms	9,656.22	3,989.82	8,353.32	12,000	12,000	0.00%
61049	Gas, Oil, & Lubricants	-	-	7,269.97	13,000	13,000	0.00%
62101	Ammunition & Firearms	801.80	1,970.90	6,272.37	6,000	10,000	66.67%
63009	Telephone	1,897.52	1,909.82	796.08	1,100	500	-54.55%
65076	Contract Maintenance	265.00	-	-	-	-	0.00%
66010	Central Service Charges	55,500.00	59,300.00	58,000.00	58,000	60,100	3.62%
66011	Equipment Replacement	45,500.00	53,300.00	73,000.00	73,000	-	-100.00%
66511	Flexible Spending Admin Fees	231.00	374.00	357.50	500	500	0.00%
67008	Miscellaneous Expenditures	-	1,541.00	67.80	500	500	0.00%
Total Materials & Services		131,831.13	154,083.82	195,584.27	226,600	145,900	-35.61%
Capital							
70005	Capital Equipment	-	26,938.00	-	-	11,000	0.00%
70023	APD Workstation Remodel Project	-	-	6,305.76	5,000	-	-100.00%
Total Capital		-	26,938.00	6,305.76	5,000	11,000	120.00%
TOTAL EXPENDITURES		**759,529.06**	**882,273.79**	**963,410.66**	**1,040,600**	**986,900**	**-5.16%**

PROGRAM NARRATIVE

GENERAL FUND: COMMUNITY DEVELOPMENT, PLANNING (100-40-1601)
Responsible Manager/Title: Greg Byrne, Community Development Director

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Great Neighborhoods	08/08	In progress	• Wildlife Habitat Study.
	02/09	In progress	• Adopt Plan and Code revisions to implement South Albany Refinement Plan.
Effective Government	12/08	In progress	• Review commercial design standards to reduce the number and redundancy.
	09/08	In progress	• Gain certification of one staff member as FEMA floodplain manager.
	01/09	Complete	• Explore departmental electronic archiving of paper records.
Budget Year 2009-2010			
Great Neighborhoods	12/09		• Goal 5 Implementation (Comprehensive Plan and Development Code Revisions)
	9/09		• Transportation System Plan Implementation (Comprehensive Plan Revisions)
	3/10		• South Albany Area Plan (Comprehensive Plan and Development Code Revisions)

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of Planning applications	210	167	110	110
Percent of applications reviewed within state-mandated time limit	100%	100%	100%	100%

STAFFING SUMMARY

FTEs	8.5	8.5	9.0	9.5

100: General Fund
40: Community Development

Budget Fiscal Year: 2010

PROG 1601: Planning

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	494,139.64	491,184.74	578,778.40	582,200	622,900	6.99%
53001	Overtime	4,658.83	5,129.19	1,137.21	8,000	3,000	-62.50%
54005	Unemployment Claims	3.11	-	-	-	-	0.00%
56001	Employer Paid Benefits	244,528.66	253,112.79	298,048.53	297,600	332,700	11.79%
Total Personnel Services		743,330.24	749,426.72	877,964.14	887,800	958,600	7.97%
Materials & Services							
60101	Contractual Services	51,204.34	13,778.36	26,945.57	60,000	50,000	-16.67%
60201	Space Rental	27,300.00	32,300.00	28,800.00	28,800	29,900	3.82%
60211	Insurance & Bonds	1,581.61	4,050.37	3,900.53	4,200	2,000	-52.38%
61006	Advertising & Publications	1,070.30	627.06	756.16	2,000	1,000	-50.00%
61010	Duplication & Fax	5,113.76	7,237.01	6,183.18	6,500	6,500	0.00%
61011	Education & Training	1,410.00	2,408.15	4,559.47	3,000	3,000	0.00%
61022	Credit Card Fees	240.27	869.47	411.34	1,000	700	-30.00%
61024	Materials & Supplies	5,261.70	5,671.30	4,315.38	6,600	6,000	-9.09%
61026	Meetings & Conferences	615.00	3,063.30	2,339.14	2,500	3,400	36.00%
61027	Memberships & Dues	1,972.00	1,548.00	3,267.00	2,500	3,500	40.00%
61028	Minor Equipment	-	2,479.20	12,169.36	14,900	3,900	-73.83%
61030	Personal Auto Reimbursement	77.90	466.50	2,101.45	300	2,100	600.00%
61032	Postage & Shipping	191.95	415.73	387.36	500	500	0.00%
61033	Printing & Binding	1,108.13	851.24	70.47	3,000	2,000	-33.33%
61034	Professional Publications	981.00	985.17	149.00	1,500	1,500	0.00%
63009	Telephone	2,303.91	2,360.40	620.55	1,200	600	-50.00%
65015	Maint: Office Equipment	-	291.94	69.00	500	700	40.00%
66010	Central Service Charges	60,800.00	58,000.00	65,700.00	65,700	63,900	-2.74%
66013	GIS System Charges	23,000.00	26,000.00	26,700.00	26,700	26,000	-2.62%
66014	Information Technology Services	19,600.00	29,200.00	34,700.00	34,700	35,500	2.31%
66015	IT Equipment Replacement	3,100.00	8,500.00	1,300.00	1,300	300	-76.92%
66020	Permit Tracking Services	7,800.00	8,500.00	8,800.00	8,800	9,500	7.95%
66511	Flexible Spending Admin Fees	313.50	390.50	363.00	500	500	0.00%
Total Materials & Services		215,045.37	209,993.70	234,607.96	276,700	253,000	-8.57%
TOTAL EXPENDITURES		**958,375.61**	**959,420.42**	**1,112,572.10**	**1,164,500**	**1,211,600**	**4.04%**

PROGRAM NARRATIVE

GENERAL FUND: COMMUNITY DEVELOPMENT, HOUSING (100-40-1606)
Responsible Manager/Title: Greg Byrne, Community Development Director

FUNCTIONS AND RESPONSIBILITIES

- Administer the housing program in ways that primarily benefit low- and moderate-income families. The source of the money in the housing fund is repayment of loans that were made with Community Development Block Grant (CDBG) funds by the City to private property owners in the 1970s and several Rental Rehabilitation loans.
- Loans from the CDBG program are paid back when the property is sold. Currently, six of the original 44 CDBG loans have not yet been paid back. The outstanding balance is $51,983. The Rental Rehabilitation loans have all been paid back. The Rental Rehabilitation program required that program income from a closed grant be spent only on affordable housing.
- Provide financial assistance to citizens, groups, and/or agencies that preserve and develop affordable housing.
- A transfer from the Housing Program Fund to the Building Division each year helps fund the program that works to address code violations related to housing.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Great Neighborhoods	07/08	Complete	• Evaluate requests for affordable housing projects. Award grants to non-profit agencies, such as Albany Area Habitat for Humanity, Albany Partnership for Housing, and Interfaith Volunteer Caregivers.
Budget Year 2009-2010			
Great Neighborhoods	7/09		• Evaluate requests for affordable housing projects. Award grants to non-profit agencies, such as Albany Area Habitat for Humanity, Albany Partnership for Housing, and Interfaith Volunteer Caregivers.

100: General Fund
40: Community Development

Budget Fiscal Year: 2010

PROG 1606: Housing

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	867.35	883.99	-	-	-	0.00%
56001	Employer Paid Benefits	430.24	364.42	-	-	-	0.00%
Total Personnel Services		1,297.59	1,248.41	-	-	-	0.00%
Materials & Services							
60101	Contractual Services	3,955.61	-	-	1,000	1,000	0.00%
60308	Interfaith Caregivers	2,500.00	2,500.00	3,500.00	3,500	3,500	0.00%
60309	Paint Your Heart Out	826.02	-	-	-	-	0.00%
61024	Materials & Supplies	22.37	-	-	1,000	2,000	100.00%
66031	Code Enforcement	1,955.34	-	-	-	-	0.00%
67011	Affordable Housing Projects	-	177,476.93	24,874.75	176,000	217,700	23.69%
67014	Historic Preservation Projects	-	1,000.00	7,614.32	10,000	-	-100.00%
67024	Rehab Program Match	-	-	-	60,000	-	-100.00%
67026	Grant/Loan Program	-	-	-	17,000	16,000	-5.88%
Total Materials & Services		9,259.34	180,976.93	35,989.07	268,500	240,200	-10.54%
Transfers Out							
91252	To Building Insp-Dev Code Enforcement	-	15,402.21	27,707.95	34,800	34,800	0.00%
Total Transfers Out		-	15,402.21	27,707.95	34,800	34,800	0.00%
TOTAL EXPENDITURES		**10,556.93**	**197,627.55**	**63,697.02**	**303,300**	**275,000**	**-9.33%**

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

- The Library provides resources to enrich the education, cultural, and recreational opportunities of the community.
- Educating Albany's children is a significant Library priority, with a special emphasis on early childhood literacy.
- The Library strives to build a diverse and dynamic collection of materials that encourages users to think and learn for themselves.
- The Library provides timely, accurate, and relevant information in multiple formats for all community residents and businesses. Borrowing Library materials provides significant economic savings for the community.
- The Main Library is open Monday through Wednesday, 10:00 a.m. to 8:00 p.m.; Thursday and Friday, 10:00 a.m. to 6:00 p.m.; Saturday, 10:00 a.m. to 5:00 p.m.; and Sunday, 1:00 p.m. to 5:00 p.m. Operating hours for the Carnegie Library are Monday through Friday, 10:00 a.m. to 6:00 p.m.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	05/09	In progress	• Pursue regional collaborative partnership by exploring library district for May 2010 ballot.
Great Neighborhoods	06/09	Completed	• Evaluate and measure effectiveness of Early Childhood Literacy Grant with community partners.
	02/09	Completed	• Complete New Library renovation. (Square footage exceeds State Library benchmark for minimum space requirements.)
	06/09	In progress	• Complete fundraising campaign. Sell old Main Library building.
	06/09	In progress	• Draft new Library Strategic Plan.
Budget Year 2009-2010			
Effective Government	11/09		• Pursue regional collaborative partnership by exploring library district for May 2010 ballot.
Great Neighborhoods	06/10		• Reduce cost/item circulated by 10%.
	06/10		• Continue fundraising campaign.
	06/10		• Increase Library visitors 10%.
	06/10		• Complete Library Strategic Plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
ICMA Circulation rate/Registered Borrower	22.1	23.4	24	25
Library visitors	333,271	341,792	349,000	383,000
ICMA cost/item circulated (Mean= $3.51)	$2.76	$3.12	$3.25	$2.95
Children's program attendance	18,729	20,800	22,000	25,000
Total Library square footage	26,300	26,300	49,000	49,000

STAFFING SUMMARY

FTEs	20.0375	20.2250	21.975	21.975

100: General Fund
45: Library

PROG 1701: Library

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	783,946.22	850,016.01	948,673.81	984,300	1,004,600	2.06%
53001	Overtime	1,592.35	1,322.20	376.25	-	500	0.00%
56001	Employer Paid Benefits	439,334.76	442,428.92	498,994.32	563,600	548,800	-2.63%
59001	City Paid 401A Deferred Comp	-	-	-	1,500	-	-100.00%
Total Personnel Services		1,224,873.33	1,293,767.13	1,448,044.38	1,549,400	1,553,900	0.29%
Materials & Services							
60101	Contractual Services	68,435.41	113,490.85	109,836.17	80,000	105,000	31.25%
60211	Insurance & Bonds	12,088.08	17,439.02	21,776.52	18,000	14,900	-17.22%
60216	Software License Fees	37,326.27	25,537.43	22,638.41	27,000	29,000	7.41%
61010	Duplication & Fax	4,853.56	3,804.17	3,874.55	6,000	6,000	0.00%
61011	Education & Training	4,014.88	3,093.70	1,912.13	11,000	8,000	-27.27%
61024	Materials & Supplies	40,811.23	38,247.73	71,986.77	57,000	61,000	7.02%
61026	Meetings & Conferences	6,032.78	4,663.85	770.00	5,000	6,000	20.00%
61027	Memberships & Dues	1,171.00	1,041.00	1,201.00	2,000	2,000	0.00%
61030	Personal Auto Reimbursement	1,325.00	1,462.18	910.67	2,000	3,000	50.00%
61032	Postage & Shipping	5,705.43	8,503.51	9,406.58	12,000	10,000	-16.67%
61033	Printing & Binding	559.81	1,859.02	2,868.93	2,000	2,500	25.00%
61038	Software	-	-	1,294.00	-	-	0.00%
61059	Gray Early Childhood Fund Exp	-	12,941.02	-	1,500	-	-100.00%
61375	Reference Media	29,442.85	29,431.29	32,465.90	34,000	37,000	8.82%
61376	Library Books	179,831.25	177,278.67	197,756.35	225,000	245,000	8.89%
61377	Cataloguing: Library	23,000.00	17,411.34	25,000.00	25,000	26,000	4.00%
63006	Power & Light	18,899.91	31,049.57	32,853.55	26,000	55,000	111.54%
63007	Heating & Fuel	11,737.34	30,110.88	13,087.57	8,000	1,500	-81.25%
63009	Telephone	7,391.18	10,404.18	5,701.82	6,200	4,700	-24.19%
63010	Alarm Line Fees	1,611.84	5,339.30	4,639.98	1,800	3,200	77.78%
63011	Water Service	2,791.71	2,209.86	4,292.96	7,000	5,000	-28.57%
63012	Sewer Service Charges	731.09	736.54	1,382.72	3,700	3,700	0.00%
66010	Central Service Charges	127,800.00	125,600.00	135,000.00	135,000	144,400	6.96%
66013	GIS System Charges	15,200.00	6,500.00	6,700.00	6,700	6,500	-2.99%
66014	Information Technology Services	60,600.00	38,000.00	41,000.00	41,000	41,900	2.20%
66015	IT Equipment Replacement	3,000.00	3,900.00	7,000.00	7,000	7,000	0.00%
66030	Building Maintenance Charges	-	120,101.00	151,900.00	151,900	181,100	19.22%
66511	Flexible Spending Admin Fees	550.00	748.00	726.00	800	800	0.00%
Total Materials & Services		664,910.62	830,904.11	907,982.58	902,600	1,010,200	11.92%
Capital							
70005	Capital Equipment	8,360.62	-	-	-	-	0.00%
Total Capital		8,360.62	-	-	-	-	0.00%
TOTAL EXPENDITURES		**1,898,144.57**	**2,124,671.24**	**2,356,026.96**	**2,452,000**	**2,564,100**	**4.57%**

CITY OF

Albany

OREGON

SPECIAL REVENUE FUND

SPECIAL REVENUE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

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

PARKS & RECREATION FUND

Responsibilities of the Parks & Recreation Fund include: coordination of sports and recreation programs; promotion and marketing of the two annual summer concert series; maintenance of all City Parks, provision of social, cultural, educational, transportation, and health service needs of senior citizens; management of park facility capital projects; and maintenance and enhancement of the City's urban forest. Property taxes are a major source of revenue. Under the existing property tax limitation, the Parks & Recreation Fund no longer receives property taxes based upon voter approved levies. Instead, the fund receives a percentage of the total property taxes received by the City, excluding local option tax levies and property taxes levied to retire debt. For 2009-10, the Parks & Recreation Fund is forecast to receive current property taxes totalling $3,676,000. Overall, current resources are expected to decrease 10.4 percent from 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 that is used to contract with Linn County to provide 911 emergency dispatch services.

USAR Homeland Security Grant: A grant from the Oregon Office of Emergency Management, State Homeland Security, will provide urban search and rescue training for Albany Fire Department personnel who participate on the State's Urban Search and Rescue Task Force South Division.

DHS Damage Assessment Grant: A grant from the Oregon Office of Emergency Management, State Homeland Security, will provide a Damage Assessment Program for the City.

Oak Street Park Grant: Grant proceeds, donations, and a transfer from the Parks SDC Projects program will be used to develop Oak Street Park.

Teloh Calapooia Playground Grant: The City will provide $30,000 as a match for a state grant of $50,000 and a private foundation grant of $20,000 to develop the playground at Teloh Calapooia Park.

Henderson Park Playground Grant: The City will provide a $20,000 match from Parks SDC proceeds for a $35,000 grant from the Land & Water Conservation Fund and $15,000 in private donations to develop the playground at Henderson Park.

Periwinkle Path & Bridge Grant: The City will provide a $35,000 match for a $113,000 grant from the Land & Water Conservation Fund to replace two pathway bridges and to replace deteriorated sections of the hike/bike path from Grand Prairie Park to Oak Street.

2009-10 State Historic Preservation Office (SHPO) Historic Preservation Grant: Proceeds are used for professional services and for outreach and educational activities associated with the City's preservation program.

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

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 to provide Library services and resources to children. The amount is determined by census data regarding the number of children in the Library's service area.

FAA Annual Capital Grant: Grant proceeds will be used in to update the Airport Master Plan.

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

ARRA Grant - ATS: American Recovery and Reinvestment Act (ARRA) proceeds will be used to purchase buses, shelters, and other Albany Transit System facilities.

ARRA Grant - Transit Loop System: ARRA proceeds will be used to purchase a bus, shelters, and other Transit Loop System facilities.

ARRA Grant - Street Projects: ARRA proceeds will be used to overlay portions of Salem Avenue, Geary Street, Waverly Drive, Queen Avenue, and Liberty Street.

SPECIAL REVENUE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

BUILDING INSPECTION FUND

The Building Inspection Fund issues building and electrical permits, conducts inspections, administers state building codes and the City's Municipal Code, and assists the public with information relating to building and development codes. ADA Code Enforcement provides enforcement and investigation of complaints relating to the Americans with Disabilities Act and state disability access requirements. Development Code Enforcement provides enforcement and investigation of complaints and code violations relating to the City's Development Code. Building officials are expecting a continuation of the downturn in building activity. In light of reduced revenues, significant budget cuts have been made in the 2009-10 budget.

RISK MANAGEMENT FUND

Funds are accumulated in this program to mitigate risk factors and provide financial protection for deductible payments and liability exposure. In the 2009-10 Budget is a transfer of $100,000 to the Building Inspection Fund. Funds may also be used to offset costs in future years of increases in the City obligation to the Public Employees Retirement System.

ECONOMIC DEVELOPMENT FUND

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

AMBULANCE FUND

The Ambulance Fund provides emergency and non-emergency ambulance transportation for Albany and portions of Linn, Benton, and Marion Counties. Included are ambulance billing, customer service, collection for charges related to ambulance transports, and administrative support of the Firemed program. The primary source of revenue is ambulance service charges. Service charge revenue is expected to decrease by 0.29 percent to $1,800,000. Ambulance revenues are limited by federal reimbursement rates.

PUBLIC TRANSIT FUND

Included in the Public Transit Fund are the Albany Transit System, the Transit Loop System, and the Paratransit System. The Albany Transit System provides bus service within the City. The Transit Loop System provides transportation between the cities of Albany and Corvallis and Linn Benton Community College. The Paratransit System provides transportation to essential services for the elderly who have disabilities that prevent them from using other public transit. Proceeds from State Revenue Sharing, through transfers from the General Fund, provide 34.4 percent of the total fund resources. Grants from the Federal Transit Administration and local governmental agencies provide 48.3 percent.

PUBLIC SAFETY LEVY FUND

The Public Safety Levy Fund provides an independent accounting of property tax revenues collected from the Public Safety Levy passed by the voters of the City in the November, 2006, General Election. The rate is $0.95 per $1,000 of assessed value for a period of five years beginning with the 2008-09 fiscal year. Fiscal Year 2009-10 is the second year of the new levy.

CAPITAL REPLACEMENT FUND

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

STREET FUND

Street Fund responsibilities include: street cleaning, pavement management, traffic control, storm drain maintenance, bridge maintenance, airport inspection, right-of-way maintenance, and capital improvements of the transportation system. The major source of revenue is the state gasoline tax. The State of Oregon Highway Trust Fund distributes 15.57 percent of all gas taxes to Oregon cities. The City has estimated that it will receive $1,980,000 in Fiscal Year 2009-10, a decrease of 8.97 percent from the amount projected for 2008-09.

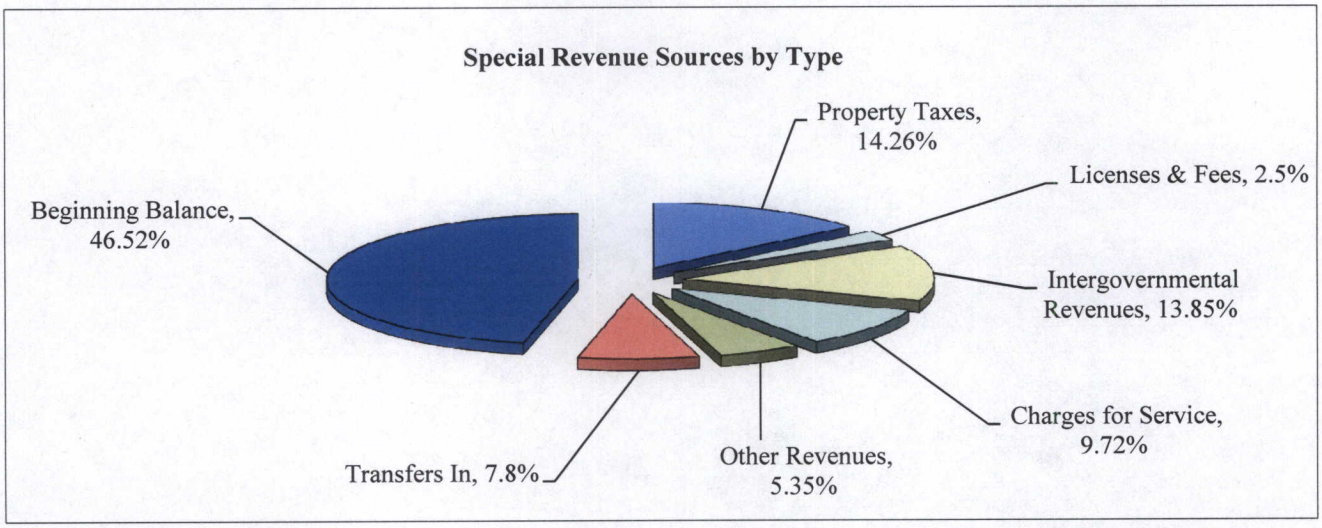
The five percent sewer and water in-lieu-of franchise fee will generate $583,000 and $442,500 from the Sewer and Water Funds respectively. Revenues from the franchise fees are expected to rise three to five percent annually as water and sewer rates rise over the next ten years.

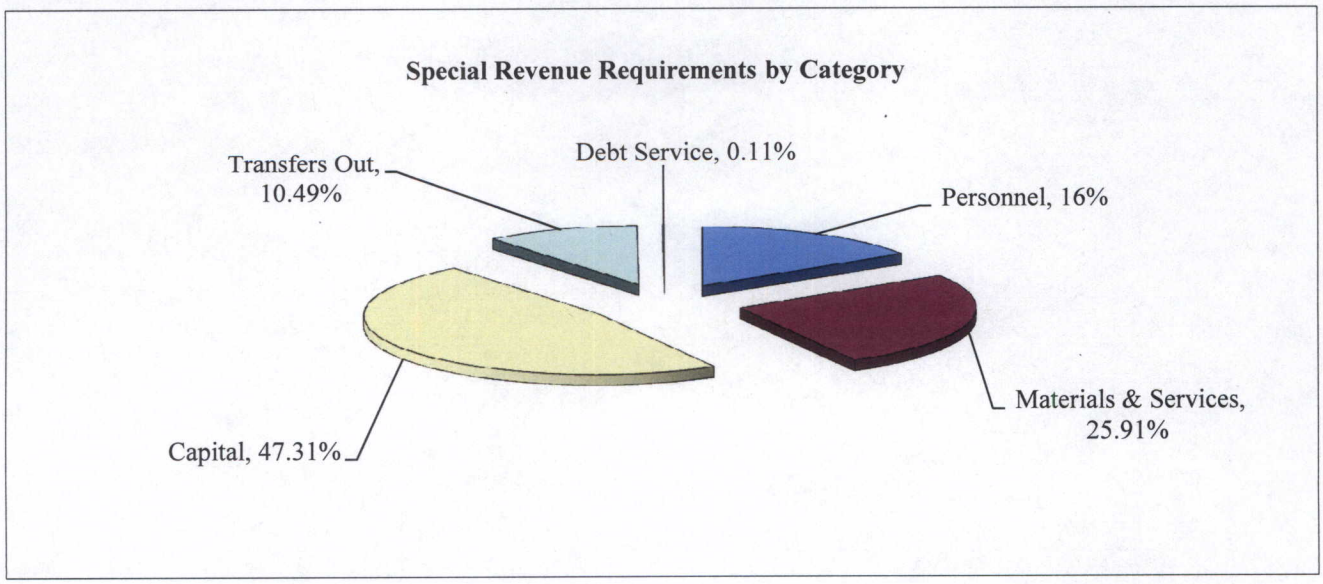
SPECIAL REVENUE FUNDS

Adopted for the Fiscal Year 2009-10

RESOURCES	
Property Taxes	$ 6,439,000
Transient Room Taxes	447,600
Franchise Fees/Privilege Taxes	1,025,500
Licenses & Fees	1,128,500
Intergovernmental Revenues	6,254,500
Charges for Service	4,390,200
Other Revenues	477,100
Investment Earnings	465,100
Transfers In	3,529,300
Beginning Balance	21,012,600
Total Resources	$45,169,400

REQUIREMENTS	
Personnel	$ 7,227,400
Materials & Services	11,701,800
Capital	21,368,800
Transfers Out	4,737,900
Debt Service	50,700
Contingency	82,800
Total Requirements	$45,169,400





PARKS & RECREATION FUND
RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Property Taxes - Current	$3,197,305	$3,391,726	$3,518,900	$ 3,518,900	$3,676,000	4.46%	41.59%
Property Taxes - Delinquent	103,489	106,449	104,800	104,800	105,000	0.19%	1.19%
Parks SDC: Principal	6,031	53,349	-	-	10,000	-	0.11%
Parks SDC: Interest	2,066	2,702	100,000	100,000	500	(99.50%)	0.01%
Parks Systems Development Charges	667,208	328,200	700,000	700,000	220,000	(68.57%)	2.49%
Street Tree Development Fees	-	10,500	10,000	10,000	5,000	(50.00%)	0.06%
Land & Water Conservation Fund	36,963	-	-	-	-	-	-
State Marine Board	9,000	9,000	9,000	9,000	9,000	-	0.10%
W. Comp. Wage Subsidy Reimb.	1,951	428	-	-	-	-	-
CYF Recreation Fees	40,170	54,878	50,000	50,000	50,000	-	0.57%
CYF Sponsorships	3,512	3,330	10,000	10,000	10,000	-	0.11%
Marketing Fees	13,293	18,032	18,500	18,500	16,500	(10.81%)	0.19%
Adult Recreation Fees	30,028	29,370	34,000	34,000	31,000	(8.82%)	0.35%
Swimming Pool Receipts	174,082	81,257	83,500	83,500	81,500	(2.40%)	0.92%
Senior Center Rental Fees	29,031	29,594	40,000	40,000	42,500	6.25%	0.48%
Maple Lawn Preschool Fees	55,106	58,035	57,000	57,000	60,000	5.26%	0.68%
Sports Program Fees	85,071	92,805	124,300	124,300	103,000	(17.14%)	1.17%
Children's Performing Arts Series	400	-	-	-	-	-	-
Waverly Boat Revenues	2,932	5,628	6,200	6,200	6,500	4.84%	0.07%
Park Permits	17,060	18,027	18,800	18,800	27,000	43.62%	0.31%
Fitness Program Fees	33,740	35,057	42,000	42,000	40,000	(4.76%)	0.45%
Preschool Material/Service Fees	2,046	2,550	3,900	3,900	3,200	(17.95%)	0.04%
Senior Program Fees	15,313	12,751	26,000	26,000	24,000	(7.69%)	0.27%
Extreme Sports Entry Fees	915	100	-	-	-	-	-
Event Souvenir Sales	6,403	8,631	9,200	9,200	3,300	(64.13%)	0.04%
Event Food Faire Revenues	18,413	26,015	33,000	33,000	33,000	-	0.37%
Preschool Fundraising Proceeds	4,922	3,265	5,200	5,200	5,200	-	0.06%
NWAAF Fees	7,120	9,421	11,000	11,000	11,000	-	0.12%
Hot Air Balloon Rides	3,873	19,377	20,900	20,900	12,000	(42.58%)	0.14%
Senior Newsletter	3,473	1,924	4,500	4,500	3,000	(33.33%)	0.03%
Gift Shop Revenue	5,054	4,819	6,500	6,500	6,500	-	0.07%
Trip Revenue	44,252	43,444	50,000	50,000	55,000	10.00%	0.62%
Merchandise Sales - Aquatics	3,556	4,079	4,200	4,200	7,000	66.67%	0.08%
Cool! Facility Rental Fees	24,237	13,882	11,000	11,000	10,000	(9.09%)	0.11%
Concession Sales - Aquatic	7,587	14,052	14,000	14,000	15,500	10.71%	0.18%
Concession Sales - Sports	7,991	1,204	1,800	1,800	2,500	38.89%	0.03%
Public Arts	389	430	400	400	100	(75.00%)	-
Concessions Sales - Fitness	-	205	500	500	500	-	0.01%
Swanson Room Rental Fees	598	2,008	2,500	2,500	2,500	-	0.03%
Track Club Revenue	6,653	4,941	7,500	7,500	4,900	(34.67%)	0.06%
Facility Enhancement Fee	4,464	4,641	5,500	5,500	6,000	9.09%	0.07%
ACP Swimming Pool Receipts	-	124,674	132,500	132,500	143,400	8.23%	1.62%
ACP Facility Rental Fees	-	18,091	16,000	16,000	18,500	15.63%	0.21%
Sport Camp Fees	-	-	4,000	4,000	3,200	(20.00%)	0.04%
Tournament Rental Fees	-	-	-	-	2,200	-	0.02%
Event Donations	-	-	-	-	45,000	-	0.51%
Youth Program User Fees	-	-	-	-	3,800	-	0.04%
Trolley Rental Charges	-	2,500	3,000	3,000	3,000	-	0.03%
Pre-Concert Activity Sponsors	522	-	-	-	-	-	-
Fun in the Park Sponsorships	2,000	-	-	-	-	-	-
Gifts & Donations	80,363	58,265	233,900	233,900	13,000	(94.44%)	0.15%
Mondays at Monteith Sponsorships	10,559	18,179	22,000	22,000	13,000	(40.91%)	0.15%
Pass-The-Hat Donations	10,602	17,181	18,800	18,800	-	(100.00%)	-
Park Fixture Donations	-	355	-	-	-	-	-
Senior Center Sponsorships	2,083	2,400	8,000	8,000	9,000	12.50%	0.10%
CPAS Sponsorships	11,526	10,650	15,000	15,000	15,000	-	0.17%
River Rhythms Sponsorships	67,675	85,102	100,000	100,000	65,000	(35.00%)	0.74%
NWAAF Sponsorships	100,425	45,860	90,000	90,000	70,000	(22.22%)	0.79%

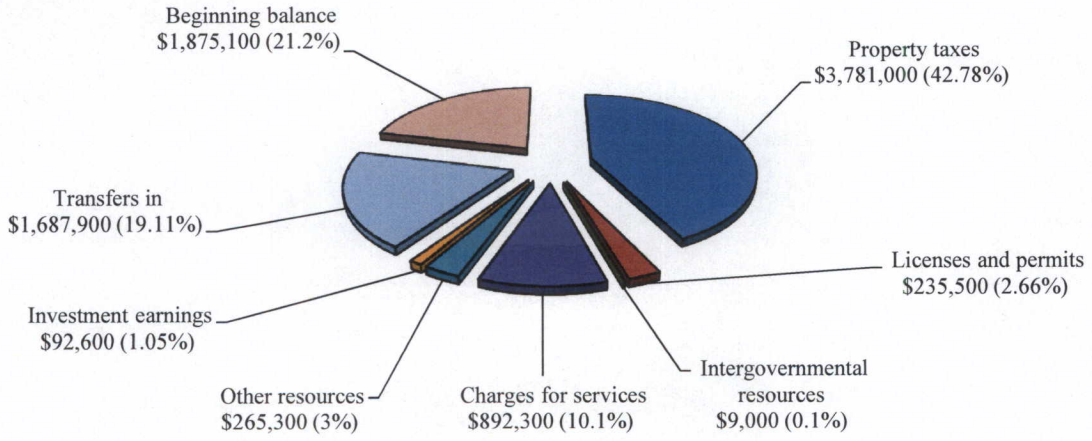
continued

PARKS & RECREATION FUND
RESOURCE DETAIL, continued

Resources, continued	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Aquatic Sponsorship	-	-	53,900	53,900	61,000	13.17%	0.68%
Adult Rec & Fitness Sponsorship	-	-	1,000	1,000	1,000	-	-
Sports Sponsorship	-	-	10,000	10,000	10,000	-	0.11%
Miscellaneous Revenue	3,019	15,406	4,300	4,300	2,500	(41.86%)	0.03%
Over & short	-	(122)	-	-	-	-	-
Brochure Advertising Revenue	2,503	4,245	5,000	5,000	5,000	-	0.06%
General Fundraising	1,250	536	800	800	800	-	0.01%
Land Sales	-	75,000	-	-	-		-
Interest	194,362	192,874	25,100	25,100	92,600	268.92%	1.05%
Total Current Resources	5,162,586	5,177,302	5,887,900	5,887,900	5,275,700	(10.40%)	59.69%
From Water Fund	46,400	-	-	-	-	-	-
Total Current Resources	133,600	160,800	187,200	187,200	187,200	-	2.12%
From Paratransit System	16,000	-	-	-	-	-	-
From Equipment Replacement	-	-	-	-	82,700	-	0.94%
From Street Fund	120,000	150,000	130,000	130,000	80,000	(38.46%)	0.91%
From Parks SDC Program	-	-	1,100,000	2,400,000	1,200,000	(50.00%)	13.58%
From Public Works Services Fund	-	17,500	-	-	-	-	-
From Parks Operating Revenues	-	-	67,000	67,000	138,000	105.97%	1.56%
Total Transfers In	316,000	328,300	1,484,200	2,784,200	1,687,900	(39.38%)	19.11%
Beginning Balance	3,506,420	3,907,092	1,121,300	3,474,000	1,875,100	(46.02%)	21.20%
Total Resources	$8,985,006	$9,412,694	$8,493,400	$ 12,146,100	$8,838,700	(27.23%)	100.00%

SUMMARY BY SOURCE

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Property taxes	$3,300,794	$3,498,175	$3,623,700	$ 3,623,700	$3,781,000	4.34%	42.78%
Licenses and permits	675,305	394,751	810,000	810,000	235,500	(70.93%)	2.66%
Intergovernmental resources	47,914	9,428	9,000	9,000	9,000	-	0.10%
Charges for services	651,684	749,017	857,400	857,400	892,300	4.07%	10.10%
Other resources	292,527	333,057	562,700	562,700	265,300	(52.85%)	3.00%
Investment earnings	194,362	192,874	25,100	25,100	92,600	268.92%	1.05%
Total Current Resources	5,162,586	5,177,302	5,887,900	5,887,900	5,275,700	(10.40%)	59.69%
Transfers in	316,000	328,300	1,484,200	2,784,200	1,687,900	(39.38%)	19.10%
Beginning balance	3,506,420	3,907,092	1,121,300	3,474,000	1,875,100	(46.02%)	21.21%
Total Resources	$8,985,006	$9,412,694	$8,493,400	$ 12,146,100	$8,838,700	(27.23%)	100.00%



PARKS & RECREATION FUND
REQUIREMENT SUMMARIES

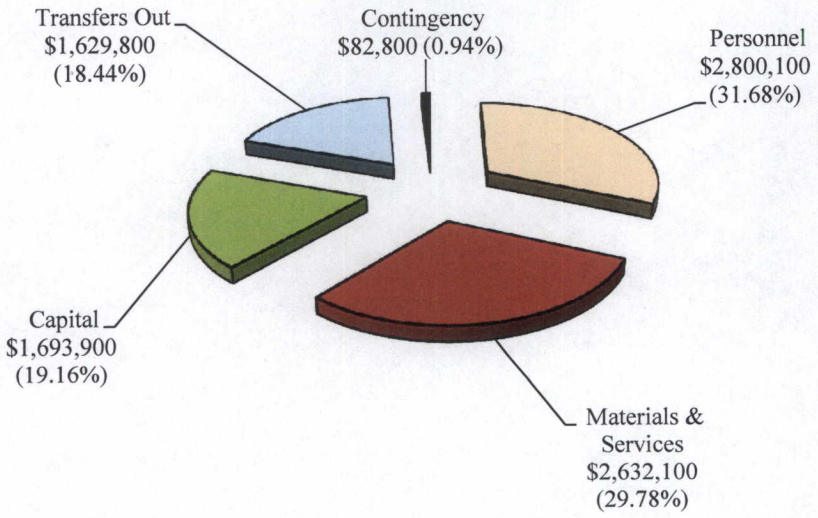
Program Requirements	2006-07 Actual	2007-08 Actual	2008-09 Adopted	2008-09 Revised	2009-10 Proposed	2009-10 Approved	2009-10 Adopted
Sports Services	$ 206,503	$ 201,022	$ 210,600	$ 210,600	$ 250,900	$ 250,900	$ 250,900
Children/Youth/Family Recreation Services	196,095	196,468	258,900	258,900	254,900	254,900	254,900
Resource Development/ Marketing Services	107,734	217,136	261,300	261,300	268,100	268,100	268,100
Adult Recreation & Fitness Services	181,870	187,120	187,100	187,100	188,100	188,100	188,100
Park Maintenance Services	1,370,884	1,263,420	1,372,700	1,372,700	1,436,200	1,436,200	1,436,200
Parks & Recreation Administration	1,029,724	1,302,232	1,397,800	1,397,800	1,544,200	1,544,200	1,544,200
Senior Services	408,028	439,377	460,900	460,900	473,200	473,200	473,200
Aquatic Services	611,196	598,252	678,400	678,400	718,200	718,200	718,200
NW Art & Air Festival	125,132	139,688	172,600	172,600	180,200	180,200	180,200
Performance Series	135,188	164,646	190,700	190,700	158,700	158,700	158,700
Urban Forestry	224,904	291,645	326,800	326,800	255,600	255,600	255,600
Park SDC Projects	236,477	683,370	1,667,300	4,020,000	1,757,700	1,757,700	1,757,700
Swanson Aquatic Facility	232,146	-	-	-	-	-	-
Senior Center Foundation	12,030	8,245	16,300	16,300	14,700	14,700	14,700
Parks Capital Improvement Program	-	-	1,292,000	2,592,000	1,338,000	1,338,000	1,338,000
Total Requirements	$5,077,911	$5,692,621	$8,493,400	$12,146,100	$8,838,700	$8,838,700	$8,838,700
Requirements by Type							
Personnel	$2,186,854	$2,370,384	$2,696,500	$ 2,775,000	$2,800,100	$2,800,100	$2,800,100
Materials & Services	2,434,212	2,339,865	2,518,700	2,518,700	2,632,100	2,632,100	2,632,100
Capital	279,652	625,595	1,387,600	3,440,300	1,693,900	1,693,900	1,693,900
Transfers Out	177,193	356,777	1,812,100	3,412,100	1,629,800	1,629,800	1,629,800
Contingency	-	-	78,500	-	82,800	82,800	82,800
Total Requirements	$5,077,911	$5,692,621	$8,493,400	$12,146,100	$8,838,700	$8,838,700	$8,838,700

Adopted Requirements by Program and Type	Personnel	Materials & Services	Capital	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Sports Services	$ 121,300	$ 129,600	$ -	$ -	$ -	$ 250,900	2.84%
Children/Youth/Family Recreation Services	208,500	46,400	-	-	-	254,900	2.88%
Resource Development/ Marketing Services	218,700	49,400	-	-	-	268,100	3.03%
Adult Recreation & Fitness Services	148,000	40,100	-	-	-	188,100	2.13%
Park Maintenance Services	617,700	818,500	-	-	-	1,436,200	16.25%
Parks & Recreation Administration	387,400	669,200	-	404,800	82,800	1,544,200	17.47%
Senior Services	357,600	115,600	-	-	-	473,200	5.35%
Aquatic Services	507,000	211,200	-	-	-	718,200	8.13%
NW Art & Air Festival	41,200	139,000	-	-	-	180,200	2.04%
Performance Series	39,100	119,600	-	-	-	158,700	1.80%
Urban Forestry	138,600	117,000	-	-	-	255,600	2.89%
Park SDC Projects	15,000	61,800	455,900	1,225,000	-	1,757,700	19.89%
Senior Center Foundation	-	14,700	-	-	-	14,700	0.16%
Parks Capital Improvement Program	-	100,000	1,238,000	-	-	1,338,000	15.14%
Total Requirements	$2,800,100	$2,632,100	$1,693,900	$ 1,629,800	$ 82,800	$8,838,700	100.00%
Percent of Fund Budget	31.68%	29.78%	19.16%	18.44%	0.94%	100.00%	

PARKS & RECREATION FUND
STAFFING SUMMARY AND REQUIREMENTS BY TYPE

Staffing Summary (FTE)	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Sports Services	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Children/Youth/Family Recreation Services	3.100	3.100	3.575	3.575	3.575	3.575	3.575
Resource Development/ Marketing Services	2.540	2.540	2.540	2.540	2.540	2.540	2.540
Adult Recreation & Fitness Services	1.200	1.200	1.200	1.200	1.200	1.200	1.200
Park Maintenance Services	8.000	8.000	8.000	8.000	8.000	8.000	8.000
Parks & Recreation Administration	4.200	4.200	4.200	4.200	4.200	4.200	4.200
Senior Services	4.200	4.200	4.200	4.200	4.200	4.200	4.200
Aquatic Services	4.575	4.575	4.575	4.575	4.575	4.575	4.575
NW Art & Air Festival	0.330	0.330	0.330	0.330	0.330	0.330	0.330
Performance Series	0.330	0.330	0.330	0.330	0.330	0.330	0.330
Urban Forestry	1.500	2.500	2.500	2.500	1.500	1.500	1.500
Total FTE	30.975	31.975	32.450	32.450	31.450	31.450	31.450

REQUIREMENTS BY TYPE



PARKS & RECREATION FUND

RESOURCES BY TYPE, TEN FISCAL YEARS

Actual Revenues for 2001 through 2008, Budgeted Resources for 2009 and 2010

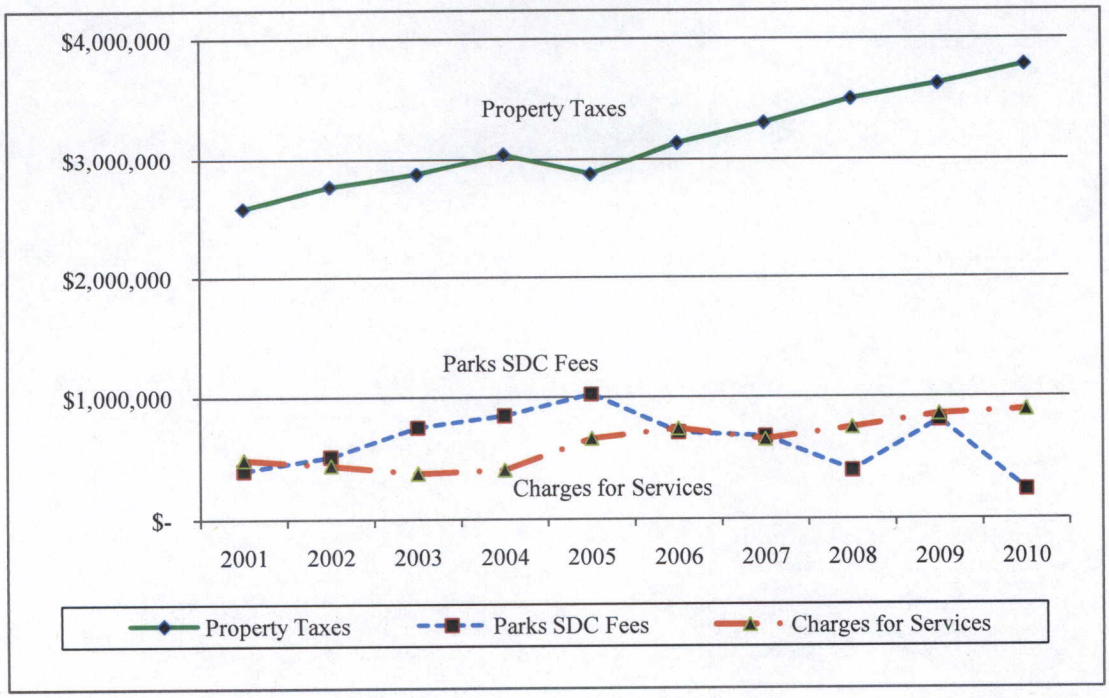
Fiscal Years	Property Taxes	Parks SDC	Intergovern-mental Resources	Charges for Services	Other Resources	Transfers In	Beginning Balance	Total Resources
2001	$2,582,776	$ 400,520	$ 24,375	$ 489,802	$ 163,440	$ 31,700	$ 259,146	$ 3,951,759
2002	2,766,050	513,596	346,179	440,365	387,167	42,957	338,924	4,835,238
2003	2,873,152	753,523	73,400	375,748	286,234	165,542	1,302,886	5,830,485
2004	3,041,579	848,574	77,300	403,711	216,257	72,220	2,037,725	6,697,366
2005	2,872,603	1,023,545	33,200	660,981	3,061,274	416,518	2,613,298	10,681,419
2006	3,133,826	710,666	37,760	741,707	448,615	203,550	3,423,345	8,699,469
2007	3,300,794	675,305	47,914	651,684	486,889	316,000	3,506,420	8,985,006
2008	3,498,175	394,751	9,428	749,017	525,931	328,300	3,907,092	9,412,694
2009	3,623,700	810,000	9,000	857,400	587,800	2,784,200	3,474,000	12,146,100
2010	3,781,000	235,500	9,000	892,300	357,900	1,687,900	1,875,100	8,838,700

SDC - System Development Charges

Notes: For Fiscal Year 2002, included in Intergovernmental Resources is $312,533 from the Oregon Department of Transportation to assume responsibility for landscape maintenance for the Pacific Boulevard/9th Avenue couplet.
For Fiscal Year 2005, included in Other Resources are long-term debt proceeds of $2,287,147. The proceeds and other resources were used to construct a new public swimming pool at Swanson Park.
For Fiscal Year 2009, included in Transfers In is an intrafund transfer of $2,400,000 from the Parks SDC Projects program to the Parks Capital Improvement Program.
For Fiscal Year 2010, included in Transfers In is an intrafund transfer of $1,200,000 from the Parks SDC Projects program to the Parks Capital Improvement Program.

PROPERTY TAXES, PARKS SDC FEES, AND CHARGES FOR SERVICES

Ten Fiscal Years



PARKS & RECREATION FUND

Total Property Taxes Collected per Capita and Charges for Services per Capita

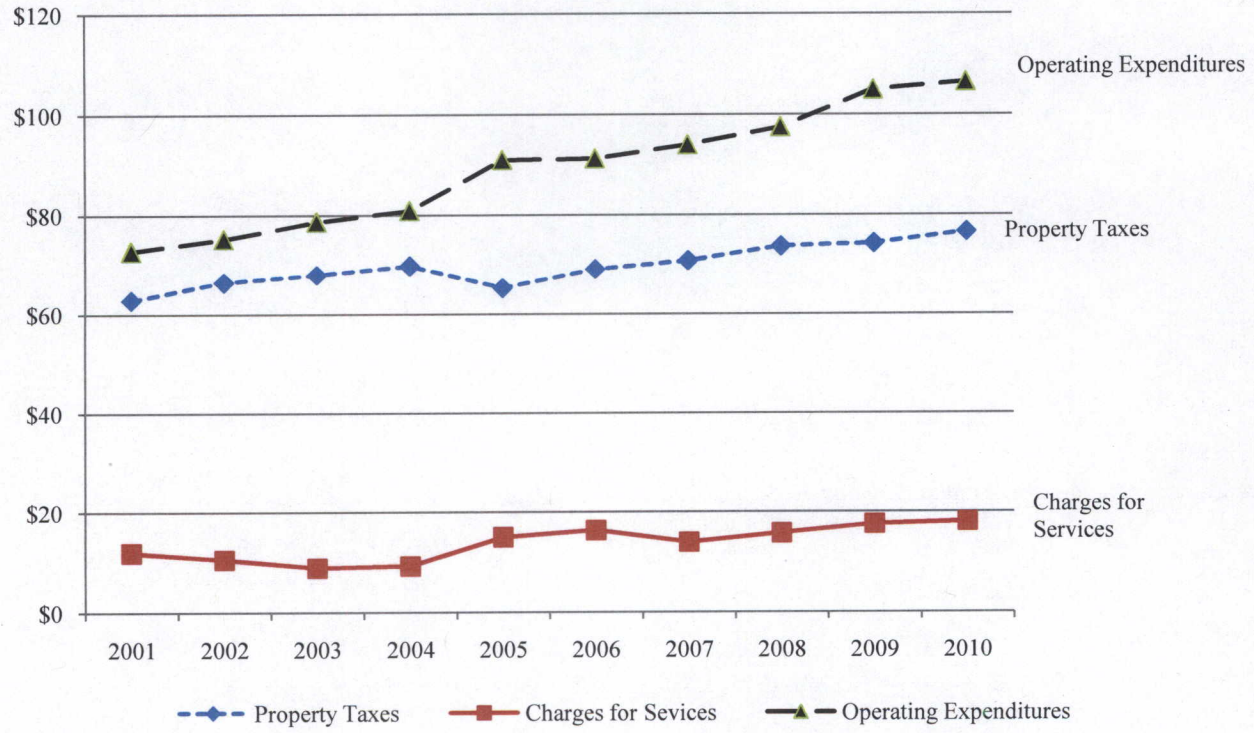
Ten Fiscal Years from 2001-2010 (1)

Fiscal Year Ended June 30,	OPERATING EXPENDITURES Amount Expended	per Capita	PROPERTY TAXES (2) Amount Collected	per Capita	CHARGES FOR SERVICES Amount Received	per Capita
2001	$ 2,993,401	$ 72.75	$ 2,582,776	$ 62.77	$ 489,802	$ 11.90
2002	3,131,846	75.19	2,766,050	66.41	440,365	10.57
2003	3,324,768	78.64	2,873,152	67.96	375,748	8.89
2004	3,525,362	80.86	3,041,579	69.76	403,711	9.26
2005	4,005,953	90.98	2,872,603	65.24	660,981	15.01
2006	4,138,484	91.24	3,133,826	69.09	741,707	16.35
2007	4,381,151	94.00	3,300,794	70.82	651,684	13.98
2008	4,629,174	97.52	3,498,175	73.69	749,017	15.78
2009	5,118,500	104.95	3,623,700	74.30	857,400	17.58
2010	5,255,400	106.51	3,781,000	76.63	892,300	18.08

(1) Actual figures used for 2001 through 2008. Budgeted amounts used for 2009 and 2010.

(2) For 2001 through 2004, general property taxes were divided: 78% General Fund and 22% Parks & Recreation Fund. Beginning in 2005, the distribution was changed to 80% General Fund and 20% Parks & Recreation Fund.

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



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

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

			.....2008-09.....		2009-10	% Change	% of
	2006-07	2007-08	Adopted	Revised	Adopted	from	Fund
Resources	Actual	Actual	Budget	Budget	Budget	2008-09	Budget
Property Taxes - Current	$3,197,305	$3,391,726	$3,518,900	$3,518,900	$3,676,000	4.46%	64.17%
Property Taxes - Delinquent	103,489	106,449	104,800	104,800	105,000	0.19%	1.83%
Street Tree Development Fees	-	10,500	10,000	10,000	5,000	(50.00%)	0.09%
State Marine Board	9,000	9,000	9,000	9,000	9,000	-	0.16%
W. Comp. Wage Subsidy Reimb.	1,951	428	-	-	-	-	-
CYF Recreation Fees	40,170	54,878	50,000	50,000	50,000	-	0.87%
CYF Sponsorships	3,512	3,330	10,000	10,000	10,000	-	0.17%
Marketing Fees	13,293	18,032	18,500	18,500	16,500	(10.81%)	0.29%
Adult Recreation Fees	30,028	29,370	34,000	34,000	31,000	(8.82%)	0.54%
Swimming Pool Receipts	174,082	81,257	83,500	83,500	81,500	(2.40%)	1.42%
Senior Center Rental Fees	29,031	29,594	40,000	40,000	42,500	6.25%	0.74%
Maple Lawn Preschool Fees	55,106	58,035	57,000	57,000	60,000	5.26%	1.05%
Sports Program Fees	85,071	92,805	124,300	124,300	103,000	(17.14%)	1.80%
Children's Performing Arts Series	400	-	-	-	-	-	-
Waverly Boat Revenues	2,932	5,628	6,200	6,200	6,500	4.84%	0.11%
Park Permits	17,060	18,027	18,800	18,800	27,000	43.62%	0.47%
Fitness Program Fees	33,740	35,057	42,000	42,000	40,000	(4.76%)	0.70%
Preschool Material/Service Fees	2,046	2,550	3,900	3,900	3,200	(17.95%)	0.06%
Senior Program Fees	15,313	12,751	26,000	26,000	24,000	(7.69%)	0.42%
Extreme Sports Entry Fees	915	100	-	-	-	-	-
Event Souvenir Sales	6,403	8,631	9,200	9,200	3,300	(64.13%)	0.06%
Event Food Faire Revenues	18,413	26,015	33,000	33,000	33,000	-	0.58%
Preschool Fundraising Proceeds	4,922	3,265	5,200	5,200	5,200	-	0.09%
NWAAF Fees	7,120	9,421	11,000	11,000	11,000	-	0.19%
Hot Air Balloon Rides	3,873	19,377	20,900	20,900	12,000	(42.58%)	0.21%
Senior Newsletter	3,473	1,924	4,500	4,500	3,000	(33.33%)	0.05%
Trip Revenue	44,252	43,444	50,000	50,000	55,000	10.00%	0.96%
Merchandise Sales - Aquatics	3,556	4,079	4,200	4,200	7,000	66.67%	0.12%
Cool! Facility Rental Fees	24,237	13,882	11,000	11,000	10,000	(9.09%)	0.17%
Concession Sales - Aquatic	7,587	14,052	14,000	14,000	15,500	10.71%	0.27%
Concession Sales - Sports	7,991	1,204	1,800	1,800	2,500	38.89%	0.04%
Public Arts	389	430	400	400	100	(75.00%)	-
Concessions Sales - Fitness	-	205	500	500	500	-	0.01%
Swanson Room Rental Fees	598	2,008	2,500	2,500	2,500	-	0.04%
Track Club Revenue	6,653	4,941	7,500	7,500	4,900	(34.67%)	0.09%
Facility Enhancement Fee	4,464	4,641	5,500	5,500	6,000	9.09%	0.10%
ACP Swimming Pool Receipts	-	124,674	132,500	132,500	143,400	8.23%	2.50%
ACP Facility Rental Fees	-	18,091	16,000	16,000	18,500	15.63%	0.32%
Sport Camp Fees	-	-	4,000	4,000	3,200	(20.00%)	0.06%
Tournament Rental Fees	-	-	-	-	2,200	-	0.04%
Event Donations	-	-	-	-	45,000	-	0.79%
Youth Program User Fees	-	-	-	-	3,800	-	0.07%
Trolley Rental Charges	-	2,500	3,000	3,000	3,000	-	0.05%

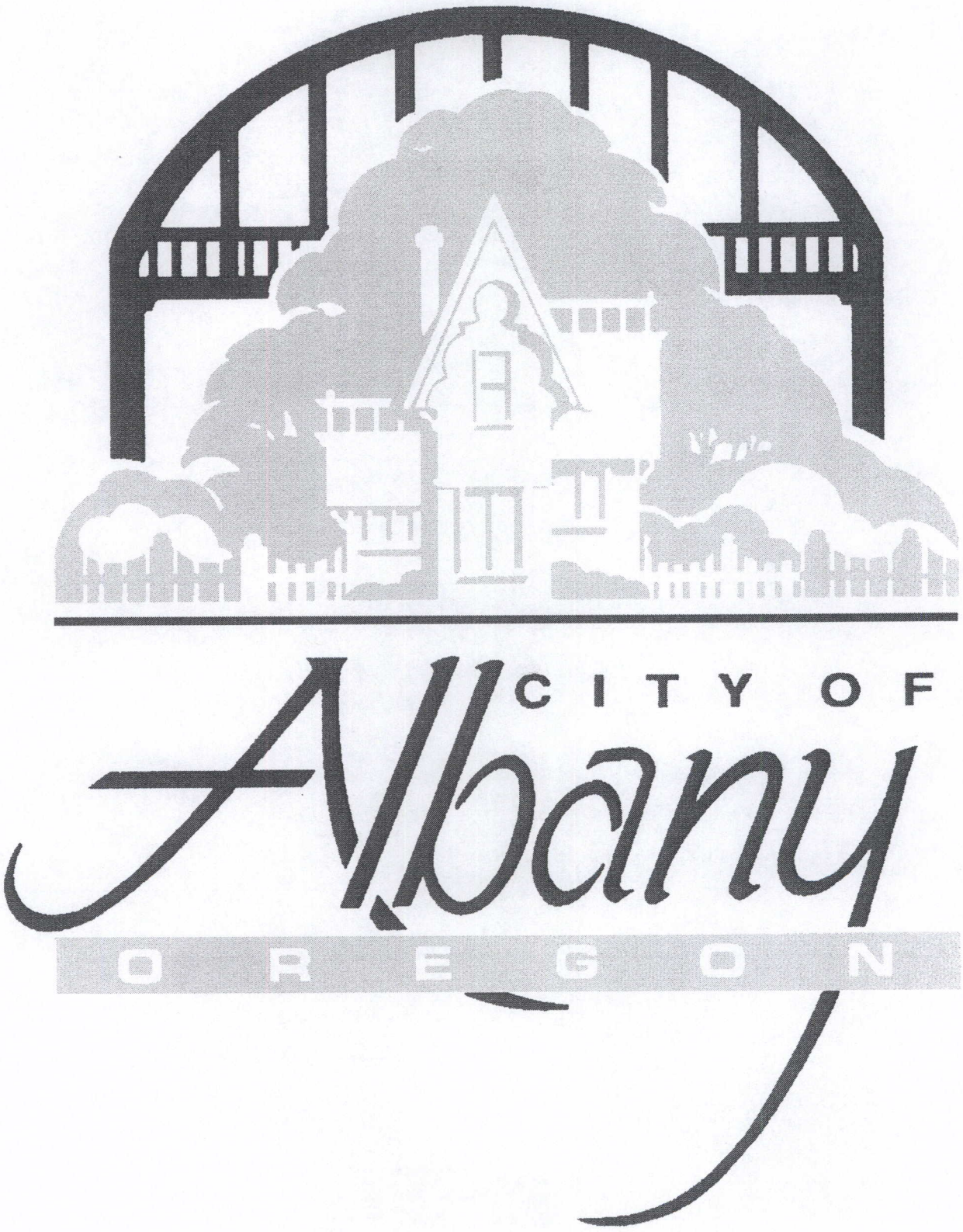
continued

PARKS & RECREATION FUND

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

Resources, continued	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Pre-Concert Activity Sponsors	522	-	-	-	-	-	-
Fun in the Park Sponsorships	2,000	-	-	-	-	-	-
Gifts & Donations	72,182	50,909	100,000	100,000	7,000	(93.00%)	0.12%
Mondays at Monteith Sponsorships	10,559	18,179	22,000	22,000	13,000	(40.91%)	0.23%
Pass-The-Hat Donations	10,602	17,181	18,800	18,800	-	(100.00%)	-
Park Fixture Donations	-	355	-	-	-	-	-
Senior Center Sponsorships	2,083	2,400	8,000	8,000	9,000	12.50%	0.16%
CPAS Sponsorships	11,526	10,650	15,000	15,000	15,000	-	0.26%
River Rhythms Sponsorships	67,675	85,102	100,000	100,000	65,000	(35.00%)	1.13%
NWAAF Sponsorships	100,425	45,860	90,000	90,000	70,000	(22.22%)	1.22%
Aquatic Sponsorship	-	-	53,900	53,900	61,000	13.17%	1.06%
Adult Rec & Fitness Sponsorship	-	-	1,000	1,000	1,000	-	0.02%
Sports Sponsorship	-	-	10,000	10,000	10,000	-	0.17%
Miscellaneous Revenue	3,019	15,406	4,300	4,300	2,500	(41.86%)	0.04%
Over & short	-	(122)	-	-	-	-	-
Brochure Advertising Revenue	2,503	4,245	5,000	5,000	5,000	-	0.09%
Land Sales	-	75,000	-	-	-	-	-
Interest	30,423	32,882	25,000	25,000	2,500	(90.00%)	0.04%
Total Current Resources	4,271,894	4,620,348	4,946,600	4,946,600	4,941,800	(0.10%)	86.24%
From Water Fund	46,400	-	-	-	-	-	-
From General Fund	133,600	160,800	187,200	187,200	187,200	-	3.27%
From Paratransit System	16,000	-	-	-	-	-	-
From Equipment Replacement	-	-	-	-	82,700	-	1.44%
Total Current Resources	120,000	150,000	130,000	130,000	80,000	(38.46%)	1.40%
From Public Works Services Fund	-	17,500	-	-	-	-	-
Total Transfers In	316,000	328,300	317,200	317,200	349,900	10.31%	6.11%
Beginning Balance	484,704	544,496	254,000	254,000	436,600	71.89%	7.65%
Total Resources	$5,072,598	$5,493,144	$5,517,800	$5,517,800	$5,728,300	3.81%	100.00%

Adopted Requirements by Program and Type	Personnel	Materials & Services	Transfers Out	Contin-gency	Adopted Budget	% of Fund Budget
Sports Services	$ 121,300	$ 129,600	$ -	$ -	$ 250,900	4.38%
Children/Youth/Family Rec Services	208,500	46,400	-	-	254,900	4.45%
Resource Development/Marketing	218,700	49,400	-	-	268,100	4.68%
Adult Rec & Fitness Services	148,000	40,100	-	-	188,100	3.28%
Park Maintenance Services	617,700	818,500	-	-	1,436,200	25.07%
Parks & Recreation Administration	387,400	669,200	404,800	82,800	1,544,200	26.96%
Senior Services	357,600	115,600	-	-	473,200	8.26%
Aquatic Services	507,000	211,200	-	-	718,200	12.54%
NW Art & Air Festival	41,200	139,000	-	-	180,200	3.15%
Performance Series	39,100	119,600	-	-	158,700	2.77%
Urban Forestry	138,600	117,000	-	-	255,600	4.46%
Total Requirements	$2,785,100	$2,455,600	$ 404,800	$ 82,800	$5,728,300	100.00%
Percent of Budget	48.61%	42.87%	7.07%	1.45%	100.00%	


CITY OF
Albany
OREGON

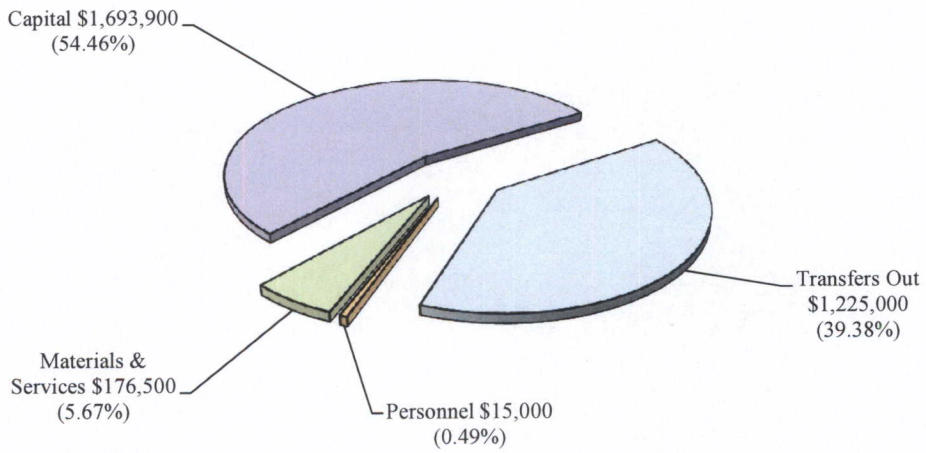
PARKS & RECREATION FUND
SELF-SUPPORTED SPECIAL PROGRAMS

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

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Parks SDC: Principal	$ 6,031	$ 53,349	$ -	$ -	$ 10,000	-	0.32%
Parks SDC: Interest	2,066	2,702	100,000	100,000	500	(99.50%)	0.02%
Parks Systems Development Charges	667,208	328,200	700,000	700,000	220,000	(68.57%)	7.07%
Land & Water Conservation Fund	36,963	-	-	-	-	-	-
Gift Shop Revenue	5,054	4,819	6,500	6,500	6,500	-	0.21%
Gifts & Donations	8,181	7,356	133,900	133,900	6,000	(95.52%)	0.19%
General Fundraising	1,250	536	800	800	800	-	0.03%
Interest	163,939	159,992	100	100	90,100	90,000.00%	2.90%
Total Current Resources	890,692	556,954	941,300	941,300	333,900	(64.53%)	10.74%
From Parks SDC Program	-	-	1,100,000	2,400,000	1,200,000	(50.00%)	38.58%
From Parks Operating Revenues	-	-	67,000	67,000	138,000	105.97%	4.44%
Total Transfers In	-	-	1,167,000	2,467,000	1,338,000	(45.76%)	43.02%
Beginning Balance	3,021,716	3,362,596	867,300	3,220,000	1,438,500	(55.33%)	46.24%
Total Resources	$3,912,408	$3,919,550	$2,975,600	$6,628,300	$3,110,400	(53.07%)	100.00%

Adopted Requirements by Program and Type	Personnel	Materials & Services	Capital	Transfers Out	Adopted Budget	% of Fund Budget
Park SDC Projects	$ 15,000	$ 61,800	$ 455,900	$1,225,000	$ 1,757,700	56.51%
Senior Center Foundation	-	14,700	-	-	14,700	0.47%
Parks Capital Improvement Program	-	100,000	1,238,000	-	1,338,000	43.02%
Total Requirements	$ 15,000	$ 176,500	$1,693,900	$1,225,000	$ 3,110,400	100.00%
Percent of Budget	0.49%	5.67%	54.46%	39.38%	100.00%	

REQUIREMENTS BY TYPE



PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Great Neighborhoods	8/09	Completed	• Develop at least two new sports camps or activities.
Effective Government	6/09	Completed	• Increase revenue in Sports Services by 10%.
	6/09	Completed	• Implement new sponsorship program.
Budget Year 2009-2010			
Great Neighborhoods	8/10		• Develop new initiatives that support existing program/event sustainability.
Effective Government	6/10		• Develop and implement a cost recovery plan that is in accordance with our Recreation Service Plan.
	6/10		• Develop and implement a more precise tool for measuring customer satisfaction.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of participants in a City sports program during the year	3,800	4,500	4,850	5,350
Number of participant hours in a City sports program activity during the year	49,000	61,000	67,750	75,250
Percentage of variable costs recovered through registration fees for basketball and volleyball programs	85	85	122	125
Percentage of total sports expenditures subsidized with property tax revenues	N/A	N/A	40	47

STAFFING SUMMARY

FTEs	1.0	1.0	1.0	1.0

PROG 1402: Sports Services

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	18,941.87	32,236.64	40,939.00	41,000	46,000	12.20%
52001	Temporary Employees	-	203.13	21,635.82	-	36,000	0.00%
53001	Overtime	1,864.01	5,435.41	927.86	-	-	0.00%
56001	Employer Paid Benefits	12,805.57	27,486.73	35,279.38	31,800	39,300	23.58%
Total Personnel Services		33,611.45	65,361.91	98,782.06	72,800	121,300	66.62%
Materials & Services							
60101	Contractual Services	15,415.76	27,054.22	17,356.58	15,000	19,000	26.67%
60112	Contractual-Manpower	102,234.41	59,049.25	44,321.62	70,000	40,000	-42.86%
60201	Space Rental	10,294.08	8,032.36	-	-	-	0.00%
60319	Facilities Rental/Lease	-	-	2,940.00	7,800	4,000	-48.72%
61006	Advertising & Publications	655.73	503.26	873.49	1,000	1,500	50.00%
61011	Education & Training	20.00	1,174.00	1,042.00	1,000	1,000	0.00%
61024	Materials & Supplies	868.40	1,519.71	-	-	-	0.00%
61026	Meetings & Conferences	939.15	427.00	171.72	1,000	1,000	0.00%
61027	Memberships & Dues	1,880.00	4,680.00	245.00	2,000	5,000	150.00%
61030	Personal Auto Reimbursement	283.75	694.37	1,146.79	500	1,000	100.00%
61032	Postage & Shipping	2.97	-	3.80	100	300	200.00%
61033	Printing & Binding	247.91	453.73	-	300	800	166.67%
61054	Noncapital Facility Enhancements	-	500.00	4,668.17	5,500	6,000	9.09%
61058	Track Club Expenses	4,420.44	3,456.60	1,599.50	-	4,900	0.00%
61061	Sport Camp Expenses	-	-	-	4,000	3,200	-20.00%
62203	Concessions Materials & Supplies	6,698.90	846.81	182.99	900	900	0.00%
62211	Sports Materials & Supplies	11,542.86	21,508.50	20,806.12	17,000	37,100	118.24%
63006	Power & Light	6,892.87	3,889.21	4,083.19	11,000	3,500	-68.18%
63009	Telephone	3,614.07	1,657.56	232.06	600	200	-66.67%
65015	Maint: Office Equipment	-	146.82	-	-	100	0.00%
65076	Contract Maintenance	6,852.00	-	-	-	-	0.00%
66511	Flexible Spending Admin Fees	27.50	66.00	5.99	100	100	0.00%
Total Materials & Services		172,890.80	135,659.40	99,679.02	137,800	129,600	-5.95%
TOTAL EXPENDITURES		**206,502.25**	**201,021.31**	**198,461.08**	**210,600**	**250,900**	**19.14%**

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	12/08	In Progress	• Conduct regular evaluations of partnerships and make necessary adjustments as needed.
Great Neighborhoods	12/08	Completed	• Develop an effective plan for gathering information on recreational needs and desires from our current and prospective users.
Great Neighborhoods	06/09	In Progress	• Develop year-round programs for children, youth, and families that focus on fitness and the outdoors.
Budget Year 2009-2010			
Great Neighborhoods	09/09		• Develop and offer a year-round schedule for CYF programs that focus on fitness and outdoor activities.
Great Neighborhoods	1/10		• Develop and implement a cost recovery plan as driven by the Recreation Plan that increases revenue by 10%.
Effective Government	04/10		• Develop and implement a more accurate measurement tool for measuring customer satisfaction.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Percentage of class and program participants who are satisfied with services	85	85	85	85
Percentage of total program cost subsidized by property tax revenues	48	50	56	48

STAFFING SUMMARY

FTEs	3.1	3.1	3.575	3.575

PROG 1403: Children/Youth/Family Rec Services

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	98,364.96	99,575.36	109,512.63	136,800	131,400	-3.95%
52001	Temporary Employees	1,645.24	2,462.90	9,836.72	7,000	15,000	114.29%
53001	Overtime	184.74	0.08	18.26	-	-	0.00%
56001	Employer Paid Benefits	52,181.55	50,633.20	59,426.89	64,700	62,100	-4.02%
Total Personnel Services		152,376.49	152,671.54	178,794.50	208,500	208,500	0.00%
Materials & Services							
60101	Contractual Services	29,046.46	34,202.16	26,450.11	32,000	28,000	-12.50%
60201	Space Rental	1,550.00	-	-	-	-	0.00%
60319	Facilities Rental/Lease	-	176.00	72.00	1,200	800	-33.33%
61006	Advertising & Publications	257.63	380.43	875.35	1,000	1,000	0.00%
61011	Education & Training	524.20	40.00	800.00	400	400	0.00%
61015	Fundraising Costs	2,011.60	1,511.50	1,210.36	1,500	1,400	-6.67%
61024	Materials & Supplies	6,034.38	4,786.09	5,497.81	6,300	7,000	11.11%
61026	Meetings & Conferences	1,149.38	415.25	441.90	800	600	-25.00%
61027	Memberships & Dues	-	-	149.48	-	200	0.00%
61030	Personal Auto Reimbursement	148.18	10.28	50.70	200	100	-50.00%
61032	Postage & Shipping	-	65.45	-	200	200	0.00%
61033	Printing & Binding	1,873.75	1,221.00	746.39	1,500	1,200	-20.00%
61055	CYA Sponsorships	-	-	-	500	500	0.00%
63009	Telephone	701.62	924.10	644.20	400	700	75.00%
63011	Water Service	-	-	-	-	4,000	0.00%
66030	Building Maintenance Charges	-	-	4,203.81	4,100	-	-100.00%
66504	Licenses & Fees	366.00	-	-	200	200	0.00%
66511	Flexible Spending Admin Fees	55.00	66.00	121.00	100	100	0.00%
Total Materials & Services		43,718.20	43,798.26	41,263.11	50,400	46,400	-7.94%
TOTAL EXPENDITURES		**196,094.69**	**196,469.80**	**220,057.61**	**258,900**	**254,900**	**-1.54%**

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	In Progress	• Develop and implement resource enhancement plans.
Great Neighborhoods	06/09	In Progress	• Develop standards that will serve as a guide for relationships with community partners.
Great Neighborhoods	06/09	Completed	• Develop and implement effective methods for sharing information and communicating with the community.
Budget Year 2009-2010			
Great Neighborhoods	06/10		• Implement standards that will serve as a guide for relationships with community partners.
Effective Government	06/10		• Achieve partnerships and community alliances that will contribute to the department's cost recovery.
Effective Government	12/09		• Develop sponsorship, grant, and donation targets and systematically review efforts to ensure targets are met.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of ads sold to support brochure marketing	34	34	30	35
Revenue from donations and grants per capita	$6.53	$6.55	$6.18	$8.00

STAFFING SUMMARY

FTEs	.540	2.540	2.540	2.540

202: Parks & Recreation
35: Parks

PROG 1404: Resource Dev. Marketing Services

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	42,246.60	102,276.80	121,610.18	122,000	131,400	7.70%
52001	Temporary Employees	-	(965.75)	17.00	-	1,000	0.00%
53001	Overtime	1,311.15	4,718.36	2,146.14	500	1,500	200.00%
56001	Employer Paid Benefits	26,245.65	65,870.64	80,369.32	79,900	84,800	6.13%
Total Personnel Services		69,803.40	171,900.05	204,142.64	202,400	218,700	8.05%
Materials & Services							
60101	Contractual Services	1,143.54	2,843.60	-	2,500	-	-100.00%
61006	Advertising & Publications	3,148.00	5,885.31	776.52	6,500	3,500	-46.15%
61011	Education & Training	388.20	89.00	1,253.70	1,500	1,500	0.00%
61024	Materials & Supplies	1,622.38	2,225.90	2,307.61	2,000	2,000	0.00%
61026	Meetings & Conferences	1,551.93	1,755.02	1,577.61	2,000	2,000	0.00%
61027	Memberships & Dues	100.00	53.50	109.00	100	300	200.00%
61028	Minor Equipment	-	625.97	-	-	-	0.00%
61030	Personal Auto Reimbursement	198.03	389.20	4,150.42	600	700	16.67%
61032	Postage & Shipping	10,773.49	11,284.47	11,419.73	16,000	15,000	-6.25%
61033	Printing & Binding	18,448.99	19,166.05	13,901.43	27,000	24,000	-11.11%
63009	Telephone	555.96	862.59	277.64	600	300	-50.00%
66511	Flexible Spending Admin Fees	-	55.00	60.50	100	100	0.00%
Total Materials & Services		37,930.52	45,235.61	35,834.16	58,900	49,400	-16.13%
TOTAL EXPENDITURES		**107,733.92**	**217,135.66**	**239,976.80**	**261,300**	**268,100**	**2.60%**

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government & Great Neighborhoods	06/09	Partially Completed	• Develop partnership agreements with businesses and agencies to deliver Adult Recreation services.
Effective Government	06/09	In Progress	• Identify and develop additional non-tax-based revenue streams to enhance cost recovery.
Budget Year 2009-2010			
Great Neighborhoods	06/10		• Develop and implement more accurate measurement tools for measuring customer satisfaction.
Effective Government	06/10		• Develop and offer a year-round schedule of Adult Recreation & Fitness programs that focus on recreational fitness and outdoor activities.
Effective Government	06/10		• Develop and implement a plan to increase cost recovery as driven by the Recreation Services Plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Percentage of participants satisfied or very satisfied with adult recreation classes	95	95	95	95
Percentage of participants satisfied or very satisfied with fitness classes	95	97	97	98
Percentage of total program costs funded by property tax revenues	65	60	62	60

STAFFING SUMMARY

FTEs	1.2	1.2	1.2	1.2

202: Parks & Recreation
35: Parks

PROG 1405: Adult Rec & Fitness Services

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	64,368.86	67,552.33	72,694.44	72,900	74,800	2.61%
52001	Temporary Employees	29,931.66	29,046.81	25,389.05	30,000	26,000	-13.33%
53001	Overtime	3,628.68	2,507.34	-	100	-	-100.00%
56001	Employer Paid Benefits	46,451.85	45,523.38	50,208.29	45,900	47,200	2.83%
Total Personnel Services		144,381.05	144,629.86	148,291.78	148,900	148,000	-0.60%
Materials & Services							
60101	Contractual Services	26,855.61	23,313.12	25,742.65	18,000	21,700	20.56%
60201	Space Rental	3,362.50	1,990.00	-	-	-	0.00%
60319	Facilities Rental/Lease	-	1,777.50	3,247.00	2,700	2,500	-7.41%
61006	Advertising & Publications	20.00	198.20	100.00	500	500	0.00%
61011	Education & Training	544.80	433.79	529.80	800	800	0.00%
61024	Materials & Supplies	2,148.75	1,472.17	1,636.48	2,000	2,000	0.00%
61026	Meetings & Conferences	1,060.54	395.00	436.45	600	600	0.00%
61027	Memberships & Dues	-	25.00	-	100	100	0.00%
61030	Personal Auto Reimbursement	121.25	-	141.31	100	100	0.00%
61032	Postage & Shipping	-	-	-	100	100	0.00%
61033	Printing & Binding	-	34.10	-	100	100	0.00%
62203	Concessions Materials & Supplies	-	180.00	-	300	300	0.00%
62206	Fitness Materials & Services	2,594.80	2,252.00	1,008.74	2,500	2,000	-20.00%
63006	Power & Light	228.20	6,555.54	240.88	6,300	5,100	-19.05%
63007	Heating & Fuel	-	1,700.00	2,000.00	1,800	1,800	0.00%
63009	Telephone	495.32	498.21	144.96	300	200	-33.33%
63011	Water Service	-	1,600.00	-	1,800	2,000	11.11%
66504	Licenses & Fees	-	-	-	100	100	0.00%
66511	Flexible Spending Admin Fees	55.00	66.00	60.50	100	100	0.00%
Total Materials & Services		37,486.77	42,490.63	35,288.77	38,200	40,100	4.97%
TOTAL EXPENDITURES		**181,867.82**	**187,120.49**	**183,580.55**	**187,100**	**188,100**	**0.53%**

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2009-2010			
Safe Community	09/08	Deferred	• Replace pedestrian bridge at Grand Prairie Park.
Safe Community	09/08	Deferred	• Replace pedestrian bridge at Periwinkle Park.
Budget Year 2009-2010			
Safe Community	09/09		• Replace pedestrian bridge at Grand Prairie Park.
Safe Community	09/09		• Replace pedestrian bridge at Periwinkle Park.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Developed acres per 1,000 residents (*Kinder Park added - 12 acres)	n/a	n/a	8.89	9.0*
Average cost of maintenance per developed acre	$2,205	$3,494	$3,247	$3,200
Percentage of lost time for work-related injuries	2.7	2.7	0	0
FTE per 1,000 residents	.177	.196	.170	.167

STAFFING SUMMARY

FTEs	8	9	8	8

PROG 1407: Park Maintenance Services

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	349,247.07	317,419.94	372,882.40	377,300	392,200	3.95%
53001	Overtime	8,726.68	3,869.93	5,524.92	7,900	9,200	16.46%
56001	Employer Paid Benefits	217,054.30	174,195.95	215,523.51	231,400	216,300	-6.53%
Total Personnel Services		575,028.05	495,485.82	593,930.83	616,600	617,700	0.18%
Materials & Services							
60101	Contractual Services	4,025.99	13,382.07	4,994.71	-	4,600	0.00%
60112	Contractual-Manpower	95,935.48	95,347.08	80,906.54	95,800	100,100	4.49%
60113	Contractual-Miscellaneous	49,046.41	40,480.00	26,603.41	37,000	37,000	0.00%
60114	Contractual-Park Mowing	138,111.00	151,852.00	132,745.00	119,400	141,000	18.09%
60115	Contractual-Park Security	3,780.00	8,670.00	7,205.00	11,500	10,400	-9.57%
60119	Contractual: Trash/Port-A-Pots	28,788.74	22,586.01	18,890.79	26,000	20,000	-23.08%
61007	Assessment Payments	164.91	-	-	-	-	0.00%
61011	Education & Training	2,811.29	1,091.23	1,207.50	3,600	3,200	-11.11%
61012	Equipment Rental: Private	4,964.34	3,821.36	2,367.13	4,000	3,900	-2.50%
61018	Laundry Service	1,911.81	1,803.88	1,863.95	2,200	2,000	-9.09%
61024	Materials & Supplies	39,317.92	54,066.99	33,055.68	57,000	57,000	0.00%
61026	Meetings & Conferences	2,589.05	332.99	-	3,000	3,000	0.00%
61027	Memberships & Dues	547.50	545.00	260.00	800	800	0.00%
61028	Minor Equipment	9,219.00	-	-	12,000	12,000	0.00%
61030	Personal Auto Reimbursement	-	219.62	-	400	900	125.00%
61032	Postage & Shipping	58.20	-	-	200	900	350.00%
61040	Uniforms	776.11	4,256.88	4,190.42	6,800	3,000	-55.88%
61041	Vehicle Fuel Charges	16,253.54	18,506.84	14,426.45	29,900	22,600	-24.41%
62201	Agricultural Supplies	36,841.01	56,482.45	39,627.13	62,400	77,900	24.84%
63006	Power & Light	17,410.82	19,563.36	20,204.68	21,700	25,900	19.35%
63007	Heating & Fuel	1,088.08	1,067.76	1,084.46	1,500	1,500	0.00%
63009	Telephone	14,165.69	12,707.40	7,742.45	11,900	12,200	2.52%
63011	Water Service	84,688.32	91,139.14	98,519.20	102,300	105,900	3.52%
63012	Sewer Service Charges	16,354.08	14,457.05	20,779.47	20,000	20,000	0.00%
65006	Maint: Building	4,704.79	8,736.69	4,302.14	5,500	5,500	0.00%
65008	Maint: Communications Equipment	1,943.32	1,619.36	1,246.31	3,000	2,800	-6.67%
65009	Maint: Couplet Landscaping	4,731.27	4,482.30	-	-	-	0.00%
65013	Maint: Lighting/Irrigation	8,924.29	12,290.70	7,680.09	11,400	11,400	0.00%
65020	Maint: Work Equipment	4,233.39	5,781.81	3,815.07	5,000	4,000	-20.00%
65075	Compensatory Service Work Crew	39,422.28	34,277.28	35,941.88	30,000	31,100	3.67%
65083	Vandalism Repair	8,862.89	6,663.09	2,287.10	10,000	7,100	-29.00%
65511	Street Resurfacing	43,295.73	7,906.70	27,613.80	34,000	34,000	0.00%
65513	Vehicle Maintenance	25,650.32	21,499.02	28,852.01	27,200	27,200	0.00%
66011	Equipment Replacement	33,000.00	6,700.00	-	-	29,000	0.00%
66015	IT Equipment Replacement	600.00	-	-	-	-	0.00%
66511	Flexible Spending Admin Fees	55.00	66.00	165.50	200	200	0.00%
67009	Property Taxes	642.18	(76.99)	(75.15)	400	400	0.00%
Total Materials & Services		744,914.75	722,325.07	628,502.72	756,100	818,500	8.25%
Capital							
70005	Capital Equipment	-	42,574.99	-	-	-	0.00%
72014	Swanson Park Playground	50,246.24	-	-	-	-	0.00%
72015	Riverview Heights Playground	697.08	3,035.00	-	-	-	0.00%
Total Capital		50,943.32	45,609.99	-	-	-	0.00%
TOTAL EXPENDITURES		**1,370,886.12**	**1,263,420.88**	**1,222,433.55**	**1,372,700**	**1,436,200**	**4.63%**

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Great Neighborhoods	01/09	Partially Completed	• Complete Recreation Services strategic plan.
Effective Government	01/09	Deferred to FY 09/10	• Adopt cost recovery policy for recreation services.
Great Neighborhoods	06/09	Partially Completed	• Complete park improvements listed in FY 2008-09 CIP.
Great Neighborhoods	08/08	Delayed	• Begin construction of new City gym at new YMCA building.
Great Neighborhoods	11/08	Completed	• Complete Kinder Park with Boys & Girls Club.
Budget Year 2009-2010			
Effective Government	12/09		• Complete Recreation Services strategic plan.
Effective Government	02/10		• Adopt cost recovery policy for recreation services.
Great Neighborhoods	06/10		• Complete park improvements listed in FY 2009-10 CIP.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of Priority One projects completed	2	3	2	4
Percentage of total Fund 202 expenditures subsidized with property tax revenues	n/a	41	40	66
Revenues from endowments, gifts, and grants per capita	$6.53	$6.55	$6.53	$5.00

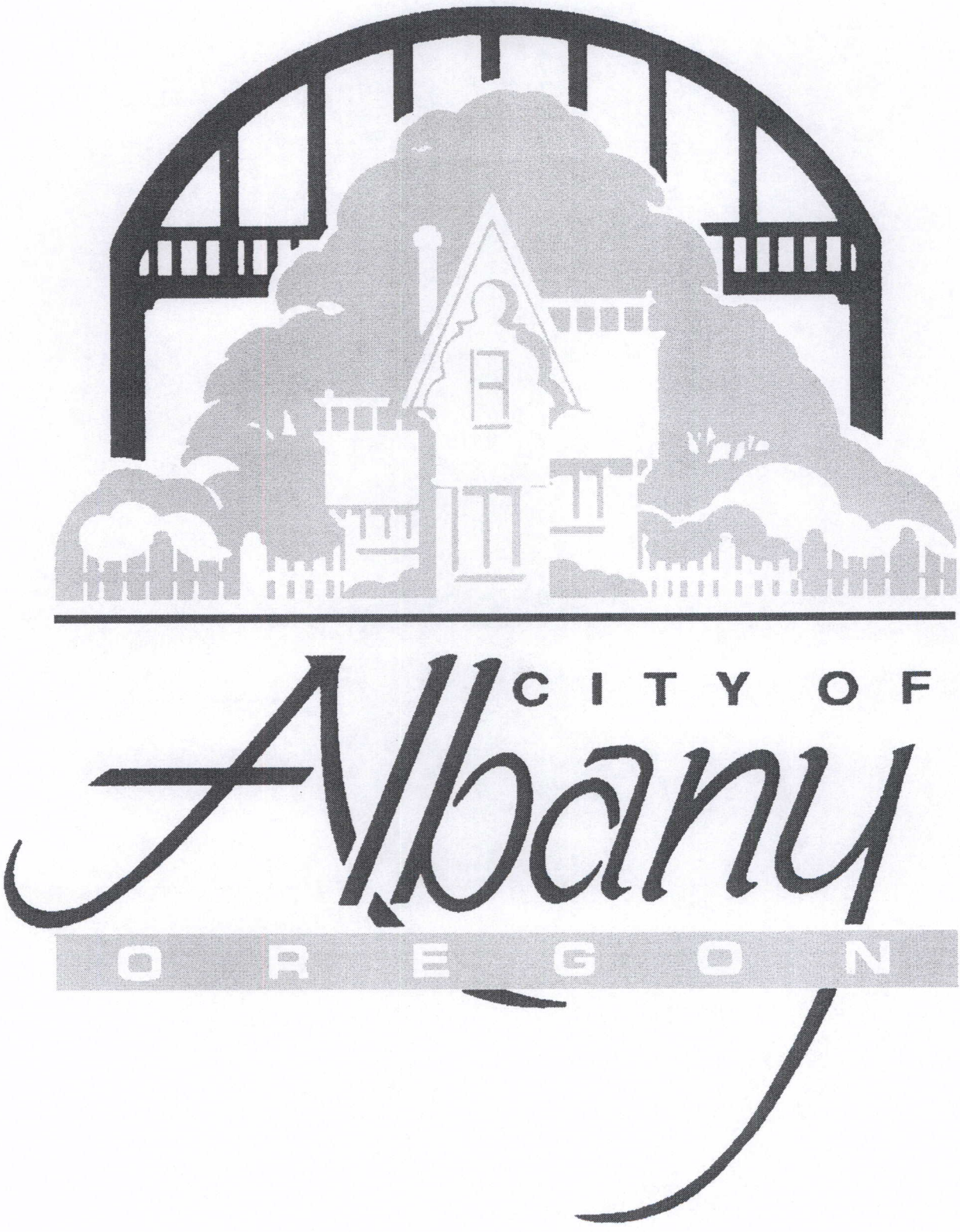
STAFFING SUMMARY

FTEs	4.2	4.2	4.2	4.2

202: Parks & Recreation
35: Parks

PROG 1408: Parks & Recreation Admin

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	182,261.24	211,037.38	217,474.63	234,600	239,600	2.13%
52001	Temporary Employees	2,324.80	432.45	5,290.83	1,500	5,000	233.33%
53001	Overtime	2,806.86	4,521.16	910.70	1,000	1,000	0.00%
54005	Unemployment Claims	149.29	3,464.29	8,156.98	6,500	2,800	-56.92%
56001	Employer Paid Benefits	114,127.98	118,251.09	127,477.59	163,500	139,000	-14.98%
Total Personnel Services		301,670.17	337,706.37	359,310.73	407,100	387,400	-4.84%
Materials & Services							
60101	Contractual Services	43,103.55	48,177.23	6,481.36	20,000	10,000	-50.00%
60201	Space Rental	35,100.00	41,600.00	37,200.00	37,200	38,500	3.49%
60211	Insurance & Bonds	25,616.15	30,712.74	30,885.68	31,900	25,400	-20.38%
60300	Community After School Program	11,000.00	25,200.00	25,000.00	25,200	25,200	0.00%
60302	Albany Boys & Girls Club	57,000.00	57,000.00	43,000.00	58,000	58,000	0.00%
60303	YMCA	22,000.00	22,000.00	16,500.00	24,000	24,000	0.00%
61006	Advertising & Publications	145.00	475.85	264.00	300	300	0.00%
61010	Duplication & Fax	188.70	8,388.89	14,501.89	6,000	7,000	16.67%
61011	Education & Training	369.20	1,498.64	5,217.10	2,400	2,400	0.00%
61022	Credit Card Fees	5,742.73	2,827.47	2,827.86	4,000	3,000	-25.00%
61024	Materials & Supplies	10,898.39	8,230.81	10,498.02	9,000	10,000	11.11%
61026	Meetings & Conferences	4,070.47	2,704.38	2,470.99	4,000	4,000	0.00%
61027	Memberships & Dues	1,795.00	1,900.00	1,370.00	1,800	1,500	-16.67%
61028	Minor Equipment	930.95	544.60	11.97	500	500	0.00%
61030	Personal Auto Reimbursement	3,788.21	3,863.67	3,942.80	4,000	4,000	0.00%
61032	Postage & Shipping	159.92	122.49	227.18	300	300	0.00%
61033	Printing & Binding	1,004.05	1,252.83	210.00	300	300	0.00%
61037	Scholarships	184.25	62.00	56.00	1,500	1,500	0.00%
61038	Software	842.06	817.04	980.00	1,000	1,000	0.00%
61041	Vehicle Fuel Charges	715.89	73.94	-	500	300	-40.00%
61046	Permits	-	-	1,506.00	-	-	0.00%
61047	Travel Expenses	-	-	701.22	-	-	0.00%
62210	Senior Grant Matching Funds	-	13.18	-	-	-	0.00%
63009	Telephone	2,627.74	1,956.75	563.37	1,200	600	-50.00%
65006	Maint: Building	-	947.10	9,868.90	12,000	15,000	25.00%
65512	Trolley Maintenance	-	1,066.82	3,174.07	1,500	1,500	0.00%
65513	Vehicle Maintenance	2,342.40	4,058.21	8,862.69	2,500	3,000	20.00%
66010	Central Service Charges	247,600.00	226,900.00	243,500.00	243,500	235,900	-3.12%
66011	Equipment Replacement	6,400.00	13,300.00	11,500.00	11,500	11,600	0.87%
66013	GIS System Charges	2,000.00	-	-	-	-	0.00%
66014	Information Technology Services	59,000.00	65,800.00	85,200.00	85,200	87,000	2.11%
66015	IT Equipment Replacement	5,500.00	1,200.00	2,900.00	2,900	2,900	0.00%
66030	Building Maintenance Charges	-	56,966.85	61,200.00	61,200	94,300	54.08%
66511	Flexible Spending Admin Fees	55.00	66.00	60.50	200	100	-50.00%
67017	Public Art Expenditures	681.85	334.98	261.97	-	100	0.00%
Total Materials & Services		550,861.51	630,062.47	630,943.57	653,600	669,200	2.39%
Capital							
72015	Riverview Heights Playground	-	73,126.96	4,519.14	-	-	0.00%
72021	Pineway Park Playground	-	17,986.00	-	-	-	0.00%
72024	Eades Park	-	36,573.98	-	-	-	0.00%
Total Capital		-	127,686.94	4,519.14	-	-	0.00%
Transfers Out							
91203	To Grants Fund	-	25,000.00	7,538.43	90,000	85,000	-5.56%
91234	To 2004 Revenue Debt Service	177,192.74	181,777.43	180,006.69	180,100	181,800	0.94%
91255	To Parks Capital Imp Projects	-	-	-	67,000	138,000	105.97%
Total Transfers Out		177,192.74	206,777.43	187,545.12	337,100	404,800	20.08%


CITY OF
Albany
OREGON

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Contingencies						
99005 Contingencies	-	-	-	-	82,800	0.00%
Total Contingencies	-	-	-	-	82,800	0.00%
TOTAL EXPENDITURES	**1,029,724.42**	**1,302,233.21**	**1,182,318.56**	**1,397,800**	**1,544,200**	**10.47%**

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2009-2010			
Effective Government	06/09	Completed	• Increase revenue by 10% over 07-08 FY.
Great Neighborhoods	06/09	In Progress	• Increase trip participation by 25% over Fiscal Year 2007-2008.
Great Neighborhoods	06/09	In Progress	• Increase the number of patrons reached by 25% over Fiscal year 2007-2008.
Budget Year 2009-2010			
Effective Government	06/10		• Develop and implement a cost recovery plan that meets financial goals of the Recreation Services Plan.
Great Neighborhoods	06/10		• Develop and implement more precise tools to measure customer satisfaction.
Effective Government	06/10		• Review and update all partnership contracts and agreements.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Percentage of users who are satisfied with level of service received at Center	85	90	95	95
Percentage of facility renters who are satisfied with services rendered	85	90	95	95
Percentage of total Senior program costs recovered with non-tax revenues	N/A	N/A	25	27

STAFFING SUMMARY

FTEs	4.2	4.2	4.2	4.2

202: Parks & Recreation
35: Parks

PROG 1409: Senior Services

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	154,503.64	174,618.55	188,131.78	188,500	195,800	3.87%
52001	Temporary Employees	17,754.17	23,872.63	23,600.28	12,000	26,000	116.67%
53001	Overtime	3,124.11	8,786.55	4,068.12	1,000	1,000	0.00%
56001	Employer Paid Benefits	101,944.89	116,004.90	134,981.72	130,200	134,800	3.53%
Total Personnel Services		277,326.81	323,282.63	350,781.90	331,700	357,600	7.81%
Materials & Services							
60101	Contractual Services	24,238.41	11,092.42	9,263.25	20,500	6,000	-70.73%
60211	Insurance & Bonds	-	310.00	120.83	1,000	-	-100.00%
61006	Advertising & Publications	813.75	450.49	-	1,300	1,300	0.00%
61010	Duplication & Fax	3,679.84	2,807.53	2,581.25	3,700	3,000	-18.92%
61011	Education & Training	488.20	793.59	708.83	900	800	-11.11%
61022	Credit Card Fees	558.95	451.37	435.23	800	600	-25.00%
61024	Materials & Supplies	15,970.94	15,877.00	13,289.83	13,000	15,000	15.38%
61026	Meetings & Conferences	2,846.46	790.00	685.70	2,100	2,100	0.00%
61027	Memberships & Dues	80.00	117.00	104.00	200	200	0.00%
61028	Minor Equipment	653.99	-	-	-	-	0.00%
61030	Personal Auto Reimbursement	194.70	211.45	502.26	400	600	50.00%
61032	Postage & Shipping	4,506.64	4,430.88	4,246.38	7,600	5,000	-34.21%
61033	Printing & Binding	10,441.27	10,095.77	5,907.51	10,600	10,600	0.00%
61041	Vehicle Fuel Charges	4,174.30	4,433.70	3,509.17	5,000	5,000	0.00%
62212	Trip and Tour Reimbursables	19,248.21	21,552.19	18,195.28	25,000	25,000	0.00%
62214	Food Supplies	959.85	2,033.16	1,824.11	1,500	2,500	66.67%
63006	Power & Light	13,082.15	13,502.30	12,973.42	14,000	14,000	0.00%
63007	Heating & Fuel	2,692.45	3,143.83	3,817.91	3,400	3,600	5.88%
63009	Telephone	6,556.49	6,433.16	4,538.81	5,000	4,600	-8.00%
63010	Alarm Line Fees	656.50	532.00	673.95	800	800	0.00%
65006	Maint: Building	1,991.28	-	-	-	-	0.00%
65015	Maint: Office Equipment	133.00	242.76	-	200	300	50.00%
65018	Maint: Senior Center	11,969.43	8,741.93	6,814.48	4,000	6,000	50.00%
65513	Vehicle Maintenance	2,442.91	2,690.73	389.57	2,600	3,000	15.38%
66011	Equipment Replacement	1,000.00	5,000.00	5,000.00	5,000	5,000	0.00%
66015	IT Equipment Replacement	1,100.00	-	-	-	-	0.00%
66504	Licenses & Fees	113.00	227.98	120.00	200	200	0.00%
66511	Flexible Spending Admin Fees	110.00	132.00	60.50	400	400	0.00%
Total Materials & Services		130,702.72	116,093.24	95,762.27	129,200	115,600	-10.53%
TOTAL EXPENDITURES		**408,029.53**	**439,375.87**	**446,544.17**	**460,900**	**473,200**	**2.67%**

PROGRAM NARRATIVE

Parks & Recreation Fund: Aquatic Services (202-35-1410)
Responsible Manager/Title: Rob Romancier, Recreation Program Manager

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Effective Government	12/09	Completed	• Develop cost effective programming and staffing strategies for aquatics.
Effective Government	10/08	Completed	• Evaluate program offerings to improve efficiency, quality, and return on investment.
Great Neighborhoods	12/08	Completed	• Reach more teens with increased programming emphasis.
Budget Year 2009-2010			
Effective Government	12/09		• Revise and update strategic plan for aquatic services.
Effective Government	11/09		• Develop and implement strategies to enhance non-tax revenues.
Effective Government	5/10		• Develop and implement Recreation Services plan and revenue enhancement plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Percentage of users who are satisfied or very satisfied with their aquatic experience	92	96	96	97
Percentage of total program costs subsidized by tax revenues	59	61	54	55

STAFFING SUMMARY

FTEs	4.575	4.575	4.575	4.575

PROG 1410: Aquatic Services

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	189,759.41	203,807.89	221,896.98	217,000	231,200	6.54%
52001	Temporary Employees	126,427.65	121,316.08	115,355.17	130,000	115,200	-11.38%
53001	Overtime	1,352.31	119.58	114.83	500	300	-40.00%
56001	Employer Paid Benefits	141,091.60	136,475.22	158,673.45	157,000	160,300	2.10%
Total Personnel Services		458,630.97	461,718.77	496,040.43	504,500	507,000	0.50%
Materials & Services							
60101	Contractual Services	10,374.29	569.07	1,591.17	1,200	1,400	16.67%
60112	Contractual-Manpower	325.50	355.79	-	200	200	0.00%
60119	Contractual: Trash/Port-A-Pots	1,398.60	1,740.02	2,241.30	2,700	3,000	11.11%
61006	Advertising & Publications	2,389.62	415.33	324.00	1,900	1,000	-47.37%
61010	Duplication & Fax	-	352.26	-	-	-	0.00%
61011	Education & Training	797.83	804.48	2,120.91	1,300	1,000	-23.08%
61022	Credit Card Fees	-	2,149.73	-	1,000	500	-50.00%
61024	Materials & Supplies	10,087.63	9,982.06	7,466.89	8,500	8,000	-5.88%
61026	Meetings & Conferences	1,572.81	50.00	-	200	200	0.00%
61027	Memberships & Dues	-	80.00	-	200	200	0.00%
61028	Minor Equipment	5,301.50	9,788.82	3,834.90	10,000	8,000	-20.00%
61030	Personal Auto Reimbursement	293.03	406.19	363.12	500	500	0.00%
61032	Postage & Shipping	-	84.80	246.05	300	500	66.67%
61033	Printing & Binding	1,584.23	1,128.76	1,260.79	900	1,200	33.33%
61037	Scholarships	1,680.00	3,406.25	3,680.75	3,000	3,000	0.00%
61040	Uniforms	1,310.59	1,169.56	1,106.75	1,500	1,000	-33.33%
61050	Chemicals	28,802.51	22,011.34	21,810.62	26,000	26,000	0.00%
62203	Concessions Materials & Supplies	6,271.99	9,923.03	8,573.28	12,000	12,000	0.00%
63006	Power & Light	40,162.29	34,053.84	45,178.96	32,500	29,100	-10.46%
63007	Heating & Fuel	16,548.90	15,324.73	27,768.86	38,500	91,000	136.36%
63009	Telephone	1,440.14	2,294.80	2,685.28	2,400	2,700	12.50%
63011	Water Service	12,912.23	12,603.26	13,467.81	16,000	14,600	-8.75%
63012	Sewer Service Charges	232.06	263.61	248.74	500	500	0.00%
65006	Maint: Building	1,348.90	3,146.52	3,210.05	4,000	3,000	-25.00%
65020	Maint: Work Equipment	1,243.40	248.12	651.96	1,400	1,400	0.00%
66011	Equipment Replacement	5,800.00	3,150.25	5,943.00	6,000	-	-100.00%
66504	Licenses & Fees	575.00	964.00	959.00	1,100	1,100	0.00%
66511	Flexible Spending Admin Fees	110.00	66.00	60.50	100	100	0.00%
Total Materials & Services		152,563.05	136,532.62	154,794.69	173,900	211,200	21.45%
TOTAL EXPENDITURES		**611,194.02**	**598,251.39**	**650,835.12**	**678,400**	**718,200**	**5.87%**

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	10/08	Complete	• Develop and implement a plan to manage the NWAAF event using NIMS principles.
Great Neighborhoods Effective Government	10/08	Complete	• Expand NWAAF offerings to attract additional participants and draw visitors to the community.
Great Neighborhoods Effective Government	10/08	In Progress	• Develop alliances and partnerships that will assist with event implementation.
Budget Year 2009-2010			
Effective Government	11/09		• Develop a plan to cross-promote information at events.
Effective Government	01/10		• Develop and implement a plan to increase cost recovery as driven by the Recreation Services Plan.
Great Neighborhoods	10/09		• Expand our reach into the community by offering two annual neighborhood picnics in various parks.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of individuals who participate in the NWAAF	39,000	40,000	43,000	44,000
Percentage of participants who are satisfied or very satisfied with NWAAF	90	90	90	90
Percentage of NWAAF costs recovered through non-tax revenues	N/A	N/A	73	70

STAFFING SUMMARY

FTEs	.33	.33	.33	.33

202: Parks & Recreation
35: Parks

PROG 1411: NWAAF

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	12,155.39	13,352.31	15,876.72	16,000	17,200	7.50%
52001	Temporary Employees	-	1,260.12	6,417.22	2,000	7,000	250.00%
53001	Overtime	1,055.18	1,110.13	1,869.36	100	3,000	2900.00%
56001	Employer Paid Benefits	9,552.43	9,863.19	13,118.95	11,500	14,000	21.74%
Total Personnel Services		22,763.00	25,585.75	37,282.25	29,600	41,200	39.19%
Materials & Services							
60101	Contractual Services	22,282.61	-	-	-	-	0.00%
60102	Contractual: Booking agent	1,760.00	1,000.00	2,075.00	4,000	4,000	0.00%
60105	Contractual: Performers	26,260.00	32,134.00	24,410.00	35,000	54,500	55.71%
60107	Contractual: Print framing	3,109.00	1,447.50	1,640.00	1,800	1,800	0.00%
60108	Contractual: Sound	7,159.54	9,529.70	10,535.75	9,500	10,000	5.26%
60110	Contractual: Technicians	500.00	6,216.25	168.98	7,500	500	-93.33%
60113	Contractual: Miscellaneous	4,880.00	26,823.23	6,905.71	14,000	10,000	-28.57%
60119	Contractual: Trash/Port-A-Pots	1,233.66	2,477.96	2,984.55	2,700	4,000	48.15%
60123	Contractual: Security	-	-	7,212.00	5,500	3,500	-36.36%
60124	Contractual: Balloonist	-	-	10,689.99	13,300	9,000	-32.33%
61006	Advertising & Publications	2,002.00	4,540.39	3,616.66	11,300	9,000	-20.35%
61012	Equipment Rental: Private	6,413.00	8,816.88	11,106.72	10,000	11,500	15.00%
61024	Materials & Supplies	12,770.27	4,883.28	7,506.63	6,000	7,000	16.67%
61026	Meetings & Conferences	-	586.73	294.00	500	500	0.00%
61030	Personal Auto Reimbursement	425.53	173.08	91.35	500	500	0.00%
61032	Postage & Shipping	12.18	224.68	15.22	500	100	-80.00%
61033	Printing & Binding	4,348.87	1,551.00	682.50	3,500	1,000	-71.43%
61039	Souvenir Expenses	2,927.94	2,203.62	3,191.41	3,500	3,500	0.00%
61057	Signage	1,674.00	9,078.50	1,965.38	9,500	5,000	-47.37%
62205	Fireworks	1,600.00	1,600.00	1,900.00	1,700	2,200	29.41%
62214	Food Supplies	1,475.77	440.42	114.89	1,500	400	-73.33%
63006	Power & Light	1,104.97	-	-	700	500	-28.57%
66504	Licenses & Fees	429.20	375.00	363.58	500	500	0.00%
Total Materials & Services		102,368.54	114,102.22	97,470.32	143,000	139,000	-2.80%
TOTAL EXPENDITURES		**125,131.54**	**139,687.97**	**134,752.57**	**172,600**	**180,200**	**4.40%**

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	Completed	• Develop and implement a plan to manage emergency situations using NIMS principles.
Effective Government	06/09	In Progress	• Develop alliances and partnerships needed for effective event management.
Budget Year 2009-2010			
Effective Government	6/10		• Develop tools to measure customer satisfaction at events.
Effective Government	10/09		• Develop and implement a plan to increase cost recovery as driven by the Recreation Services Plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Average number of individuals attending River Rhythms concerts	4200	7200	5400	5500
Percent of participants who are satisfied or very satisfied with the quality of the event	90	90	90	90
Percent of sponsors satisfied or very satisfied with events	90	90	90	90
Percent of program costs recovered with non-tax revenues	N/A	N/A	39%	50%

STAFFING SUMMARY

FTEs	.580	.330	.330	.330

202: Parks & Recreation
35: Parks

PROG 1412: Performance Series

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	12,462.62	13,352.22	15,712.55	16,000	17,200	7.50%
52001	Temporary Employees	124.81	124.59	7,635.27	500	8,000	1500.00%
53001	Overtime	1,085.74	1,110.12	-	100	100	0.00%
56001	Employer Paid Benefits	9,872.28	9,841.33	12,717.92	11,500	13,800	20.00%
Total Personnel Services		23,545.45	24,428.26	36,065.74	28,100	39,100	39.15%
Materials & Services							
60101	Contractual Services	5,147.78	-	-	-	-	0.00%
60102	Contractual: Booking agent	9,262.85	9,350.00	6,325.00	10,000	6,500	-35.00%
60105	Contractual: Performers	36,940.00	60,125.00	72,865.00	72,000	62,000	-13.89%
60106	Contractual: Port-a-pots	2,700.00	-	-	-	-	0.00%
60107	Contractual: Print framing	3,890.00	1,317.50	2,420.00	3,300	3,000	-9.09%
60108	Contractual: Sound	16,817.00	21,184.00	21,999.50	21,600	22,000	1.85%
60110	Contractual: Technicians	3,303.19	15,845.85	200.00	18,000	-	-100.00%
60112	Contractual: Manpower	9,168.76	-	-	-	-	0.00%
60113	Contractual: Miscellaneous	720.34	885.00	4,368.94	1,500	1,500	0.00%
60116	Contractual: Photographer	850.00	700.00	550.00	900	-	-100.00%
60117	Contractual: Print Artist	550.00	-	-	-	-	0.00%
60119	Contractual: Trash/Port-A-Pots	-	4,566.82	5,626.17	4,600	5,500	19.57%
61006	Advertising & Publications	727.38	1,389.90	1,164.92	1,000	1,000	0.00%
61012	Equipment Rental: Private	2,964.71	3,917.00	1,325.90	3,900	2,000	-48.72%
61024	Materials & Supplies	5,026.08	5,078.18	2,061.99	6,000	5,000	-16.67%
61026	Meetings & Conferences	-	256.84	8.59	200	200	0.00%
61030	Personal Auto Reimbursement	607.25	272.62	205.90	600	500	-16.67%
61032	Postage & Shipping	-	-	29.83	100	100	0.00%
61033	Printing & Binding	6,007.50	3,803.00	2,888.00	6,200	3,000	-51.61%
61039	Souvenir Expenses	3,400.92	684.92	982.87	1,700	-	-100.00%
61057	Signage	620.00	7,864.00	1,328.35	7,200	5,000	-30.56%
62214	Food Supplies	1,504.91	1,253.73	2,159.95	2,100	500	-76.19%
63006	Power & Light	226.33	227.02	224.78	200	300	50.00%
66504	Licenses & Fees	1,206.80	1,495.33	1,284.75	1,500	1,500	0.00%
Total Materials & Services		111,641.80	140,216.71	128,020.44	162,600	119,600	-26.45%
TOTAL EXPENDITURES		**135,187.25**	**164,644.97**	**164,086.18**	**190,700**	**158,700**	**-16.78%**

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

- Provides maintenance of Albany's urban forest including planting, pruning, and removal of trees on public property.
- Performs hazardous tree assessments on public trees.
- Administers Albany Municipal Code Section 7.98.
- Facilitates the work of the Albany Tree Commission.
- Provides technical support related to urban vegetation for City staff including Public Works and Community Development Departments.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government Great Neighborhoods	06/09	Completed	• Implement a street right-of-way landscaping plan that includes the enhancement of the downtown core, Waverly Drive, and 34th Avenue.
Effective Government	06/09	In Progress	• Maintain tree inventory database and update.
Budget Year 2009-2010			
Effective Government	06/10		• Finalize the Urban Forestry Management Plan.
Great Neighborhoods	06/10		• Work more closely with other departments and programs to provide community enhancement projects and educational outreach.
Effective Government	02/10		• Circuit Prune Zone 4 for street, sidewalk, and street sign clearance.
	06/10		• Seek grants to continue to plant new trees.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of public trees pruned	n/a	1600	1798	1250
Number of public trees planted	n/a	300	200	75
Number of public hazardous/nuisance trees removed annually	45	62	65	60
Number of customer service requests completed annually	n/a	576	622	200

STAFFING SUMMARY

Authorized FTEs	1.5	1.5	2.5	2.5
Filled FTEs	1.5	1.5	2.5	1.5
Budgeted FTEs	1.5	1.5	2.5	1.5

202: Parks & Recreation
35: Parks

PROG 1419: Urban Forestry

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	68,634.74	94,045.40	98,377.91	113,500	82,500	-27.31%
52001	Temporary Employees	-	120.75	-	-	-	0.00%
53001	Overtime	459.17	954.25	1,105.53	500	100	-80.00%
56001	Employer Paid Benefits	45,807.20	57,047.65	61,682.06	80,800	56,000	-30.69%
Total Personnel Services		114,901.11	152,168.05	161,165.50	194,800	138,600	-28.85%
Materials & Services							
60225	City Tree Inventory/Risk Assessment	15,274.00	15,249.50	-	-	-	0.00%
60226	General Tree Services	51,808.99	46,773.01	38,983.15	37,000	45,000	21.62%
61011	Education & Training	1,467.10	1,268.59	1,969.06	1,500	1,500	0.00%
61024	Materials & Supplies	17,476.66	15,007.22	10,309.06	17,000	10,000	-41.18%
61026	Meetings & Conferences	1,857.49	2,634.72	1,143.77	2,400	2,000	-16.67%
61027	Memberships & Dues	495.00	210.00	380.00	500	500	0.00%
61028	Minor Equipment	623.15	1,942.83	2,119.12	1,500	2,000	33.33%
61030	Personal Auto Reimbursement	323.33	593.01	794.78	400	400	0.00%
61032	Postage & Shipping	20.15	33.50	-	100	100	0.00%
61033	Printing & Binding	62.49	513.35	-	100	100	0.00%
61040	Uniforms	1,230.40	1,414.61	1,461.30	2,000	1,500	-25.00%
61041	Vehicle Fuel Charges	3,100.21	2,944.95	4,177.40	3,200	4,000	25.00%
62215	Park Trees	-	23,353.95	17,846.65	22,000	22,000	0.00%
62216	Developer Paid Street Trees	-	-	8,183.15	10,000	5,000	-50.00%
63009	Telephone	1,477.72	1,601.56	3,341.22	2,400	3,000	25.00%
65008	Maint: Communications Equipment	-	-	-	300	300	0.00%
65513	Vehicle Maintenance	1,267.97	1,995.95	4,002.15	1,500	1,500	0.00%
65526	Right of Way Landscaping Program	13,265.23	20,105.99	15,271.40	15,000	15,000	0.00%
66011	Equipment Replacement	-	2,900.00	2,900.00	2,900	2,900	0.00%
66015	IT Equipment Replacement	200.00	800.00	-	-	-	0.00%
66505	Physical Exams & Medicals	-	-	-	100	100	0.00%
66511	Flexible Spending Admin Fees	55.00	132.00	-	100	100	0.00%
67044	City Flower Program	-	-	35.05	12,000	-	-100.00%
Total Materials & Services		110,004.89	139,474.74	112,917.26	132,000	117,000	-11.36%
TOTAL EXPENDITURES		**224,906.00**	**291,642.79**	**274,082.76**	**326,800**	**255,600**	**-21.79%**

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	Partially Completed	• Complete projects for Fiscal Year 2008-2009 as listed in the Capital Improvement Program (CIP).
Budget Year 2009-2010			
Effective Government	06/10		• Complete projects for Fiscal Year 2009-2010 as listed in the CIP.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of acres of park land (*Includes lands leased from the state of Oregon)	603	611	761*	761*
Number of acres of park land per 1,000 population	13.3	13.2	15.8	15.8

STAFFING SUMMARY

FTEs	.075	0	0	0

PROG 1500: Park SDC Projects

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
41125	Parks SDC: Principal	6,031.15	53,349.34	4,358.89	-	10,000	0.00%
41126	Parks SDC: Interest	2,065.54	2,701.56	1,807.39	100,000	500	-99.50%
41238	Parks Systems Development Charges	667,207.85	328,200.08	163,416.37	700,000	220,000	-68.57%
48010	Interest	154,062.90	159,827.34	64,824.86	-	90,000	0.00%
Total General Revenues		829,367.44	544,078.32	234,407.51	800,000	320,500	-59.94%
Beginning Balance							
49905	Beginning Balance	2,768,773.00	3,361,663.00	3,222,372.00	3,220,000	1,437,200	-55.37%
Total Beginning Balance		2,768,773.00	3,361,663.00	3,222,372.00	3,220,000	1,437,200	-55.37%
TOTAL REVENUES		**3,598,140.44**	**3,905,741.32**	**3,456,779.51**	**4,020,000**	**1,757,700**	**-56.28%**
Personnel Services							
51001	Wages & Salaries	8,247.32	10,161.56	7,958.82	20,000	10,000	-50.00%
56001	Employer Paid Benefits	4,567.02	5,284.98	4,513.21	10,000	5,000	-50.00%
Total Personnel Services		12,814.34	15,446.54	12,472.03	30,000	15,000	-50.00%
Materials & Services							
60101	Contractual Services	40,258.87	17,393.39	-	20,000	20,000	0.00%
60211	Insurance & Bonds	112.99	450.03	464.34	500	500	0.00%
61006	Advertising & Publications	617.08	-	271.00	300	300	0.00%
61007	Assessment Payments	-	-	6,114.77	-	-	0.00%
61010	Duplication & Fax	-	-	-	100	-	-100.00%
61022	Credit Card Fees	5,845.02	7,209.32	1,800.46	5,000	-	-100.00%
61024	Materials & Supplies	1,207.65	66.84	-	1,200	1,000	-16.67%
63009	Telephone	701.62	705.80	154.72	400	200	-50.00%
66010	Central Service Charges	-	5,300.00	3,700.00	3,700	2,800	-24.32%
66013	GIS System Charges	28,600.00	26,000.00	26,700.00	26,700	27,500	3.00%
66020	Permit Tracking Services	7,700.00	8,500.00	8,800.00	8,800	9,500	7.95%
Total Materials & Services		85,043.23	65,625.38	48,005.29	66,700	61,800	-7.35%
Capital							
70011	Land Acquisition	-	949.68	-	-	-	0.00%
72005	Lexington Park Development	75,184.15	-	-	-	-	0.00%
72017	Spring Meadows Park Development	63,435.44	443,848.09	-	-	-	0.00%
72019	Timber Linn Improvements Ph 1a	-	7,500.00	-	-	-	0.00%
90012	Reserve: Capital Projects	-	-	-	848,300	455,900	-46.26%
Total Capital		138,619.59	452,297.77	-	848,300	455,900	-46.26%
Transfers Out							
91203	To Grants Fund	-	150,000.00	300,000.00	650,000	-	-100.00%
91245	To Albany Station Pathway	-	-	16.45	25,000	25,000	0.00%
91255	To Parks Capital Imp Projects	-	-	1,247,723.22	2,400,000	1,200,000	-50.00%
Total Transfers Out		-	150,000.00	1,547,739.67	3,075,000	1,225,000	-60.16%
TOTAL EXPENDITURES		**236,477.16**	**683,369.69**	**1,608,216.99**	**4,020,000**	**1,757,700**	**-56.28%**

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Great Neighborhoods	12/08	In Progress	• Explore and make recommendations on a possible name change for the Senior Center.
Effective Government	06/09	Completed	• Conduct a fund drive to support Phase 3 of the Senior Furnishings Plan.
Effective Government	06/09	In Progress	• Meet monthly and make recommendations related to center operation.
Budget Year 2009-2010			
Great Neighborhoods	12/09		• Continue to explore and come to a conclusion on Senior Center name change.
Effective Government	06/09		• Develop and implement a plan that increases the ability of the Foundation to more effectively assist the Senior Center in fundraising.

PROG 1506: Senior Center Foundation

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
43125	Gift Shop Revenue	5,053.52	4,818.80	6,706.51	6,500	6,500	0.00%
46100	Gifts & Donations	6,567.70	7,356.15	4,288.52	8,900	6,000	-32.58%
47016	General Fundraising	1,250.00	536.00	800.00	800	800	0.00%
48010	Interest	91.35	165.11	155.84	100	100	0.00%
Total General Revenues		12,962.57	12,876.06	11,950.87	16,300	13,400	-17.79%
Beginning Balance							
49905	Beginning Balance	-	933.00	5,496.00	-	1,300	0.00%
Total Beginning Balance		-	933.00	5,496.00	-	1,300	0.00%
TOTAL REVENUES		**12,962.57**	**13,809.06**	**17,446.87**	**16,300**	**14,700**	**-9.82%**
Materials & Services							
60101	Contractual Services	193.55	-	-	300	300	0.00%
61006	Advertising & Publications	-	-	-	300	300	0.00%
61024	Materials & Supplies	6,348.57	2,859.52	5,767.93	6,000	6,000	0.00%
61027	Memberships & Dues	60.00	60.00	50.00	100	100	0.00%
61032	Postage & Shipping	160.00	175.00	150.00	900	900	0.00%
61033	Printing & Binding	-	-	1,270.00	1,000	1,000	0.00%
62207	Gift Shop Expenses	3,857.00	3,796.50	4,947.96	4,000	4,000	0.00%
62213	Program Expenses	339.21	-	600.00	1,100	2,100	90.91%
62214	Food Supplies	1,071.12	1,353.11	1,187.11	2,600	-	-100.00%
Total Materials & Services		12,029.45	8,244.13	13,973.00	16,300	14,700	-9.82%
TOTAL EXPENDITURES		**12,029.45**	**8,244.13**	**13,973.00**	**16,300**	**14,700**	**-9.82%**

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

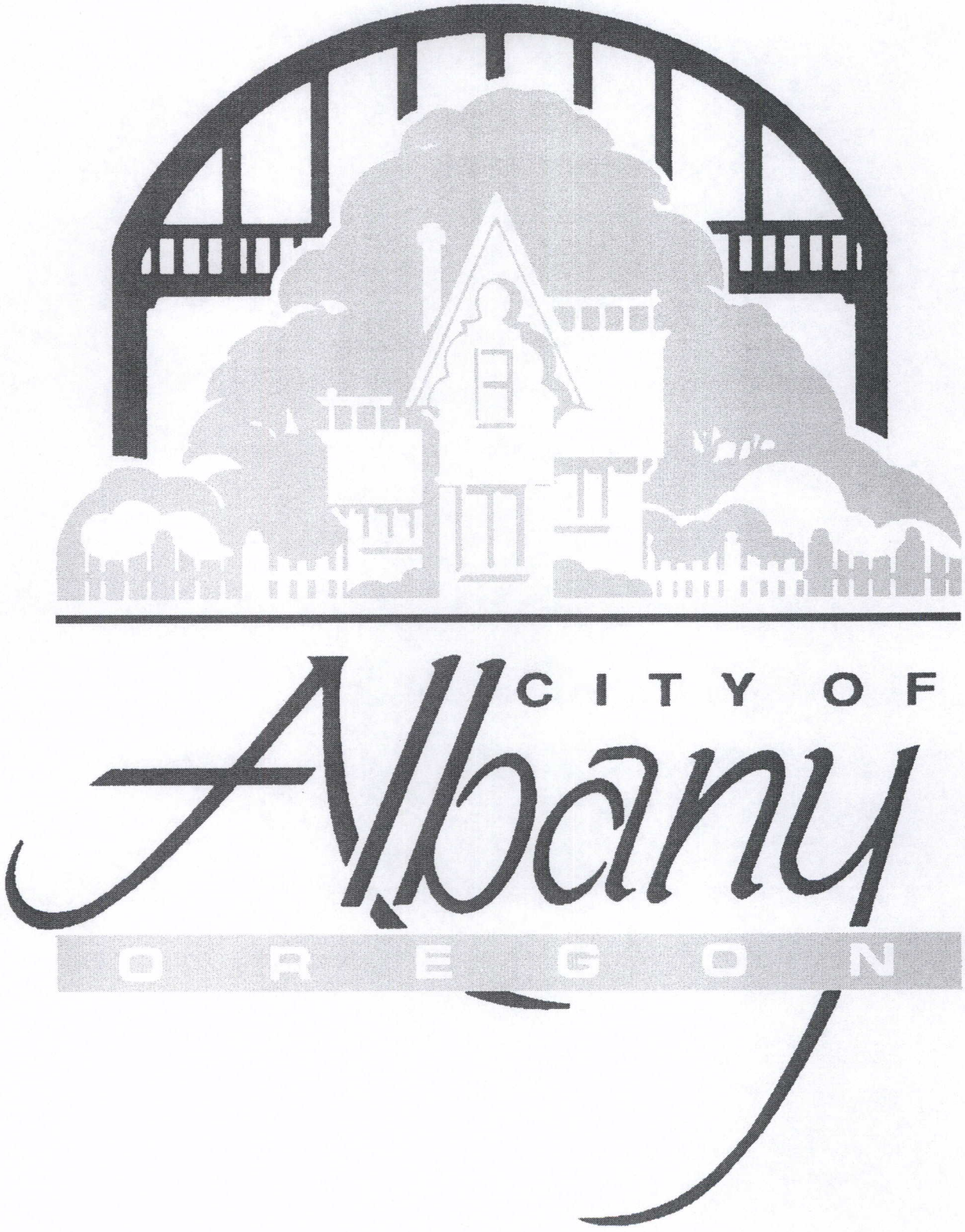
Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	Partially Completed	• Complete Capital Improvement Program (CIP) projects as scheduled in the Fiscal Year 2008-2009 CIP.
Budget Year 2009-2010			
Effective Government	06/10		• Complete CIP projects as scheduled in the Fiscal Year 2009-2010 CIP.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of Priority One projects completed	2	3	2	4

PROG 1507: Parks Capital Improvement Program

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
46100	Gifts & Donations	-	-	-	125,000	-	-100.00%
48010	Interest	-	-	(941.50)	-	-	0.00%
Total General Revenues		-	-	(941.50)	125,000	-	-100.00%
Transfers In							
49039	From Parks SDC Program	-	-	1,247,723.22	2,400,000	1,200,000	-50.00%
49059	From Parks Operating Revenues	-	-	-	67,000	138,000	105.97%
Total Transfers In		-	-	1,247,723.22	2,467,000	1,338,000	-45.76%
TOTAL REVENUES		-	-	**1,246,781.72**	**2,592,000**	**1,338,000**	**-48.38%**
Materials & Services							
62219	Community Park Design	-	-	-	-	100,000	0.00%
Total Materials & Services		-	-	-	-	100,000	0.00%
Capital							
72019	Timber Linn Improvements Ph 1a	-	-	-	800,000	1,000,000	25.00%
72020	Timberhill Park Development	-	-	-	200,000	-	-100.00%
72024	Eades Park	-	-	100,682.29	42,000	100,000	138.10%
72028	Takena Picnic Shelters	-	-	-	49,000	30,000	-38.78%
72029	Gibson Hill Picnic Shelters	-	-	-	52,000	30,000	-42.31%
72030	Lexington Park Picnic Shelters	-	-	-	49,000	40,000	-18.37%
72032	Draper Park Playground	-	-	-	100,000	-	-100.00%
72034	Community Park Land Acquisition	-	-	1,247,535.61	1,300,000	-	-100.00%
72035	Parks Bridge Replacements	-	-	-	-	38,000	0.00%
Total Capital		-	-	1,348,217.90	2,592,000	1,238,000	-52.24%
TOTAL EXPENDITURES		-	-	**1,348,217.90**	**2,592,000**	**1,338,000**	**-48.38%**


CITY OF
Albany
OREGON

Grants Fund

Grant Descriptions

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

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

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

DHS Damage Assessment Grant (203-25-5067): $91,155 from the Oregon Office of Emergency Management, State Homeland Security. Funding through this grant will provide for a Damage Assessment Program for the City of Albany.

USAR Homeland Security Grant (203-25-5066): $11,859 from the Oregon Office of Emergency Management, State Homeland Security. Funding through this grant will provide urban search and rescue training for Albany Fire Department members who participate on the state's Urban Search and Rescue Task Force South Division.

Oak Street Park Grant (203-35-5053): Oregon Recreation and Parks Department Local Government Grant for construction of Oak Street Park matched by Parks System Development Charges and private contributions.

OPRD Local Govt. Grant Fund (203-35-5054): Teloh Calapooia Playground Replacement. This project calls for the replacement of existing, outdated playground equipment at this neighborhood park.

Land & Water Conservation Fund (203-35-5055): Henderson Playground Replacement. This project provides for the replacement of the existing, outdated playground equipment at Henderson Park.

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

2009-2010 State Historic Preservation Office Grant (203-40-5070): This SHPO grant will be used for outreach and educational activities associated with our preservation program. The local match is $ 2,000 (in kind Planning staff time).

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

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

Oregon State Library Grant (203-45-5034): Otherwise known as the Ready to Read Grant, this grant is used solely for the support of early childhood literacy endeavors within the Children's Department.

FAA Annual Capital Grant (203-50-5003): A new Federal 2010 FAA grant of $150,000 will be used to improve Airport facilities. There will be a beginning balance of $165,000 from the Federal FY 2008 and 2009 FAA grants, which will be a carryover. The funding will be used for updating the Airport Master Plan and Environmental Assessment for potential extension of the runway. The required ten percent local match of $35,000 will be transferred from the Albany Municipal Airport budget.

Grants Fund

Grant Descriptions

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

ARRA Grant-ATS (203-50-5072): A Federal stimulus grant from the 2009 American Recovery and Reinvestment Act (ARRA) will fund upgrades to the Albany Transit System (ATS). This funding will purchase buses, shelters, and other transit facilities.

ARRA Grant-Linn-Benton Loop (203-50-5073): A Federal stimulus grant from the 2009 American Recovery and Reinvestment Act (ARRA) will fund upgrades to the Linn-Benton Loop Transit System. This funding will purchase a bus, shelters, and other transit facilities.

ARRA Grant-Albany Station Park & Ride (203-50-5074): A Federal stimulus grant from the 2009 American Recovery and Reinvestment Act (ARRA) will fund improvements to the Albany Station. This project will continue the phased work to complete the Multimodal Station. This phase will construct a parking lot at the east end of the Albany Station property.

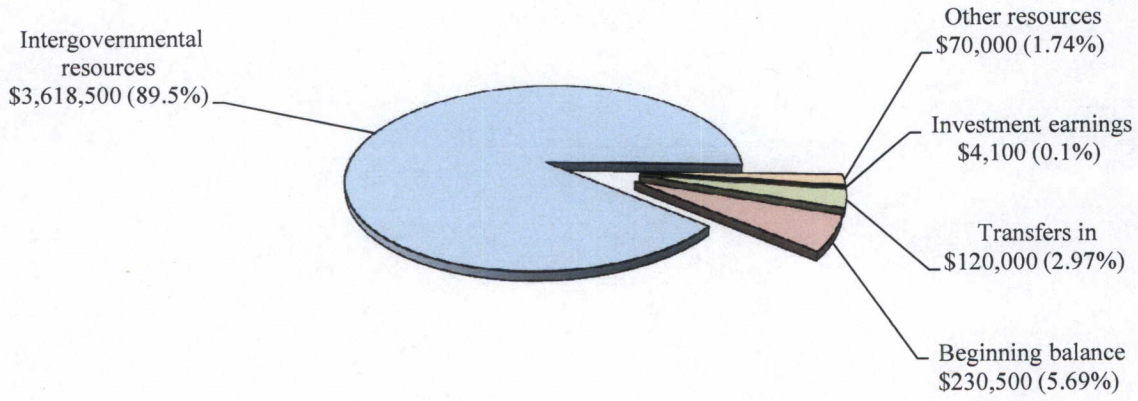
ARRA Grant-Street Projects (203-50-5075): The City will receive $1,044,000 from the 2009 American Recovery and Reinvestment Act (ARRA). The money will be distributed by ODOT on a reimbursement basis. With these funds the City will overlay the following streets:

- Salem Avenue – Sherman to the Railroad Tracks
- Geary Street – Front Avenue to 6th Avenue
- Waverly Drive – Santiam to Pacific and Queen to Grand Prairie Road
- Queen Avenue – Calapooia Street to Marion Street
- Liberty Street – Queen Avenue to 24th Avenue

GRANTS FUND
RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
FAA Entitlement Proceeds	$ 400,383	$ 89,434	$ 340,000	$ 340,000	$ 315,000	(7.35%)	7.79%
Non-Medical Medicaid Grant	10,100	11,225	16,000	16,000	16,100	0.63%	0.40%
Bureau of Justice	6,480	-	12,500	12,500	-	(100.00%)	-
OECD Department	14,617	-	-	-	-	-	-
Land & Water Conservation Fund	-	-	195,000	195,000	148,000	(24.10%)	3.66%
Oregon Department of Aviation	6,600	-	-	-	-	-	-
US Dept of Homeland Security	288,740	-	-	103,100	103,100	-	2.55%
Oregon DOT (Federal)	-	5,000	-	74,600	-	(100.00%)	-
OR Cascades West COG	-	-	-	6,800	-	(100.00%)	-
ARRA Funding	-	-	-	-	2,564,000	-	63.42%
State of Oregon	271,219	261,440	1,090,900	1,595,900	360,200	(77.43%)	8.91%
State of Oregon - Lottery	34,030	-	-	-	-	-	-
Oregon Community Foundation	-	-	260,000	352,800	112,100	(68.23%)	2.77%
Private Foundation Grant	-	-	50,000	54,000	-	(100.00%)	-
Pacific Power	-	-	-	3,500	-	(100.00%)	-
Albany Library Foundation	-	50,000	50,000	50,000	35,000	(30.00%)	0.87%
Gifts & Donations	-	330,000	290,000	508,000	35,000	(93.11%)	0.87%
Interest	2,696	2,014	2,100	2,100	4,100	95.24%	0.10%
Total Current Resources	1,034,865	749,113	2,306,500	3,314,300	3,692,600	11.41%	91.34%
From Parks Fund	-	25,000	90,000	90,000	85,000	(5.56%)	2.10%
From Equipment Replacement	34,690	-	-	-	-	-	-
From General Fund	-	1,796	-	-	-	-	-
From Street Capital	-	-	-	40,000	-	(100.00%)	-
From Economic Development Fund	6,005	-	-	-	-	-	-
From Albany Municipal Airport	5,952	3,765	38,000	38,000	35,000	(7.89%)	0.87%
From Parks SDC Program	-	150,000	350,000	650,000	-	(100.00%)	-
Total Transfers In	46,647	180,561	478,000	818,000	120,000	(85.33%)	2.97%
Beginning Balance	(90,694)	(64,078)	83,100	83,100	230,500	177.38%	5.69%
Total Resources	$ 990,818	$ 865,596	$2,867,600	$4,215,400	$4,043,100	(4.09%)	100.00%

GRANTS FUND RESOURCES BY SOURCE



GRANTS FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2006-07 Actual	2007-08 Actual	2008-09 Adopted	2008-09 Revised	2009-10 Proposed	2009-10 Approved	2009-10 Adopted
911 Emergency Dispatch	$ 244,782	$ 237,108	$ 250,000	$ 250,000	$ 300,000	$ 300,000	$ 300,000
FAA Annual Capital Grant (1)	366,807	77,991	378,000	378,000	-	-	-
Title XIX Grant (1)	20,681	10,610	16,000	16,000	-	-	-
USAR Homeland Security Grant	-	-	-	11,900	11,900	11,900	11,900
DHS Damage Assessment Grant	-	-	-	91,200	91,200	91,200	91,200
DOJ Bulletproof Vest	6,480	-	12,500	12,500	-	-	-
ODOT eTicketing Grant	-	-	-	74,600	-	-	-
Oak Street Park Grant	-	366,251	-	998,000	120,000	120,000	120,000
Teloh Calapooia Park Grant	-	32,538	45,000	45,000	100,000	100,000	100,000
Henderson Park Playground Grant	-	-	70,000	70,000	70,000	70,000	70,000
Periwinkle Path and Bridge	-	-	160,000	160,000	148,000	148,000	148,000
Pineway Park Playground Equipment	-	-	100,000	100,000	-	-	-
Community Park Dev. Phase I	-	-	1,350,000	1,350,000	-	-	-
Senior Aquatic Fitness	-	-	-	3,400	-	-	-
Senior Fitness Prescriptions	-	-	-	3,400	-	-	-
Pacific Power Foundation Grant	-	-	-	3,500	-	-	-
Knife River Foundation Grant	-	-	-	3,000	-	-	-
Linn County Cultural Coalition Grant	-	-	-	1,000	-	-	-
07-08 SHPO Historic Preservation	-	3,450	6,700	6,700	-	-	-
08-09 SHPO Historic Preservation Grant	-	-	10,500	10,500	-	-	-
Goal 5 Periodic Review Grant	-	-	-	25,000	-	-	-
09-10 SHPO Historic Preservation Grant	-	-	-	-	2,000	2,000	2,000
Library Foundation	19,129	-	126,500	126,500	147,000	147,000	147,000
Oregon Community Foundation	-	308	260,000	352,800	113,000	113,000	113,000
State Library Grant	3,799	6,567	10,400	10,400	9,900	9,900	9,900
FAA Annual Capital Grant (2)	-	-	-	-	350,000	350,000	350,000
Title XIX Grant (2)	-	-	-	-	16,100	16,100	16,100
ODOT Ped/Bike Improvement Grant	-	2,848	72,000	112,000	-	-	-
ARRA Grant - Albany Transit System	-	-	-	-	550,000	550,000	550,000
ARRA Grant - Transit Loop System	-	-	-	-	320,000	320,000	320,000
ARRA Grant - Albany Station Park & Ride	-	-	-	-	650,000	650,000	650,000
ARRA Grant - Street Overlays	-	-	-	-	1,044,000	1,044,000	1,044,000
Closed Grants	393,215	14,491	-	-	-	-	-
Total Requirements	$1,054,893	$ 752,162	$2,867,600	$4,215,400	$4,043,100	$4,043,100	$4,043,100

(1) Economic Development
(2) Public Works

Requirements by Type	2006-07 Actual	2007-08 Actual	2008-09 Adopted	2008-09 Revised	2009-10 Proposed	2009-10 Approved	2009-10 Adopted
Personnel	$ 20,165	$ 10,610	$ 16,000	$ 25,600	$ 25,700	$ 25,700	$ 25,700
Materials & Services	645,242	261,924	340,100	547,500	2,055,900	2,055,900	2,055,900
Capital	385,936	479,628	2,511,500	3,642,300	1,961,500	1,961,500	1,961,500
Transfers Out	3,550	-	-	-	-	-	-
Total Requirements	$1,054,893	$ 752,162	$2,867,600	$4,215,400	$4,043,100	$4,043,100	$4,043,100

continued

GRANTS FUND
REQUIREMENT/STAFFING SUMMARIES, continued

Adopted Requirements by Program and Type	Personnel	Materials & Services	Capital	Adopted Budget	% of Fund Budget
911 Emergency Dispatch	$ -	$ 300,000	$ -	$ 300,000	7.42%
ESAR Homeland Security Grant	9,600	2,300	-	11,900	0.29%
DHS Damage Assessment Grant	-	91,200	-	91,200	2.26%
Teloh Calapooia Park Grant	-	-	100,000	100,000	2.47%
Oak Street Park Grant	-	-	120,000	120,000	2.97%
Henderson Park Playground Grant	-	-	70,000	70,000	1.73%
Periwinkle Path and Bridge	-	-	148,000	148,000	3.66%
09-10 SHPO Historic Preservation Grant	-	2,000	-	2,000	0.05%
Library Foundation	-	-	147,000	147,000	3.64%
Oregon Community Foundation	-	56,500	56,500	113,000	2.79%
State Library Grant	-	9,900	-	9,900	0.24%
FAA Annual Capital Grant	-	350,000	-	350,000	8.66%
Title XIX Grant	16,100	-	-	16,100	0.40%
ARRA Grant - Albany Transit System	-	50,000	500,000	550,000	13.60%
ARRA Grant - Transit Loop System	-	15,000	305,000	320,000	7.91%
ARRA Grant - Albany Station Park & Ride	-	135,000	515,000	650,000	16.08%
ARRA Grant - Street Overlays	-	1,044,000	-	1,044,000	25.83%
Total Requirements	$ 25,700	$2,055,900	$1,961,500	$4,043,100	100.00%
Percent of Fund Budget	0.64%	50.85%	48.51%	100.00%	

	2006-07	2007-08	.....2008-09.....		..........2009-10..........		
Staffing Summary (FTE)	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Title XIX Grant	0.250	0.375	0.375	0.375	0.375	0.375	0.375

PROG 5000: 911 Emergency Dispatch

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
42403 State of Oregon	244,781.52	237,107.59	257,010.41	250,000	300,000	20.00%
Total General Revenues	244,781.52	237,107.59	257,010.41	250,000	300,000	20.00%
TOTAL REVENUES	**244,781.52**	**237,107.59**	**257,010.41**	**250,000**	**300,000**	**20.00%**
Materials & Services						
60101 Contractual Services	244,781.52	237,107.59	257,010.41	250,000	300,000	20.00%
Total Materials & Services	244,781.52	237,107.59	257,010.41	250,000	300,000	20.00%
TOTAL EXPENDITURES	**244,781.52**	**237,107.59**	**257,010.41**	**250,000**	**300,000**	**20.00%**

PROG 5066: USAR Homeland Security Grant (97.073)

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
42027	US Dept of Homeland Security	-	-	-	11,900	11,900	0.00%
Total General Revenues		-	-	-	11,900	11,900	0.00%
TOTAL REVENUES		-	-	-	**11,900**	**11,900**	**0.00%**
Personnel Services							
51001	Wages & Salaries	-	-	-	1,500	1,500	0.00%
53001	Overtime	-	-	-	4,800	4,800	0.00%
56001	Employer Paid Benefits	-	-	-	3,300	3,300	0.00%
Total Personnel Services		-	-	-	9,600	9,600	0.00%
Materials & Services							
61024	Materials & Supplies	-	-	-	2,300	2,300	0.00%
Total Materials & Services		-	-	-	2,300	2,300	0.00%
TOTAL EXPENDITURES		-	-	-	**11,900**	**11,900**	**0.00%**

203: Grants
25: Fire

PROG 5067: DHS Damage Assessment Grant (97.073)

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
42027	US Dept of Homeland Security	-	-	-	91,200	91,200	0.00%
48010	Interest	-	-	(31.96)	-	-	0.00%
Total General Revenues		-	-	(31.96)	91,200	91,200	0.00%
TOTAL REVENUES		**-**	**-**	**(31.96)**	**91,200**	**91,200**	**0.00%**
Materials & Services							
60101	Contractual Services	-	-	-	82,800	71,600	-13.53%
61024	Materials & Supplies	-	-	6,988.34	8,400	19,600	133.33%
Total Materials & Services		-	-	6,988.34	91,200	91,200	0.00%
TOTAL EXPENDITURES		**-**	**-**	**6,988.34**	**91,200**	**91,200**	**0.00%**

203: Grants
35: Parks

PROG 5053: Oak Street Park Grant

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
42403	State of Oregon	-	-	-	480,000	-	-100.00%
46100	Gifts & Donations	-	330,000.00	189,234.47	218,000	-	-100.00%
48010	Interest	-	-	270.46	-	-	0.00%
Total General Revenues		-	330,000.00	189,504.93	698,000	-	-100.00%
Transfers In							
49039	From Parks SDC Program	-	150,000.00	300,000.00	300,000	-	-100.00%
Total Transfers In		-	150,000.00	300,000.00	300,000	-	-100.00%
Beginning Balance							
49905	Beginning Balance	-	-	113,748.77	-	120,000	0.00%
Total Beginning Balance		-	-	113,748.77	-	120,000	0.00%
TOTAL REVENUES		**-**	**480,000.00**	**603,253.70**	**998,000**	**120,000**	**-87.98%**
Capital							
72018	Oak Street Park Development	-	366,251.23	853,387.66	998,000	120,000	-87.98%
Total Capital		-	366,251.23	853,387.66	998,000	120,000	-87.98%
TOTAL EXPENDITURES		**-**	**366,251.23**	**853,387.66**	**998,000**	**120,000**	**-87.98%**

203: Grants
35: Parks

PROG 5054: Teloh Calapooia Playground Grant

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
42403 State of Oregon	-	-	-	-	50,000	0.00%
46100 Gifts & Donations	-	-	-	-	20,000	0.00%
Total General Revenues	-	-	-	-	70,000	0.00%
Transfers In						
49005 From Parks Fund	-	25,000.00	7,538.43	45,000	30,000	-33.33%
Total Transfers In	-	25,000.00	7,538.43	45,000	30,000	-33.33%
Beginning Balance						
49905 Beginning Balance	-	-	(7,538.43)	-	-	0.00%
Total Beginning Balance	-	-	(7,538.43)	-	-	0.00%
TOTAL REVENUES	**-**	**25,000.00**	**-**	**45,000**	**100,000**	**122.22%**
Capital						
72022 Teloh Calapooia Park Playground	-	32,538.43	-	45,000	100,000	122.22%
Total Capital	-	32,538.43	-	45,000	100,000	122.22%
TOTAL EXPENDITURES	**-**	**32,538.43**	**-**	**45,000**	**100,000**	**122.22%**

203: Grants
35: Parks

PROG 5055: Henderson Playground Grant

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
42020 Land & Water Conservation Fund	-	-	-	35,000	35,000	0.00%
46100 Gifts & Donations	-	-	-	25,000	15,000	-40.00%
Total General Revenues	-	-	-	60,000	50,000	-16.67%
Transfers In						
49005 From Parks Fund	-	-	-	10,000	20,000	100.00%
Total Transfers In	-	-	-	10,000	20,000	100.00%
TOTAL REVENUES	-	-	-	**70,000**	**70,000**	**0.00%**
Capital						
72016 Henderson Park Playground	-	-	-	70,000	70,000	0.00%
Total Capital	-	-	-	70,000	70,000	0.00%
TOTAL EXPENDITURES	-	-	-	**70,000**	**70,000**	**0.00%**

203: Grants
35: Parks

PROG 5058: Periwinkle Path & Bridge

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
42020 Land & Water Conservation Fund	-	-	-	160,000	113,000	-29.38%
Total General Revenues	-	-	-	160,000	113,000	-29.38%
Transfers In						
49005 From Parks Fund	-	-	-	-	35,000	0.00%
Total Transfers In	-	-	-	-	35,000	0.00%
TOTAL REVENUES	**-**	**-**	**-**	**160,000**	**148,000**	**-7.50%**
Capital						
72025 Periwinkle Path & Bridge	-	-	-	160,000	148,000	-7.50%
Total Capital	-	-	-	160,000	148,000	-7.50%
TOTAL EXPENDITURES	**-**	**-**	**-**	**160,000**	**148,000**	**-7.50%**

203: Grants
40: Community Development

PROG 5070: 09-10 SHPO Historic Preservation Grant

Budget Fiscal Year: 2010

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
42403 State of Oregon	-	-	-	-	2,000	0.00%
Total General Revenues	-	-	-	-	2,000	0.00%
TOTAL REVENUES	-	-	-	-	**2,000**	**0.00%**
Materials & Services						
61011 Education & Training	-	-	-	-	600	0.00%
61024 Materials & Supplies	-	-	-	-	100	0.00%
61033 Printing & Binding	-	-	-	-	1,200	0.00%
61034 Professional Publications	-	-	-	-	100	0.00%
Total Materials & Services	-	-	-	-	2,000	0.00%
TOTAL EXPENDITURES	-	-	-	-	**2,000**	**0.00%**

203: Grants
45: Library

PROG 5032: Library Foundation

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
46005 Albany Library Foundation	-	50,000.00	-	50,000	35,000	-30.00%
48010 Interest	2,434.47	1,702.17	2,724.24	1,800	3,000	66.67%
Total General Revenues	2,434.47	51,702.17	2,724.24	51,800	38,000	-26.64%
Beginning Balance						
49905 Beginning Balance	56,979.56	40,285.22	91,987.39	74,700	109,000	45.92%
Total Beginning Balance	56,979.56	40,285.22	91,987.39	74,700	109,000	45.92%
TOTAL REVENUES	**59,414.03**	**91,987.39**	**94,711.63**	**126,500**	**147,000**	**16.21%**
Capital						
70006 Building Improvements	19,128.81	-	-	126,500	147,000	16.21%
Total Capital	19,128.81	-	-	126,500	147,000	16.21%
TOTAL EXPENDITURES	**19,128.81**	**-**	**-**	**126,500**	**147,000**	**16.21%**

203: Grants
45: Library

PROG 5033: Oregon Community Foundation

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
42820	Oregon Community Foundation	-	-	340,000.00	352,800	112,100	-68.23%
48010	Interest	-	0.03	4,732.81	-	900	0.00%
Total General Revenues		-	0.03	344,732.81	352,800	113,000	-67.97%
Beginning Balance							
49905	Beginning Balance	-	-	(308.26)	-	-	0.00%
Total Beginning Balance		-	-	(308.26)	-	-	0.00%
TOTAL REVENUES		**-**	**0.03**	**344,424.55**	**352,800**	**113,000**	**-67.97%**
Materials & Services							
61024	Materials & Supplies	-	308.29	83,678.18	50,000	56,500	13.00%
Total Materials & Services		-	308.29	83,678.18	50,000	56,500	13.00%
Capital							
70005	Capital Equipment	-	-	264,229.22	302,800	56,500	-81.34%
Total Capital		-	-	264,229.22	302,800	56,500	-81.34%
TOTAL EXPENDITURES		**-**	**308.29**	**347,907.40**	**352,800**	**113,000**	**-67.97%**

PROG 5034: State Library Grant

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
42403 State of Oregon	6,537.13	8,482.00	3,525.00	8,700	8,200	-5.75%
48010 Interest	138.96	121.17	115.08	200	200	0.00%
Total General Revenues	6,676.09	8,603.17	3,640.08	8,900	8,400	-5.62%
Beginning Balance						
49905 Beginning Balance	1,021.53	3,898.36	5,934.45	1,500	1,500	0.00%
Total Beginning Balance	1,021.53	3,898.36	5,934.45	1,500	1,500	0.00%
TOTAL REVENUES	**7,697.62**	**12,501.53**	**9,574.53**	**10,400**	**9,900**	**-4.81%**
Personnel Services						
51001 Wages & Salaries	-	-	392.69	-	-	0.00%
56001 Employer Paid Benefits	-	-	196.43	-	-	0.00%
Total Personnel Services	-	-	589.12	-	-	0.00%
Materials & Services						
61024 Materials & Supplies	3,799.26	5,521.08	9,855.03	6,000	4,900	-18.33%
61376 Library Books	-	1,046.00	-	4,400	5,000	13.64%
Total Materials & Services	3,799.26	6,567.08	9,855.03	10,400	9,900	-4.81%
TOTAL EXPENDITURES	**3,799.26**	**6,567.08**	**10,444.15**	**10,400**	**9,900**	**-4.81%**

City of Albany, Oregon - Proposed Budget

Fund 203: Grants
Dept 50: Public Works

Budget Fiscal Year: 2010

Prog 5003: FAA Annual Capital Grant

Acct#	Description	2007 Actual	2008 Actual	2009 YTD	2009 Budget	2010 Proposed	% Change
General Revenues							
42001	FAA Entitlement Proceeds	400,383.00	89,434.00	39,349.00	340,000	315,000	-7.35%
42022	Oregon Department of Aviation	6,600.00	-	-	-	-	-
48010	Interest	-	-	(4,335.13)	-	-	-
Total General Revenues		406,983.00	89,434.00	35,013.87	340,000	315,000	-7.35%
Transfers In							
49033	From Albany Municipal Airport	5,951.93	3,764.61	15,966.56	38,000	35,000	-7.89%
Total Transfers In		5,951.93	3,764.61	15,966.56	38,000	35,000	-7.89%
Beginning Balance							
49905	Beginning Balance	(135,561.47)	(89,434.00)	(74,225.50)	-	-	-
Total Beginning Balance		(135,561.47)	(89,434.00)	(74,225.50)	-	-	-
TOTAL REVENUES		277,373.46	3,764.61	(23,245.07)	378,000	350,000	-7.41%
Materials & Services							
60247	Master Plan Update	-	-	-	-	350,000	-
Total Materials & Services		-	-	-	-	350,000	-
Capital							
71003	Airport Security Fencing	31,182.71	4,204.56	-	-	-	-
71004	New Taxiway (South Hangar)	284,075.46	-	-	-	-	-
71006	Airport Security Lighting	51,549.29	-	-	-	-	-
71013	Security Fence Improvements	-	15,247.05	85,809.97	130,000	-	-100.00%
71014	Drainage Improvements	-	58,538.50	103,729.38	248,000	-	-100.00%
Total Capital		366,807.46	77,990.11	189,539.35	378,000	-	-100.00%
TOTAL EXPENDITURES		366,807.46	77,990.11	189,539.35	378,000	350,000	-7.41%

City of Albany, Oregon - Proposed Budget

Fund 203: Grants
Dept 50: Public Works

Budget Fiscal Year: 2010

Prog 5014: Title XIX Grant

Acct#	Description	2007 Actual	2008 Actual	2009 YTD	2009 Budget	2010 Proposed	% Change
General Revenues							
42003	Non-Medical Medicaid Grant	10,099.89	11,224.50	18,233.12	16,000	16,100	0.63%
48010	Interest	-	100.00	(106.89)	-	-	-
Total General Revenues		10,099.89	11,324.50	18,126.23	16,000	16,100	0.63%
Beginning Balance							
49905	Beginning Balance	-	(10,580.84)	(9,866.35)	-	-	-
Total Beginning Balance		-	(10,580.84)	(9,866.35)	-	-	-
TOTAL REVENUES		10,099.89	743.66	8,259.88	16,000	16,100	0.63%
Personnel Servvices							
51001	Wages & Salaries	13,876	8,115	5,641	11,200	9,900	-11.61%
52001	Temporary Employees	-	-	-	600	2,700	350.00%
56001	Employer Paid Benefits	6,289	2,495	1,962	4,200	3,500	-16.67%
Total Personnel Servvices		20,164.73	10,610.01	7,602.63	16,000	16,100	0.63%
Materials & Services							
60101	Contractual Services	516.00	-	-	-	-	-
Total Materials & Services		516.00	-	-	-	-	-
TOTAL EXPENDITURES		20,680.73	10,610.01	7,602.63	16,000	16,100	0.63%

PROG 5072: ARRA Grant - ATS

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
42034 ARRA Funding	-	-	-	-	550,000	0.00%
Total General Revenues	-	-	-	-	550,000	0.00%
TOTAL REVENUES	-	-	-	-	**550,000**	**0.00%**
Materials & Services						
60101 Contractual Services	-	-	-	-	10,000	0.00%
61024 Materials & Supplies	-	-	-	-	10,000	0.00%
65513 Vehicle Maintenance	-	-	-	-	30,000	0.00%
Total Materials & Services	-	-	-	-	50,000	0.00%
Capital						
70005 Capital Equipment	-	-	-	-	400,000	0.00%
73502 ATS Bus Shelters	-	-	-	-	100,000	0.00%
Total Capital	-	-	-	-	500,000	0.00%
TOTAL EXPENDITURES	-	-	-	-	**550,000**	**0.00%**

203: Grants
50: Public Works

PROG 5073: ARRA Grant - Transit Loop System

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
42034	ARRA Funding	-	-	-	-	320,000	0.00%
Total General Revenues		-	-	-	-	320,000	0.00%
TOTAL REVENUES		-	-	-	-	**320,000**	**0.00%**
Materials & Services							
60101	Contractual Services	-	-	-	-	5,000	0.00%
61024	Materials & Supplies	-	-	-	-	5,000	0.00%
65513	Vehicle Maintenance	-	-	-	-	5,000	0.00%
Total Materials & Services		-	-	-	-	15,000	0.00%
Capital							
70005	Capital Equipment	-	-	-	-	270,000	0.00%
73501	Loop System Bus Shelters	-	-	-	-	35,000	0.00%
Total Capital		-	-	-	-	305,000	0.00%
TOTAL EXPENDITURES		-	-	-	-	**320,000**	**0.00%**

203: Grants
50: Public Works

PROG 5074: ARRA Grant - Albany Stn Park & Ride

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
42034 ARRA Funding	-	-	-	-	650,000	0.00%
Total General Revenues	-	-	-	-	650,000	0.00%
TOTAL REVENUES	-	-	-	-	**650,000**	**0.00%**
Materials & Services						
60101 Contractual Services	-	-	-	-	130,000	0.00%
61024 Materials & Supplies	-	-	-	-	5,000	0.00%
Total Materials & Services	-	-	-	-	135,000	0.00%
Capital						
70005 Capital Equipment	-	-	-	-	100,000	0.00%
73500 Albany Stn Park & Ride Lot	-	-	-	-	415,000	0.00%
Total Capital	-	-	-	-	515,000	0.00%
TOTAL EXPENDITURES	-	-	-	-	**650,000**	**0.00%**

203: Grants
50: Public Works

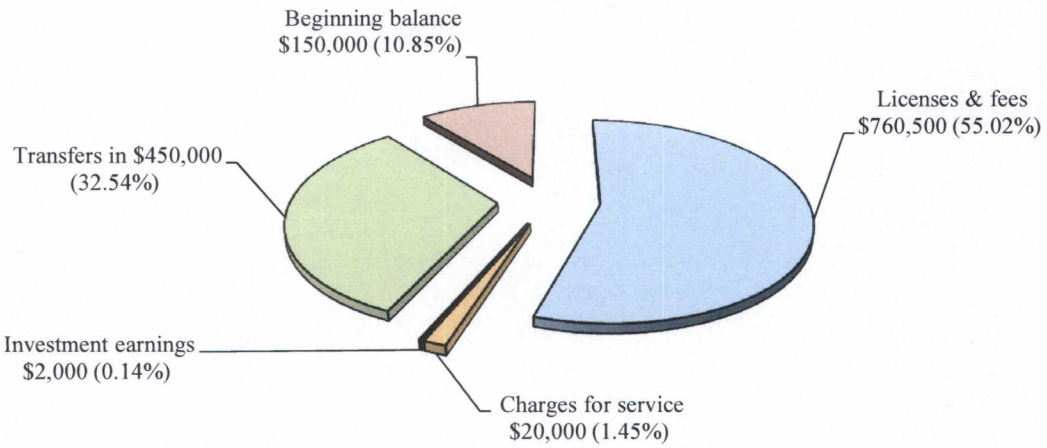
PROG 5075: ARRA Grant – Street Projects

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
42034 ARRA Funding	-	-	-	-	1,044,000	0.00%
48010 Interest	-	-	(12.80)	-	-	0.00%
Total General Revenues	-	-	(12.80)	-	1,044,000	0.00%
TOTAL REVENUES	-	-	**(12.80)**	-	**1,044,000**	**0.00%**
Materials & Services						
65537 ARRA Street Overlay Projects	-	-	-	-	1,044,000	0.00%
Total Materials & Services	-	-	-	-	1,044,000	0.00%
TOTAL EXPENDITURES	-	-	-	-	**1,044,000**	**0.00%**

BUILDING INSPECTION FUND
RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Building Permit Surcharge	$ 91,765	$ 85,157	$ 74,000	$ 74,000	$ 52,000	(29.73%)	3.76%
Master Electrical Permit	1,008	978	1,700	1,700	1,500	(11.76%)	0.11%
Electrical Minor Labels	3,225	1,931	4,000	4,000	3,000	(25.00%)	0.22%
Residential Permits	895,759	485,208	501,000	501,000	200,000	(60.08%)	14.47%
Commercial Permits	497,554	507,461	414,900	414,900	314,200	(24.27%)	22.73%
Land Use Plan Review Fee	13,100	7,850	9,300	9,300	2,800	(69.89%)	0.20%
Manufactured Home Set-up Fees	3,674	5,177	1,200	1,200	500	(58.33%)	0.04%
Fire Sprinkler Permits	10,117	10,420	4,500	4,500	19,400	331.11%	1.40%
Fire Sprinkler Plan Review	4,819	4,852	3,900	3,900	-	(100.00%)	-
Parking Lot Permits	4,320	2,700	2,000	2,000	4,600	130.00%	0.33%
Parking Lot Plan Review	2,530	2,388	900	900	-	(100.00%)	-
Electrical Permits	180,243	125,609	160,800	140,800	125,900	(10.58%)	9.11%
Fire Alarm Permits	4,280	4,500	2,500	2,500	9,500	280.00%	0.69%
Fire Alarm Plan Review	1,680	2,330	1,100	1,100	-	(100.00%)	-
Sign Permits	3,844	2,338	1,900	1,900	2,300	21.05%	0.17%
Document Imaging Fees	32,932	32,147	21,900	21,900	24,500	11.87%	1.77%
Electrical Document Imaging	-	-	-	-	300	-	0.02%
Charges for Services	-	-	-	-	20,000	-	1.45%
Miscellaneous Revenue	-	2,778	200	200	-	(100.00%)	-
Over & Short	(44)	(28)	-	-	-	-	-
Interest	46,844	36,668	13,600	13,600	2,000	(85.29%)	0.14%
Total Current Resources	1,797,650	1,320,464	1,219,400	1,199,400	782,500	(34.76%)	56.61%
From General Fund	-	37,292	64,800	84,800	264,800	212.26%	19.15%
From CARA Program	-	-	-	-	50,000	-	3.62%
From Water Economic Development	-	-	12,500	12,500	12,500	-	0.90%
From Sewer Economic Development	-	-	12,500	12,500	12,500	-	0.90%
From Risk Management Fund	-	-	-	-	100,000	-	7.23%
From Building Inspection (49059)	-	-	12,900	-	-	-	-
From Building Inspection (49061)	-	-	-	12,900	10,200	(20.93%)	0.74%
Total Transfers In	-	37,292	102,700	122,700	450,000	266.75%	32.54%
Beginning Balance	896,754	938,672	481,500	481,500	150,000	(68.85%)	10.85%
Total Resources	$2,694,404	$2,296,428	$1,803,600	$1,803,600	$ 1,382,500	(23.35%)	100.00%

BUILDING INSPECTION FUND RESOURCES BY SOURCE



BUILDING INSPECTION FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Building Inspection	$1,589,413	$1,483,343	$1,518,800	$1,518,800	$1,141,300	$1,141,300	$1,141,300
Electrical Permit Program	166,318	167,402	182,100	182,100	141,200	141,200	141,200
ADA Code Enforcement	-	21,889	67,900	67,900	65,200	65,200	65,200
Development Code Enforcement	-	15,401	34,800	34,800	34,800	34,800	34,800
Total Requirements	$1,755,731	$1,688,035	$1,803,600	$1,803,600	$1,382,500	$1,382,500	$1,382,500

Requirements by Type	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Personnel	$ 984,429	$1,130,523	$1,148,400	$1,148,400	$ 993,500	$ 993,500	$ 993,500
Materials & Services	771,302	557,512	642,300	642,300	378,800	378,800	378,800
Transfers Out	-	-	12,900	12,900	10,200	10,200	10,200
Total Requirements	$1,755,731	$1,688,035	$1,803,600	$1,803,600	$1,382,500	$1,382,500	$1,382,500

Adopted Requirements by Program and Type	Personnel	Materials & Services	Transfers Out	Adopted Budget	% of Fund Budget
Building Inspection	$ 789,900	$ 341,200	$ 10,200	$1,141,300	82.55%
Electrical Permit Program	113,200	28,000	-	141,200	10.21%
ADA Code Enforcement	64,900	300	-	65,200	4.72%
Development Code Enforcement	25,500	9,300	-	34,800	2.52%
Total Requirements	$ 993,500	$ 378,800	$ 10,200	$1,382,500	100.00%
Percent of Fund Budget	71.86%	27.40%	0.74%	100.00%	

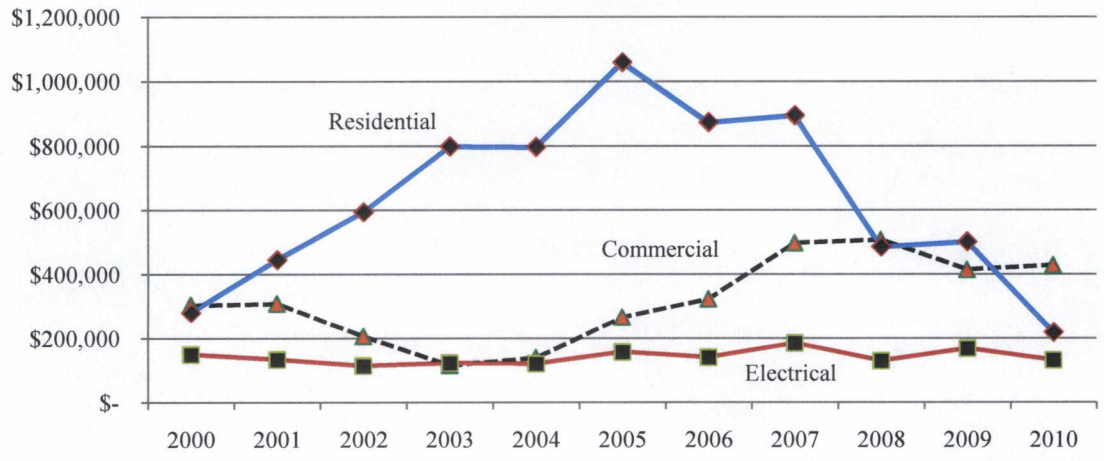
Staffing Summary (FTE)	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Building Inspection	12.500	14.500	14.500	14.500	7.500	7.500	6.500
Electrical Permit Program	1.500	1.500	1.500	1.500	1.000	1.000	1.000
ADA Code Enforcement	-	-	1.000	1.000	0.750	0.750	0.750
Total FTE	14.000	16.000	17.000	17.000	9.250	9.250	8.250

BUILDING INSPECTION FUND
Building Permit Revenues/Resources by Source
for Fiscal Years 2000 through 2010*

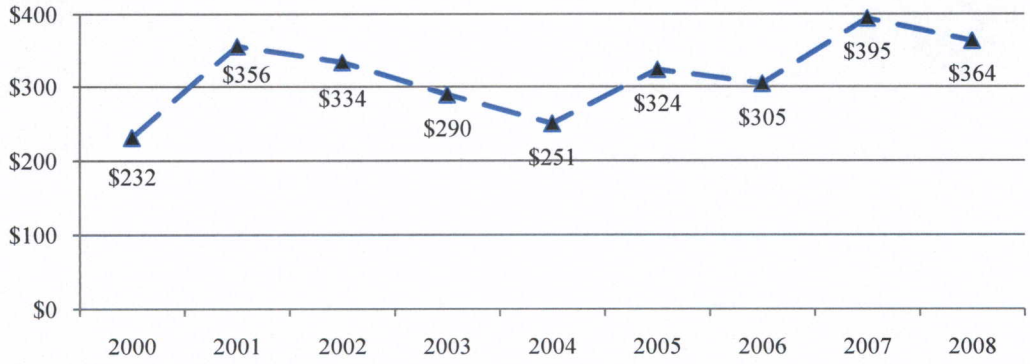
Fiscal Year June 30,	Commercial	Residential	Electrical	Other Permits	All Permits	Annual % Change	Total # of Permits
2000	$ 303,858	$ 279,984	$ 149,158	$ 8,187	$ 741,187	n/a	3,198
2001	308,889	444,566	133,354	11,295	898,104	21.17%	2,523
2002	205,873	593,454	113,698	23,249	936,274	4.25%	2,800
2003	115,623	799,735	121,839	36,153	1,073,350	14.64%	3,695
2004	139,205	797,790	120,371	27,706	1,085,072	1.09%	4,329
2005	266,240	1,059,540	156,992	52,309	1,535,081	41.47%	4,736
2006	323,221	874,492	140,008	55,236	1,392,957	(9.26%)	4,574
2007	497,554	895,712	184,476	81,296	1,659,038	19.10%	4,200
2008	507,461	485,208	128,518	74,702	1,195,889	(27.92%)	3,285
2009	414,900	501,000	167,200	48,500	1,131,600	(5.38%)	n/a
2010	428,700	218,000	131,200	65,600	843,500	(25.46%)	n/a

* Actual receipts for years 2000 through 2008, budgeted resources for 2009 and 2010.

Residential, Commercial, and Electrical Permit Revenues/Resources by Source



Average Revenue per Permit
Fiscal Years 2000-2008 (Actual Receipts)



PROGRAM NARRATIVE

BUILDING INSPECTION: BUILDING INSPECTION PROGRAM (204-40-1602)
Responsible Manager/Title: Greg Byrne, Community Development Director

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	3/09	In progress	• Create and implement a process for streamlining permitting and inspection for commercial and large-scale residential projects.
Safe City	6/09	In progress	• Complete training for all inspection staff in Incident Command/Disaster Response procedures.
Effective Government	12/08	In progress	• Develop and distribute customer satisfaction survey.
Budget Year 2009-2010			
Safe City	06/10		• Deliver consistently superior customer and community services, maximizing limited resources.

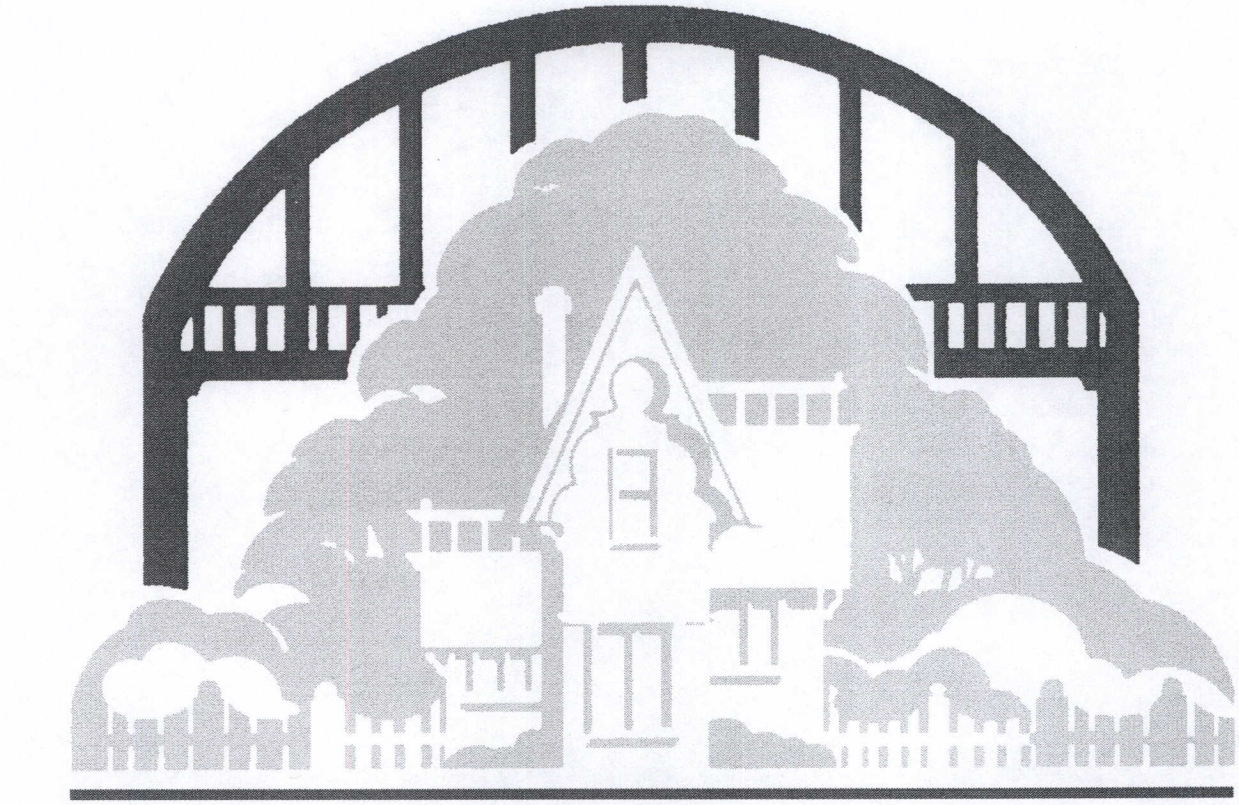
PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Total permits issued	4,653	3,552	1,800	1,800
New construction permits issued	467	266	300	250
New single-family residence permits issued	374	189	75	84
New construction value (in millions of dollars)	116.2	59.5	60	60
Percent of inspections performed according to policy framework	98%	98%	98%	85%
Number of investigations performed for work being done without a permit	150	250	250	100
Percentage of completed projects that had plans digitized and linked to the permit-tracking system through Laserfiche	45%	90%	90%	90%

STAFFING SUMMARY

Authorized FTEs	12.5	14.5	14.5	14.16
Filled FTEs	12.5	14.5	11.5	11.5
Budgeted FTEs	12.5	14.5	11.5	7.5

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
41005	Building Permit Surcharge	76,485.53	63,160.60	58,597.69	60,000	42,000	-30.00%
41008	Residential Permits	895,758.64	485,207.84	319,523.13	501,000	200,000	-60.08%
41009	Commercial Permits	497,554.23	507,461.37	386,831.97	414,900	314,200	-24.27%
41010	Land Use Plan Review Fee	13,100.00	7,850.00	5,245.00	9,300	2,800	-69.89%
41011	Manufactured Home Set-up Fees	3,674.00	5,177.00	1,279.50	1,200	500	-58.33%
41012	Fire Sprinkler Permits	10,117.18	10,420.22	18,552.50	4,500	19,400	331.11%
41013	Fire Sprinkler Plan Review	4,819.00	4,852.00	7,019.80	3,900	-	-100.00%
41014	Parking Lot Permits	4,319.55	2,700.00	9,424.00	2,000	4,600	130.00%
41015	Parking Lot Plan Review	2,530.38	2,387.81	8,214.56	900	-	-100.00%
41018	Fire Alarm Permits	4,280.00	4,500.00	6,825.00	2,500	9,500	280.00%
41019	Fire Alarm Plan Review	1,680.00	2,330.00	3,160.00	1,100	-	-100.00%
41021	Sign Permits	3,843.65	2,338.46	2,629.04	1,900	2,300	21.05%
41022	Document Imaging Fees	32,661.19	31,574.35	28,354.18	21,200	24,000	13.21%
42417	WComp Wage Subsidy Reimb	-	-	4,468.96	-	-	0.00%
43005	Charges for Services	-	-	-	-	20,000	0.00%
47012	Miscellaneous Revenue	-	2,778.06	-	200	-	-100.00%
47013	Over & short	(43.95)	(27.87)	-	-	-	0.00%
48010	Interest	46,621.67	36,119.42	13,123.12	12,700	2,000	-84.25%
Total General Revenues		1,597,401.07	1,168,829.26	873,248.45	1,037,300	641,300	-38.18%
Transfers In							
49015	From General Fund	-	-	-	-	200,000	0.00%
49025	From CARA Program	-	-	-	-	50,000	0.00%
49043	From Risk Management Fund	-	-	-	-	100,000	0.00%
Total Transfers In		-	-	-	-	350,000	0.00%
Beginning Balance							
49905	Beginning Balance	908,304.00	916,293.00	601,779.00	481,500	150,000	-68.85%
Total Beginning Balance		908,304.00	916,293.00	601,779.00	481,500	150,000	-68.85%
TOTAL REVENUES		**2,505,705.07**	**2,085,122.26**	**1,475,027.45**	**1,518,800**	**1,141,300**	**-24.86%**
Personnel Services							
51001	Wages & Salaries	538,337.59	628,820.87	559,898.53	604,700	479,700	-20.67%
52001	Temporary Employees	-	933.10	4,585.52	27,500	-	-100.00%
53001	Overtime	13,133.93	6,516.67	257.67	15,000	500	-96.67%
54005	Unemployment Claims	-	-	-	-	700	0.00%
56001	Employer Paid Benefits	299,884.48	330,844.44	313,233.93	262,800	309,000	17.58%
Total Personnel Services		851,356.00	967,115.08	877,975.65	910,000	789,900	-13.20%
Materials & Services							
60100	Document Imaging	18,545.55	3,244.91	94.09	500	100	-80.00%
60101	Contractual Services	244,677.52	95,097.14	43,576.01	129,500	16,000	-87.64%
60201	Space Rental	45,330.10	54,563.63	50,084.50	53,900	34,500	-35.99%
60211	Insurance & Bonds	3,841.07	4,725.41	4,550.60	4,900	2,400	-51.02%
61006	Advertising & Publications	310.10	-	1,050.04	1,000	500	-50.00%
61009	Car & Unreimbursed Expenses	18.89	-	-	-	-	0.00%
61010	Duplication & Fax	4,574.38	3,625.57	4,133.79	4,500	3,500	-22.22%
61011	Education & Training	10,897.75	7,414.16	4,353.98	15,000	2,500	-83.33%
61022	Credit Card Fees	16,140.27	13,938.03	6,817.28	18,000	7,000	-61.11%
61024	Materials & Supplies	22,388.89	15,417.85	11,075.50	15,000	10,000	-33.33%
61026	Meetings & Conferences	3,730.04	5,109.61	2,025.04	5,000	500	-90.00%
61027	Memberships & Dues	430.00	1,065.00	225.00	1,000	500	-50.00%
61028	Minor Equipment	17,674.77	7,758.49	-	3,500	300	-91.43%
61030	Personal Auto Reimbursement	11,748.96	9,997.38	7,979.09	12,000	10,000	-16.67%
61032	Postage & Shipping	587.14	447.25	75.16	500	300	-40.00%
61033	Printing & Binding	2,322.31	937.43	179.60	3,000	1,000	-66.67%
61034	Professional Publications	3,181.10	3,305.50	1,272.70	2,200	1,500	-31.82%



CITY OF

Albany

OREGON

204: Building Inspection
40: Community Development

Budget Fiscal Year: 2010

PROG 1602: Building Inspection

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Materials & Services							
61038	Software	672.42	520.25	-	2,600	100	-96.15%
63009	Telephone	13,092.83	14,028.17	10,042.73	11,100	10,500	-5.41%
65015	Maint: Office Equipment	-	625.60	-	1,000	1,000	0.00%
65513	Vehicle Maintenance	452.62	488.30	843.61	1,700	1,500	-11.76%
66010	Central Service Charges	114,800.00	79,300.00	106,000.00	106,000	54,300	-48.77%
66013	GIS System Charges	30,600.00	26,000.00	26,700.00	26,700	27,500	3.00%
66014	Information Technology Services	55,300.00	55,600.00	69,500.00	69,500	70,900	2.01%
66015	IT Equipment Replacement	-	7,800.00	7,800.00	7,800	-	-100.00%
66020	Permit Tracking Services	34,900.00	38,200.00	39,600.00	39,600	42,500	7.32%
66509	Title Search/Process Service	200.00	100.00	-	300	-	-100.00%
66511	Flexible Spending Admin Fees	110.00	280.00	260.50	100	300	200.00%
67015	State Building Permit Surcharge	81,529.55	66,638.83	52,304.93	60,000	42,000	-30.00%
Total Materials & Services		738,056.26	516,228.51	450,544.15	595,900	341,200	-42.74%
Transfers Out							
91256	To ADA Code Enforcement	-	-	6,344.12	12,900	10,200	-20.93%
Total Transfers Out		-	-	6,344.12	12,900	10,200	-20.93%
TOTAL EXPENDITURES		**1,589,412.26**	**1,483,343.59**	**1,334,863.92**	**1,518,800**	**1,141,300**	**-24.86%**

PROGRAM NARRATIVE

BUILDING INSPECTION: ELECTRICAL PERMIT PROGRAM (204-40-1603)
Responsible Manager/Title: Greg Byrne, Community Development Director

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	3/09	In progress	• Create and implement a process for streamlining electrical permitting and inspection for commercial and large-scale residential projects.
Safe City	6/09	In progress	• Complete training for all inspection staff in Incident Command/disaster response procedures.
Effective Government	12/08	In progress	• Develop and distribute customer satisfaction survey.
Budget Year 2009-2010			
Safe City	6/10		• Deliver consistently superior customer and community services, maximizing limited resources.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of electrical permits issued (new, additions, and alterations).	1,328	1,182	1,000	950
Percent of inspections performed according to policy framework.	98%	98%	98%	85%
Number of investigations performed for work being done without a permit.	150	150	150	75

STAFFING SUMMARY

Authorized FTEs	1.5	1.5	1.5	1.5
Filled FTEs	1.5	1.5	1.5	1.5
Budgeted FTEs	1.5	1.5	1.5	1.0

PROG 1603: Electrical Permit Program

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
41005	Building Permit Surcharge	15,278.78	21,995.81	22,311.56	14,000	10,000	-28.57%
41006	Master Electrical Permit	1,007.50	977.50	1,430.00	1,700	1,500	-11.76%
41007	Electrical Minor Labels	3,225.00	1,930.50	2,775.00	4,000	3,000	-25.00%
41016	Electrical Permits	180,242.79	125,608.95	100,013.27	140,800	125,900	-10.58%
41022	Document Imaging Fees	270.80	573.25	645.00	700	500	-28.57%
41026	Electrical Document Imaging	-	-	7,199.34	-	300	0.00%
48010	Interest	221.74	549.30	150.70	900	-	-100.00%
Total General Revenues		200,246.61	151,635.31	134,524.87	162,100	141,200	-12.89%
Transfers In							
49015	From General Fund	-	-	-	20,000	-	-100.00%
Total Transfers In		-	-	-	20,000	-	-100.00%
Beginning Balance							
49905	Beginning Balance	(11,550.00)	22,379.00	6,614.00	-	-	0.00%
Total Beginning Balance		(11,550.00)	22,379.00	6,614.00	-	-	0.00%
TOTAL REVENUES		**188,696.61**	**174,014.31**	**141,138.87**	**182,100**	**141,200**	**-22.46%**
Personnel Services							
51001	Wages & Salaries	84,618.84	86,556.82	84,971.26	93,000	75,000	-19.35%
53001	Overtime	436.31	1,003.39	50.61	300	200	-33.33%
56001	Employer Paid Benefits	48,017.93	47,046.63	45,009.69	52,000	38,000	-26.92%
Total Personnel Services		133,073.08	134,606.84	130,031.56	145,300	113,200	-22.09%
Materials & Services							
60211	Insurance & Bonds	338.92	450.03	464.34	500	300	-40.00%
61011	Education & Training	-	-	92.00	200	200	0.00%
61022	Credit Card Fees	5,895.92	3,414.43	1,267.68	5,000	1,000	-80.00%
61024	Materials & Supplies	17.50	359.62	28.00	100	100	0.00%
61027	Memberships & Dues	-	190.00	-	200	100	-50.00%
61030	Personal Auto Reimbursement	1,086.02	2,496.97	2,467.87	2,200	2,200	0.00%
61032	Postage & Shipping	-	6.60	-	100	100	0.00%
61033	Printing & Binding	32.78	32.78	22.73	100	100	0.00%
61034	Professional Publications	-	41.70	-	300	300	0.00%
63009	Telephone	289.02	290.60	133.04	200	200	0.00%
66010	Central Service Charges	12,900.00	10,700.00	10,700.00	10,700	10,200	-4.67%
66014	Information Technology Services	-	-	3,200.00	3,200	3,200	0.00%
66020	Permit Tracking Services	2,100.00	2,400.00	-	-	-	0.00%
67015	State Building Permit Surcharge	10,583.87	12,410.68	11,195.58	14,000	10,000	-28.57%
Total Materials & Services		33,244.03	32,793.41	29,571.24	36,800	28,000	-23.91%
TOTAL EXPENDITURES		**166,317.11**	**167,400.25**	**159,602.80**	**182,100**	**141,200**	**-22.46%**

PROGRAM NARRATIVE

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

Responsible Manager/Title: Greg Byrne, Community Development Director

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	6/09	In progress	• Achieve ICC Disability Access Inspector certification for two inspectors.
Safe City	9/08	Complete	• Complete review of all City bus stops for compliance with ADA/disability access standards.
Effective Government	6/09	Complete	• Create and distribute public information piece describing services available through program.
Budget Year 2009-2010			
Effective Government	3/10		• Evaluate and amend City's standard construction specifications to meet ADA requirements.
Safe City	5/10		• Complete review and analysis of City's Historic Downtown pedestrian areas for compliance with ADA/disability access standards.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of parking lots reviewed for disability access compliance	n/a	12	16	12
Number of City facilities reviewed for compliance with ADA	n/a	12	12	12
Number of disability access-related training sessions provided to staff and/or contractors	n/a	2	30	10
Percent of inspections performed according to policy framework	n/a	98%	98%	98%

STAFFING SUMMARY

Authorized FTEs	0	0	1	.84
Filled FTEs	0	0	1	.75
Budgeted FTEs	0	0	1	.75

204: Building Inspection
40: Community Development

Budget Fiscal Year: 2010

PROG 1607: ADA Code Enforcement

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Transfers In							
49015	From General Fund	-	21,889.93	15,223.20	30,000	30,000	0.00%
49028	From Water Economic Development	-	-	6,344.12	12,500	12,500	0.00%
49029	From Sewer Economic Development	-	-	6,344.12	12,500	12,500	0.00%
49061	From Building Inspection	-	-	6,344.12	12,900	10,200	-20.93%
Total Transfers In		-	21,889.93	34,255.56	67,900	65,200	-3.98%
TOTAL REVENUES		**-**	**21,889.93**	**34,255.56**	**67,900**	**65,200**	**-3.98%**
Personnel Services							
51001	Wages & Salaries	-	13,108.09	27,788.66	43,000	41,000	-4.65%
56001	Employer Paid Benefits	-	8,556.42	9,311.41	24,600	23,900	-2.85%
Total Personnel Services		-	21,664.51	37,100.07	67,600	64,900	-3.99%
Materials & Services							
60101	Contractual Services	-	98.22	-	-	-	0.00%
61024	Materials & Supplies	-	-	15.00	100	100	0.00%
61030	Personal Auto Reimbursement	-	127.20	212.28	200	200	0.00%
Total Materials & Services		-	225.42	227.28	300	300	0.00%
TOTAL EXPENDITURES		**-**	**21,889.93**	**37,327.35**	**67,900**	**65,200**	**-3.98%**

PROGRAM NARRATIVE

BUILDING INSPECTION: DEVELOPMENT CODE ENFORCEMENT (204-40-1608)
Responsible Manager/Title: Melanie Adams, Building Official

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

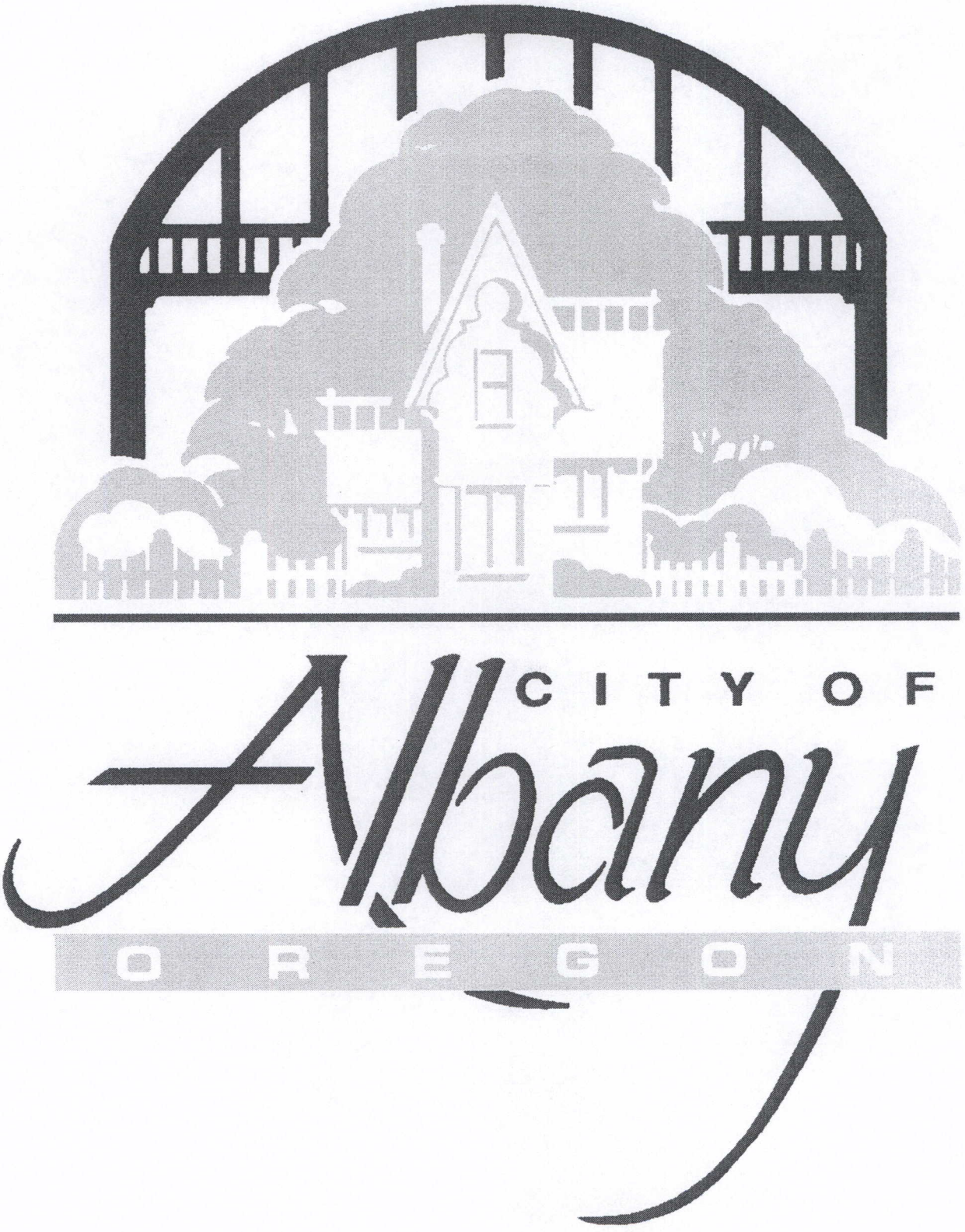
Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2007-2008			
Safe City	6/08	In Progress	• Abate remaining three contaminated drug lab properties.
Budget Year 2008-2009			
Effective Government	6/09		• Reduce overall case resolution time by 10%.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

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

PROG 1608: Development Code Enforcement

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Transfers In						
49015 From General Fund	-	15,402.21	27,707.95	34,800	34,800	0.00%
Total Transfers In	-	15,402.21	27,707.95	34,800	34,800	0.00%
TOTAL REVENUES	**-**	**15,402.21**	**27,707.95**	**34,800**	**34,800**	**0.00%**
Personnel Services						
51001 Wages & Salaries	-	5,325.05	11,488.33	19,500	19,500	0.00%
56001 Employer Paid Benefits	-	1,812.49	5,415.64	6,000	6,000	0.00%
Total Personnel Services	-	7,137.54	16,903.97	25,500	25,500	0.00%
Materials & Services						
60101 Contractual Services	-	7,716.32	12,132.00	6,000	6,000	0.00%
61024 Materials & Supplies	-	320.00	-	1,300	1,300	0.00%
61030 Personal Auto Reimbursement	-	228.35	184.09	2,000	2,000	0.00%
Total Materials & Services	-	8,264.67	12,316.09	9,300	9,300	0.00%
TOTAL EXPENDITURES	**-**	**15,402.21**	**29,220.06**	**34,800**	**34,800**	**0.00%**


CITY OF
Albany
OREGON

RISK MANAGEMENT FUND

RESOURCE DETAIL

RESOURCES	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Departmental Charges	$ 593,229	$ 495,232	$ 430,000	$ 430,000	$ -	(100.00%)	-
Interest	33,153	56,961	60,000	60,000	45,000	(25.00%)	2.91%
Total Current Resources	626,382	552,193	490,000	490,000	45,000	(90.82%)	2.91%
Beginning Balance	384,677	1,011,059	1,500,000	1,500,000	1,500,000	-	97.09%
Total Resources	$1,011,059	$1,563,252	$1,990,000	$1,990,000	$1,545,000	(22.36%)	100.00%

REQUIREMENT SUMMARIES

Program Requirements	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Materials & Services	$ -	$ 97,000	$1,990,000	$2,074,000	$1,975,000	$1,545,000	$1,445,000
Transfers Out	-	-	-	-	-	-	100,000
Total Requirements	$ -	$ 97,000	$1,990,000	$2,074,000	$1,975,000	$1,545,000	$1,545,000

Percent of Fund Total	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Materials & Services	-	100.00%	100.00%	100.00%	100.00%	100.00%	93.53%
Transfers Out	-	-	-	-	-	-	6.47%
Totals	-	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

208: Risk Management
10: Finance

Budget Fiscal Year: 2010

PROG 1005: Risk Management Reserve

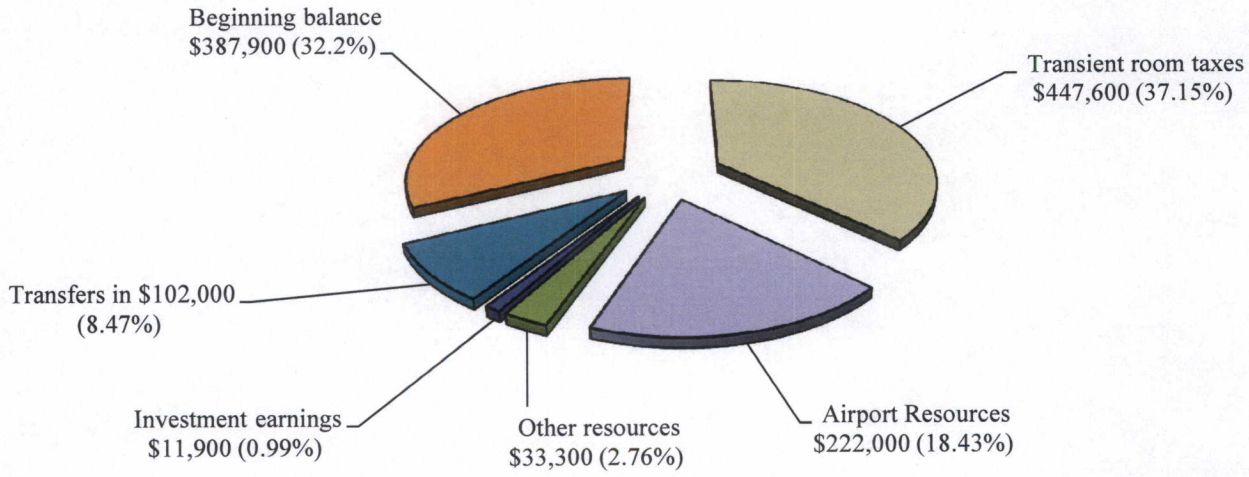
Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
43801 Departmental Charges	593,229.22	495,232.34	464,752.89	430,000	-	-100.00%
48010 Interest	33,153.14	56,961.48	43,257.74	60,000	45,000	-25.00%
Total General Revenues	626,382.36	552,193.82	508,010.63	490,000	45,000	-90.82%
Transfers In						
49063 From Oak Creek URD	-	-	83,792.55	84,000	-	-100.00%
Total Transfers In	-	-	83,792.55	84,000	-	-100.00%
Beginning Balance						
49905 Beginning Balance	384,677.00	1,011,059.00	1,466,253.00	1,500,000	1,500,000	0.00%
Total Beginning Balance	384,677.00	1,011,059.00	1,466,253.00	1,500,000	1,500,000	0.00%
TOTAL REVENUES	**1,011,059.36**	**1,563,252.82**	**2,058,056.18**	**2,074,000**	**1,545,000**	**-25.51%**
Materials & Services						
61060 Oak Creek Expenditures	-	-	275,487.70	-	-	0.00%
61061 Union Pacific RR Lawsuit	-	-	385,413.93	-	-	0.00%
67035 PERS Contribution-Military Leave	-	97,000.00	-	-	-	0.00%
67036 Periwinkle Creek Settlement	-	-	33,500.00	-	-	0.00%
67037 Wallace Settlement	-	-	12,650.00	12,700	-	-100.00%
69016 Reserve: Risk Management	-	-	-	2,061,300	1,445,000	-29.90%
Total Materials & Services	-	97,000.00	707,051.63	2,074,000	1,445,000	-30.33%
Transfers Out						
91204 To Building Inspection Fund	-	-	-	-	100,000	0.00%
Total Transfers Out	-	-	-	-	100,000	0.00%
TOTAL EXPENDITURES	**-**	**97,000.00**	**707,051.63**	**2,074,000**	**1,545,000**	**-25.51%**

ECONOMIC DEVELOPMENT FUND
RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Transient Room Tax	$ 459,569	$ 510,037	$ 519,200	$ 519,200	$ 447,600	(13.79%)	37.15%
PepsiCo	-	118,416	-	-	-	-	-
Charges for Services	12,300	-	-	-	-	-	-
Airport: Fuel	125,224	122,365	138,100	138,100	160,000	15.86%	13.28%
Airport: Tie Down Fees	5,497	10,609	12,000	12,000	5,000	(58.33%)	0.42%
Airport: Lease	17,076	17,799	24,000	24,000	12,000	(50.00%)	1.00%
Fixed Base Operator Revenues	18,000	16,760	18,000	18,000	18,000	-	1.49%
Departmental Charges	-	3,132	-	-	-	-	-
Space Rental	-	18,000	27,000	27,000	27,000	-	2.24%
Gifts & Donations	10,000	10,000	-	-	-	-	-
Dayton Hudson Corp (Target)	35,125	34,188	33,300	33,300	33,300	-	2.76%
Miscellaneous Revenue	-	-	-	-	-	-	-
Land Sales	313,958	-	-	-	-	-	-
Interest	13,141	20,337	13,300	13,300	11,900	(10.53%)	0.99%
Total Current Resources	1,009,890	881,643	784,900	784,900	714,800	(8.93%)	59.33%
From General Fund	25,000	25,000	-	-	-	-	-
From CARA Program	115,400	115,400	115,400	115,400	102,000	(11.61%)	8.47%
From Water Economic Development	25,000	25,000	25,000	25,000	-	(100.00%)	-
From Sewer Economic Development	25,000	25,000	25,000	25,000	-	(100.00%)	-
From Albany Municipal Airport	50,000	50,000	50,000	50,000	-	(100.00%)	-
From OCRA Program	-	-	25,500	25,500	-	(100.00%)	-
Total Transfers In	240,400	240,400	240,900	240,900	102,000	(57.66%)	8.47%
Beginning Balance	417,909	682,085	605,900	605,900	387,900	(35.98%)	32.20%
Total Resources	$1,668,199	$1,804,128	$1,631,700	$1,631,700	$1,204,700	(26.17%)	100.00%

CARA-Central Albany Revitalization Area
OCRA-Oak Creek Revitalization Area

ECONOMIC DEVELOPMENT FUND RESOURCES BY SOURCE



ECONOMIC DEVELOPMENT FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Target Utilities	$ 39,731	$ 38,671	$ 54,100	$ 54,100	$ 50,700	$ 50,700	$ 50,700
Economic Development Activities (1)	-	-	-	-	607,000	607,000	607,000
Economic Development Activities (2)	709,158	946,820	887,600	887,600	-	-	-
Albany Municipal Airport (2)	237,225	356,308	690,000	690,000	-	-	-
Albany Municipal Airport (3)	-	-	-	-	547,000	547,000	547,000
Total Requirements	$ 986,114	$1,341,799	$1,631,700	$1,631,700	$1,204,700	$1,204,700	$1,204,700

(1) City Manager
(2) Economic Development
(3) Public Works

Requirements by Type	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Personnel	$ 311,009	$ 331,676	$ 346,300	$ 346,300	$ 115,000	$ 115,000	$ 115,000
Materials & Services	573,417	917,687	842,300	842,300	818,200	818,200	818,200
Capital	-	-	301,000	301,000	185,800	185,800	185,800
Transfers Out	61,957	53,765	88,000	88,000	35,000	35,000	35,000
Debt Service	39,731	38,671	54,100	54,100	50,700	50,700	50,700
Total Requirements	$ 986,114	$1,341,799	$1,631,700	$1,631,700	$1,204,700	$1,204,700	$1,204,700

Adopted Requirements by Program and Type	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Adopted Budget	% of Fund Budget
Target Utilities	$ -	$ -	$ -	$ -	$ 50,700	$ 50,700	4.20%
Economic Development Activities	115,000	492,000	-	-	-	607,000	50.39%
Albany Municipal Airport	-	326,200	185,800	35,000	-	547,000	45.41%
Total Requirements	$ 115,000	$ 818,200	$ 185,800	$ 35,000	$ 50,700	$1,204,700	100.00%
Percent of Fund Budget	9.54%	67.92%	15.42%	2.91%	4.21%	100.00%	

Staffing Summary (FTE)	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Economic Development Activities	2.585	2.585	2.585	2.585	1.000	1.000	1.000
Total FTE	2.585	2.585	2.585	2.585	1.000	1.000	1.000

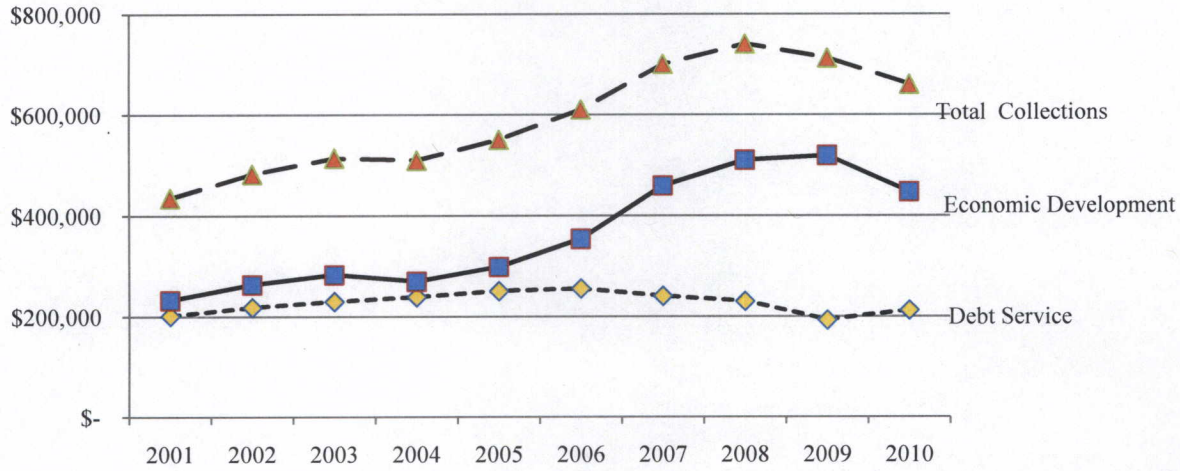
ECONOMIC DEVELOPMENT FUND

TRANSIENT ROOM TAX COLLECTIONS*

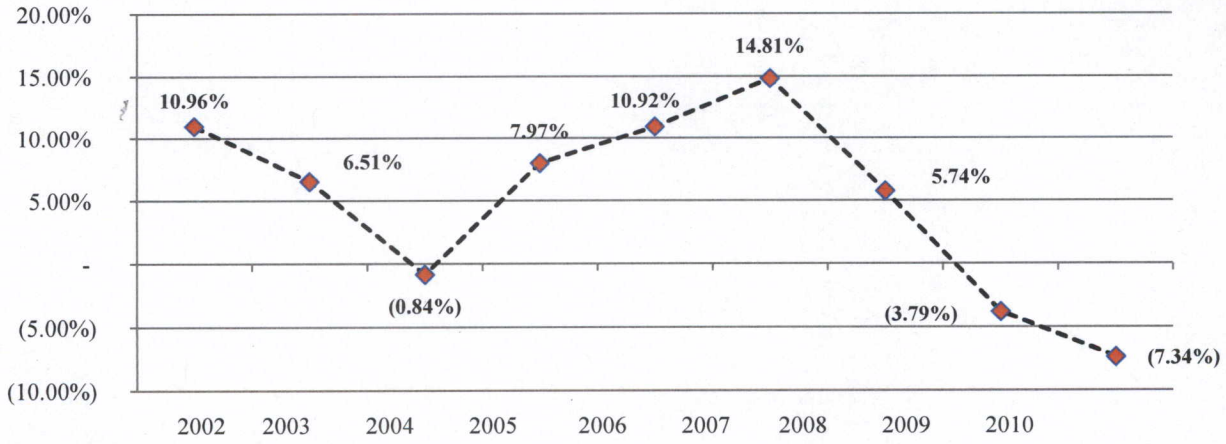
Ten Fiscal Years

Fiscal Year	Debt Service	Economic Development	Totals	Annual Increase (Decrease)
2001	$ 201,968	$ 233,042	$ 435,010	na
2002	218,698	263,985	482,683	10.96%
2003	230,521	283,589	514,110	6.51%
2004	239,540	270,227	509,767	(0.84%)
2005	251,204	299,200	550,404	7.97%
2006	256,014	354,502	610,516	10.92%
2007	241,343	459,569	700,912	14.81%
2008	231,083	510,037	741,120	5.74%
2009	193,800	519,200	713,000	(3.79%)
2010	213,100	447,600	660,700	(7.34%)

* Actual collections for years 2001 through 2008. Budgeted collections for 2009 and 2010.



ANNUAL PERCENTAGE INCREASE (DECREASE)



ECONOMIC DEVELOPMENT FUND

USE OF TRANSIENT ROOM TAX REVENUES

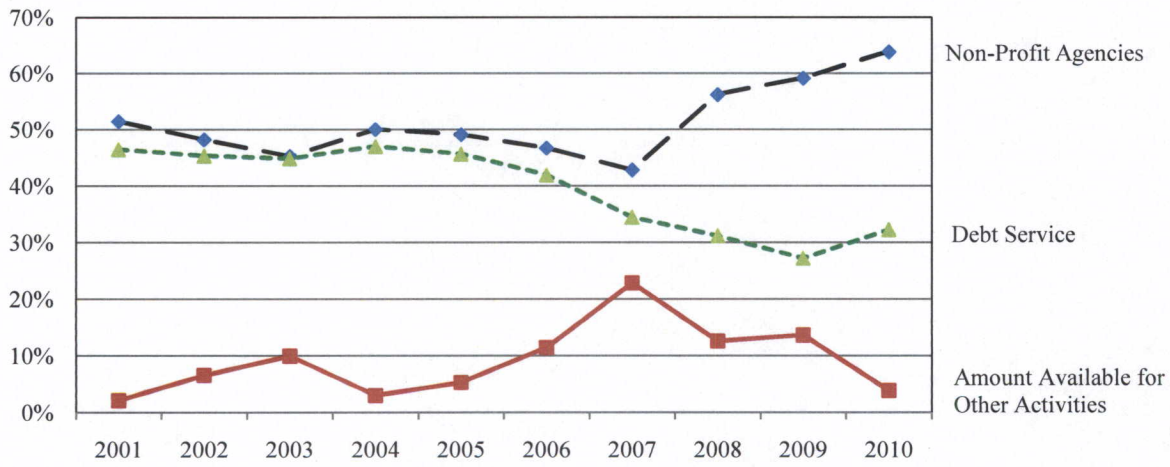
Fiscal Year	.....Non-Profit Agencies..... Albany Visitors Association	AMEDC*	Albany Downtown Association	Amount Available for Other Activities	Total Economic Devlopment Fund	Debt Service	Total Transient Room Tax Revenues
2001	$ 176,400	$ 37,500	$ 10,000	$ 9,142	$ 233,042	$ 201,968	$ 435,010
2002	185,000	37,500	10,000	31,485	263,985	218,698	482,683
2003	185,000	37,500	10,000	51,089	283,589	230,521	514,110
2004	205,000	40,000	10,000	15,227	270,227	239,540	509,767
2005	215,000	40,000	15,200	29,000	299,200	251,204	550,404
2006	230,000	40,000	15,000	69,502	354,502	256,014	610,516
2007	234,800	40,000	25,000	159,769	459,569	241,343	700,912
2008	347,000	45,000	25,000	93,037	510,037	231,083	741,120
2009	347,000	45,000	30,000	97,200	519,200	193,800	713,000
2010	337,300	45,000	39,900	25,400	447,600	213,100	660,700

* Albany-Millerburg Economic Development Corporation

PERCENTAGE OF TOTAL ROOM TAX REVENUES BY USAGE

Fiscal Year	.....Non-Profit Agencies..... Albany Visitors Association	AMEDC	Albany Downtown Association	Amount Available for Other Activities	Total Economic Devlopment Fund	Debt Service	Total Transient Room Tax Revenues
2001	40.55%	8.62%	2.30%	2.10%	53.57%	46.43%	100.00%
2002	38.33%	7.77%	2.07%	6.52%	54.69%	45.31%	100.00%
2003	35.98%	7.29%	1.95%	9.94%	55.16%	44.84%	100.00%
2004	40.21%	7.85%	1.96%	2.99%	53.01%	46.99%	100.00%
2005	39.06%	7.27%	2.76%	5.27%	54.36%	45.64%	100.00%
2006	37.67%	6.55%	2.46%	11.38%	58.07%	41.93%	100.00%
2007	33.50%	5.71%	3.57%	22.79%	65.57%	34.43%	100.00%
2008	46.82%	6.07%	3.37%	12.55%	68.82%	31.18%	100.00%
2009	48.67%	6.31%	4.21%	13.63%	72.82%	27.18%	100.00%
2010	51.05%	6.81%	6.04%	3.84%	67.75%	32.25%	100.00%

PERCENTAGE OF TOTAL ROOM TAX REVENUES



PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

MATURITY SCHEDULE

Fiscal Year	Principal	Interest	Total Payment	Dayton Hudson Corp. Payment	City of Albany Payment
2009-2010	$ 24,373	$ 12,117	$ 36,490	$ 32,259	$ 4,231
2010-2011	24,619	10,753	35,372	31,271	4,101
2011-2012	29,884	9,337	39,221	34,674	4,547
2012-2013	30,164	7,619	37,783	33,403	4,380
2013-2014	30,460	5,886	36,346	32,132	4,214
2014-2015	35,774	4,134	39,908	35,281	4,627
2015-2016	36,107	2,077	38,184	33,757	4,427
Totals	$ 211,381	$ 51,923	$ 263,304	$ 232,777	$ 30,527

211: Economic Development
10: Finance

Budget Fiscal Year: 2010

PROG 1007: Target Utilities

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
47004	Dayton Hudson Corp (Target)	35,124.90	34,187.78	33,232.98	33,300	33,300	0.00%
48010	Interest	1,212.76	1,010.75	403.71	800	400	-50.00%
Total General Revenues		36,337.66	35,198.53	33,636.69	34,100	33,700	-1.17%
Beginning Balance							
49905	Beginning Balance	27,083.00	23,690.00	20,218.00	20,000	17,000	-15.00%
Total Beginning Balance		27,083.00	23,690.00	20,218.00	20,000	17,000	-15.00%
TOTAL REVENUES		**63,420.66**	**58,888.53**	**53,854.69**	**54,100**	**50,700**	**-6.28%**
Debt Service							
94001	SPWF Loan Principal	23,736.00	23,925.00	24,146.00	24,200	24,000	-0.83%
94501	SPWF Loan Interest	15,994.50	14,745.50	13,444.50	13,500	14,800	9.63%
95000	Reserve: Debt Service	-	-	-	16,400	11,900	-27.44%
Total Debt Service		39,730.50	38,670.50	37,590.50	54,100	50,700	-6.28%
TOTAL EXPENDITURES		**39,730.50**	**38,670.50**	**37,590.50**	**54,100**	**50,700**	**-6.28%**

PROGRAM NARRATIVE

ECONOMIC DEVELOPMENT: ECONOMIC DEVELOPMENT ACTIVITIES (211-11-1101)
Responsible Manager/Title: Wes Hare, City Manager

FUNCTIONS AND RESPONSIBILITIES

- Manage outside agency grants to market Albany to convention, event, and tournament planners; coordinate year-round events; and support facilities by assisting meeting planners.
- Provide administrative oversight for economic development activities and the Strategic Plan initiatives.
- Provide management oversight and support to the CARA district and its activities.
- Contract (through outside agency grant) and coordinate with the Albany-Millersburg Economic Development Corporation (AMEDC) to establish, retain, and expand business in Albany.
- Continue active partnership with Council of Governments; Linn County; cities of Lebanon, Corvallis, Tangent, and Harrisburg; and Oregon Economic and Community Development Department on "wetland pilot project" for Oregon Department of State Lands.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Healthy Economy	09/08	In Progress	• Assist property owner (Rod Kempf) to acquire industrial park tenant for I-5 site.
	09/08	Terminated	• Work with Oregon Economic & Community Development Department to host another "Brownfield Conference" in Albany.
	12/08	In Progress	• Secure long-term property solution for Northwest Frozen Foods to remain operating in Albany.
	06/09	Terminated	• Identify top "at risk" industrial companies in Albany and assist in plan to retain their employees and business.
Budget Year 2009-2010			
Healthy Economy	06/10		• Meet with local businesses to determine needs and potential for City assistance.
	06/10		• Assist property owner (Rod Kempf) to acquire industrial park tenant for I-5 site.
	06/10		• Secure long-term property solution for National Frozen Foods to remain operating in Albany.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Contact major company CEOs or Plant Managers within Albany	13	8	6	10

STAFFING SUMMARY

FTEs	2.000	2.585	2.585	1.0

City of Albany, Oregon - Adopted Budget

Fund 211: Economic Development
Dept 11: City Manager

Prog 1101: Economic Development Activities

Budget Fiscal Year: 2010

Acct#	Description	2007 Actual	2008 Actual	2009 YTD	2009 Budget	2010 Adopted	% Change
General Revenues							
40105	Transient Room Tax	459,568.86	510,036.66	465,386.89	519,200	447,600	-13.79%
42825	PepsiCo	-	118,416.20	-	-	-	-
43005	Charges for Services	12,299.88	-	-	-	-	-
43801	Departmental Charges	-	3,132.47	5,063.01	-	-	-
47012	Miscellaneous Revenue	-	0.01	350.00	-	-	-
48010	Interest	5,594.22	1,458.86	(1,116.54)	2,500	1,500	-40.00%
Total General Revenues		477,462.96	633,044.20	469,683.36	521,700	449,100	-13.92%
Transfers In							
49015	From General Fund	25,000.00	25,000.00	-	-	-	-
49025	From CARA Program	115,400.00	115,400.00	115,397.67	115,400	102,000	-11.61%
49028	From Water Economic Development	25,000.00	25,000.00	25,000.00	25,000	-	-100.00%
49029	From Sewer Economic Development	25,000.00	25,000.00	25,000.00	25,000	-	-100.00%
49033	From Albany Municipal Airport	50,000.00	50,000.00	50,000.00	50,000	-	-100.00%
49060	From OCRA Program	-	-	-	25,500	-	-100.00%
Total Transfers In		240,400.00	240,400.00	215,397.67	240,900	102,000	-57.66%
Beginning Balance							
49905	Beginning Balance	192,235.00	200,940.00	127,563.00	125,000	55,900	-55.28%
Total Beginning Balance		192,235.00	200,940.00	127,563.00	125,000	55,900	-55.28%
TOTAL REVENUES		910,097.96	1,074,384.20	812,644.03	887,600	607,000	-31.61%
Personnel Services							
51001	Wages & Salaries	200,988.33	216,384.52	141,263.00	216,300	73,900	-65.83%
53001	Overtime	471.49	216.45	-	-	-	-
56001	Employer Paid Benefits	109,549.60	115,075.02	74,010.37	130,000	41,100	-68.38%
Total Personnel Services		311,009.42	331,675.99	215,273.37	346,300	115,000	-66.79%
Materials and Services							
60016	Audit Service	-	15,000.00	-	16,300	-	-100.00%
60101	Contractual Services	49,201.41	-	2,550.36	8,000	5,000	-37.50%
60211	Insurance & Bonds	2,146.48	1,575.15	1,485.91	1,600	1,200	-25.00%
60304	Albany Downtown Association	25,000.00	25,000.00	30,000.00	30,000	39,900	33.00%
60310	Albany Visitors Association	234,800.00	250,000.00	250,000.00	250,000	240,300	-3.88%
60311	AMEDC	40,000.00	45,000.00	45,000.00	45,000	45,000	-
60317	Albany Visitors' Assn Special Grant	-	97,000.00	97,000.00	97,000	97,000	-
60320	Timber Carnival Assn - Fireworks	-	-	9,000.00	-	-	-
61006	Advertising & Publications	211.00	360.20	-	300	300	-
61009	Car & Unreimbursed Expenses	3,600.00	3,000.00	-	3,600	-	-100.00%
61010	Duplication & Fax	-	744.90	658.98	1,200	1,200	-
61011	Education & Training	1,387.51	1,655.93	7,270.74	1,000	8,000	700.00%
61024	Materials & Supplies	1,578.71	10,445.14	702.68	1,500	1,500	-
61026	Meetings & Conferences	3,135.67	1,004.28	286.84	2,000	2,000	-
61027	Memberships & Dues	723.99	592.74	35.00	900	600	-33.33%
61028	Minor Equipment	6,928.19	2,481.07	183.36	4,000	2,000	-50.00%
61030	Personal Auto Reimbursement	1,544.23	469.34	373.32	500	500	-
61032	Postage & Shipping	6.62	47.31	-	100	100	-
61033	Printing & Binding	246.89	144.09	63.15	500	500	-
61034	Professional Publications	-	-	24.95	100	100	-
61060	Oak Creek Expenditures	-	119,766.20	-	10,000	-	-100.00%
61305	City Events	-	-	1,000.00	10,000	5,100	-49.00%
63009	Telephone	-	592.70	1,420.64	2,800	1,400	-50.00%
66010	Central Service Charges	19,000.00	24,400.00	37,900.00	37,900	29,500	-22.16%
66013	GIS System Charges	-	6,500.00	6,700.00	6,700	6,500	-2.99%
66014	Information Technology Services	1,800.00	8,800.00	9,500.00	9,500	3,200	-66.32%
66015	IT Equipment Replacement	800.00	500.00	700.00	700	1,000	42.86%
66511	Flexible Spending Admin Fees	33.00	66.00	60.50	100	100	-
Total Materials and Services		392,143.70	615,145.05	501,916.43	541,300	492,000	-9.11%
Transfers Out							
91203	To Grants Fund	6,005.12	-	-	-	-	-
Total Transfers Out		6,005.12	-	-	-	-	-
TOTAL EXPENDITURES		709,158.24	946,821.04	717,189.80	887,600	607,000	-31.61%

PROGRAM NARRATIVE

ECONOMIC DEVELOPMENT: ALBANY MUNICIPAL AIRPORT (211-50-1103)
Responsible Manager/Title: Guy Mayes, Airport and Transit Manager

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FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Healthy Economy	07/08	Cancelled	• Adopt landscape plan for Airport entrance.
	09/08	Cancelled	• Complete hangar audits for all properties on field.
	10/08	In Progress	• Complete "gate guard" project (A-4 aircraft).
	12/08	Completed	• Finish security fence for southwest field perimeter.
	12/08	Deferred	• Complete paving of new RW 34 "over run."
	06/09	Cancelled	• Make structural repairs to FBO space.
Budget Year 2009-2010			
Healthy Economy	03/10		• Update Airport Master Plan.
	10/09		• Maintain asphalt pavement.
	03/10		• Pursue FAA approval of runway extension.
	06/10		• Begin review of long term airport funding options.

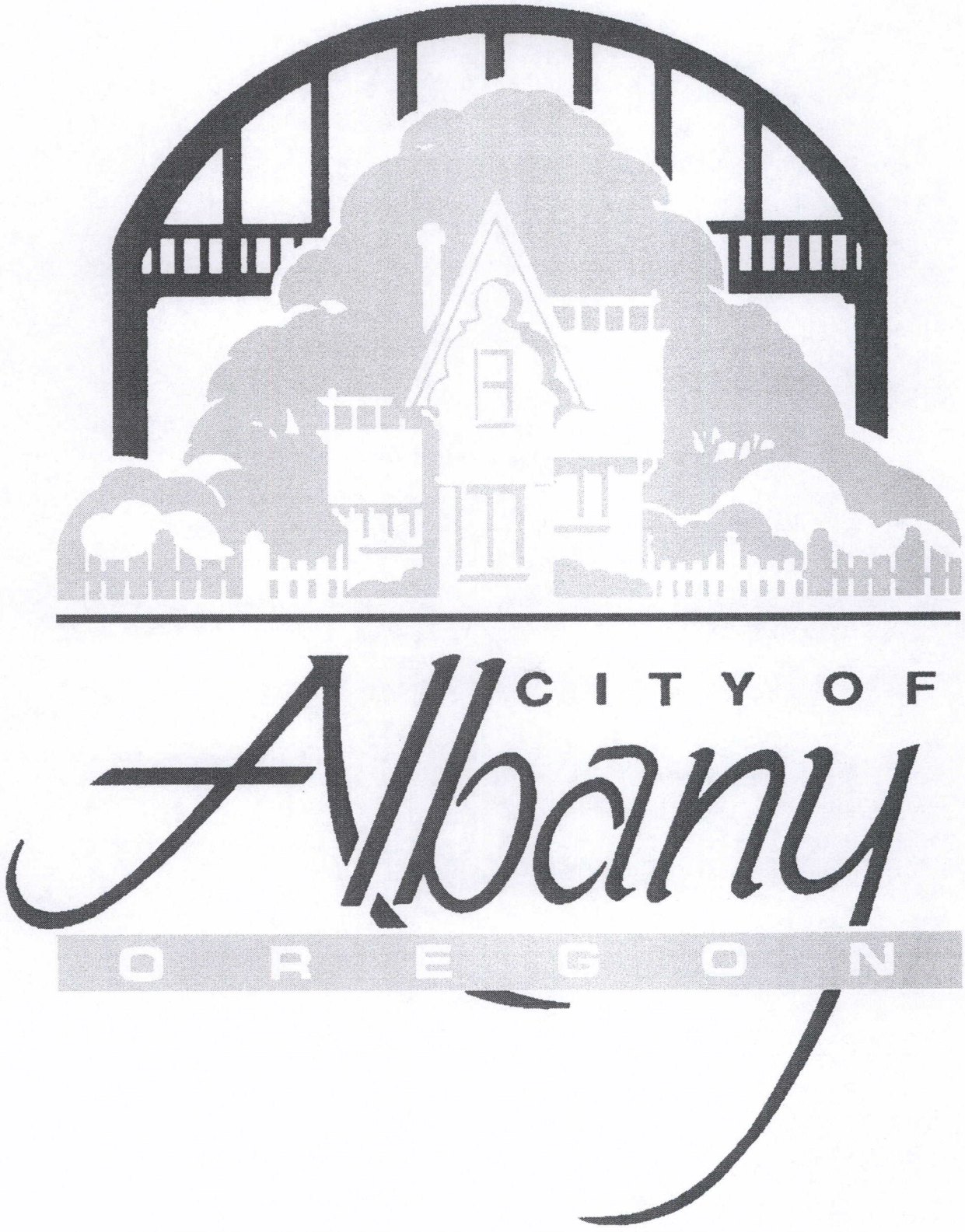
City of Albany, Oregon - Adopted Budget

Fund 211: Economic Development
Dept 50: Public Works

Prog 1103: Albany Municipal Airport

Budget Fiscal Year: 2010

Acct#	Description	2007 Actual	2008 Actual	2009 YTD	2009 Budget	2010 Adopted	% Change
General Revenues							
43006	Airport: Fuel	125,224.36	122,365.20	138,292.24	138,100	160,000	15.86%
43007	Airport: Tie Down Fees	5,497.35	10,608.60	11,100.00	12,000	5,000	-58.33%
43008	Airport: Lease	17,075.77	17,799.23	17,920.52	24,000	12,000	-50.00%
43009	Fixed Base Operator Revenues	18,000.00	16,760.09	18,000.00	18,000	18,000	-
43805	Space Rental	-	18,000.00	28,800.00	27,000	27,000	-
46100	Gifts & Donations	10,000.00	10,000.00	-	-	-	-
47017	Land Sales	313,957.50	-	-	-	-	-
48010	Interest	6,334.15	17,866.79	8,449.31	10,000	10,000	-
Total General Revenues		496,089.13	213,399.91	222,562.07	229,100	232,000	1.27%
Beginning Balance							
49905	Beginning Balance	198,591.00	457,455.00	314,549.00	460,900	315,000	-31.66%
Total Beginning Balance		198,591.00	457,455.00	314,549.00	460,900	315,000	-31.66%
TOTAL REVENUES		694,680.13	670,854.91	537,111.07	690,000	547,000	-20.72%
Materials and Services							
60101	Contractual Services	5,773.90	17,670.74	4,045.70	21,000	21,000	-
60211	Insurance & Bonds	6,939.00	6,982.70	7,243.83	7,800	3,000	-61.54%
61006	Advertising & Publications	-	-	-	500	500	-
61011	Education & Training	-	-	-	100	100	-
61024	Materials & Supplies	10,539.04	59,234.58	711.68	50,000	10,000	-80.00%
61026	Meetings & Conferences	633.02	924.01	-	1,500	1,500	-
61027	Memberships & Dues	114.00	164.00	-	500	300	-40.00%
61028	Minor Equipment	-	-	-	500	500	-
61030	Personal Auto Reimbursement	435.84	245.43	-	300	500	66.67%
61032	Postage & Shipping	-	-	-	100	100	-
61033	Printing & Binding	-	-	-	100	100	-
61034	Professional Publications	48.95	68.95	-	100	100	-
61046	Permits	552.75	644.00	825.00	600	900	50.00%
61052	Aviation Fuel	111,390.14	146,575.04	95,087.31	125,000	145,000	16.00%
61250	Fuel System Costs	619.20	1,672.54	896.95	1,500	1,500	-
61306	City Airport Events	-	500.00	-	1,500	1,500	-
63006	Power & Light	1,354.25	1,940.05	1,902.64	1,500	2,000	33.33%
63007	Heating & Fuel	4,466.26	5,539.95	7,401.11	3,500	3,500	-
63009	Telephone	206.31	207.60	38.68	100	100	-
63011	Water Service	45.00	-	45.00	300	300	-
63012	Sewer Service Charges	-	-	-	100	100	-
65006	Maint: Building	1,556.85	17,904.14	483.00	10,000	10,000	-
65011	Maint: Grounds	7,698.98	5,662.88	3,500.00	36,400	10,000	-72.53%
65025	Maint: Airport Facilities	-	904.30	2,227.02	1,000	4,000	300.00%
65080	Quad Hangar Repairs	-	-	-	500	500	-
66005	Charges for Services	-	-	-	-	54,200	-
66010	Central Service Charges	5,900.00	4,800.00	8,300.00	8,300	8,900	7.23%
66011	Equipment Replacement	23,000.00	23,000.00	15,800.00	15,800	15,900	0.63%
66030	Building Maintenance Charges	-	7,901.00	12,400.00	12,400	30,100	142.74%
Total Materials and Services		181,273.49	302,541.91	160,907.92	301,000	326,200	8.37%
Capital							
71015	Airport Landscaping Project	-	-	-	55,000	-	-100.00%
90012	Reserve: Capital Projects	-	-	-	246,000	185,800	-24.47%
Total Capital		-	-	-	301,000	185,800	-38.27%
Transfers Out							
91228	To FAA Annual Capital Grant	5,951.93	3,764.61	15,966.56	38,000	35,000	-7.89%
91232	To Economic Development	50,000.00	50,000.00	50,000.00	50,000	-	-100.00%
Total Transfers Out		55,951.93	53,764.61	65,966.56	88,000	35,000	-60.23%
TOTAL EXPENDITURES		237,225.42	356,306.52	226,874.48	690,000	547,000	-20.72%


CITY OF
Albany
OREGON

AMBULANCE FUND

RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Ambulance Service Fees	$1,666,399	$1,746,153	$1,805,200	$1,805,200	$1,800,000	(0.29%)	81.20%
FireMed Fees	97,625	102,750	95,000	95,000	95,000	-	4.29%
Miscellaneous Revenue	2,604	1,900	-	-	-	-	-
Over & Short	10	-	-	-	-	-	-
Interest	18,574	16,522	10,000	10,000	8,000	(20.00%)	0.36%
Total Current Resources	1,785,212	1,867,325	1,910,200	1,910,200	1,903,000	(0.38%)	85.85%
From Public Safety Levy Fund	168,000	168,000	188,000	188,000	238,700	26.97%	10.77%
Total Transfers In	168,000	168,000	188,000	188,000	238,700	26.97%	10.77%
Beginning Balance	392,087	288,831	274,000	274,000	75,000	(72.63%)	3.38%
Total Resources	$2,345,299	$2,324,156	$2,372,200	$2,372,200	$2,216,700	(6.56%)	100.00%

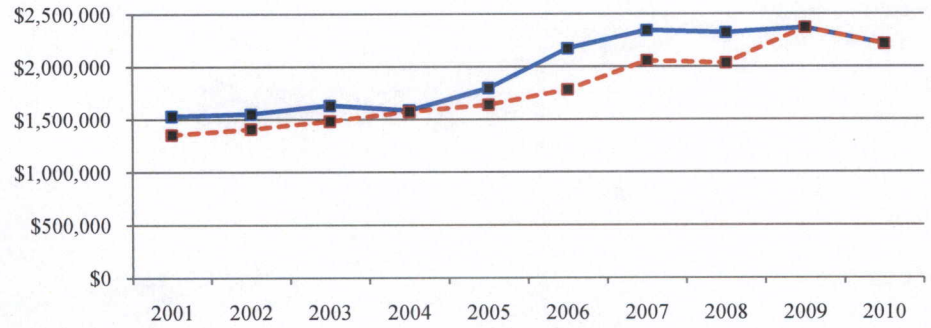
REQUIREMENT/STAFFING SUMMARIES

Requirements by Type	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Personnel	$1,486,897	$1,678,648	$1,933,900	$1,933,900	$1,772,500	$1,772,500	$1,772,500
Materials & Services	561,167	356,747	438,300	438,300	444,200	444,200	444,200
Capital	8,408	-	-	-	-	-	-
Total Requirements	$2,056,472	$2,035,395	$2,372,200	$2,372,200	$2,216,700	$2,216,700	$2,216,700

Percent of Fund Total	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Personnel	72.30%	82.47%	81.52%	81.52%	79.96%	79.96%	79.96%
Materials & Services	27.29%	17.53%	18.48%	18.48%	20.04%	20.04%	20.04%
Capital	0.41%	-	-	-	-	-	-
Totals	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

Staffing Summary (FTE)	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Ambulance	18.00	19.00	19.00	19.00	17.50	17.50	17.50

AMBULANCE RESOURCES/REQUIREMENTS, TEN FISCAL YEARS



	Resources	Requirements
2001	$1,531,333	$1,353,900
2002	1,552,132	1,408,000
2003	1,633,716	1,483,547
2004	1,587,025	1,574,274
2005	1,796,409	1,638,418
2006	2,172,954	1,780,867
2007	2,345,299	2,056,472
2008	2,324,156	2,035,395
2009	2,372,200	2,372,200
2010	2,216,700	2,216,700

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

- Provide emergency and non-emergency transportation for the City of Albany and 205 square miles of Linn and Benton Counties.
- Maintain sufficient ambulances and all medical equipment in a state of preparedness.
- Oversee emergency medical services that are integrated with Fire Suppression activities to meet community emergency medical needs.
- Provide emergency medical care at the scene of illnesses and injuries, and transport to medical facilities.
- Conduct emergency medical service training, skill proficiency, and re-certification for all Department certified personnel.
- Comply with local, state, and federal laws related to provision of emergency medical care and transportation.
- Support all billing and collection services associated with the Ambulance and FireMed programs.
- Provide funding for 17.5 FTE emergency services personnel primarily through ambulance service fees.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City/Effective Government	09/08	In Progress	• Implement Bariatric Transport Program.
	01/09	Completed	• Implement Quality Improvement Program.
	02/09	In Progress	• Evaluate enhancements to FireMed Program.
	06/09	Completed	• Complete EMT re-certification process.
	06/09	In Progress	• Provide advanced training for professional certifications.
Budget Year 2009-2010			
Safe City/Effective Government	09/09		• Place new medic unit in service.
	09/09		• Purchase and place in service five cardiac monitors.
	01/10		• Complete implementation of Bariatric Transport Program.
	06/10		• Increase ambulance billing efficiency through increased training.
	06/10		• Provide advanced training for professional certifications.
	06/10		• Succession planning for EMS Field Trainers.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

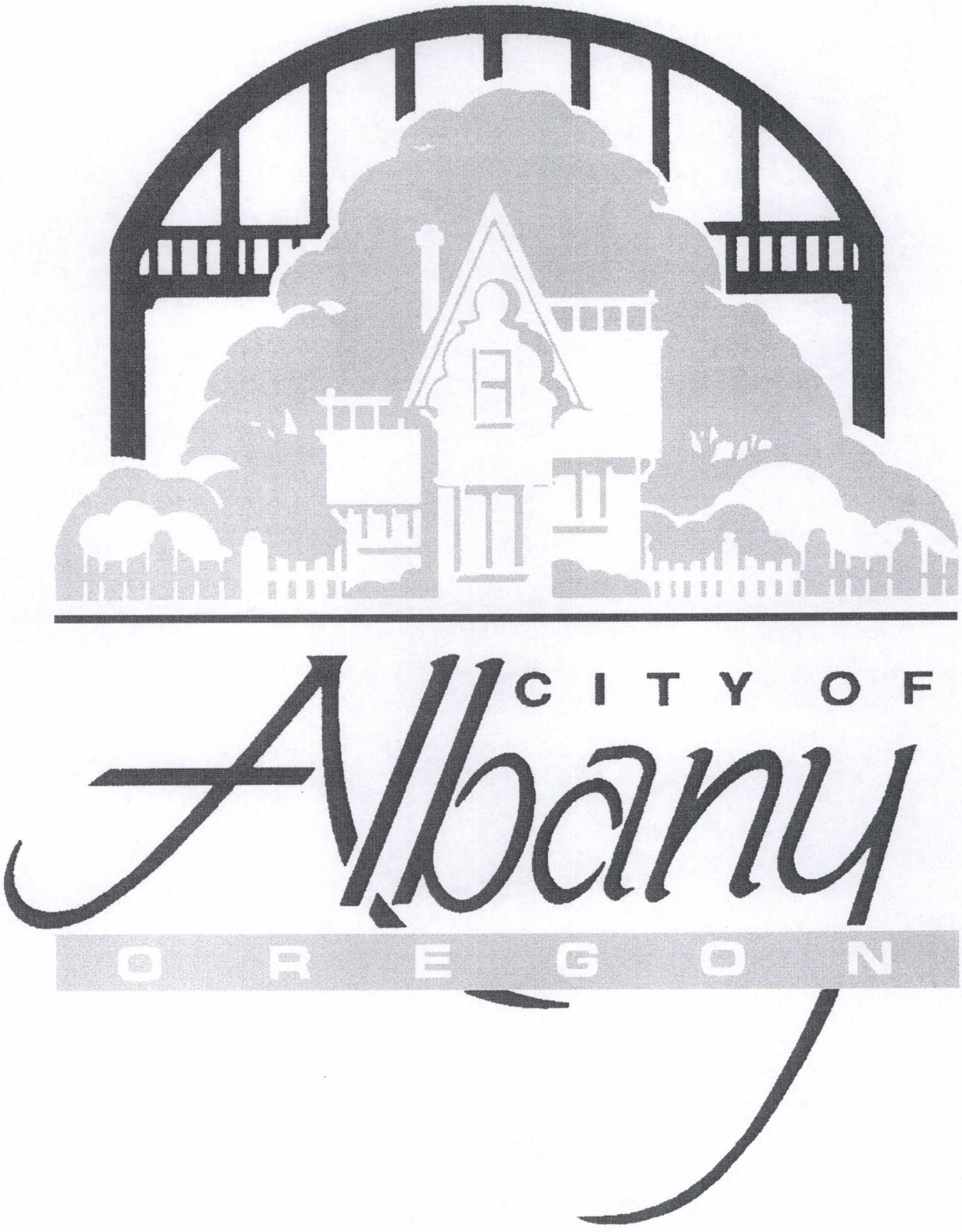
	2006-2007	2007-2008	2008-2009	2009-2010
Field transports to out-of-community medical facilities	254	289	282	295
Inter-Facility transfers	396	377	402	400
Billing percent received (includes Medicare write-offs)	52.3%	52.7%	49.0%	50.0%
Total EMS responses per 1,000 population served (2008 median for cities under 100k = 81.00)	89.06	94.29	95.00	95.00

STAFFING SUMMARY

FTE's	18	19	19	17.5

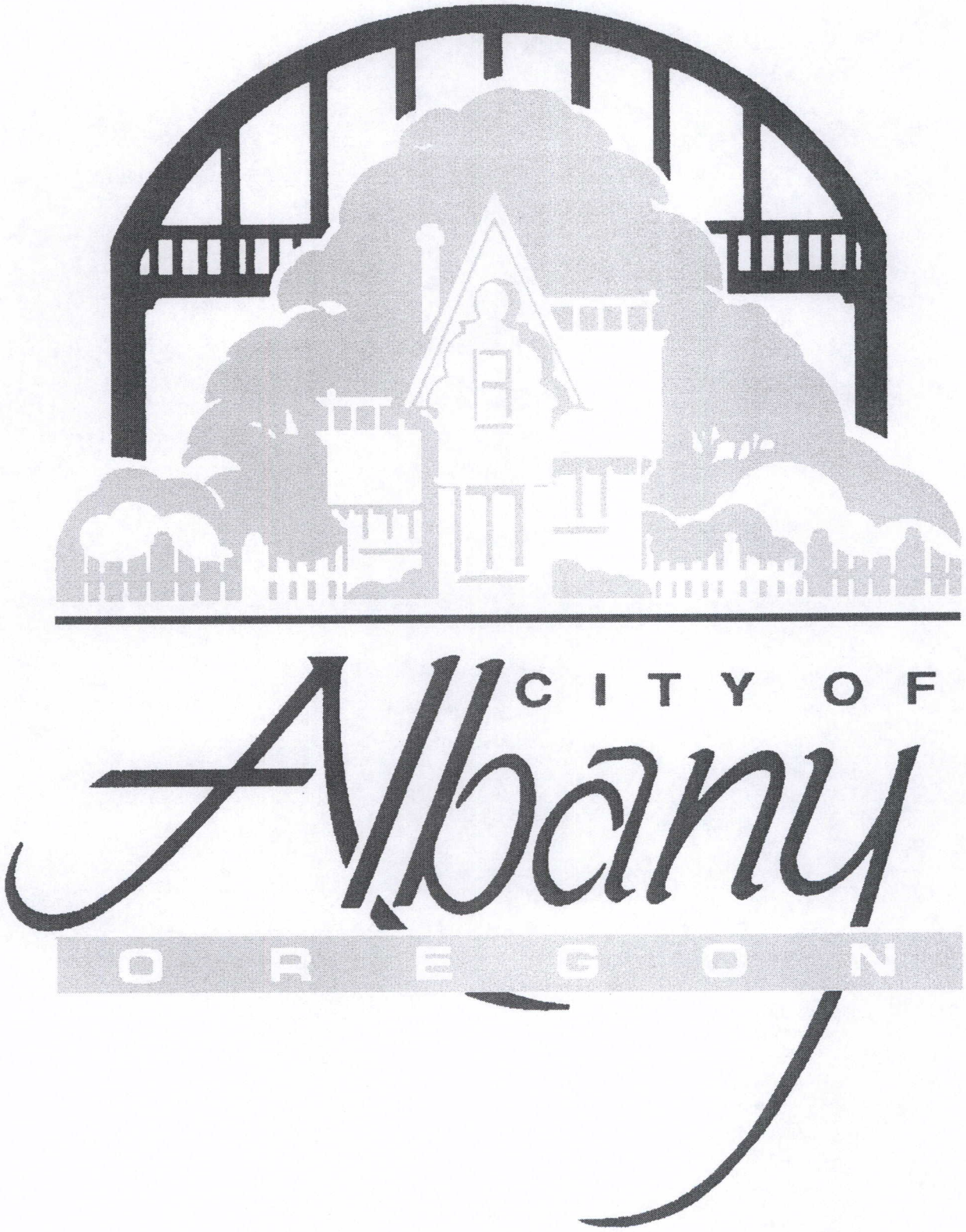
PROG 1206: Ambulance

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
43032	Ambulance Service Fees	1,666,398.59	1,746,153.36	1,803,989.95	1,805,200	1,800,000	-0.29%
43033	FireMed Fees	97,625.00	102,750.00	123,192.40	95,000	95,000	0.00%
47012	Miscellaneous Revenue	2,603.60	1,900.44	2,885.81	-	-	0.00%
47013	Over & short	10.00	-	-	-	-	0.00%
48010	Interest	18,574.37	16,521.82	5,553.17	10,000	8,000	-20.00%
Total General Revenues		1,785,211.56	1,867,325.62	1,935,621.33	1,910,200	1,903,000	-0.38%
Transfers In							
49009	From Public Safety Levy Fund	168,000.00	168,000.00	172,333.37	188,000	238,700	26.97%
Total Transfers In		168,000.00	168,000.00	172,333.37	188,000	238,700	26.97%
Beginning Balance							
49905	Beginning Balance	392,087.00	288,831.00	288,761.00	274,000	75,000	-72.63%
Total Beginning Balance		392,087.00	288,831.00	288,761.00	274,000	75,000	-72.63%
TOTAL REVENUES		**2,345,298.56**	**2,324,156.62**	**2,396,715.70**	**2,372,200**	**2,216,700**	**-6.56%**
Personnel Services							
51001	Wages & Salaries	939,743.40	1,058,108.16	1,155,818.42	1,216,300	1,136,300	-6.58%
53001	Overtime	55,903.64	76,078.13	44,362.60	50,000	50,000	0.00%
54005	Unemployment Claims	102.64	3,247.79	2,384.33	1,900	1,800	-5.26%
56001	Employer Paid Benefits	491,146.80	541,214.23	626,616.47	665,700	584,400	-12.21%
Total Personnel Services		1,486,896.48	1,678,648.31	1,829,181.82	1,933,900	1,772,500	-8.35%
Materials & Services							
60101	Contractual Services	77,909.77	78,867.96	84,792.11	96,100	66,400	-30.91%
60201	Space Rental	14,500.00	17,200.00	15,300.00	15,300	15,900	3.92%
60211	Insurance & Bonds	5,422.68	8,663.26	8,358.27	9,000	6,000	-33.33%
60216	Software License Fees	14,790.00	1,650.00	8,159.00	8,200	8,600	4.88%
61006	Advertising & Publications	-	-	1,394.14	1,000	1,000	0.00%
61010	Duplication & Fax	-	-	-	200	200	0.00%
61011	Education & Training	3,854.85	5,210.83	-	7,500	7,500	0.00%
61018	Laundry Service	-	-	16.53	800	300	-62.50%
61020	Licensing & Accreditation Fees	8,600.50	150.00	8,931.00	9,000	1,500	-83.33%
61022	Credit Card Fees	229.63	732.32	459.16	1,000	1,200	20.00%
61024	Materials & Supplies	26,622.02	2,054.10	1,770.12	5,500	5,500	0.00%
61025	Medical Supplies	37,917.96	47,341.27	46,674.50	70,000	70,000	0.00%
61026	Meetings & Conferences	1,936.78	970.70	1,788.84	5,000	-	-100.00%
61027	Memberships & Dues	165.00	-	35.00	300	300	0.00%
61028	Minor Equipment	10,140.43	12,720.82	7,228.67	5,900	14,600	147.46%
61030	Personal Auto Reimbursement	-	-	-	200	-	-100.00%
61031	Personal Protective Equipment	4,888.29	5,373.62	5,524.19	6,600	6,600	0.00%
61032	Postage & Shipping	443.55	458.19	574.34	600	600	0.00%
61033	Printing & Binding	2,413.94	3,649.79	3,443.20	4,400	4,400	0.00%
61034	Professional Publications	308.88	419.00	355.90	500	500	0.00%
61036	Reimbursable Meals	188.62	104.36	50.76	400	400	0.00%
61049	Gas, Oil, & Lubricants	25,020.68	28,993.28	26,029.98	22,500	27,000	20.00%
63009	Telephone	3,308.51	3,261.28	2,247.92	2,200	2,600	18.18%
65008	Maint: Communications Equipment	16,147.68	3,916.18	4,100.00	4,100	4,100	0.00%
65014	Maint: Medical Equipment	7,727.58	7,000.65	6,626.95	8,400	8,600	2.38%
65513	Vehicle Maintenance	-	-	-	-	30,000	0.00%
66010	Central Service Charges	113,100.00	114,500.00	127,400.00	127,400	131,300	3.06%
66011	Equipment Replacement	168,000.00	-	-	-	-	0.00%
66014	Information Technology Services	14,100.00	5,800.00	18,900.00	18,900	19,300	2.12%
66015	IT Equipment Replacement	1,300.00	2,200.00	1,900.00	1,900	4,000	110.53%
66505	Physical Exams & Medicals	46.72	3,039.89	2,162.00	3,000	3,000	0.00%
66511	Flexible Spending Admin Fees	165.00	434.50	363.00	400	400	0.00%
67007	Employee Safety Incentive Payments	1,913.80	2,035.40	2,292.80	2,000	2,400	20.00%


CITY OF
Albany
OREGON

PROG 1206: Ambulance

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Total Materials & Services	561,162.87	356,747.40	386,878.38	438,300	444,200	1.35%
Capital						
70005 Capital Equipment	8,408.00	-	-	-	-	0.00%
Total Capital	8,408.00	-	-	-	-	0.00%
TOTAL EXPENDITURES	**2,056,467.35**	**2,035,395.71**	**2,216,060.20**	**2,372,200**	**2,216,700**	**-6.56%**

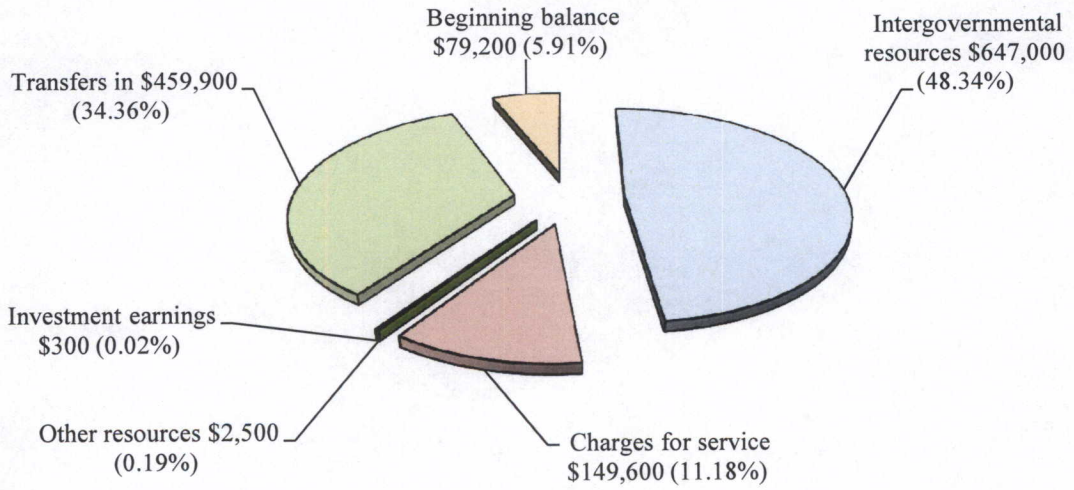

CITY OF
Albany
OREGON

PUBLIC TRANSIT FUND
RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Business Energy Tax Credit Grant	$ 21,776	$ -	$ 75,400	$ 75,400	$ 35,300	(53.18%)	2.64%
FTA Section 5311 Grant	327,946	358,480	392,900	392,900	420,300	6.97%	31.40%
FTA-ODOT Biennium Grant	-	13,460	75,800	75,800	49,600	(34.56%)	3.71%
ODOT	7,000	9,644	6,000	6,000	-	(100.00%)	-
City of Millersburg	-	-	-	-	4,200	-	0.31%
Local Funds: Operational	57,900	61,875	116,400	116,400	117,900	1.29%	8.81%
Special Transit Fund: Linn Co	36,096	40,452	34,900	34,900	15,700	(55.01%)	1.17%
Special Transit Fund: Benton Co	4,600	4,600	5,600	5,600	4,000	(28.57%)	0.30%
Advertising Revenue	11,982	11,816	7,500	7,500	13,000	73.33%	0.97%
Bus Fares	43,218	42,597	34,000	34,000	38,000	11.76%	2.84%
LBCC Fare Match Program	35,700	46,000	58,400	58,400	81,600	39.73%	6.10%
Call-A-Ride Revenue	11,897	14,679	14,000	14,000	17,000	21.43%	1.27%
Trolley Rental Charges	1,475	720	-	-	-	-	-
Gifts & Donations	465	450	500	500	2,000	300.00%	0.15%
Miscellaneous Revenue	283	209	100	100	500	400.00%	0.04%
Interest	(1,977)	1,003	300	300	300	-	0.02%
Total Current Resources	558,361	605,985	821,800	821,800	799,400	(2.73%)	59.73%
From General Fund	301,800	310,000	320,000	320,000	459,900	43.72%	34.36%
From Capital Equipment Fund	23,600	-	-	-	-	-	-
Total Transfers In	325,400	310,000	320,000	320,000	459,900	43.72%	34.36%
Beginning Balance	49,616	54,302	125,000	125,000	79,200	(36.64%)	5.91%
Total Resources	$ 933,377	$ 970,287	$1,266,800	$1,266,800	$1,338,500	5.66%	100.00%

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

PUBLIC TRANSIT RESOURCES BY SOURCE



PUBLIC TRANSIT FUND

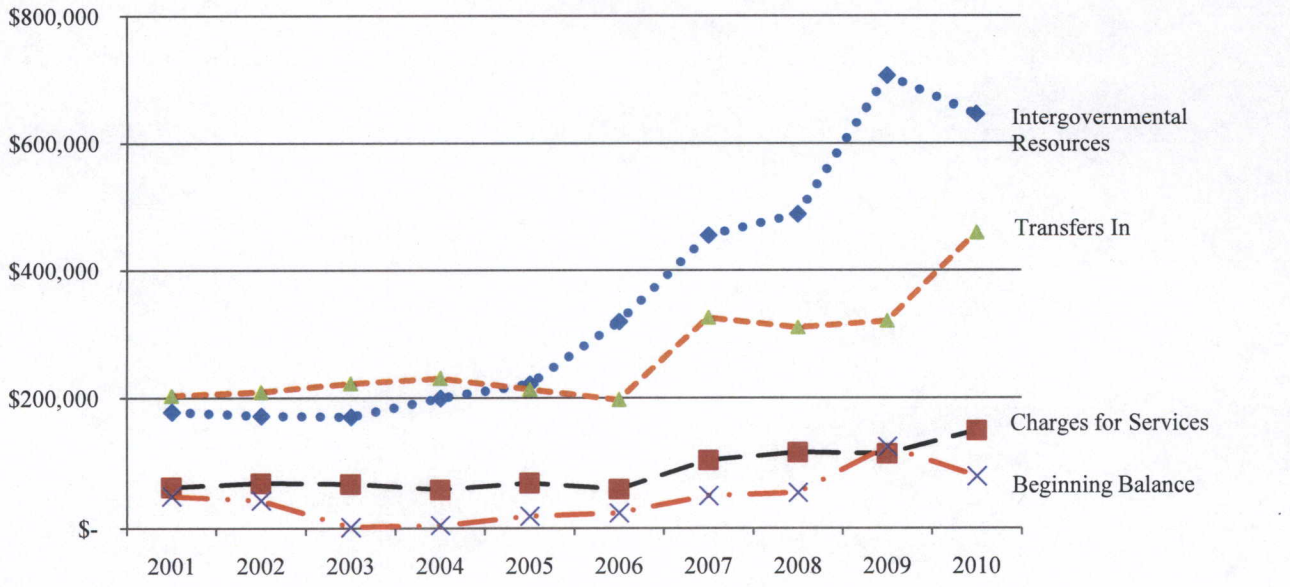
RESOURCES BY TYPE - TEN FISCAL YEARS

Fiscal Year	Intergovern-mental Resources	Charges for Services	Other Resources	Interest Earnings	Transfers In	Beginning Balance	Total Resources
2001	$ 178,461	$ 62,814	$ 2,464	$ 1,897	$ 203,300	$ 48,998	$ 497,934
2002	172,395	69,137	2,377	1,159	209,100	42,475	496,643
2003	170,782	67,691	748	48	222,100	1,242	462,611
2004	199,423	58,955	501	110	230,100	4,101	493,190
2005	221,231	69,258	1,662	443	213,012	18,141	523,747
2006	318,860	59,512	5,112	659	197,100	23,300	604,543
2007	455,318	104,272	748	(1,977)	325,400	49,616	933,377
2008	488,511	115,812	659	1,003	310,000	54,302	970,287
2009	707,000	113,900	600	300	320,000	125,000	1,266,800
2010	647,000	149,600	2,500	300	459,900	79,200	1,338,500

RESOURCES BY TYPE - PERCENTAGE OF TOTAL RESOURCES

2001	35.84%	12.61%	0.49%	0.38%	40.83%	9.85%	100.00%
2002	34.71%	13.92%	0.48%	0.23%	42.10%	8.56%	100.00%
2003	36.92%	14.63%	0.16%	0.01%	48.01%	0.27%	100.00%
2004	40.44%	11.95%	0.10%	0.02%	46.66%	0.83%	100.00%
2005	42.24%	13.22%	0.32%	0.08%	40.67%	3.47%	100.00%
2006	52.74%	9.84%	0.85%	0.11%	32.60%	3.86%	100.00%
2007	48.78%	11.17%	0.08%	(0.21%)	34.86%	5.32%	100.00%
2008	50.35%	11.94%	0.07%	0.10%	31.95%	5.60%	100.01%
2009	55.81%	8.99%	0.05%	0.02%	25.26%	9.87%	100.00%
2010	48.34%	11.18%	0.19%	0.02%	34.36%	5.91%	100.00%

MAJOR RESOURCES BY TYPE - 10 FISCAL YEARS



PUBLIC TRANSIT FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Albany Transit System(1)	$ 403,632	$ 406,329	$ 504,900	$ 504,900	$ -	$ -	$ -
Albany Transit System(2)	-	-	-	-	554,700	554,700	554,700
Linn-Benton Loop(1)	270,835	305,189	520,700	520,700	-	-	-
Linn-Benton Loop(2)	-	-	-	-	521,100	521,100	521,100
Paratransit System(1)	204,606	183,017	241,200	241,200	-	-	-
Paratransit System(2)	-	-	-	-	262,700	262,700	262,700
Total Requirements	$ 879,073	$ 894,535	$1,266,800	$1,266,800	$1,338,500	$1,338,500	$1,338,500

(1) Economic Development
(2) Public Works

Requirements by Type	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Personnel	$ 559,034	$ 554,248	$ 794,700	$ 794,700	$ 763,400	$ 763,400	$ 763,400
Materials & Services	304,039	340,287	472,100	472,100	501,200	501,200	501,200
Capital	-	-	-	-	73,900	73,900	73,900
Total Requirements	$ 863,073	$ 894,535	$1,266,800	$1,266,800	$1,338,500	$1,338,500	$1,338,500

Adopted Requirements by Program and Type	Personnel	Materials & Services	Capital	Adopted Budget	% of Fund Budget
Albany Transit System	$ 284,000	$ 196,800	$ 73,900	$ 554,700	41.44%
Linn-Benton Loop	297,400	223,700	-	521,100	38.93%
Paratransit System	182,000	80,700	-	262,700	19.63%
Total Requirements	$ 763,400	$ 501,200	$ 73,900	$1,338,500	100.00%
Percent of Fund Budget	57.04%	37.44%	5.52%	100.00%	

Staffing Summary (FTE)	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Albany Transit System	3.590	3.760	3.760	3.760	3.760	3.760	3.760
Linn-Benton Loop	3.070	3.150	4.650	4.650	4.650	4.650	4.650
Paratransit System	2.675	2.890	2.890	2.890	2.890	2.890	2.890
Total FTE	9.335	9.800	11.300	11.300	11.300	11.300	11.300

PROGRAM NARRATIVE

PUBLIC TRANSIT: ALBANY TRANSIT SYSTEM (213-50-1106)
Responsible Manager/Title: Guy Mayes, Airport and Transit Manager
Developed by: Ted Frazier, Transit Programs Supervisor

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	07/08	Completed	• Complete design work with project manager on REA building as permanent transit office.
	12/08	Not Funded	• Apply for grant funding to replace vehicle #470.
	12/08	In Progress	• Develop and implement Strategic Plan to identify long- and short-term goals.
Great Neighborhoods	12/08	In Progress	• Investigate ways of expanding service areas using existing personnel and equipment.
Budget Year 2009-2010			
Effective Government	06/10		• Identify and pursue additional grant and revenue resources.
	03/10		• Conduct rider survey to identify needs and gauge customer satisfaction.
	06/10		• Develop and implement Strategic Plan to identify long- and short-term goals.
Great Neighborhoods	06/10		• Review consultant's recommendations for improved route efficiencies.
	04/10		• Pursue grant funding to replace bus shelters and bring them into ADA compliance.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Total number of rides.	69,248	66,761	72,000	75,000
Number of elderly/disabled passengers.	18,697	18,025	19,440	21,700
Annual mileage.	85,800	85,800	85,800	85,800
Cost per ride.	$5.82	$6.19	$6.39	$7.26
Annual City subsidy.	$153,100	$164,300	$141,500	$208,300
Annual City subsidy per ride.	$2.21	$2.46	$1.97	$2.78
Annual City subsidy per capita.	$3.28	$3.52	$2.90	$4.32
Percent of transit users that are satisfied or very satisfied.				95%

STAFFING SUMMARY

FTEs	3.59	3.76	3.76	3.76

City of Albany, Oregon - Adopted Budget

Fund 213: Public Transit
Dept 50: Public Works

Prog 1106: Albany Transit System

Budget Fiscal Year: 2010

Acct#	Description	2007 Actual	2008 Actual	2009 YTD	2009 Budget	2010 Budget	% Change
General Revenues							
42023	Business Energy Tax Credit Grant	-	-	-	17,700	8,600	-51.41%
42026	FTA Section 5311 Grant	186,235.00	205,480.00	171,742.00	225,700	222,100	-1.60%
42031	FTA-ODOT Biennium Grant	-	5,500.00	-	-	-	-
42816	Special Transit Fund: Linn Co	4,800.00	4,440.00	3,240.00	4,500	4,000	-11.11%
43300	W. Comp. Wage Subsidy Reimb.	570.00	6,179.28	7,466.00	2,500	5,000	100.00%
43301	Bus Fares	27,915.92	27,331.08	26,586.32	22,000	18,000	-18.18%
43302	LBCC Fare Match Program	10,200.00	7,500.00	10,700.00	10,600	14,000	32.08%
43304	Trolley Rental Charges	1,475.00	720.00	-	-	-	-
47012	Miscellaneous Revenue	282.82	208.64	1,267.73	100	500	400.00%
48010	Interest	854.69	3,891.35	120.79	300	300	-
Total General Revenues		232,333.43	261,250.35	221,122.84	283,400	272,500	-3.85%
Transfers In							
49015	From General Fund	153,100.00	164,300.00	141,500.00	141,500	208,300	47.21%
Total Transfers In		153,100.00	164,300.00	141,500.00	141,500	208,300	47.21%
Beginning Balance							
49905	Beginning Balance	67,792.00	49,592.00	68,812.00	80,000	73,900	-7.63%
Total Beginning Balance		67,792.00	49,592.00	68,812.00	80,000	73,900	-7.63%
TOTAL REVENUES		453,225.43	475,142.35	431,434.84	504,900	554,700	9.86%
Personnel Services							
51001	Wages & Salaries	148,618.60	145,513.84	148,770.15	169,700	168,100	-0.94%
52001	Temporary Employees	16,863.83	13,271.67	19,802.02	32,300	16,000	-50.46%
53001	Overtime	695.30	2,016.21	4,385.11	3,000	4,000	33.33%
54005	Unemployment Claims	21.77	1,082.61	1,003.92	800	200	-75.00%
56001	Employer Paid Benefits	80,370.45	81,362.13	89,249.61	106,000	95,700	-9.72%
Total Personnel Services		246,569.95	243,246.46	263,210.81	311,800	284,000	-8.92%
Materials and Services							
60101	Contractual Services	18,546.99	21,726.34	3,803.83	11,000	5,900	-46.36%
60201	Space Rental	2,950.00	2,800.00	3,900.66	3,600	3,600	-
60211	Insurance & Bonds	8,247.00	10,125.88	9,751.30	10,500	18,100	72.38%
61006	Advertising & Publications	200.00	1,495.82	1,076.95	4,000	1,000	-75.00%
61010	Duplication & Fax	1,149.35	630.73	710.94	800	800	-
61011	Education & Training	411.57	729.90	800.78	700	-	-100.00%
61024	Materials & Supplies	4,163.62	6,781.44	3,997.83	5,000	4,700	-6.00%
61026	Meetings & Conferences	35.00	263.67	6.49	500	-	-100.00%
61027	Memberships & Dues	400.00	300.00	325.00	500	500	-
61030	Personal Auto Reimbursement	64.20	150.24	93.48	100	100	-
61033	Printing & Binding	9,543.40	6,297.89	6,845.18	8,000	8,000	-
61040	Uniforms	923.07	418.39	180.93	500	500	-
61041	Vehicle Fuel Charges	33,611.39	40,277.16	42,255.28	55,000	55,500	0.91%
63006	Power & Light	-	183.19	1,057.97	-	1,200	-
63009	Telephone	4,888.38	4,149.41	3,067.76	4,100	3,600	-12.20%
65006	Maint: Building	4,205.42	1,337.11	848.30	2,500	2,600	4.00%
65008	Maint: Communications Equipment	125.00	125.00	-	1,500	1,500	-
65512	Trolley Maintenance	762.83	-	-	-	-	-
65513	Vehicle Maintenance	35,626.42	32,440.14	21,779.84	48,000	28,000	-41.67%
66005	Charges for Services	-	-	-	-	21,700	-
66010	Central Service Charges	25,200.00	24,900.00	26,100.00	26,100	27,000	3.45%
66011	Equipment Replacement	4,000.00	-	-	-	-	-
66014	Information Technology Services	1,800.00	2,000.00	4,200.00	4,200	4,300	2.38%
66015	IT Equipment Replacement	100.00	-	-	-	-	-
66030	Building Maintenance Charges	-	5,035.00	5,200.00	5,200	6,900	32.69%
66505	Physical Exams & Medicals	-	241.00	134.00	300	300	-
66511	Flexible Spending Admin Fees	110.00	675.33	121.00	900	900	-
67010	Safety Recognition Program	-	-	-	100	100	-
Total Materials and Services		157,063.64	163,083.64	136,257.52	193,100	196,800	1.92%
Capital							
73502	ATS Bus Shelters	-	-	-	-	73,900	-
Total Capital		-	-	-	-	73,900	-
TOTAL EXPENDITURES		403,633.59	406,330.10	399,468.33	504,900	554,700	9.86%

PROGRAM NARRATIVE

PUBLIC TRANSIT: LINN-BENTON LOOP (213-50-1107)
Responsible Manager/Title: Guy Mayes, Airport and Transit Manager
Developed by: Ted Frazier, Transit Programs Supervisor

FUNCTIONS AND RESPONSIBILITIES

- Provide a safe and reliable public transit system along fixed routes between the cities of Albany, Corvallis, and Lebanon.
- Maintain records of ridership, maintenance, and operation of the system and apply for state and federal grants in order to obtain system funding.
- Operate the Loop to provide 19 runs per day plus 8 runs on Saturday.
- Provide rides to LBCC and OSU students through the combined Pass Program.
- Provide management and supervision for the system, including personnel and operating and maintenance of equipment. Provide staffing for the Linn-Benton Loop Transit Commission.
- Manage local operating funds from the partners: Benton County Special Transportation Fund (STF), $4,000; Linn County STF, $11,700; LBCC, $27,400; Corvallis; $27,400; Albany, $27,400; Lebanon $9,400; and Samaritan Health Services $10,000.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	07/08	Completed	• Evaluate existing Loop routes to improve efficiency.
	01/09	In Progress	• Seek additional Pass Program Partners.
Great Neighborhoods	07/08	In Progress	• Plan and implement Lebanon Loop route.
Budget Year 2009-2010			
Effective Government	06/10		• Identify and pursue additional grant and revenue resources.
	06/10		• Develop and implement strategic plan to identify long- and short-term goals.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Total number of rides.	84,937	91,815	100,000	142,000
Number of elderly/disabled passengers.	15,289	16,526	18,000	25,600
Annual mileage.	80,000	89,000	99,100	180,000
Cost per ride.	$5.82	$6.19	$6.39	$3.63
Annual City subsidy.	$15,500	$16,500	$16,500	$27,400
Annual City subsidy per ride.	$.18	$.18	$.16	$.19
Annual City subsidy per capita.	$.31	$.34	$.34	$.56

STAFFING SUMMARY

FTEs	3.07	3.15	4.65	4.65

City of Albany, Oregon - Adopted Budget

Fund 213: Public Transit
Dept 50: Public Works

Prog 1107: Transit Loop System

Budget Fiscal Year: 2010

Acct#	Description	2007 Actual	2008 Actual	2009 YTD	2009 Budget	2010 Budget	% Change
General Revenues							
42023	Business Energy Tax Credit Grant	-	-	-	40,200	21,300	-47.01%
42026	FTA Section 5311 Grant	141,711.00	153,000.00	138,550.00	167,200	165,700	-0.90%
42031	FTA-ODOT Biennium Grant	-	5,500.00	-	75,800	49,600	-34.56%
42808	Local Funds: Operational	57,900.04	61,875.00	61,500.00	116,400	117,900	1.29%
42816	W. Comp. Wage Subsidy Reimb.	7,680.00	8,832.00	9,636.00	9,200	11,700	27.17%
42817	Special Transit Fund: Benton Co	4,600.00	4,600.00	4,600.00	5,600	4,000	-28.57%
43300	Advertising Revenue	11,412.15	5,637.07	7,037.85	5,000	8,000	60.00%
43301	Bus Fares	15,302.49	15,265.70	16,892.04	12,000	20,000	66.67%
43302	LBCC Fare Match Program	25,500.00	38,500.00	37,800.00	47,800	67,600	41.42%
48010	Interest	(2,144.01)	(2,001.37)	1.92	-	-	-
Total General Revenues		261,961.67	291,208.40	276,017.81	479,200	465,800	-2.80%
Transfers In							
49015	From General Fund	31,800.00	16,500.00	16,500.00	16,500	55,300	235.15%
Total Transfers In		31,800.00	16,500.00	16,500.00	16,500	55,300	235.15%
Beginning Balance							
49905	Beginning Balance	(18,176.00)	4,750.00	7,268.00	25,000	-	-100.00%
Total Beginning Balance		(18,176.00)	4,750.00	7,268.00	25,000	-	-100.00%
TOTAL REVENUES		275,585.67	312,458.40	299,785.81	520,700	521,100	0.08%
Personnel Services							
51001	Wages & Salaries	104,678.14	104,981.84	113,695.16	200,400	136,100	-32.09%
52001	Temporary Employees	12,088.49	20,953.86	11,535.98	9,000	59,000	555.56%
53001	Overtime	831.81	376.21	1,242.69	1,000	1,000	-
54005	Unemployment Claims	12.44	433.05	627.48	500	300	-40.00%
56001	Employer Paid Benefits	56,556.39	59,250.50	70,441.15	100,600	101,000	0.40%
Total Personnel Services		174,167.27	185,995.46	197,542.46	311,500	297,400	-4.53%
Materials and Services							
60101	Contractual Services	2,635.75	2,056.15	4,371.76	5,000	5,200	4.00%
60201	Space Rental	426.00	1,700.00	3,599.67	4,600	3,600	-21.74%
60211	Insurance & Bonds	1,355.68	1,462.63	2,600.33	2,800	1,200	-57.14%
61006	Advertising & Publications	-	738.00	765.00	8,000	8,000	-
61010	Duplication & Fax	131.76	181.25	211.35	-	-	-
61011	Education & Training	-	214.00	297.98	400	500	25.00%
61024	Materials & Supplies	2,006.18	1,865.00	2,017.37	2,500	2,800	12.00%
61026	Meetings & Conferences	-	58.42	23.87	500	500	-
61027	Memberships & Dues	150.00	-	-	200	200	-
61030	Personal Auto Reimbursement	108.24	24.79	79.99	100	100	-
61033	Printing & Binding	4,808.34	3,098.77	2,795.18	11,000	9,000	-18.18%
61040	Uniforms	230.70	283.96	-	600	600	-
61041	Vehicle Fuel Charges	31,887.65	43,412.45	31,476.91	76,600	78,400	2.35%
63006	Power & Light	-	183.18	1,058.00	-	1,000	-
63009	Telephone	728.38	429.99	758.49	800	900	12.50%
65006	Maint: Building	624.64	618.48	-	1,600	1,600	-
65008	Maint: Communications Equipment	-	-	-	800	800	-
65513	Vehicle Maintenance	24,574.90	37,367.34	48,449.33	41,000	44,000	7.32%
66005	Charges for Services	-	-	-	-	21,700	-
66010	Central Service Charges	17,600.00	17,700.00	20,800.00	20,800	30,000	44.23%
66011	Equipment Replacement	7,500.00	1,500.00	11,000.00	11,000	2,000	-81.82%
66014	Information Technology Services	1,800.00	1,900.00	4,200.00	4,200	4,300	2.38%
66015	IT Equipment Replacement	100.00	-	-	-	-	-
66030	Building Maintenance Charges	-	4,315.00	5,200.00	5,200	6,900	32.69%
66505	Physical Exams & Medicals	-	85.20	-	300	300	-
67010	Safety Recognition Program	-	-	-	100	100	-
69015	Reserve: Operating	-	-	-	11,100	-	-100.00%
Total Materials and Services		96,668.22	119,194.61	139,705.23	209,200	223,700	6.93%
TOTAL EXPENDITURES		270,835.49	305,190.07	337,247.69	520,700	521,100	0.08%

PROGRAM NARRATIVE

PUBLIC TRANSIT: PARATRANSIT SYSTEM (213-50-1108)
Responsible Manager/Title: Guy Mayes, Airport and Transit Manager
Developed by: Barry Hoffman, Paratransit Supervisor

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	01/08	In Progress	• Integrate a volunteer recruitment strategy into Call-A-Ride strategic plan.
	06/08	Completed	• Secure adequate permanent site for Transit and Paratransit operations.
	07/08	Completed	• Complete design work with project manager on REA building as permanent transit office.
	12/08	Completed	• Apply for grant funding to replace vehicle #828 (wheelchair-accessible minibus).
Budget Year 2009-2010			
Effective Government	06/10		• Identify and pursue additional grant and revenue resources.
	12/09		• Survey current clients to identify needs and improvements to the service.
	03/10		• Work with GIS to develop geographic database to identify eligible users.
	02/10		• Apply for grant funding to replace vehicles #821 and #824.
	06/10		Draft and complete volunteer satisfaction survey.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Percent of those using the Paratransit/ Call-A-Ride program who are satisfied or very satisfied with the service received.	90%	90%	90%	91%
Number of rides provided per month.	1,600	1,500	1,600	1,600
Number of miles driven per month to provide transportation to seniors and individuals with disabilities.	7,000	7,000	7,200	7,500
Number of volunteer hours utilized to provide transportation to seniors and individuals with disabilities.	4,500	4,500	5,000	5,000

STAFFING SUMMARY

FTE's	2.175	2.675	2.89	2.89

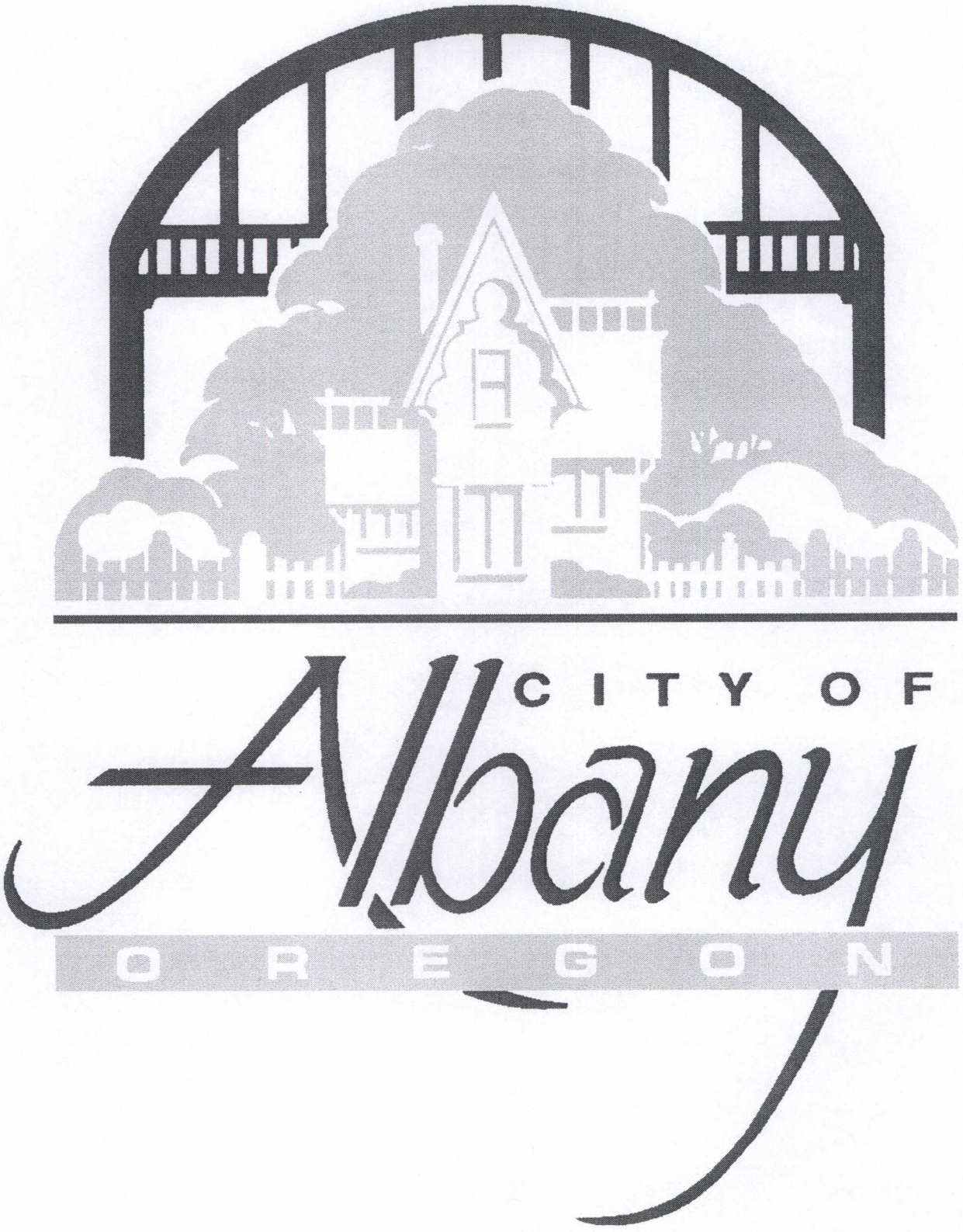
City of Albany, Oregon - Adopted Budget

Fund 213: Public Transit
Dept 50: Public Works

Budget Fiscal Year: 2010

Prog 1108: Paratransit System

Acct#	Description	2007 Actual	2008 Actual	2009 YTD	2009 Budget	2010 Budget	% Change
General Revenues							
42023	Business Energy Tax Credit Grant	21,776.00	-	-	17,500	5,400	-69.14%
42026	FTA Section 5311 Grant	-	-	-	-	32,500	-
42030	FTA Section 5310 Grant	-	-	-	-	-	-
42031	FTA-ODOT Biennium Grant	-	2,460.00	-	-	-	-
42417	W. Comp. Wage Subsidy Reimb.	-	-	1,279.52	-	-	-
42420	Oregon Department of Transportation	7,000.00	9,643.60	-	6,000	-	-100.00%
42807	City of Millersburg	-	-	-	-	4,200	-
42808	Local Funds: Operational	-	-	3,000.00	-	-	-
42816	Special Transit Fund: Linn Co	23,616.00	27,180.00	15,982.00	21,200	-	-100.00%
43303	Call-A-Ride Revenue	11,897.32	14,678.76	16,104.84	14,000	17,000	21.43%
46100	Gifts & Donations	465.00	450.00	1,355.00	500	2,000	300.00%
48010	Interest	(688.38)	(886.77)	392.29	-	-	-
Total General Revenues		64,065.94	53,525.59	38,113.65	59,200	61,100	3.21%
Transfers In							
49015	From General Fund	116,900.00	129,200.00	162,000.00	162,000	196,300	21.17%
49041	From Capital Equipment Fund	23,600.00	-	-	-	-	-
Total Transfers In		140,500.00	129,200.00	162,000.00	162,000	196,300	21.17%
Beginning Balance							
49905	Beginning Balance	-	(40.00)	(331.00)	20,000	5,300	-73.50%
Total Beginning Balance		-	(40.00)	(331.00)	20,000	5,300	-73.50%
TOTAL REVENUES		204,565.94	182,685.59	199,782.65	241,200	262,700	8.91%
Personnel Services							
51001	Wages & Salaries	81,255.74	72,531.89	94,195.83	98,600	106,300	7.81%
52001	Temporary Employees	14,278.31	12,046.85	6,984.72	11,000	11,000	-
53001	Overtime	338.40	518.07	512.90	-	-	-
54005	Unemployment Claims	-	433.05	627.48	500	300	-40.00%
56001	Employer Paid Benefits	42,425.64	39,475.47	59,024.24	61,300	64,400	5.06%
Total Personnel Services		138,298.09	125,005.33	161,345.17	171,400	182,000	6.18%
Materials and Services							
60101	Contractual Services	942.96	679.81	1,714.15	1,400	2,500	78.57%
60201	Space Rental	-	-	3,299.67	3,600	3,600	-
60211	Insurance & Bonds	2,222.46	450.03	464.34	500	600	20.00%
61011	Education & Training	70.00	1,636.28	326.28	500	200	-60.00%
61024	Materials & Supplies	755.11	1,206.77	843.75	800	1,100	37.50%
61026	Meetings & Conferences	587.78	-	-	200	200	-
61027	Memberships & Dues	-	-	-	-	100	-
61032	Postage & Shipping	61.14	-	-	-	-	-
61033	Printing & Binding	688.00	1,183.90	30.64	1,000	800	-20.00%
61041	Vehicle Fuel Charges	13,213.29	16,969.10	13,551.57	16,000	17,000	6.25%
62210	Senior Grant Matching Funds	1,281.77	7,004.12	4,538.32	6,000	6,000	-
63006	Power & Light	-	-	-	-	800	-
63009	Telephone	578.63	460.54	336.01	300	600	100.00%
65008	Maint: Communications Equipment	1,458.45	-	-	300	200	-33.33%
65513	Vehicle Maintenance	14,738.51	14,611.95	11,489.18	16,000	13,400	-16.25%
66005	Charges for Services	-	-	-	-	10,800	-
66010	Central Service Charges	13,600.00	11,700.00	17,900.00	17,900	16,400	-8.38%
66011	Equipment Replacement	-	-	1,000.00	1,000	2,000	100.00%
66014	Information Technology Services	-	1,900.00	4,200.00	4,200	4,300	2.38%
66511	Flexible Spending Admin Fees	110.00	209.00	121.00	100	100	-
Total Materials and Services		50,308.10	58,011.50	59,814.91	69,800	80,700	15.62%
Transfers Out							
91202	To Parks & Recreation Fund	16,000.00	-	-	-	-	-
Total Transfers Out		16,000.00	-	-	-	-	-
TOTAL EXPENDITURES		204,606.19	183,016.83	221,160.08	241,200	262,700	8.91%


CITY OF
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PUBLIC SAFETY LEVY FUND

RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	2008-09 Adopted Budget	2008-09 Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Property Taxes - Current	$2,283,870	$2,389,959	$2,478,100	$2,478,100	$2,583,000	4.23%	96.45%
Property Taxes - Delinquent	65,419	73,037	75,000	75,000	75,000	-	2.80%
Interest	39,643	32,350	25,000	25,000	10,000	(60.00%)	0.37%
Total Current Resources	2,388,932	2,495,346	2,578,100	2,578,100	2,668,000	3.49%	99.62%
Beginning Balance	638,825	673,859	285,000	285,000	10,000	(96.49%)	0.38%
Total Resources	$3,027,757	$3,169,205	$2,863,100	$2,863,100	$2,678,000	(6.47%)	100.00%

REQUIREMENT SUMMARY

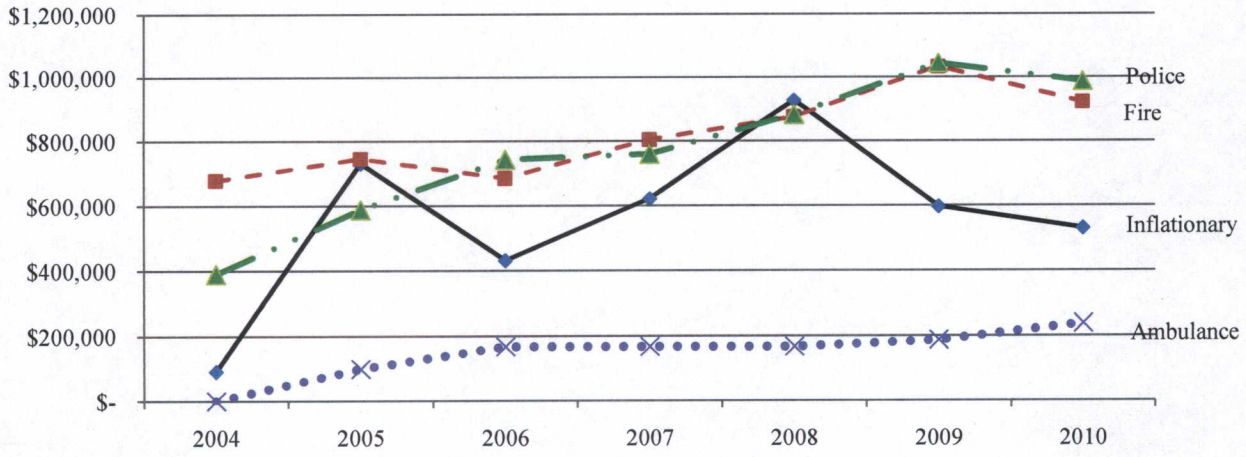
Requirements by Type	2006-07 Actual	2007-08 Actual	2008-09 Adopted	2008-09 Revised	2009-10 Proposed	2009-10 Approved	2009-10 Adopted
Transfers Out	$2,353,898	$2,852,403	$2,863,100	$2,863,100	$2,678,000	$ 2,678,000	$ 2,678,000

TRANSFERS OUT AND TOTAL TAXES DETAIL BY FISCAL YEAR

Fiscal Year	General Fund: Inflationary	General Fund: Fire	General Fund: Police	Ambulance Fund	Total Transfers Out*	Total Taxes
2004, actual	$ 92,002	$ 679,186	$ 390,711	$ -	$ 1,161,899	$ 1,797,480
2005, actual	731,700	745,547	588,141	100,200	2,165,588	1,973,168
2006, actual	432,000	685,943	743,319	168,000	2,029,262	2,171,708
2007, actual	621,600	804,769	759,529	168,000	2,353,898	2,349,289
2008, actual	927,000	875,183	882,220	168,000	2,852,403	2,462,996
2009, budget	597,100	1,033,500	1,044,500	188,000	2,863,100	2,553,100
2010, budget	530,800	921,600	986,900	238,700	2,678,000	2,658,000
Totals	$3,932,202	$5,745,728	$5,395,320	$1,030,900	$16,104,150	$15,965,741

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

PUBLIC SAFETY LEVY TRANSFERS OUT BY PROGRAM



CITY OF

Albany

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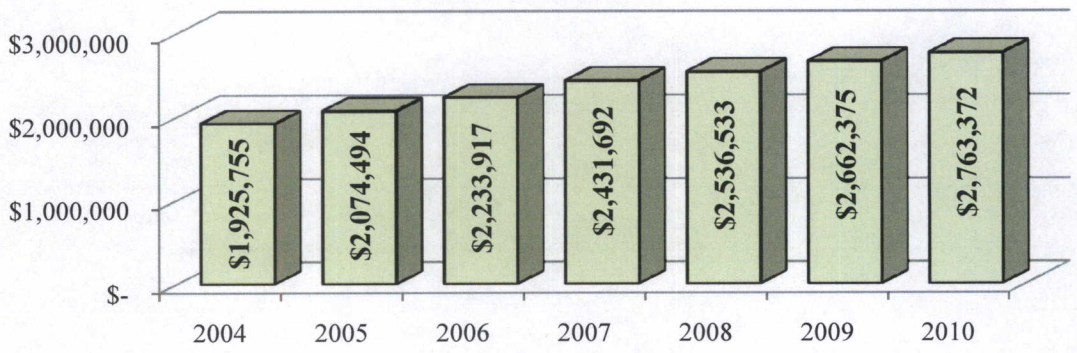
Public Safety Levy Property Taxes Levied
Last Seven Fiscal Years (1)

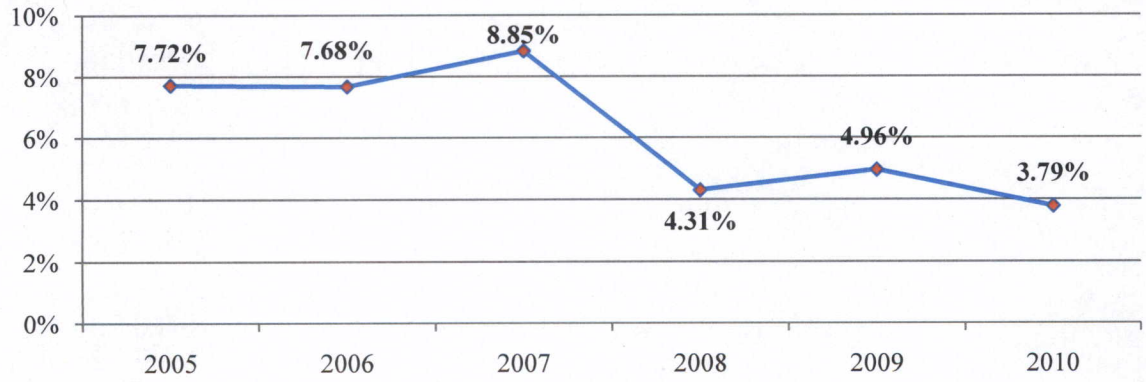
Fiscal Year June 30,	.....LINN COUNTY..... Taxes Imposed before Compression	Com-pression Amount	Total to be Received	.....BENTON COUNTY..... Taxes Imposed before Compression	Com-pression Amount	Total to be Received	Linn Co. + Benton Co. Total to be Received	Annual Per-centage Change
2004	$ 1,755,096	$ 152,239	$ 1,602,857	$ 337,303	$ 14,405	$ 322,898	$1,925,755	n/a
2005	1,824,284	120,236	1,704,048	370,489	43	370,446	2,074,494	7.72%
2006	1,965,851	132,410	1,833,441	400,572	96	400,476	2,233,917	7.68%
2007	2,105,321	97,510	2,007,811	423,968	87	423,881	2,431,692	8.85%
2008	2,221,177	137,010	2,084,167	452,811	445	452,366	2,536,533	4.31%
2009	2,333,529	153,763	2,179,766	488,611	6,002	482,609	2,662,375	4.96%
2010	-	-	2,256,058	-	-	507,314	2,763,372	3.79%

(1) Actual "Total to be Received" for 2004-2009. Estimated "Total to be Received" for 2010.
Fiscal Year 2004 was the first year of the initial five-year $0.95 per $1,000 Public Safety Levy.
Fiscal Year 2009 was the first year of the second five-year $0.95 per $1,000 Public Safety Levy.

Total Public Safety Levy Taxes to be Received
Last Seven Fiscal Years (1)



Public Safety Levy - Total to be Received
Annual Percentage Change



PUBLIC SAFETY LEVY FUND: PUBLIC SAFETY LEVY (215-10-1008)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

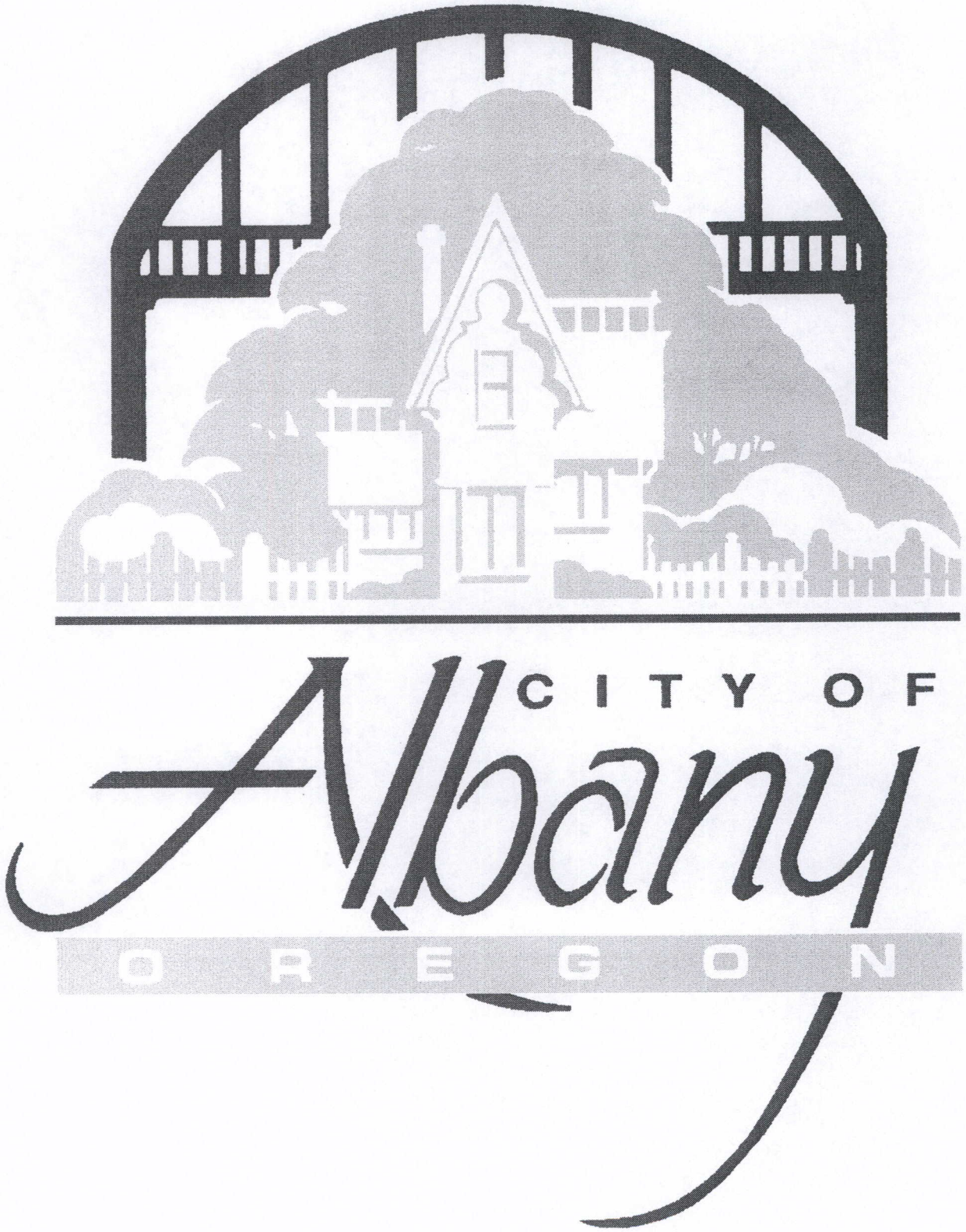
- Provides an independent accounting of property tax revenues collected from the Public Safety Levy passed by the voters of the City of Albany in the November 2006 General Election. Proceeds from the tax levy are transferred to the General and Ambulance funds to pay for police, fire, and paramedic services.
- The levy is $.95 per $1,000 of assessed value for a period of five years.
- Fiscal Year 2009-2010 will be the second year of the second five-year Public Safety Local Option Levy.

215: Public Safety Levy
10: Finance

Budget Fiscal Year: 2010

PROG 1008: Public Safety Levy

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
40050	Property Taxes - Current	2,283,870.49	2,389,959.16	2,448,123.28	2,478,100	2,583,000	4.23%
40051	Property Taxes - Delinquent	65,418.56	73,037.35	56,903.71	75,000	75,000	0.00%
48010	Interest	39,643.34	32,350.27	12,660.28	25,000	10,000	-60.00%
Total General Revenues		2,388,932.39	2,495,346.78	2,517,687.27	2,578,100	2,668,000	3.49%
Beginning Balance							
49905	Beginning Balance	638,825.00	673,859.00	316,802.00	285,000	10,000	-96.49%
Total Beginning Balance		638,825.00	673,859.00	316,802.00	285,000	10,000	-96.49%
TOTAL REVENUES		**3,027,757.39**	**3,169,205.78**	**2,834,489.27**	**2,863,100**	**2,678,000**	**-6.47%**
Transfers Out							
91100	To General Fund	621,600.00	927,000.00	547,341.63	597,100	530,800	-11.10%
91211	To Ambulance Fund	168,000.00	168,000.00	172,333.37	188,000	238,700	26.97%
91214	To General Fund - Police	759,529.06	882,220.49	886,059.53	1,044,500	986,900	-5.51%
91217	To General Fund - Fire	804,769.11	875,183.02	953,757.83	1,033,500	921,600	-10.83%
Total Transfers Out		2,353,898.17	2,852,403.51	2,559,492.36	2,863,100	2,678,000	-6.47%
TOTAL EXPENDITURES		**2,353,898.17**	**2,852,403.51**	**2,559,492.36**	**2,863,100**	**2,678,000**	**-6.47%**


CITY OF
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CAPITAL REPLACEMENT FUND
RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Equipment Replacement Charges	$1,025,700	$1,056,700	$1,273,800	$1,273,800	$1,136,300	(10.79%)	11.88%
Phone System Charges	75,000	75,000	75,000	75,000	75,000	-	0.78%
Gifts & Donations	250,000	13,535	-	-	-	-	-
Miscellaneous Revenue	69,299	184,548	21,000	36,600	101,000	175.96%	1.06%
Other Financing Sources: Cap. Leases	-	364,998	-	-	-	-	-
Interest	322,136	309,455	270,000	270,000	192,000	(28.89%)	2.01%
Total Current Resources	1,742,135	2,004,236	1,639,800	1,655,400	1,504,300	(9.13%)	15.73%
From General Fund	89,500	89,500	89,500	89,500	89,500	-	0.94%
From Grants Fund - SHPO	3,550	-	-	-	-	-	-
From Debt Service Fund	294,688	-	-	-	-	-	-
Total Transfers In	387,738	89,500	89,500	89,500	89,500	-	0.94%
Beginning Balance	6,466,118	6,862,864	6,997,200	6,997,200	7,970,000	13.90%	83.33%
Total Resources	$8,595,991	$8,956,600	$8,726,500	$8,742,100	$9,563,800	9.40%	100.00%

REQUIREMENT SUMMARIES

Program Requirements	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Equipment Replacement	$ 948,058	$1,453,208	$4,357,200	$4,372,800	$5,040,400	$ 5,040,400	$ 5,040,400
City Facilities Replacement	270,000	-	2,284,000	2,284,000	2,330,000	2,330,000	2,330,000
GF Facilities Maintenance Projects	222,536	178,478	619,500	619,500	501,500	501,500	501,500
IT Equipment Replacement	292,533	254,398	1,465,800	1,465,800	1,691,900	1,691,900	1,691,900
Total Requirements	$1,733,127	$1,886,084	$8,726,500	$8,742,100	$9,563,800	$ 9,563,800	$ 9,563,800

Requirements by Type	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Materials & Services	$ 503,775	$ 483,719	$ 315,000	$ 330,600	$ 215,000	$ 215,000	$ 215,000
Capital	901,062	1,402,365	8,411,500	7,611,500	9,266,100	9,266,100	9,266,100
Transfers Out	328,290	-	-	800,000	82,700	82,700	82,700
Total Requirements	$1,733,127	$1,886,084	$8,726,500	$8,742,100	$9,563,800	$ 9,563,800	$ 9,563,800

Adopted Requirements by Program and Type	Materials & Services	Capital	Transfers Out	Adopted Budget	% of Fund Budget
Equipment Replacement	$ 40,000	$4,917,700	$ 82,700	$ 5,040,400	52.71%
City Facilities Replacement	-	2,330,000	-	2,330,000	24.36%
GF Facilities Maintenance Projects	-	501,500	-	501,500	5.24%
IT Equipment Replacement	175,000	1,516,900	-	1,691,900	17.69%
Total Requirements	$ 215,000	$9,266,100	$ 82,700	$ 9,563,800	100.00%
Percent of Fund Budget	2.25%	96.89%	0.86%	100.00%	

GF- General Fund
IT - Information Technology
SHPO - State Historic Preservation Office

CAPITAL REPLACEMENT FUND: EQUIPMENT REPLACEMENT (217-10-1010)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- The Equipment Replacement program provides a means to replace equipment, excluding Water and Sewer Fund equipment, when the end of its useful life has been reached.

- Equipment is replaced when it is determined by its age, condition, operation and maintenance costs, obsolescence, and depreciation that it is no longer economical to keep. This is referred to as the life expectancy or economic life of the equipment.

- Annually monies are transferred from the various departments to the Equipment Replacement program based on the economic life, replacement cost, and estimated rate of return on invested cash for each asset in the replacement program. Estimates of remaining useful life and replacement cost are updated each year by the contributing departments.

217: Capital Replacement
10: Finance

Budget Fiscal Year: 2010

PROG 1010: Equipment Replacement

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
42026	FTA Section 5311 Grant	-	-	36,051.00	-	-	0.00%
43802	Equipment Replacement Charges	624,800.00	588,900.00	737,500.00	891,900	775,400	-13.06%
43804	Phone System Charges	75,000.00	75,000.00	74,999.64	75,000	75,000	0.00%
46100	Gifts & Donations	250,000.00	13,535.00	-	-	-	0.00%
47012	Miscellaneous Revenue	69,298.55	182,548.04	110,703.46	35,600	100,000	180.90%
47500	Other Financing Sources: Cap. Leases	-	364,997.68	501,497.74	-	-	0.00%
48010	Interest	157,406.96	145,420.42	94,193.58	120,000	90,000	-25.00%
Total General Revenues		1,176,505.51	1,370,401.14	1,554,945.42	1,122,500	1,040,400	-7.31%
Beginning Balance							
49905	Beginning Balance	3,221,350.00	3,449,798.00	3,236,778.89	3,250,300	4,000,000	23.07%
Total Beginning Balance		3,221,350.00	3,449,798.00	3,236,778.89	3,250,300	4,000,000	23.07%
TOTAL REVENUES		**4,397,855.51**	**4,820,199.14**	**4,791,724.31**	**4,372,800**	**5,040,400**	**15.27%**
Materials & Services							
60221	Leased Vehicle Payments	-	-	187,508.90	-	-	0.00%
60236	Capital Lease Payments	-	40,923.10	81,845.80	-	-	0.00%
61012	Equipment Rental: Private	-	-	1,297.82	-	-	0.00%
61024	Materials & Supplies	-	2,295.67	13,693.52	-	-	0.00%
61028	Minor Equipment	37,607.60	41,245.41	45,258.27	40,600	40,000	-1.48%
Total Materials & Services		37,607.60	84,464.18	329,604.31	40,600	40,000	-1.48%
Capital							
70004	Capital Lease Equipment	-	-	501,497.74	-	-	0.00%
70005	Capital Equipment	852,160.45	1,014,338.84	77,798.86	500,000	691,800	38.36%
70024	Internet Phone Project	-	354,405.24	11,365.50	-	-	0.00%
90004	Reserve: Replacement	-	-	-	3,832,200	4,225,900	10.27%
Total Capital		852,160.45	1,368,744.08	590,662.10	4,332,200	4,917,700	13.52%
Transfers Out							
91202	To Parks & Recreation Fund	-	-	-	-	82,700	0.00%
91203	To Grants Fund	34,689.81	-	-	-	-	0.00%
91233	To Paratransit System	23,600.00	-	-	-	-	0.00%
Total Transfers Out		58,289.81	-	-	-	82,700	0.00%
TOTAL EXPENDITURES		**948,057.86**	**1,453,208.26**	**920,266.41**	**4,372,800**	**5,040,400**	**15.27%**

PROGRAM NARRATIVE

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.
- In Fiscal Year 2005-2006, $2,000,000 was transferred from the Risk Management Fund to this program.

217: Capital Replacement
10: Finance

Budget Fiscal Year: 2010

PROG 1034: City Facilities Replacement

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
43801 Departmental Charges	-	-	100,000.00	-	-	0.00%
48010 Interest	95,300.62	94,413.26	65,659.30	80,000	60,000	-25.00%
Total General Revenues	95,300.62	94,413.26	165,659.30	80,000	60,000	-25.00%
Transfers In						
49056 From Debt Service Fund	294,688.17	-	-	-	-	0.00%
Total Transfers In	294,688.17	-	-	-	-	0.00%
Beginning Balance						
49905 Beginning Balance	2,000,000.00	2,119,989.00	2,344,614.11	2,204,000	2,270,000	2.99%
Total Beginning Balance	2,000,000.00	2,119,989.00	2,344,614.11	2,204,000	2,270,000	2.99%
TOTAL REVENUES	**2,389,988.79**	**2,214,402.26**	**2,510,273.41**	**2,284,000**	**2,330,000**	**2.01%**
Capital						
90008 Reserve: Building Replacement	-	-	-	1,484,000	2,330,000	57.01%
Total Capital	-	-	-	1,484,000	2,330,000	57.01%
Transfers Out						
91246 To REA Building Grant Match	270,000.00	-	-	-	-	0.00%
91260 To Library Renovation (1705)	-	-	-	800,000	-	-100.00%
Total Transfers Out	270,000.00	-	-	800,000	-	-100.00%
TOTAL EXPENDITURES	**270,000.00**	-	-	**2,284,000**	**2,330,000**	**2.01%**

PROGRAM NARRATIVE

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.

217: Capital Replacement
10: Finance

Budget Fiscal Year: 2010

PROG 2002: GF Facilities Maintenance Projects

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
48010	Interest	34,564.62	29,526.69	13,277.70	30,000	12,000	-60.00%
Total General Revenues		34,564.62	29,526.69	13,277.70	30,000	12,000	-60.00%
Transfers In							
49015	From General Fund	89,500.00	89,500.00	89,500.00	89,500	89,500	0.00%
49054	From Grants Fund - SHPO	3,550.00	-	-	-	-	0.00%
Total Transfers In		93,050.00	89,500.00	89,500.00	89,500	89,500	0.00%
Beginning Balance							
49905	Beginning Balance	616,276.00	521,355.00	461,905.00	500,000	400,000	-20.00%
Total Beginning Balance		616,276.00	521,355.00	461,905.00	500,000	400,000	-20.00%
TOTAL REVENUES		**743,890.62**	**640,381.69**	**564,682.70**	**619,500**	**501,500**	**-19.05%**
Materials & Services							
61028	Minor Equipment	-	-	3,661.00	-	-	0.00%
65085	Senior Center Roof Replacement	64,417.79	-	-	-	-	0.00%
65086	Carnegie Library Maintenance Projects	29,066.00	22,407.65	14,392.00	30,000	-	-100.00%
65089	City Hall Carpet Replacement	-	36,325.09	(4,595.44)	-	-	0.00%
65091	City Hall Roof Replacement	93,005.00	-	-	-	-	0.00%
65092	City Hall Interior Painting	28,118.77	1,707.73	-	-	-	0.00%
65093	Police Station Painting	1,223.79	-	-	-	-	0.00%
65095	Albany Police HVAC Replacement	-	7,170.75	13,734.51	30,000	-	-100.00%
65096	Maple Lawn Roof	-	16,521.21	-	-	-	0.00%
65097	City Hall IT Room HVAC Replacement	603.69	82,400.00	-	-	-	0.00%
65098	Municipal Court HVAC Upgrade	6,100.00	655.00	-	-	-	0.00%
65099	Facility Conditions Assessment	-	-	16,048.00	15,000	-	-100.00%
65100	City Parking Lot Repairs	-	-	7,551.45	40,000	-	-100.00%
65101	City Hall Security Locks Project	-	6,924.50	2,749.50	-	-	0.00%
65102	City Hall Surveillance Cameras	-	4,365.00	-	-	-	0.00%
Total Materials & Services		222,535.04	178,476.93	53,541.02	115,000	-	-100.00%
Capital							
74000	City Hall-M.Court Renovation	-	-	119,125.95	85,000	-	-100.00%
90010	Reserve: Building Maintenance	-	-	-	419,500	501,500	19.55%
Total Capital		-	-	119,125.95	504,500	501,500	-0.59%
TOTAL EXPENDITURES		**222,535.04**	**178,476.93**	**172,666.97**	**619,500**	**501,500**	**-19.05%**

CAPITAL REPLACEMENT FUND: IT EQUIPMENT REPLACEMENT (217-13-1031)
Responsible Manager/Title: Jorge Salinas, Information Technology Director

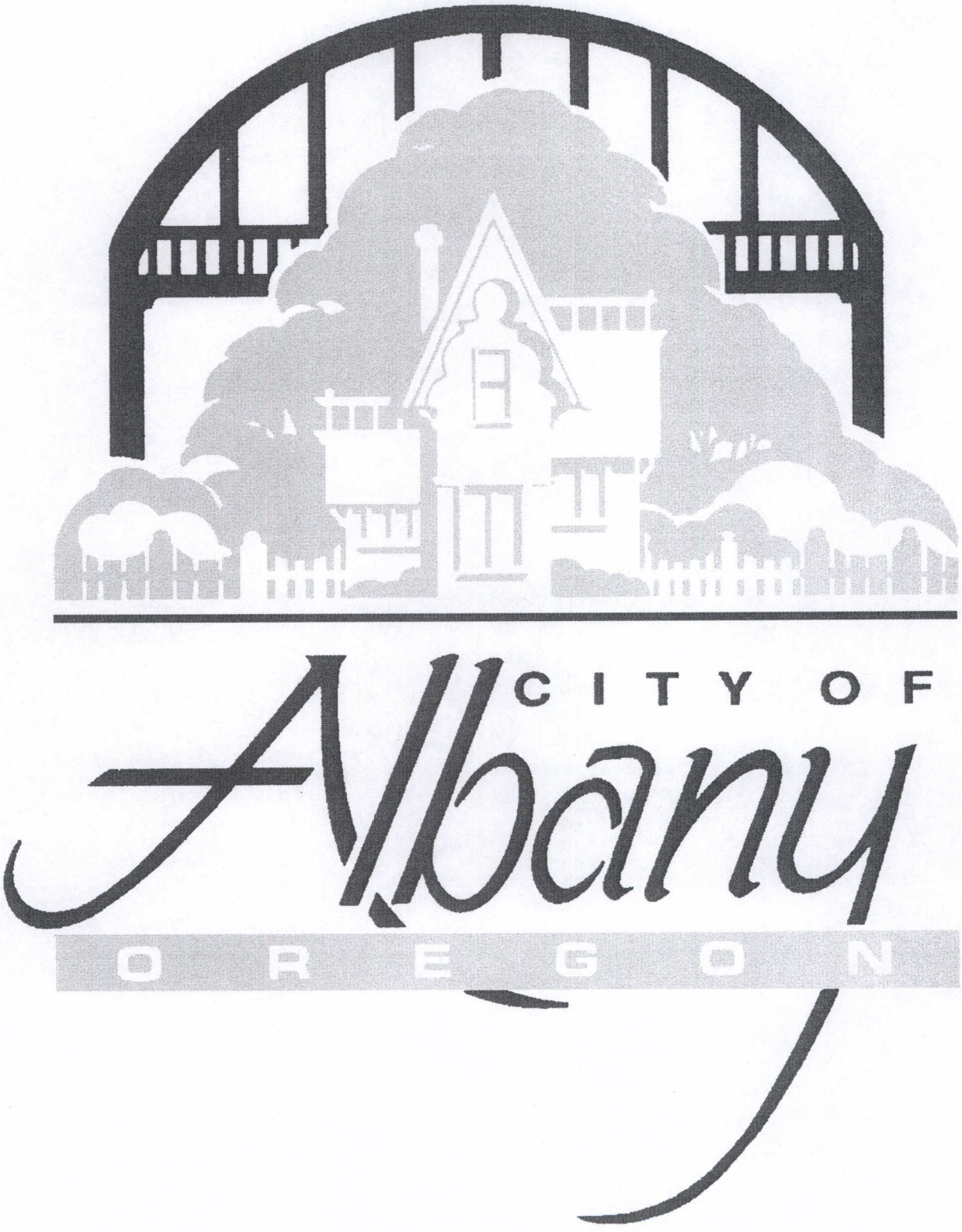
FUNCTIONS AND RESPONSIBILITIES

- The Information Technology Equipment Replacement activity provides a means to replace computer equipment at the end of its useful life.
- Annually monies are transferred from the various departments to the Information Technology Equipment Replacement activity based on the economic life, replacement cost, and estimated return on invested cash for each asset in the replacement program. Estimates of remaining useful life and replacement cost are updated each year by the contributing departments.

217: Capital Replacement
13: Information Technology

PROG 1031: IT Equipment Replacement

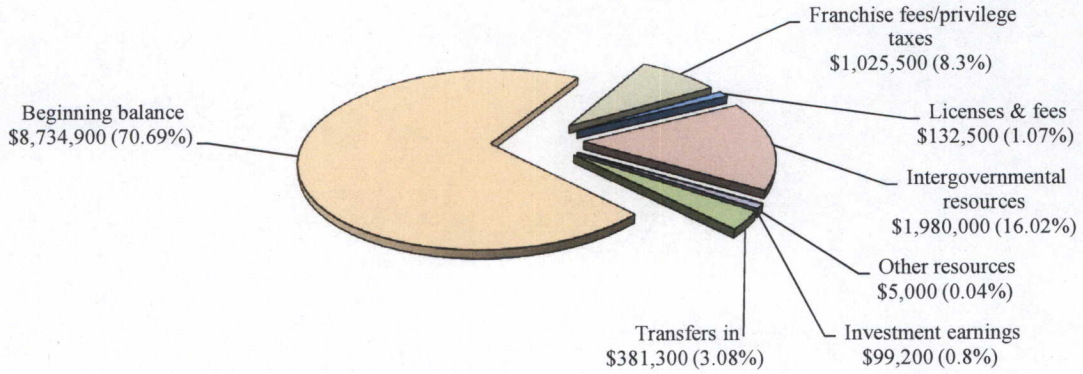
Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
43802	Equipment Replacement Charges	400,900.00	467,800.00	487,299.96	381,900	360,900	-5.50%
47012	Miscellaneous Revenue	-	2,000.00	-	1,000	1,000	0.00%
48010	Interest	34,862.51	40,094.61	31,615.71	40,000	30,000	-25.00%
Total General Revenues		435,762.51	509,894.61	518,915.67	422,900	391,900	-7.33%
Beginning Balance							
49905	Beginning Balance	628,492.00	771,722.00	1,027,217.00	1,042,900	1,300,000	24.65%
Total Beginning Balance		628,492.00	771,722.00	1,027,217.00	1,042,900	1,300,000	24.65%
TOTAL REVENUES		**1,064,254.51**	**1,281,616.61**	**1,546,132.67**	**1,465,800**	**1,691,900**	**15.43%**
Materials & Services							
60237	Springbrook UB Upgrade Project	-	-	42,171.37	-	-	0.00%
61024	Materials & Supplies	2,395.94	1,419.98	499.91	5,000	5,000	0.00%
61028	Minor Equipment	221,234.89	132,788.46	108,055.91	150,000	150,000	0.00%
61038	Software	20,000.00	86,569.24	18,476.04	20,000	20,000	0.00%
Total Materials & Services		243,630.83	220,777.68	169,203.23	175,000	175,000	0.00%
Capital							
70005	Capital Equipment	48,901.90	33,621.46	55,285.00	40,000	-	-100.00%
90004	Reserve: Replacement	-	-	-	1,250,800	1,516,900	21.27%
Total Capital		48,901.90	33,621.46	55,285.00	1,290,800	1,516,900	17.52%
TOTAL EXPENDITURES		**292,532.73**	**254,399.14**	**224,488.23**	**1,465,800**	**1,691,900**	**15.43%**


CITY OF
Albany
OREGON

STREET FUND
RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Sewer in Lieu of Franchise Fee	$ 432,462	$ 488,985	$ 545,000	$ 545,000	$ 583,000	6.97%	4.72%
Water in Lieu of Franchise Fee	363,497	389,908	432,900	432,900	442,500	2.22%	3.58%
Street SDC: Interest	35	-	-	-	-	-	-
Transportation SDC: Principal	8,499	70,917	5,000	5,000	4,000	(20.00%)	0.03%
Transportation SDC: Interest	5,322	6,344	3,000	3,000	2,500	(16.67%)	0.02%
Connection Fees: Principal	59	-	-	-	-	-	-
Connection Fees: Interest	63	-	-	-	-	-	-
Street IAF: Principal	4,882	25,516	10,000	10,000	5,000	(50.00%)	0.04%
Street IAF: Interest	12,117	6,206	3,000	3,000	5,000	66.67%	0.04%
Street Connection Fees	43,800	93,238	10,000	10,000	-	(100.00%)	-
Transportation SDC: Revenues	885,568	816,059	500,000	500,000	86,000	(82.80%)	0.70%
Public Facility Construction Permit	118,837	77,888	30,000	30,000	30,000	-	0.24%
Federal Highway Adm (20.205)	62,106	110,274	-	59,700	-	(100.00%)	-
Oregon Dept of Transportation	27,620	-	-	-	-	-	-
State of Oregon	13,013	-	-	-	-	-	-
State Gasoline Tax	2,151,490	2,056,995	2,175,000	2,175,000	1,980,000	(8.97%)	16.02%
Surface Transportation Program	346,260	-	817,000	817,000	-	(100.00%)	-
W. Comp. Wage Subsidy Reimb.	956	-	-	-	-	-	-
Miscellaneous Revenue	9,838	5,851	5,000	5,000	5,000	-	0.04%
Interest	461,464	450,138	330,000	330,000	99,200	(69.94%)	0.80%
Total Current Resources	4,947,888	4,598,319	4,865,900	4,925,600	3,242,200	(34.18%)	26.23%
From General Fund	260,000	260,000	260,000	260,000	260,000	-	2.10%
From Sewer Capital	-	-	-	-	121,300	-	0.98%
From Street Fund	-	-	75,000	75,000	-	(100.00%)	-
From Capital Projects Fund	-	-	-	185,000	-	(100.00%)	-
From OTIA Hwy20/99E Project	148,111	-	-	-	-	-	-
Total Transfers In	408,111	260,000	335,000	520,000	381,300	(26.67%)	3.08%
Beginning Balance	9,134,197	9,472,507	7,486,600	7,486,600	8,734,900	16.67%	70.69%
Total Resources	$14,490,196	$14,330,826	$12,687,500	$12,932,200	$12,358,400	(4.44%)	100.00%

STREET FUND RESOURCES BY SOURCE



Budget Notes

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

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

IAF - Improvement Assurance Fee
NA - North Albany
SDC - Systems Development Charge
ODOT - Oregon Department of Transportation
OTIA - Oregon Transportation Investment Act

STREET FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2006-07 Actual	2007-08 Actual	2008-09 Adopted	2008-09 Revised	2009-10 Proposed	2009-10 Approved	2009-10 Adopted
Street Maintenance	$ 2,464,692	$ 2,300,467	$ 2,453,100	$ 2,453,100	$ 2,450,100	$ 2,450,100	$ 2,450,100
Street Administration	736,858	1,275,346	1,415,300	1,415,300	1,242,700	1,242,700	1,242,700
Street Operations Administration	186,997	-	-	-	-	-	-
Street Capital & Restoration	1,214,053	1,058,920	3,306,100	3,550,800	1,660,800	1,660,800	1,660,800
N. Albany Frontage Fee Projects	-	-	690,000	690,000	720,100	720,100	720,100
Transportation SDC Projects	415,088	643,234	4,823,000	4,823,000	6,284,700	6,284,700	6,284,700
Total Requirements	$ 5,017,688	$ 5,277,967	$12,687,500	$12,932,200	$ 12,358,400	$ 12,358,400	$ 12,358,400

Requirements by Type	2006-07 Actual	2007-08 Actual	2008-09 Adopted	2008-09 Revised	2009-10 Proposed	2009-10 Approved	2009-10 Adopted
Personnel	$ 844,182	$ 654,954	$ 736,200	$ 786,200	$ 757,200	$ 757,200	$ 757,200
Materials & Services	2,678,368	3,227,080	3,297,500	3,307,200	3,211,400	3,211,400	3,211,400
Capital	1,075,138	897,805	8,382,100	8,443,100	8,187,600	8,187,600	8,187,600
Transfers Out	420,000	498,128	271,700	395,700	202,200	202,200	202,200
Total Requirements	$ 5,017,688	$ 5,277,967	$12,687,500	$12,932,200	$ 12,358,400	$ 12,358,400	$ 12,358,400

Adopted Requirements by Program and Type	Personnel	Materials & Services	Capital	Transfers Out	Adopted Budget	% of Fund Budget
Street Maintenance	$ 757,200	$ 1,677,900	$ 15,000	$ -	$ 2,450,100	19.82%
Street Administration	-	1,040,500	-	202,200	1,242,700	10.06%
Street Capital & Restoration	-	490,000	1,170,800	-	1,660,800	13.44%
N. Albany Frontage Fee Projects	-	-	720,100	-	720,100	5.83%
Transportation SDC Projects	-	3,000	6,281,700	-	6,284,700	50.85%
Total Requirements	$ 757,200	$ 3,211,400	$ 8,187,600	$ 202,200	$ 12,358,400	100.00%
Percent of Fund Budget	6.12%	25.99%	66.25%	1.64%	100.00%	

Staffing Summary (FTE)	2006-07 Actual	2007-08 Actual	2008-09 Adopted	2008-09 Revised	2009-10 Proposed	2009-10 Approved	2009-10 Adopted
Street Maintenance	8.000	8.000	8.000	8.000	8.000	8.000	8.000
Street Administration	0.800	-	-	-	-	-	-
Street Operations Administration	1.400	-	-	-	-	-	-
Total FTE	10.200	8.000	8.000	8.000	8.000	8.000	8.000

STREET FUND
OPERATION AND MAINTENANCE COMBINED BUDGET

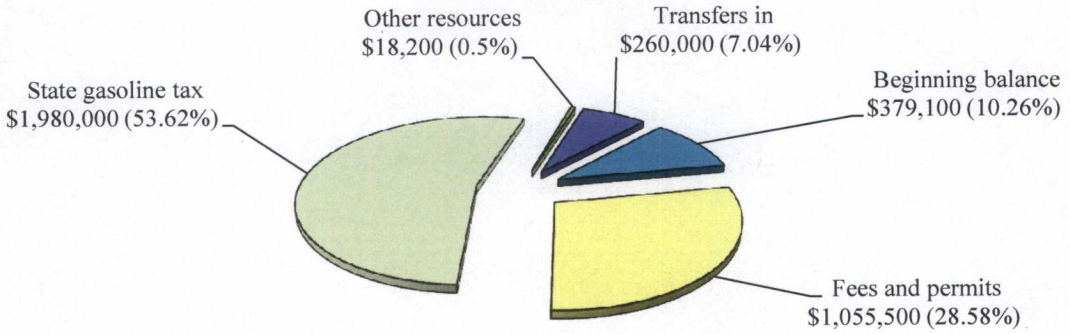
Detailed below are the gasoline taxes, transfers in, and other resources used to support the following Street Fund operation and maintenance programs: Street Maintenance and Street Administration. The resource items listed below are included in the Street Fund - Resource Detail presented on a previous page.

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Sewer in Lieu of Franchise Fee	$ 432,462	$ 488,985	$ 545,000	$ 545,000	$ 583,000	6.97%	15.79%
Water in Lieu of Franchise Fee	363,497	389,908	432,900	432,900	442,500	2.22%	11.98%
Public Facility Construction Permit	118,837	77,888	30,000	30,000	30,000	-	0.81%
State Gasoline Tax	1,671,090	1,867,154	2,175,000	2,175,000	1,980,000	(8.97%)	53.62%
W. Comp. Wage Subsidy Reimb.	956	-	-	-	-	-	-
Miscellaneous Revenue	4,951	4,557	5,000	5,000	5,000	-	0.14%
Interest	55,578	44,701	40,000	40,000	13,200	(67.00%)	0.36%
Total Current Resources	2,647,371	2,873,193	3,227,900	3,227,900	3,053,700	(5.40%)	82.70%
From General Fund	260,000	260,000	260,000	260,000	260,000	-	7.04%
Total Transfers In	260,000	260,000	260,000	260,000	260,000	-	7.04%
Beginning Balance	1,304,289	823,115	380,500	380,500	379,100	(0.37%)	10.26%
Total Resources	$4,211,660	$3,956,308	$3,868,400	$3,868,400	$3,692,800	(4.54%)	100.00%

Adopted Requirements by Program and Type	Personnel	Materials & Services	Capital	Transfers Out	Adopted Budget	% of Fund Budget
Street Maintenance	$ 757,200	$1,677,900	$ 15,000	$ -	$2,450,100	66.35%
Street Administration	-	1,040,500	-	202,200	1,242,700	33.65%
Total Requirements	$ 757,200	$2,718,400	$ 15,000	$ 202,200	$3,692,800	100.00%
Percent of Budget	20.50%	73.61%	0.41%	5.48%	100.00%	

For 2009-10, $1,980,000 (100%), of the State Gasoline Tax resources will be used for Street Fund operation and maintenance programs.

RESOURCES USED FOR STREET FUND OPERATION AND MAINTENANCE PROGRAMS



STREET FUND
CAPITAL PROJECTS COMBINED BUDGET

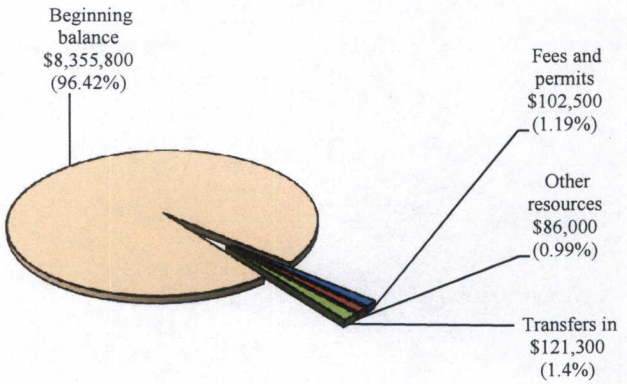
Detailed below are the in lieu of franchise fees, development fees, state support, and other resources used to fund the following Street Fund capital programs: Street Capital & Restoration, North Albany Frontage Fee Projects, and Transportation SDC Projects.

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Street SDC: Interest	$ 35	$ -	$ -	$ -	$ -	-	-
Transportation SDC: Principal	8,499	70,917	5,000	5,000	4,000	(20.00%)	0.05%
Transportation SDC: Interest	5,322	6,344	3,000	3,000	2,500	(16.67%)	0.03%
Connection Fees: Principal	59	-	-	-	-	-	-
Connection Fees: Interest	63	-	-	-	-	-	-
Street IAF: Principal	4,882	25,516	10,000	10,000	5,000	(50.00%)	0.06%
Street IAF: Interest	12,117	6,206	3,000	3,000	5,000	66.67%	0.06%
Street Connection Fees	43,800	93,238	10,000	10,000	-	(100.00%)	-
Transportation SDC: Revenues	885,568	816,059	500,000	500,000	86,000	(82.80%)	0.99%
Federal Highway Adm (20.205)	62,106	110,274	-	59,700	-	(100.00%)	-
Oregon Dept of Transportation	27,620	-	-	-	-	-	-
State of Oregon	13,013	-	-	-	-	-	-
State Gasoline Tax	480,400	189,841	-	-	-	-	-
Surface Transportation Program	346,260	-	817,000	817,000	-	(100.00%)	-
Miscellaneous Revenue	4,887	1,294	-	-	-	-	-
Interest	405,886	405,437	290,000	290,000	86,000	(70.34%)	0.99%
Total Current Resources	2,300,517	1,725,126	1,638,000	1,697,700	188,500	(88.90%)	2.18%
From Sewer Capital	-	-	-	-	121,300	-	1.40%
From Street Fund	-	-	75,000	75,000	-	(100.00%)	-
From Capital Projects Fund	-	-	-	185,000	-	(100.00%)	-
From OTIA Hwy20/99E Project	148,111	-	-	-	-	-	-
Total Transfers In	148,111	-	75,000	260,000	121,300	(53.35%)	1.40%
Beginning Balance	7,829,908	8,649,392	7,106,100	7,106,100	8,355,800	17.59%	96.42%
Total Resources	$10,278,536	$10,374,518	$ 8,819,100	$ 9,063,800	$ 8,665,600	(4.39%)	100.00%

Adopted Requirements by Program and Type	Materials & Services	Capital	Adopted Budget	% of Fund Budget
Street Capital & Restoration	$ 490,000	$ 1,170,800	$ 1,660,800	19.17%
N. Albany Frontage Fee Projects	-	720,100	720,100	8.31%
Transportation SDC Projects	3,000	6,281,700	6,284,700	72.52%
Total Requirements	$ 493,000	$ 8,172,600	$ 8,665,600	100.00%
Percent of Budget	5.69%	94.31%	100.00%	

STREET CAPITAL PROJECT RESOURCES

Fees and permits	$ 102,500	1.19%
Other resources	86,000	0.99%
Transfers in	121,300	1.40%
Beginning balance	8,355,800	96.42%
Total Resources	$ 8,665,600	100.00%



STREET FUND
SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2009-2010

Project Description	Totals	Street Maintenance	Street Capital & Restoration	North Albany Frontage Fee Projects	Trans-portation SDC Projects
Capital Equipment	$ 15,000	$ 15,000	$ -	$ -	$ -
Sidewalk Infill Program	10,000	-	10,000	-	-
BR-10-01 Columbus Street Bridge Repair	165,000	-	165,000	-	-
ST-09-01 Waverly Rehab Phase II	69,000	-	69,000	-	-
ST-10-01 Umatilla Culvert Replacement	275,000	-	275,000	-	-
Transportation Economic Stimulus	1,000,000	-	1,000,000	-	-
Project Totals	1,534,000	15,000	1,519,000	-	-
Reserve: Street Connection Fees	100,000	-	100,000	-	-
Reserve: Capital Projects	7,679,100	-	677,300	720,100	6,281,700
Total Reserves	7,779,100	-	777,300	720,100	6,281,700
Grand Totals	$ 9,313,100	$ 15,000	$ 2,296,300	$ 720,100	$ 6,281,700

STREET FUND

STREET FUND RESOURCES - TEN FISCAL YEARS*

June 30,	Franchise Fees	Licenses & Fees	Inter-governmental Resources	State Gasoline Taxes	Other Resources	Transfers In	Beginning Balance	Total Resources
2001	$ 543,011	$ 667,712	$ 203,803	$ 1,750,379	$ 301,972	$ 273,900	$ 4,477,626	$ 8,218,403
2002	595,917	687,360	219,656	1,704,619	187,288	291,900	5,262,742	8,949,482
2003	643,695	926,687	133,763	1,707,732	128,993	320,000	5,672,197	9,533,067
2004	764,456	821,250	212,944	1,898,605	380,075	726,192	6,558,234	11,361,756
2005	693,933	1,414,754	692,152	2,119,250	222,504	314,987	7,708,408	13,165,988
2006	736,190	1,116,081	31,235	2,170,883	372,187	260,000	8,695,311	13,381,887
2007	795,959	1,079,182	449,955	2,151,490	471,302	408,111	9,134,197	14,490,196
2008	878,893	1,096,168	110,274	2,056,995	455,989	260,000	9,472,507	14,330,826
2009	977,900	561,000	876,700	2,175,000	335,000	520,000	7,486,600	12,932,200
2010	1,025,500	132,500	-	1,980,000	104,200	381,300	8,734,900	12,358,400

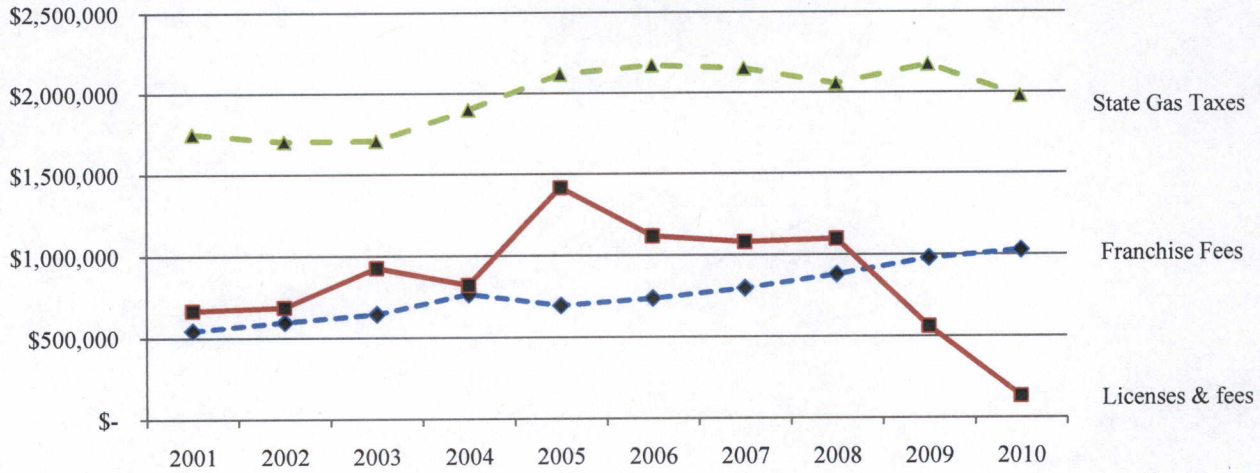
* Actual revenues for Fiscal Years 2001 through 2008. Budgeted resources for Fiscal Years 2009 and 2010.

STREET FUND RESOURCES - PERCENT OF TOTAL RESOURCES

June 30,	Franchise Fees	Licenses & Fees	Inter-governmental Resources	State Gasoline Taxes	Other Resources	Transfers In	Beginning Balance	Total Resources
2001	6.62%	8.12%	2.48%	21.30%	3.67%	3.33%	54.48%	100.00%
2002	6.67%	7.68%	2.45%	19.05%	2.09%	3.26%	58.80%	100.00%
2003	6.76%	9.72%	1.40%	17.91%	1.35%	3.36%	59.50%	100.00%
2004	6.73%	7.23%	1.87%	16.71%	3.35%	6.39%	57.72%	100.00%
2005	5.26%	10.75%	5.26%	16.10%	1.69%	2.39%	58.55%	100.00%
2006	5.51%	8.34%	0.23%	16.22%	2.78%	1.94%	64.98%	100.00%
2007	5.48%	7.45%	3.11%	14.85%	3.25%	2.82%	63.04%	100.00%
2008	6.14%	7.65%	0.77%	14.35%	3.18%	1.81%	66.10%	100.00%
2009	7.56%	4.34%	6.78%	16.82%	2.59%	4.02%	57.89%	100.00%
2010	8.30%	1.07%	-	16.02%	0.84%	3.09%	70.68%	100.00%

STATE GAS TAXES, LICENSES & FEES, AND FRANCHISE FEES

TEN FISCAL YEARS*



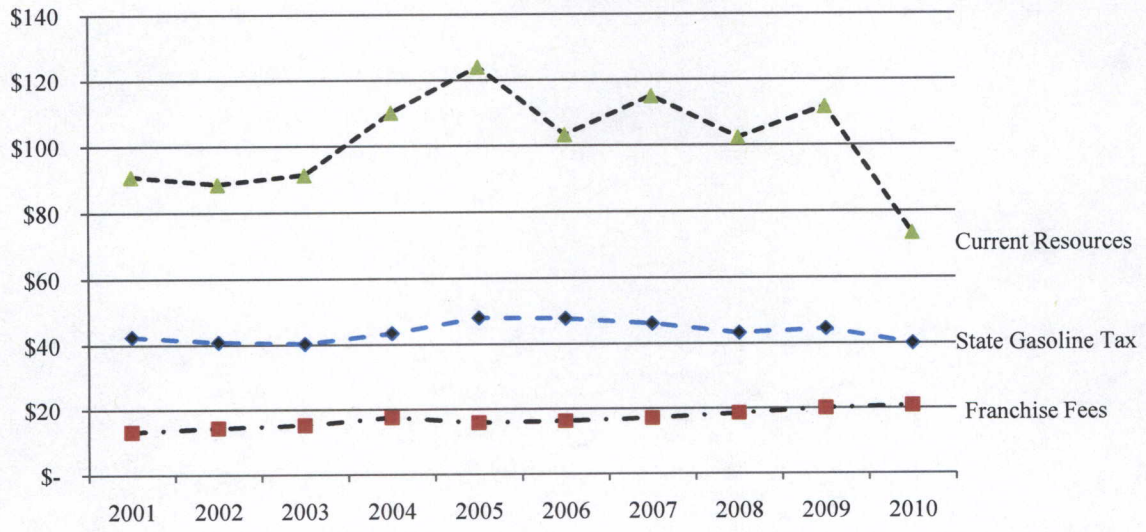
STREET FUND

STREET FUND RESOURCES - TEN FISCAL YEARS (1)

June 30,	Population	State Gasoline Tax Annual Amount	State Gasoline Tax Per Capita	Franchise Fees Annual Amount	Franchise Fees Per Capita	Current Resources(2) Annual Amount	Current Resources(2) Per Capita
2001	41,145	$ 1,750,379	$ 42.54	$ 543,011	$ 13.20	$ 3,740,777	$ 90.92
2002	41,650	1,704,619	40.93	595,917	14.31	3,686,740	88.52
2003	42,280	1,707,732	40.39	643,695	15.22	3,860,870	91.32
2004	43,600	1,898,605	43.55	764,456	17.53	4,803,522	110.17
2005	44,030	2,119,250	48.13	693,933	15.76	5,457,580	123.95
2006	45,360	2,170,883	47.86	736,190	16.23	4,686,576	103.32
2007	46,610	2,151,490	46.16	795,959	17.08	5,355,999	114.91
2008	47,470	2,056,995	43.33	878,893	18.51	4,858,319	102.35
2009	48,770	2,175,000	44.60	977,900	20.05	5,445,600	111.66
2010	49,341	1,980,000	40.13	1,025,500	20.78	3,623,500	73.44

(1) Actual revenues for Fiscal Years 2001 through 2008. Budgeted resources for Fiscal Years 2009 and 2010.
(2) Current Resources equals Total Resources less Beginning Balance.

PER CAPITA STATE GASOLINE TAX, FRANCHISE FEES, AND CURRENT RESOURCES TEN FISCAL YEARS



PROGRAM NARRATIVE

STREET FUND: STREET MAINTENANCE (250-50-2602)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed by: Jon Goldman, Street Maintenance Supervisor

FUNCTIONS AND RESPONSIBILITIES

- The primary function of this activity is to maintain the transportation system facilities.
- Pavement management and street restoration responsibilities include sweeping, sanding, base repair, crack sealing, pothole patching, chip-seal streets, overlay projects, and bridge maintenance.
- Repair tree damaged sidewalks and gutters on an as-needed basis.
- Clean open channel ditches.
- Perform right-of-way maintenance.
- Transportation management responsibilities include Airport maintenance, pavement markings, traffic sign maintenance, quarterly streetlight inspections, and quarterly traffic signal inspections and maintenance.
- Perform yearly street condition rating for one-quarter of the City streets.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Great Neighborhoods	01/09	In Progress	• Develop an inventory of curb/gutter and sidewalks, along with a rating system for condition assessment.
Budget Year 2009-2010			
Great Neighborhoods	06/10		• Complete sidewalk inventory.
	12/09		• Input sign inventory data into computer and create a maintenance management program.
	06/10		• Develop sweeper debris recycling program.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

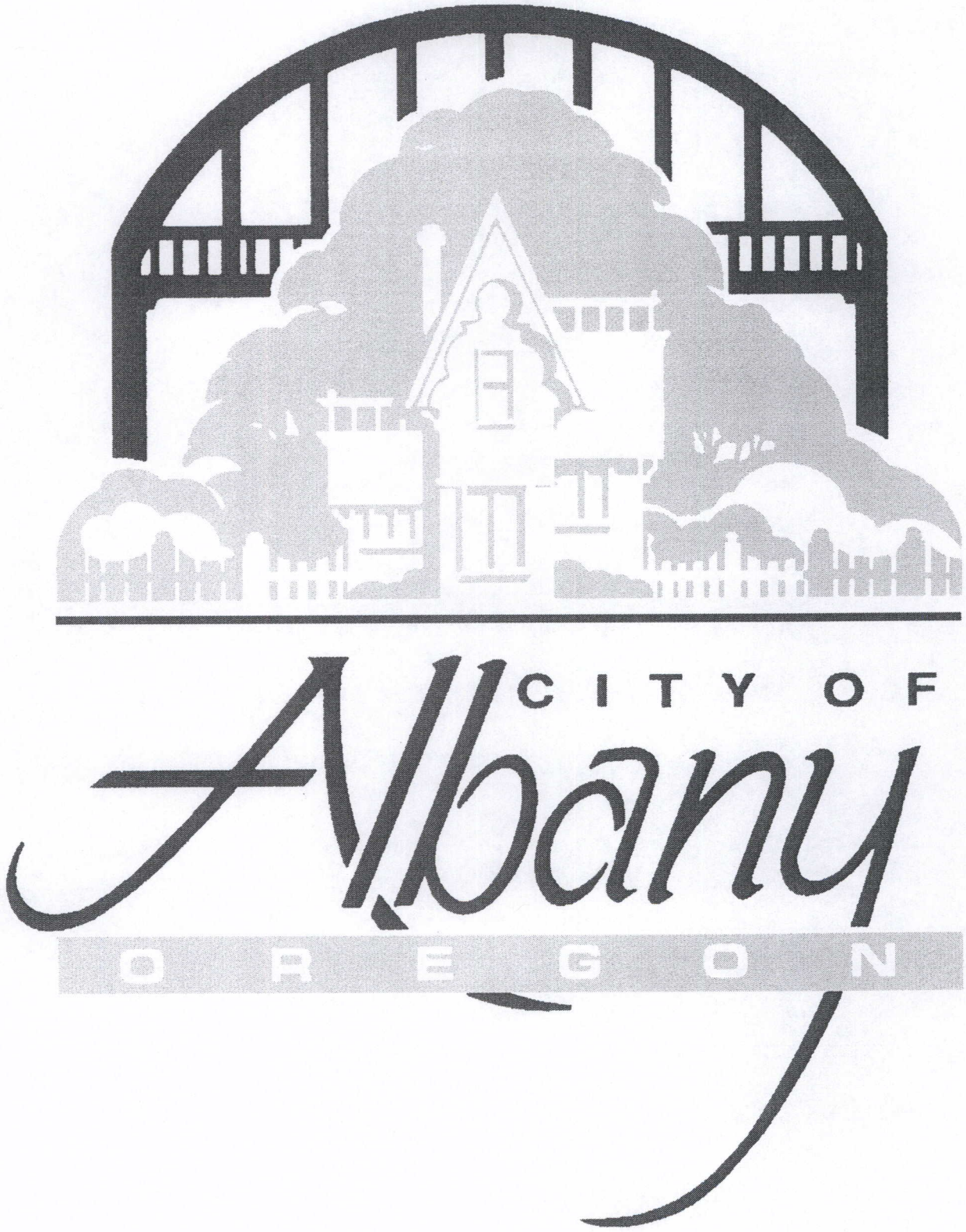
	2006-2007	2007-2008	2008-2009	2009-2010
Number of miles of improved streets.	182.8	184.26	188.13	188.13
Number of miles of gravel streets.	0.15	0.15	0.08	0.08
Number of miles slurry sealed annually.	4.75	6.75	6.04	6.00
Number of customer service work orders.	600	540	720	600
Number of City traffic signals.	17	19	19	19
Percent of traffic signals inspected quarterly.	100%	100%	100%	100%
Miles of painted pavement marking.	48	46	46	46
Percentage of pavement marking annually painted.	100%	100%	100%	100%
Number of signs repaired annually.	130	180	188	150

STAFFING SUMMARY

FTEs	8	8	8	8

PROG 2602: Street Maintenance

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	370,735.01	392,260.91	428,685.31	454,500	432,300	-4.88%
53001	Overtime	23,262.79	22,721.05	38,135.47	23,000	23,700	3.04%
54005	Unemployment Claims	55.98	-	250.99	200	200	0.00%
56001	Employer Paid Benefits	243,594.16	238,132.06	297,978.91	308,500	301,000	-2.43%
Total Personnel Services		637,647.94	653,114.02	765,050.68	786,200	757,200	-3.69%
Materials & Services							
60101	Contractual Services	89,178.63	93,787.61	90,403.01	82,900	69,700	-15.92%
60118	Contractual-Street Sweeping	165,518.90	155,202.88	38,811.39	172,500	172,500	0.00%
60211	Insurance & Bonds	30,050.73	24,527.14	23,588.89	25,400	14,700	-42.13%
61006	Advertising & Publications	34.00	285.86	1,146.90	100	100	0.00%
61011	Education & Training	402.28	920.50	531.00	800	800	0.00%
61012	Equipment Rental: Private	33.14	115.00	204.04	1,000	1,000	0.00%
61018	Laundry Service	-	-	835.01	700	700	0.00%
61024	Materials & Supplies	11,579.41	7,769.10	7,567.03	4,000	4,000	0.00%
61026	Meetings & Conferences	4,195.46	2,596.58	4,992.35	5,000	5,700	14.00%
61027	Memberships & Dues	60.00	248.00	300.00	300	300	0.00%
61028	Minor Equipment	305.00	4,296.08	5,047.01	6,500	4,000	-38.46%
61032	Postage & Shipping	38.00	177.54	49.25	100	100	0.00%
61033	Printing & Binding	44.49	281.74	285.70	300	300	0.00%
61040	Uniforms	5,405.62	6,164.36	5,502.15	6,000	6,800	13.33%
61041	Vehicle Fuel Charges	21,165.95	25,122.04	36,400.12	22,700	27,700	22.03%
61048	Tools	3,775.42	3,840.54	2,751.35	3,000	3,000	0.00%
62702	Traffic Control Supplies	17,452.00	29,054.88	21,186.73	25,500	25,500	0.00%
63006	Power & Light	48,639.52	49,088.05	43,947.80	50,000	40,000	-20.00%
63007	Heating & Fuel	2,246.02	2,096.73	949.45	2,500	2,500	0.00%
63008	Street Lighting	357,275.92	369,260.72	368,132.82	385,000	400,000	3.90%
63009	Telephone	8,823.53	9,820.89	4,930.56	6,700	5,000	-25.37%
63011	Water Service	-	155.34	265.79	-	-	0.00%
65006	Maint: Building	-	1,494.00	211.23	1,000	1,000	0.00%
65008	Maint: Communications Equipment	-	-	-	500	500	0.00%
65082	Safety Improvements	702.16	1,331.90	472.03	600	600	0.00%
65509	Storm Drainage Maintenance	7,371.70	8,204.51	3,706.40	9,000	9,000	0.00%
65510	Street Maintenance Materials	3,753.71	4,269.13	9,824.10	4,000	5,000	25.00%
65513	Vehicle Maintenance	22,580.77	23,485.04	36,900.06	21,000	24,000	14.29%
65516	Maint: Traffic Control System	20,888.16	11,235.71	5,328.15	20,000	15,000	-25.00%
65520	Slurry Seal Program	88,409.19	1,833.73	102,425.91	100,000	100,000	0.00%
65521	Pavement Overlay Program	361,440.08	384,086.56	3,057.72	200,000	300,000	50.00%
65522	Oilmat Program	40,525.57	-	-	20,000	20,000	0.00%
65523	Pavement Marking Program	25,846.72	26,095.09	30,805.27	26,000	26,000	0.00%
65524	Bridge Maintenance Program	94.26	30,055.72	5,898.69	25,000	25,000	0.00%
65527	Right of Way Tree Maintenance	3,842.42	2,582.58	394.89	3,000	5,000	66.67%
65528	Pavement Repair Program	121,188.98	66,068.54	72,744.42	150,000	82,000	-45.33%
65532	General Tree Services	-	376.00	-	-	-	0.00%
66010	Central Service Charges	130,300.00	99,500.00	106,600.00	106,600	98,400	-7.69%
66011	Equipment Replacement	73,000.00	82,600.00	54,600.00	54,600	58,300	6.78%
66012	Facility Maintenance Charges	25,000.00	-	-	-	-	0.00%
66013	GIS System Charges	92,000.00	78,000.00	80,100.00	80,100	82,600	3.12%
66014	Information Technology Services	5,400.00	5,800.00	9,500.00	9,500	9,700	2.11%
66015	IT Equipment Replacement	2,500.00	-	1,300.00	1,300	700	-46.15%
66026	Facilities Engineering Charges	25,000.00	-	-	3,000	-	-100.00%
66505	Physical Exams & Medicals	-	154.00	59.00	500	500	0.00%
66511	Flexible Spending Admin Fees	-	-	-	200	200	0.00%
66532	Concrete Repair Program	10,975.81	15,105.40	37,145.81	30,000	30,000	0.00%
Total Materials & Services		1,827,043.55	1,627,089.49	1,218,902.03	1,666,900	1,677,900	0.66%
Capital							


CITY OF
Albany
OREGON

250: Street
50: Public Works

PROG 2602: Street Maintenance

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Capital						
70005 Capital Equipment	-	20,259.00	-	-	15,000	0.00%
Total Capital	-	20,259.00	-	-	15,000	0.00%
TOTAL EXPENDITURES	**2,464,691.49**	**2,300,462.51**	**1,983,952.71**	**2,453,100**	**2,450,100**	**-0.12%**

PROGRAM NARRATIVE

STREETS FUND: STREETS ADMINISTRATION (250-50-2604)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for the PW Internal Services fund, which includes charges for Public Works Administration, Operations Administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering for providing street services.
- Transfer funds to other City programs such as Urban Forestry and Storm Water Planning.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Great Neighborhoods	06/09	In Progress	• Explore opportunities for the development of an intercity rail service.
	06/09	In Progress	• Work with the Oregon Department of Transportation on the I-5/Santiam River to Hwy 34 Corridor and Environmental Impact Study.
	06/09	In Progress	• Develop level of service and performance measures for the street programs.
Budget Year 2009-2010			
Great Neighborhoods	06/10		• Explore opportunities for the development of an intercity rail service.
	06/10		• Continue work with the Oregon Department of Transportation (ODOT) on the I-5/Santiam River to Hwy 34 Corridor and Environmental Impact Study.
	06/10		• Implement level of service and performance measures for the street programs.

250: Street
50: Public Works

PROG 2604: Street Administration

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	65,550.89	-	-	-	-	0.00%
54005	Unemployment Claims	24.88	1,840.40	-	-	-	0.00%
56001	Employer Paid Benefits	29,756.99	-	-	-	-	0.00%
Total Personnel Services		95,332.76	1,840.40	-	-	-	0.00%
Materials & Services							
60101	Contractual Services	43,777.46	83,754.64	23,701.70	90,000	50,000	-44.44%
60201	Space Rental	21,000.00	-	-	-	-	0.00%
60211	Insurance & Bonds	5,309.72	10,013.36	9,658.43	10,400	2,200	-78.85%
61006	Advertising & Publications	30.00	-	-	-	-	0.00%
61011	Education & Training	565.28	-	-	-	-	0.00%
61024	Materials & Supplies	3,502.95	3,588.15	592.16	3,000	3,000	0.00%
61026	Meetings & Conferences	1,553.22	946.50	-	-	-	0.00%
61027	Memberships & Dues	805.80	-	880.00	-	-	0.00%
61028	Minor Equipment	1,221.21	-	-	-	-	0.00%
61030	Personal Auto Reimbursement	743.82	-	-	-	-	0.00%
61032	Postage & Shipping	5.20	4.80	-	-	-	0.00%
61041	Vehicle Fuel Charges	5.66	-	-	-	-	0.00%
63009	Telephone	2,205.74	2,200.44	464.13	1,200	500	-58.33%
65006	Maint: Building	299.35	-	-	-	-	0.00%
66009	Building Replacement	-	50,000.00	50,000.00	50,000	50,000	0.00%
66010	Central Service Charges	25,500.00	103,500.00	116,600.00	116,600	120,300	3.17%
66013	GIS System Charges	11,700.00	-	-	-	-	0.00%
66014	Information Technology Services	7,200.00	-	-	-	-	0.00%
66015	IT Equipment Replacement	1,500.00	-	-	-	-	0.00%
66017	Public Works Administration Charges	11,400.00	94,541.26	31,747.10	115,100	89,600	-22.15%
66019	Public Works Engineering Service Charges	379,300.00	418,591.72	467,446.74	390,200	459,400	17.73%
66020	Permit Tracking Services	3,900.00	-	-	-	-	0.00%
66023	Operations Administration Charges	-	226,310.31	219,066.11	264,600	265,000	0.15%
66026	Facilities Engineering Charges	-	46,072.74	4,009.84	8,000	500	-93.75%
66029	Water Quality Control Charges	-	39,699.21	-	-	-	0.00%
67010	Safety Recognition Program	-	-	-	500	-	-100.00%
Total Materials & Services		521,525.41	1,079,223.13	924,166.21	1,049,600	1,040,500	-0.87%
Capital							
73004	Pole Bldg - Public Works	-	44,283.05	226.01	-	-	0.00%
73005	Pole Bldg - PW Inventory Control	-	-	23,407.95	94,000	-	-100.00%
Total Capital		-	44,283.05	23,633.96	94,000	-	-100.00%
Transfers Out							
91202	To Parks & Recreation Fund	120,000.00	150,000.00	130,000.00	130,000	80,000	-38.46%
91249	To Capital Projects Fund	-	-	20,206.61	66,700	122,200	83.21%
91257	To Street Capital	-	-	75,000.00	75,000	-	-100.00%
Total Transfers Out		120,000.00	150,000.00	225,206.61	271,700	202,200	-25.58%
TOTAL EXPENDITURES		**736,858.17**	**1,275,346.58**	**1,173,006.78**	**1,415,300**	**1,242,700**	**-12.20%**

PROGRAM NARRATIVE

STREET FUND: STREET CAPITAL & RESTORATION (250-50-2700)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

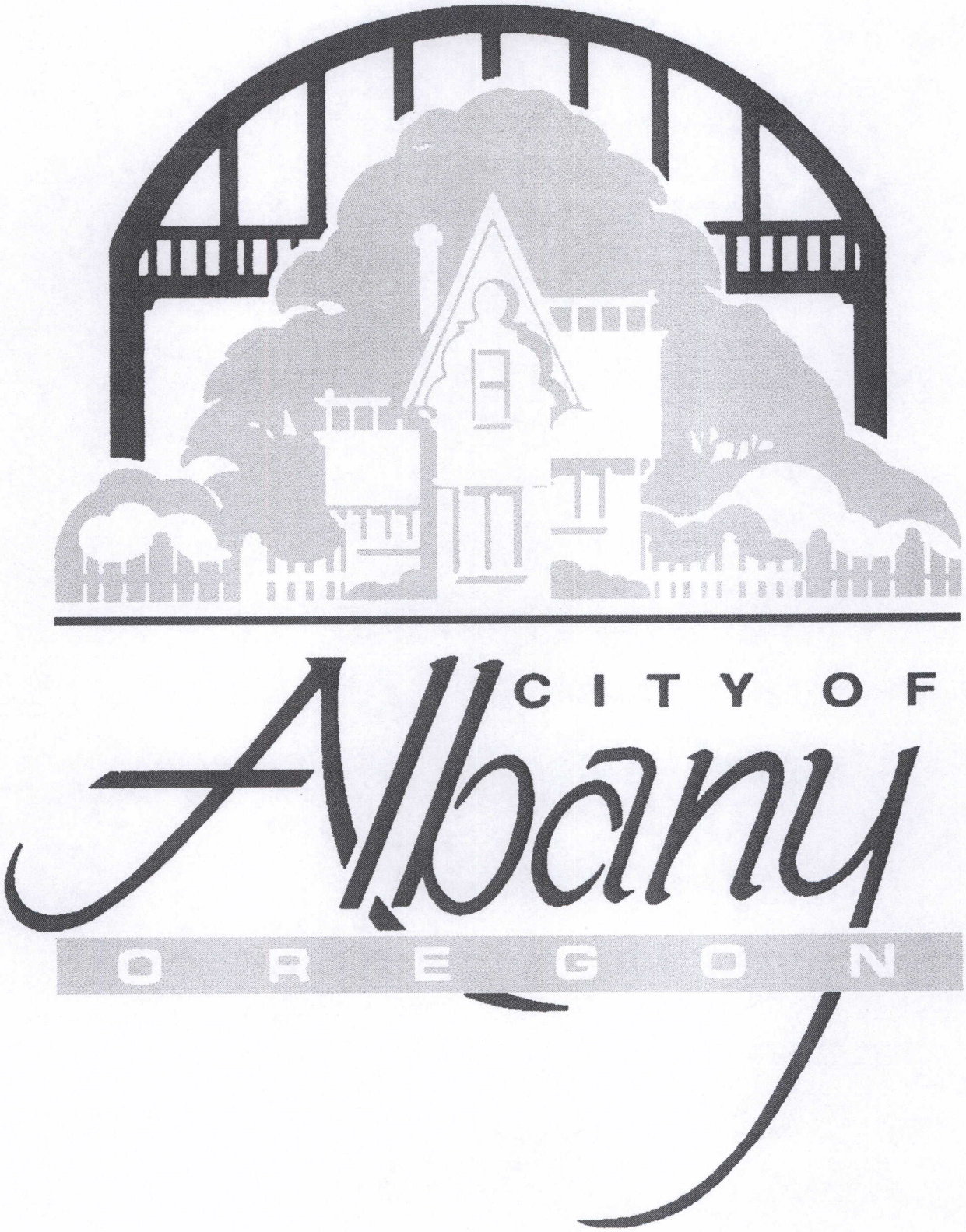
FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for transportation related capital construction projects including pavement restoration, bridge repair, bicycle and pedestrian improvements, and grant match.
- This activity receives funds from franchise fees, state gas tax, STP funds, grants, and interest income.
- Provide local funding match for bicycle and pedestrian improvement grants.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Great Neighborhoods	08/09	Completed	• Rehabilitate Waverly Drive between Pacific Blvd. and Santiam Hwy.
	08/09	Completed	• Make structural repairs to the 3rd Ave. bridge over the Calapooia River.
	06/09	In Progress	• Develop a funding strategy for Water Street Improvements.
	06/09	In Progress	• Develop a streetscape plan for 2nd Avenue.
	06/09	In Progress	• Develop a pedestrian and bicycle path conceptual plan with Parks & Recreation to link Bowman Park to Simpson Park.
	06/09	In Progress	• Update the Transportation System Plan and develop a viable financial plan to fund priority projects.
Budget Year 2009-2010			
Great Neighborhoods	6/11		• Develop a Storm Water Master Plan.
	6/10		• Complete the Economic Stimulus Transportation Project.
	6/10		• Complete the Umatilla Street Culvert Replacement Project.
	6/10		• Complete the structural repairs to the Columbus Street bridge over the canal.

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
41131	Connection Fees: Principal	58.79	-	-	-	-	0.00%
41132	Connection Fees: Interest	63.42	-	-	-	-	0.00%
41234	Street Connection Fees	43,800.00	93,238.00	30.00	10,000	-	-100.00%
42028	Federal Highway Adm (20.205)	62,105.84	110,274.16	57,358.69	59,700	-	-100.00%
42401	Oregon Dept of Transportation	27,620.00	-	-	-	-	0.00%
42403	State of Oregon	13,013.00	-	-	-	-	0.00%
42412	State Gasoline Tax	480,400.00	189,840.58	-	-	-	0.00%
42413	Surface Transportation Program	346,259.58	-	816,871.00	817,000	-	-100.00%
47012	Miscellaneous Revenue	4,886.92	1,293.75	11,268.90	-	-	0.00%
48010	Interest	130,497.82	112,490.92	50,120.85	40,000	15,000	-62.50%
Total General Revenues		1,108,705.37	507,137.41	935,649.44	926,700	15,000	-98.38%
Transfers In							
49020	From Sewer Capital	-	-	-	-	121,300	0.00%
49036	From Street Fund	-	-	75,000.00	75,000	-	-100.00%
49044	From Capital Projects Fund	-	-	184,474.06	185,000	-	-100.00%
49055	From OTIA Hwy20/99E Project	148,110.50	-	-	-	-	0.00%
Total Transfers In		148,110.50	-	259,474.06	260,000	121,300	-53.35%
Beginning Balance							
49905	Beginning Balance	2,628,328.00	2,671,090.00	2,119,307.00	2,364,100	1,524,500	-35.51%
Total Beginning Balance		2,628,328.00	2,671,090.00	2,119,307.00	2,364,100	1,524,500	-35.51%
TOTAL REVENUES		**3,885,143.87**	**3,178,227.41**	**3,314,430.50**	**3,550,800**	**1,660,800**	**-53.23%**
Materials & Services							
60101	Contractual Services	14,173.38	15,769.04	28,731.82	20,000	25,000	25.00%
60219	Transportation System Plan Update	172,712.09	225,785.72	192,356.28	140,000	75,000	-46.43%
60232	Transp. System Plan Update-Federal	62,105.84	118,481.16	51,506.00	59,700	-	-100.00%
60238	Bowman to Simpson Park Bike/Ped	-	-	-	35,000	35,000	0.00%
60239	Second Ave Streetscape Plan	-	-	-	10,000	10,000	0.00%
60240	Stormwater Master Plan	-	-	42,496.00	75,000	300,000	300.00%
60245	ADA Transition Plan	-	-	-	-	10,000	0.00%
60401	I-5 EIS ODOT Study	-	-	200,000.00	200,000	-	-100.00%
60404	ST-08-01 Water Street Evaluation	3,108.15	131,304.29	-	10,000	-	-100.00%
65519	Traffic Calming Program	-	3,450.00	-	10,000	10,000	0.00%
67022	Capital Recovery Agreement-Pymt	-	18,593.10	-	25,000	25,000	0.00%
Total Materials & Services		252,099.46	513,383.31	515,090.10	584,700	490,000	-16.20%
Capital							
70011	Land Acquisition	1,000.00	-	-	-	-	0.00%
70026	Dover Lane R-O-W Acquisition	-	-	8,150.00	-	-	0.00%
72004	Regional Multimodal Transportation Cntr	267,967.16	-	-	-	-	0.00%
73001	Spicer/Three Lakes Property Acquisition	187,007.74	15,981.05	-	-	-	0.00%
80031	Sidewalk Infill Program	-	-	-	-	10,000	0.00%
80040	Geary Street Sidewalk Infill Project	59,253.16	-	-	-	-	0.00%
80041	Timber Street Alignment	8,158.26	-	-	-	-	0.00%
82001	BR-09-01 3rd Ave Bridge Repair	-	-	202,329.03	156,000	-	-100.00%
82002	BR-10-01 Columbus Street Bridge Repair	-	-	-	-	165,000	0.00%
85013	ST-06-01 Marion St Reconstruction	119,567.07	-	-	-	-	0.00%
85014	ST-06-04, Grand Prairie Rd. Improvement	14,662.52	143,638.42	3,470.00	-	-	0.00%
85015	ST-07-01 Waverly Rehab Phase I	4,338.47	385,917.63	875,537.04	1,570,000	-	-100.00%
85021	ST-09-01 Waverly Rehab Phase II	-	-	5,251.54	169,000	-	-100.00%
85025	ST-10-01 Umatilla Culvert Replacement	-	-	-	-	275,000	0.00%
85027	ARRA ADA Improvements	-	-	123,439.63	-	-	0.00%
90009	Reserve: Street Connection Fees	-	-	-	233,400	100,000	-57.16%
90012	Reserve: Capital Projects	-	-	-	797,700	620,800	-22.18%


CITY OF
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250: Street
50: Public Works

PROG 2700: Street Capital & Restoration

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Total Capital		661,954.38	545,537.10	1,218,177.24	2,926,100	1,170,800	-59.99%
Transfers Out							
91238	To Bicycle & Pedestrian Improvement	40,000.00	-	40,000.00	40,000	-	-100.00%
91244	To North Albany Park & Ride	150,000.00	-	-	-	-	0.00%
91245	To Albany Station Pathway	110,000.00	-	-	-	-	0.00%
Total Transfers Out		300,000.00	-	40,000.00	40,000	-	-100.00%
TOTAL EXPENDITURES		**1,214,053.84**	**1,058,920.41**	**1,773,267.34**	**3,550,800**	**1,660,800**	**-53.23%**

PROGRAM NARRATIVE

STREET FUND: NORTH ALBANY FRONTAGE FEE PROJECTS (250-50-2701)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding only for capacity-increasing capital improvements for transportation system facilities in North Albany. Revenues are received from North Albany Street Systems Development Charges (SDC).
- The North Albany Street Systems Development Charge was repealed on October 1, 1997, when the Albany Transportation SDC became effective. This activity received some additional revenue during a three-month phase-in period and will continue to receive previously approved installment payments.
- This activity also includes a special street assessment collected from developing property adjacent to major streets in North Albany. These monies are included in a North Albany Street Assessment Reserve to be used for future improvements on major streets in North Albany.
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all Systems Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	Completed	• Reserve fees for future projects.
Budget Year 2009-2010			
Effective Government	06/10		• Build reserves for future projects.

250: Street
50: Public Works

PROG 2701: N. Albany Frontage Fee Projects

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
41128	Street SDC: Interest	34.64	-	-	-	-	0.00%
41133	Street IAF: Principal	4,882.37	25,515.94	13,860.61	10,000	5,000	-50.00%
41134	Street IAF: Interest	12,116.70	6,205.80	4,556.63	3,000	5,000	66.67%
48010	Interest	29,738.97	29,603.90	18,770.75	25,000	10,500	-58.00%
Total General Revenues		46,772.68	61,325.64	37,187.99	38,000	20,500	-46.05%
Beginning Balance							
49905	Beginning Balance	559,710.00	606,483.00	667,808.00	652,000	699,600	7.30%
Total Beginning Balance		559,710.00	606,483.00	667,808.00	652,000	699,600	7.30%
TOTAL REVENUES		**606,482.68**	**667,808.64**	**704,995.99**	**690,000**	**720,100**	**4.36%**
Capital							
90012	Reserve: Capital Projects	-	-	-	690,000	720,100	4.36%
Total Capital		-	-	-	690,000	720,100	4.36%
TOTAL EXPENDITURES		**-**	**-**	**-**	**690,000**	**720,100**	**4.36%**

PROGRAM NARRATIVE

STREET FUND: TRANSPORTATION SDC PROJECTS (250-50-2702)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

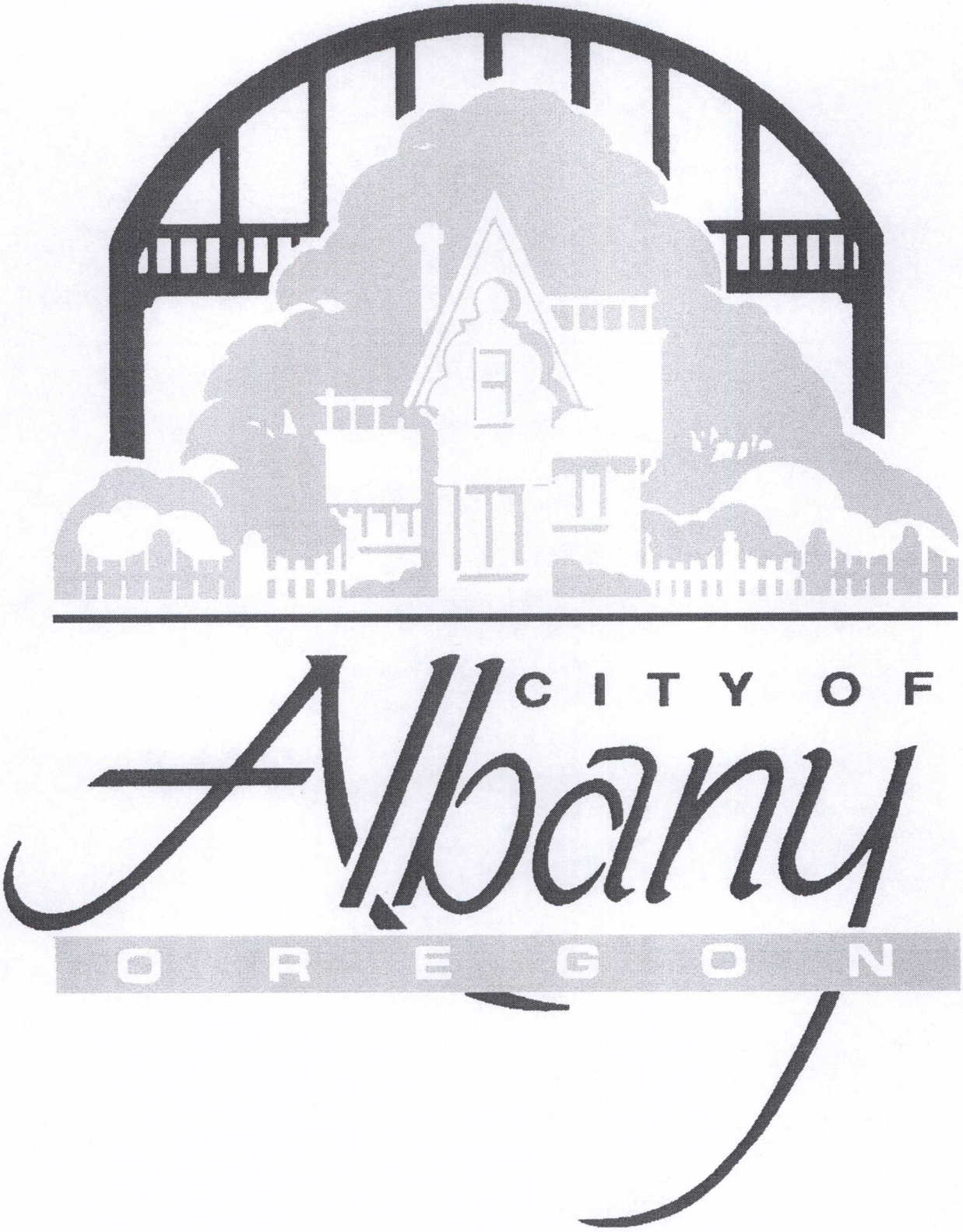
FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding only for capacity-increasing capital improvements for transportation system facilities identified in the Transportation System Plan adopted in 1997. Revenues are received from Transportation Systems Development Charges (SDC).
- The current Transportation Systems Development Charge (effective July 2007) is $1,719 for a single-family residence and based upon traffic impact for all other development in Albany. This activity receives 100% of the fee.
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all Systems Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	Completed	• Build reserves for future projects.
Budget Year 2009-2010			
Effective Government	06/10		• Build reserves for future projects.

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
41129	Transportation SDC: Principal	8,499.07	70,916.88	8,628.27	5,000	4,000	-20.00%
41130	Transportation SDC: Interest	5,322.24	6,343.63	4,432.57	3,000	2,500	-16.67%
41237	Transportation SDC: Revenues	885,567.95	816,058.89	339,808.31	500,000	86,000	-82.80%
48010	Interest	245,648.69	263,341.54	162,949.38	225,000	60,500	-73.11%
Total General Revenues		1,145,037.95	1,156,660.94	515,818.53	733,000	153,000	-79.13%
Beginning Balance							
49905	Beginning Balance	4,641,870.00	5,371,819.00	5,885,246.00	4,090,000	6,131,700	49.92%
Total Beginning Balance		4,641,870.00	5,371,819.00	5,885,246.00	4,090,000	6,131,700	49.92%
TOTAL REVENUES		**5,786,907.95**	**6,528,479.94**	**6,401,064.53**	**4,823,000**	**6,284,700**	**30.31%**
Materials & Services							
60101	Contractual Services	-	-	1,180.00	-	-	0.00%
61022	Credit Card Fees	5,623.52	7,339.21	2,167.50	6,000	3,000	-50.00%
61024	Materials & Supplies	15.30	-	11,208.69	-	-	0.00%
63011	Water Service	-	40.58	-	-	-	0.00%
Total Materials & Services		5,638.82	7,379.79	14,556.19	6,000	3,000	-50.00%
Capital							
70021	Land Acq: 3907 Spicer Dr	-	120,141.37	-	-	-	0.00%
70025	Land Acq: 3815 Spicer Drive	-	5,642.00	91,555.42	-	-	0.00%
72004	Regional Multimodal Transportation Cntr	25,102.20	-	-	-	-	0.00%
85004	ST-03-05 North Albany Road Extension LID	22,297.30	-	-	-	-	0.00%
85007	ST-05-01 NA Rd/West Thornton Lake Signal	362,050.14	146,600.15	-	-	-	0.00%
85020	ST-08-03 NA Sidewalk Improvements	-	15,343.35	156,529.92	-	-	0.00%
90012	Reserve: Capital Projects	-	-	-	4,733,000	6,281,700	32.72%
Total Capital		409,449.64	287,726.87	248,085.34	4,733,000	6,281,700	32.72%
Transfers Out							
91249	To Capital Projects Fund	-	348,127.62	83,194.45	84,000	-	-100.00%
Total Transfers Out		-	348,127.62	83,194.45	84,000	-	-100.00%
TOTAL EXPENDITURES		**415,088.46**	**643,234.28**	**345,835.98**	**4,823,000**	**6,284,700**	**30.31%**


CITY OF
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DEBT SERVICE FUNDS

DEBT SERVICE FUND

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Debt Service funds accumulate resources and account for the payment of general long-term debt principal and interest. The City has one Debt Service fund.

DEBT SERVICE FUND

Separate programs are maintained in this fund to account for each of the City's general long-term debt issuances.

Bancroft Debt Service

Bancroft bonds are issued under the state of Oregon Bancroft Bonding Act, ORS 223.205 and 223.210 to 223.295. The bonds are limited tax assessment bonds wherein repayment is guaranteed by a lien on the improved property. If payment on a property becomes delinquent for more than one year, the City may choose to foreclose on that property, and after one year sell the property to satisfy the lien. By charging a financing rate of 1.5 percentage points above the effective bond rate and with the ability to foreclose on delinquent properties, the City has always been able to make debt service payments on Bancroft Bonds. For 2009-10, the debt service requirement is $85,185. The bonds will fully retire in 2011-12.

1995 Fairgrounds Revenue Bond Debt

Transient room taxes are collected to repay the debt. The debt service requirement for 2009-2010 is $228,200. The debt will be fully retired in Fiscal Year 2010-11 with a payment of $216,038.

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 2009-10 is $511,057.

2004 Revenue Obligations

Issued in December 2004, these bonds provide funding for the Aquatic Center project and the defeasance of the 1994 City Hall Certificates of Participation. This program accounts for the Police personnel and materials funded by the five-year Public Safety Levy passed by the voters in the November, 2006, General Election. The requirement for 2009-10 is $238,000 for the General Fund and $181,800 for the Parks & Recreation Fund. The General Fund share of the debt will be retired in fiscal 2013-14 and the final payment for the Parks & Recreation Fund portion will be in 2019-20.

2007 General Obligation Refunding Bonds

Issued in March 2007, these bonds were used to refund the 1996 Fire Substation GO Bonds and advance refund the 1999 GO Street Improvement Bonds. Property taxes are levied to make the principal and interest payments. The requirement for 2009-10 is $1,277,000. The estimated tax rate for the repayment of this debt for 2009-10 is $0.445 per $1,000 of assessed value. The debt will be retired in Fiscal Year 2014-15.

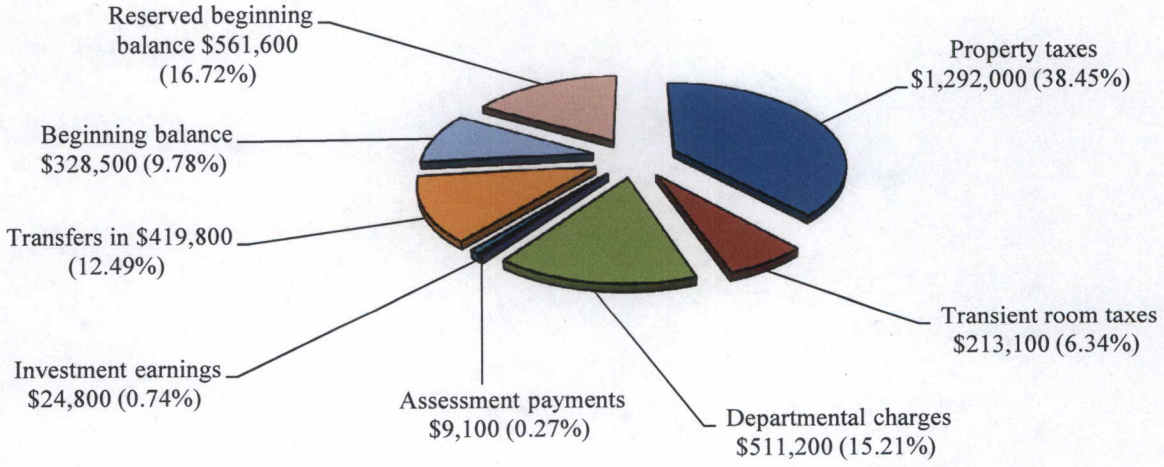
RESOURCES	
Property Taxes	$ 1,292,000
Transient Room Taxes	213,100
Charges for Service	511,200
Assessment Revenues	9,100
Investment Earnings	24,800
Transfers In	419,800
Beginning Balance	328,500
Reserved Beginning Balance	561,600
Total Resources	$ 3,360,100

REQUIREMENTS	
Materials & Services	$ 1,200
Debt Service	3,358,900
Total Requirements	$ 3,360,100

DEBT SERVICE FUND
RESOURCE DETAIL

RESOURCES	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Property Taxes - Current	$ 951,815	$1,020,270	$ 983,100	$ 983,100	$1,277,000	29.90%	38.00%
Property Taxes - Delinquent	37,137	35,352	28,500	28,500	15,000	(47.37%)	0.45%
Transient Room Tax	241,343	231,083	193,800	193,800	213,100	9.96%	6.34%
Departmental Charges	524,267	481,006	486,200	486,200	511,200	5.14%	15.21%
Bonded Asmnts: Principal	10,425	3,191	6,000	6,000	7,000	16.67%	0.21%
Bonded Asmnts: Interest	1,788	570	1,000	1,000	2,100	110.00%	0.06%
Long-Term Debt Sale Proceeds	8,456,060	-	-	-	-	-	-
Interest	133,892	73,384	54,200	54,200	24,800	(54.24%)	0.74%
Total Current Resources	10,356,727	1,844,856	1,752,800	1,752,800	2,050,200	16.97%	61.01%
From Parks Fund	177,193	181,777	180,100	180,100	181,800	0.94%	5.41%
From General Fund	169,334	239,874	243,400	243,400	238,000	(2.22%)	7.08%
Total Transfers In	346,527	421,651	423,500	423,500	419,800	(0.87%)	12.49%
Beginning Balance	2,255,847	464,352	372,100	372,100	328,500	(11.72%)	9.78%
Reserved Beginning Balance	582,777	732,740	719,500	719,500	561,600	(21.95%)	16.72%
Total Resources	$13,541,878	$3,463,599	$3,267,900	$3,267,900	$3,360,100	2.82%	100.00%

DEBT SERVICE FUND RESOURCES BY SOURCE



DEBT SERVICE FUND
REQUIREMENT SUMMARIES

Program Requirements	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Bancroft Debt Service	$ 1,756,170	$ 85,185	$ 399,100	$ 399,100	$ 342,900	$ 342,900	$ 342,900
1995 Fairgrounds Revenue Bonds	253,125	242,225	468,900	468,900	444,800	444,800	444,800
1996 Fire Substation GO Bonds	249,888	-	-	-	-	-	-
1999 GO Street Improvement Bonds	756,685	478,650	480,600	480,600	-	-	-
2002 LTD Tax Pension Bonds	446,058	466,058	752,000	752,000	797,600	797,600	797,600
2004 Revenue Obligations	346,526	421,651	423,500	423,500	419,800	419,800	419,800
2007 GO Refunding Bonds	8,536,334	613,252	743,800	743,800	1,355,000	1,355,000	1,355,000
Total Requirements	$12,344,786	$2,307,021	$3,267,900	$3,267,900	$3,360,100	$3,360,100	$3,360,100

Requirements by Type	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Materials & Services	$ 127,560	$ 7,052	$ 2,400	$ 2,400	$ 1,200	$ 1,200	$ 1,200
Transfers Out	294,688	-	-	-	-	-	-
Debt Service	11,922,538	2,299,969	3,265,500	3,265,500	3,358,900	3,358,900	3,358,900
Total Requirements	$12,344,786	$2,307,021	$3,267,900	$3,267,900	$3,360,100	$3,360,100	$3,360,100

Adopted Requirements by Program and Type	Materials & Services	Debt Service	Adopted Budget	% of Fund Budget
Bancroft Debt Service	$ -	$ 342,900	$ 342,900	10.20%
1995 Fairgrounds Revenue Bonds	500	444,300	444,800	13.24%
2002 LTD Tax Pension Bonds	-	797,600	797,600	23.74%
2004 Revenue Obligations	700	419,100	419,800	12.49%
2007 GO Refunding Bonds	-	1,355,000	1,355,000	40.33%
Total Requirements	$ 1,200	$3,358,900	$3,360,100	100.00%
Percent of Fund Budget	0.04%	99.96%	100.00%	

Adopted Budget Detail of Debt Service Requirement Category	Final Maturity	Principal	Interest	Debt Reserve	Adopted Budget
Bancroft Debt Service	06/17/2012	$ 69,000	$ 16,300	$ 257,600	$ 342,900
1995 Fairgrounds Revenue Bonds	08/01/2010	210,000	18,200	216,100	444,300
2002 LTD Tax Pension Bonds	06/01/2028	82,200	429,000	286,400	797,600
2004 Revenue Obligations	01/01/2020	320,000	99,100	-	419,100
2007 GO Refunding Bonds	06/01/2015	970,000	307,000	78,000	1,355,000
Total Requirements		$1,651,200	$ 869,600	$ 838,100	$3,358,900

PROGRAM NARRATIVE

DEBT SERVICE FUND: BANCROFT DEBT SERVICE (301-10-1016)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the principal and interest on all bonds issued under the Bancroft Bond Act (ORS 223.205-223.295).
- The City has a Limited Tax Assessment Bond, Series 2002, dated June 19, 2002, with an original issuance amount of $736,255.
- The 2002 bonds are payable semiannually on June 19 and December 19. The interest rate is 5.05%.
- The 2002 bonds were unrated and not insured.
- The Bond Registrar for the 2002 issue is Bank of America N. A., Portland, Oregon. The Bond Counsel is AterWynne, LLP. The Financial Advisor is Regional Financial Advisors, Inc., Portland, Oregon.

MATURITY SCHEDULE

Fiscal Year	Principal	Interest	Total
2009-2010	$ 68,920	$ 16,265	$ 85,185
2010-2011	72,444	12,741	85,185
2011-2012	197,735	9,036	206,771
Totals	$ 339,099	$ 38,042	$ 377,141

PROG 1016: Bancroft Debt Service

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
45200 Bonded Asmnts: Principal	10,424.84	3,191.14	7,136.60	6,000	7,000	16.67%
45201 Bonded Asmnts: Interest	1,787.90	569.67	2,255.91	1,000	2,100	110.00%
48010 Interest	90,821.21	20,857.18	10,444.46	20,000	5,300	-73.50%
Total General Revenues	103,033.95	24,617.99	19,836.97	27,000	14,400	-46.67%
Beginning Balance						
49905 Beginning Balance	2,110,672.00	457,535.00	396,968.00	372,100	328,500	-11.72%
Total Beginning Balance	2,110,672.00	457,535.00	396,968.00	372,100	328,500	-11.72%
TOTAL REVENUES	**2,213,705.95**	**482,152.99**	**416,804.97**	**399,100**	**342,900**	**-14.08%**
Materials & Services						
60017 Bond Registration Costs	150.00	-	-	200	-	-100.00%
Total Materials & Services	150.00	-	-	200	-	-100.00%
Transfers Out						
91253 To Facilities Replacement	294,688.17	-	-	-	-	0.00%
Total Transfers Out	294,688.17	-	-	-	-	0.00%
Debt Service						
92005 Bond Principal Debt	1,374,342.35	62,376.97	65,606.65	65,600	69,000	5.18%
93000 Bond Interest	86,990.09	22,807.97	19,578.29	19,700	16,300	-17.26%
95000 Reserve: Debt Service	-	-	-	313,600	257,600	-17.86%
Total Debt Service	1,461,332.44	85,184.94	85,184.94	398,900	342,900	-14.04%
TOTAL EXPENDITURES	**1,756,170.61**	**85,184.94**	**85,184.94**	**399,100**	**342,900**	**-14.08%**

PROGRAM NARRATIVE

DEBT SERVICE FUND: FAIRGROUNDS REVENUE BOND DEBT (301-10-1018)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the principal and interest on the Fairgrounds Revenue Bonds.
- Debt service payments are made from Transient Room Tax proceeds.
- A one-year principal and interest reserve (final year) will be maintained in the amount of $216,038.
- The bonds were dated October 1, 1995, and accrue interest from that date until maturity or earlier redemption, payable semiannually on August 1 and February 1 of each year.
- The original amount of the bond issue was $2,300,000.
- The bonds are non-rated.
- The bonds maturing on and after August 1, 2006, are subject to redemption at the option of the City in whole or in part, on and after August 1, 2005, at a price of par plus accrued interest.
- The Bond Registrar and Paying Agent is BNY Western Trust Co. The Bond Counsel is AterWynne LLP. The Financial Advisor is Regional Financial Advisors, Inc., Portland, Oregon. The Underwriter is Seattle-Northwest Securities Corporation.
- Transient Room Tax can be used to finance long-term bonded debt until the debt is paid in full, FY 2010-2011.

MATURITY SCHEDULE

Fiscal Year	Principal	Interest	Total	Interest Rate
2009-2010	$ 210,000	$ 18,112	$ 228,112	5.75%
2010-2011	210,000	6,038	216,038	5.75%
Totals	$ 420,000	$ 24,150	$ 444,150	

PROG 1018: 1995 Fairgrounds Revenue Bonds

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
40105 Transient Room Tax	241,342.56	231,082.60	197,431.67	193,800	213,100	9.96%
48010 Interest	11,855.09	12,429.62	6,188.89	10,100	3,500	-65.35%
Total General Revenues	253,197.65	243,512.22	203,620.56	203,900	216,600	6.23%
Beginning Balance						
49925 Reserved Beginning Balance	264,369.00	264,442.00	265,730.00	265,000	228,200	-13.89%
Total Beginning Balance	264,369.00	264,442.00	265,730.00	265,000	228,200	-13.89%
TOTAL REVENUES	**517,566.65**	**507,954.22**	**469,350.56**	**468,900**	**444,800**	**-5.14%**
Materials & Services						
60017 Bond Registration Costs	500.00	500.00	501.65	500	500	0.00%
Total Materials & Services	500.00	500.00	501.65	500	500	0.00%
Debt Service						
92005 Bond Principal Debt	200,000.00	200,000.00	210,000.00	210,000	210,000	0.00%
93000 Bond Interest	52,625.00	41,725.00	30,187.50	30,200	18,200	-39.74%
95000 Reserve: Debt Service	-	-	-	228,200	216,100	-5.30%
Total Debt Service	252,625.00	241,725.00	240,187.50	468,400	444,300	-5.15%
TOTAL EXPENDITURES	**253,125.00**	**242,225.00**	**240,689.15**	**468,900**	**444,800**	**-5.14%**

PROGRAM NARRATIVE

DEBT SERVICE FUND: 2002 LIMITED TAX PENSION BONDS (301-10-1021)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the $6,851,826 Limited Tax Pension Obligations, Series 2002.
- The bonds, dated March 15, 2002, were issued as the Limited Tax Pension Deferred Interest Obligations, Series 2002A and the Limited Tax Pension Obligations, Series 2002B. Interest rates range from 2.00% to 7.41% with a TIC of 7.061361%. Interest paid is subject to federal income tax.
- Interest on the 2002A Obligations will be paid only at maturity, and will be compounded semiannually as of June 1 and December 1. Interest on the 2002B Obligations, issued as current interest obligations, is payable on June 1, 2002, and semiannually thereafter until June 1, 2028.
- The 2002A Obligations are not subject to prepayment prior to their stated maturities. The 2002B Obligations maturing on June 1, 2025, are subject to prepayment prior to their stated maturities.
- The bonds are insured by AMBAC Corporation and are rated "Aaa" by Moody's Investors Service.
- The Bond Registrar and Paying Agent is Wells Fargo Bank Northwest, National Association, Portland, Oregon. The Bond Counsel is Preston Gates & Ellis LLP, Portland, Oregon. The Financial Advisor is Seattle Northwest Securities Corporation, Portland, Oregon.

MATURITY SCHEDULE

Fiscal Year	Principal	Interest	Total	Interest Rate
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	$ 6,545,507	$ 7,654,964	$ 14,200,471	

PROG 1021: 2002 LTD Tax Pension Bonds

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
43801	Departmental Charges	524,266.96	481,006.02	473,742.39	486,200	511,200	5.14%
48010	Interest	12,445.77	14,549.45	9,609.94	12,100	8,000	-33.88%
Total General Revenues		536,712.73	495,555.47	483,352.33	498,300	519,200	4.19%
Beginning Balance							
49925	Reserved Beginning Balance	148,200.00	238,855.00	268,353.00	253,700	278,400	9.74%
Total Beginning Balance		148,200.00	238,855.00	268,353.00	253,700	278,400	9.74%
TOTAL REVENUES		**684,912.73**	**734,410.47**	**751,705.33**	**752,000**	**797,600**	**6.06%**
Debt Service							
92005	Bond Principal Debt	55,650.00	65,042.70	73,230.85	73,300	82,200	12.14%
93000	Bond Interest	390,407.50	401,014.80	412,826.65	412,900	429,000	3.90%
95000	Reserve: Debt Service	-	-	-	265,800	286,400	7.75%
Total Debt Service		446,057.50	466,057.50	486,057.50	752,000	797,600	6.06%
TOTAL EXPENDITURES		**446,057.50**	**466,057.50**	**486,057.50**	**752,000**	**797,600**	**6.06%**

PROGRAM NARRATIVE

DEBT SERVICE FUND: 2004 REVENUE OBLIGATIONS (301-10-1022)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the principal and interest on the 2004 Revenue Obligations to be used for the Aquatic Center project and the defeasance of the City's Certificates of Participation, Series 1994.
- The bonds were dated December 30, 2004, and accrue interest from that date until maturity or earlier redemption, payable semiannually on July 1 and January 1 of each fiscal year.
- The original amount of the bond issue was $3,720,000.
- The bonds are rated by Moody's Investors Service as "Aaa".
- The Bond Registrar and Paying Agent is Bank of New York Trust Co., N.A, Los Angeles, California. The Bond Counsel is Orrick, Herrington & Sutcliffe, LLP, Portland, Oregon. The Underwriter is Seattle-Northwest Securities Corporation.

MATURITY SCHEDULE

Fiscal Year	Principal	Interest	Total	Interest Rate
2009-2010	$320,000	$99,064	$419,064	2.75%
2010-2011	325,000	88,664	413,664	3.25%
2011-2016	1,345,000	273,354	1,618,354	3.93%
2016-2020	655,000	67,252	722,252	4.18%
Totals	$2,645,000	$528,334	$3,173,334	

301: Debt Service
10: Finance

PROG 1022: 2004 Revenue Obligations

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Transfers In						
49005 From Parks Fund	177,192.74	181,777.42	180,006.69	180,100	181,800	0.94%
49015 From General Fund	169,333.52	239,873.84	243,269.57	243,400	238,000	-2.22%
Total Transfers In	346,526.26	421,651.26	423,276.26	423,500	419,800	-0.87%
TOTAL REVENUES	**346,526.26**	**421,651.26**	**423,276.26**	**423,500**	**419,800**	**-0.87%**
Materials & Services						
60017 Bond Registration Costs	550.00	1,300.00	550.00	700	700	0.00%
Total Materials & Services	550.00	1,300.00	550.00	700	700	0.00%
Debt Service						
92005 Bond Principal Debt	225,000.00	305,000.00	315,000.00	315,000	320,000	1.59%
93000 Bond Interest	120,976.26	115,351.26	157,258.14	107,800	99,100	-8.07%
Total Debt Service	345,976.26	420,351.26	472,258.14	422,800	419,100	-0.88%
TOTAL EXPENDITURES	**346,526.26**	**421,651.26**	**472,808.14**	**423,500**	**419,800**	**-0.87%**

PROGRAM NARRATIVE

DEBT SERVICE FUND: 2007 G.O. REFUNDING BONDS (301-10-1050)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the $8.3 million General Obligation Bonds, Series 2007.
- The bonds are dated March 2, 2007, and accrue interest from that date until maturity. They are payable semiannually, on December 1 and June 1, commencing June 1, 2007. The interest rate is 4.00%.
- The bonds shall mature on June 1 of each year and are not subject to redemption prior to maturity.
- The bonds are rated "Aaa" by Moody's and "A" by Standard & Poor's.
- The Bond Registrar and Paying Agent is the Bank of New York Trust Company, N.A. The Bond Counsel is Orrick, Herrington & Sutcliffe LLP. The Financial Advisor is Regional Financial Advisors, Inc., Portland, Oregon. The Underwriter is Seattle-Northwest Securities Corporation.

MATURITY SCHEDULE

Fiscal Year	Principal	Interest	Total
2009-2010	$970,000	$307,000	$1,277,000
2010-2011	1,850,000	268,200	2,118,200
2011-2012	1,095,000	194,200	1,289,200
2012-2013	1,170,000	150,400	1,320,400
2013-2014	1,255,000	103,600	1,358,600
2014-2015	1,335,000	53,400	1,388,400
Totals	$7,675,000	$1,076,800	$8,751,800

PROG 1050: 2007 GO Refunding Bonds

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
40050	Property Taxes - Current	161,832.54	614,156.35	612,269.56	630,000	1,277,000	102.70%
40051	Property Taxes - Delinquent	3,297.00	9,493.91	12,105.49	6,000	15,000	150.00%
47000	Long-Term Debt Sale Proceeds	8,456,060.00	-	-	-	-	0.00%
48010	Interest	529.18	14,554.52	8,269.78	10,000	8,000	-20.00%
Total General Revenues		8,621,718.72	638,204.78	632,644.83	646,000	1,300,000	101.24%
Beginning Balance							
49905	Beginning Balance	-	1,836.00	3,668.00	-	-	0.00%
49925	Reserved Beginning Balance	-	83,550.00	106,670.00	97,800	55,000	-43.76%
Total Beginning Balance		-	85,386.00	110,338.00	97,800	55,000	-43.76%
TOTAL REVENUES		**8,621,718.72**	**723,590.78**	**742,982.83**	**743,800**	**1,355,000**	**82.17%**
Materials & Services							
60017	Bond Registration Costs	600.00	4,851.65	351.65	-	-	0.00%
60018	Bond Sale Expense	124,859.50	-	-	-	-	0.00%
Total Materials & Services		125,459.50	4,851.65	351.65	-	-	0.00%
Debt Service							
92012	Bond Principal: 2007 GO Refunding	-	275,000.00	385,000.00	385,000	970,000	151.95%
92990	Payment to Escrow Agent	8,328,449.60	-	-	-	-	0.00%
93012	Bond Interest: 2007 GO Refunding	82,423.93	333,400.00	322,400.00	322,400	307,000	-4.78%
95000	Reserve: Debt Service	-	-	-	36,400	78,000	114.29%
Total Debt Service		8,410,873.53	608,400.00	707,400.00	743,800	1,355,000	82.17%
TOTAL EXPENDITURES		**8,536,333.03**	**613,251.65**	**707,751.65**	**743,800**	**1,355,000**	**82.17%**

CITY OF

Albany

OREGON

CAPITAL PROJECT FUNDS

CAPITAL PROJECTS FUND

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Capital Project funds are created to account for the financial resources used for the acquisition or construction of major capital facilities. The City has one Capital Project fund.

CAPITAL PROJECT FUND

Albany Data Integration Project: This program accounts for the cost of acquisition and implementation of the City's new financial software and related hardware. Remaining funds in this program will be used to pay for software modules as they are "accepted" by the City. Funds are also available for software modifications. It is expected that this project will be completed by the end of the fiscal year.

Local Improvement District Construction Projects: This program will be used to account for the construction and financing of local improvement district (LID) projects benefiting properties within the City. The primary sources of revenue for this program are assessment payoffs and Bancroft bond proceeds.

City Facility Projects: This program is used to account for the construction of City facilities that are funded by multiple sources. There are three projects in the 2009-10 budget that are funded equally by the Water, Sewer, and Streets Funds: fencing at the Public Works Operations area, replacement of the HVAC system at the Public Works Operations building, and construction of a Public Works crew pole building.

Albany Station REA Building: This project will rehabilitate the existing Rail Express Agency (REA) building and surrounding area located at the Albany Station. Funding will come from the Federal Transportation Efficiency Act (TEA).

Albany Station Pathway: Funds from Parks Systems Development Charges and the Federal TEA program will be used to construct a pathway improving pedestrian access along the railroad tracks from the rail depot building to Swanson Park.

North Albany Park & Ride: This project will provide a paved and lighted parking lot with a passenger shelter at the northwest corner of Hickory and North Albany Road. Funding will be from the Federal TEA program.

53rd Avenue Bridge Roadway: Engineering related to the construction of 6,700 feet of new roadway and a grade separated bridge crossing at 53rd Avenue will be funded from resources in this program..

RESOURCES	
Intergovernmental Services	$ 2,600,000
Assessment Revenues	3,555,000
Investment Earnings	61,200
Transfers In	391,600
Beginning Balance	3,143,200
Total Resources	$ 9,751,000

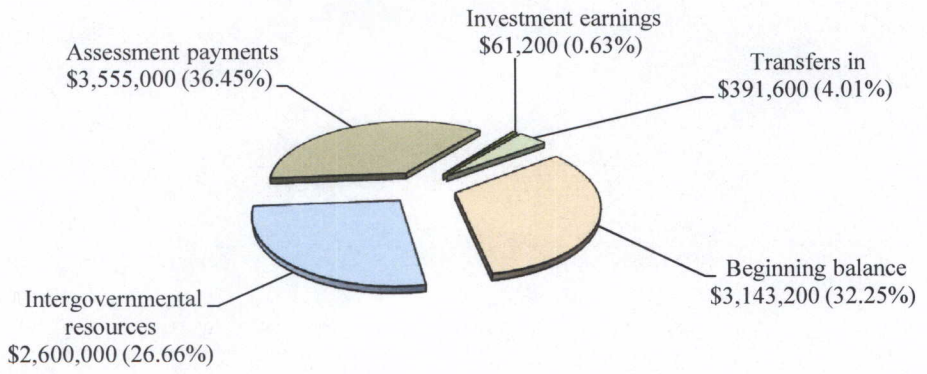
REQUIREMENTS	
Personnel	$ 262,000
Materials & Services	9,489,000
Total Requirements	$ 9,751,000

CAPITAL PROJECTS FUND
RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Federal TEA Grant	$ -	$ 914	$ 2,600,000	$ 2,600,000	$2,600,000	-	26.66%
ODOT OTIA Grant	295,224	-	-	-	-	-	-
ODOT Rail	-	-	250,000	250,000	-	(100.00%)	-
Immediate Opportunity Fund (State)	-	-	1,000,000	1,000,000	-	(100.00%)	-
State Public Works Fund Loan	-	-	9,543,000	9,459,000	-	(100.00%)	-
Linn County	-	1,500,000	500,000	500,000	-	(100.00%)	-
Union Pacific	-	-	250,000	250,000	-	(100.00%)	-
Charges for Services	8,725	-	-	-	-	-	-
Financed Asmnts: Principal	31,479	70,523	50,000	50,000	40,000	(20.00%)	0.41%
Financed Asmnts: Interest	8,698	17,774	15,000	15,000	15,000	-	0.15%
Unbonded Asmnts: Principal	231,163	263	2,500,000	2,500,000	3,500,000	40.00%	35.89%
Unbonded Asmnts: Interest	763	-	-	-	-	-	-
Gifts & Donations	3,195	2,008,025	890,000	190,000	-	(100.00%)	-
Miscellaneous Revenue	30,000	-	-	-	-	-	-
Sale of City Property	-	-	1,000,000	1,000,000	-	(100.00%)	-
Interest	128,703	93,154	26,200	26,200	61,200	133.59%	0.63%
Total Current Resources	737,950	3,690,653	18,624,200	17,840,200	6,216,200	(65.16%)	63.74%
From Water Fund	-	-	66,700	66,700	122,200	83.21%	1.25%
From Street Capital	260,000	-	-	-	-	-	-
From Street Fund	40,000	348,128	66,700	150,700	122,200	(18.91%)	1.25%
From Sewer Fund	50,000	-	66,700	66,700	122,200	83.21%	1.25%
From Parks SDC Program	-	-	25,000	25,000	25,000	-	0.26%
From City Facilities Replacement	270,000	-	-	-	-	-	-
From City Facilities Replacement (1034)	-	-	-	800,000	-	(100.00%)	-
Total Transfers In	620,000	348,128	225,100	1,109,100	391,600	(64.69%)	4.01%
Beginning Balance	2,222,544	1,151,113	3,034,900	3,240,900	$3,143,200	(3.01%)	32.25%
Total Resources	$3,580,494	$5,189,894	$21,884,200	$22,190,200	$9,751,000	(56.06%)	100.00%

TEA - Transportation Equity Act
ODOT - Oregon Department of Transportation
OTIA - Oregon Transportation Investment Act
SDC - System Development Charge

CAPITAL PROJECTS FUND RESOURCES BY SOURCE



CAPITAL PROJECTS FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2006-07 Actual	2007-08 Actual	2008-09 Adopted	2008-09 Revised	2009-10 Proposed	2009-10 Approved	2009-10 Adopted
Albany Data Integration Project	$ 251,247	$ 63,356	$ 282,000	$ 282,000	$ 235,000	$ 235,000	$ 235,000
LID Construction Projects	-	29,846	2,909,000	2,909,000	3,555,000	3,555,000	3,555,000
City Facility Projects	-	-	200,100	200,100	522,000	522,000	522,000
Albany Station REA Building(1)	-	4,031	1,589,000	1,589,000	-	-	-
Albany Station REA Building(2)	-	-	-	-	1,331,700	1,331,700	1,331,700
Albany Station Pathway(1)	-	1,455	648,900	648,900	-	-	-
Albany Station Pathway(2)	-	-	-	-	666,200	666,200	666,200
North Albany Park & Ride(1)	-	14,133	942,200	942,200	-	-	-
North Albany Park & Ride(2)	-	-	-	-	853,400	853,400	853,400
Library Renovation	141,333	720,357	3,620,000	3,720,000	-	-	-
RMTC - Local Match	14,264	-	-	-	-	-	-
RMTC - Federal TEA Grant	-	914	-	-	-	-	-
OTIA Projects	310,528	-	-	-	-	-	-
Periwinkle Creek Bridge	231,197	1,230,749	-	185,000	-	-	-
Bicycle/Pedestrian Project	1,133	20,429	-	21,000	-	-	-
ST-07-03 53rd Ave Bridge/Roadway	494,483	539,523	7,785,000	7,785,000	2,587,700	2,587,700	2,587,700
SS-07-02 Ellingson Rd Sewer Ext	435,827	2,974	50,000	50,000	-	-	-
WL-07-08 Ellingson Rd Water Ext	549,371	4,716	1,358,000	1,358,000	-	-	-
SVC Access Road	-	-	1,500,000	1,500,000	-	-	-
SVC Water Line	-	-	1,000,000	1,000,000	-	-	-
Total Requirements	$2,429,383	$2,632,483	$ 21,884,200	$ 22,190,200	$ 9,751,000	$ 9,751,000	$ 9,751,000

(1) Economic Development
(2) Public Works

Requirements by Type	2006-07 Actual	2007-08 Actual	2008-09 Adopted	2008-09 Revised	2009-10 Proposed	2009-10 Approved	2009-10 Adopted
Personnel	$ -	$ -	$ 54,200	$ 54,200	$ -	$ -	$ -
Materials & Services	413,359	146,723	502,000	502,000	262,000	262,000	262,000
Capital	1,867,913	2,485,760	21,328,000	21,449,000	9,489,000	9,489,000	9,489,000
Transfers Out	148,111	-	-	185,000	-	-	-
Total Requirements	$2,429,383	$2,632,483	$ 21,884,200	$ 22,190,200	$ 9,751,000	$ 9,751,000	$ 9,751,000

Adopted Requirements by Program and Type	Materials & Services	Capital	Adopted Budget	% of Fund Budget
Albany Data Integration Project	$ 235,000	$ -	$ 235,000	2.41%
LID Construction Projects	-	3,555,000	3,555,000	36.46%
City Facility Projects	-	522,000	522,000	5.35%
Albany Station REA Building	10,800	1,320,900	1,331,700	13.66%
Albany Station Pathway	5,400	660,800	666,200	6.83%
North Albany Park & Ride	10,800	842,600	853,400	8.75%
ST-07-03 53rd Ave Bridge/Roadway	-	2,587,700	2,587,700	26.54%
Total Requirements	$ 262,000	$ 9,489,000	$ 9,751,000	100.00%
Percent of Fund Budget	2.69%	97.31%	100.00%	

Staffing Summary (FTE)	2006-07 Actual	2007-08 Actual	2008-09 Adopted	2008-09 Revised	2009-10 Proposed	2009-10 Approved	2009-10 Adopted
Albany Station REA Building	0.200	0.200	0.200	0.200	-	-	-
Albany Station Pathway	0.085	0.085	0.085	0.085	-	-	-
North Albany Park & Ride	0.130	0.130	0.130	0.130	-	-	-
Total FTE	0.415	0.415	0.415	0.415	-	-	-

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: ALBANY DATA INTEGRATION PROJECT (402-10-1011)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity accounts for the costs of acquisition and implementation of the City's new financial software and related hardware.
- Funds in this activity will be used to acquire and implement integrated financial software that includes fund accounting, accounts payable, accounts receivable, payroll, Human Resources, special assessment tracking, contracts, bid and quote tracking, project accounting, and fixed assets.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	Completed	• Stabilize remaining issues.
Budget Year 2009-2010			
Effective Government	06/10		• Finalize installation and make closing payment to vendor.

402: Capital Projects
10: Finance

PROG 1011: Albany Data Integration Project

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
48010 Interest	22,438.74	15,405.24	12,275.05	7,000	10,000	42.86%
Total General Revenues	22,438.74	15,405.24	12,275.05	7,000	10,000	42.86%
Beginning Balance						
49905 Beginning Balance	536,657.32	307,849.33	259,899.00	275,000	225,000	-18.18%
Total Beginning Balance	536,657.32	307,849.33	259,899.00	275,000	225,000	-18.18%
TOTAL REVENUES	**559,096.06**	**323,254.57**	**272,174.05**	**282,000**	**235,000**	**-16.67%**
Materials & Services						
60101 Contractual Services	116,819.58	52,659.68	92,620.14	75,000	-	-100.00%
61028 Minor Equipment	2,549.90	-	-	-	-	0.00%
61038 Software	131,877.25	10,696.00	-	207,000	235,000	13.53%
Total Materials & Services	251,246.73	63,355.68	92,620.14	282,000	235,000	-16.67%
TOTAL EXPENDITURES	**251,246.73**	**63,355.68**	**92,620.14**	**282,000**	**235,000**	**-16.67%**

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: LID CONSTRUCTION PROJECTS (402-10-1012)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program accounts for the construction and financing of special assessment Local Improvement District (LID) projects and the collection of assessments from benefited property label owners.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	Ongoing	• Knox Butte Extension (sewer, water, and street)
Budget Year 2009-2010			
Effective Government	06/10		• Complete Knox Butte Extension (sewer, water, and street)

402: Capital Projects
10: Finance

PROG 1012: LID Construction Projects

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
45005	Financed Asmnts: Principal	31,478.91	70,522.73	57,733.94	50,000	40,000	-20.00%
45006	Financed Asmnts: Interest	8,698.36	17,773.73	14,516.08	15,000	15,000	0.00%
45007	Unbonded Asmnts: Principal	231,163.02	262.82	92.73	2,500,000	3,500,000	40.00%
45008	Unbonded Asmnts: Interest	763.31	-	-	-	-	0.00%
48010	Interest	4,540.68	15,779.65	18,879.11	14,000	-	-100.00%
Total General Revenues		276,644.28	104,338.93	91,221.86	2,579,000	3,555,000	37.84%
Beginning Balance							
49905	Beginning Balance	(24,571.21)	252,073.07	326,566.00	330,000	-	-100.00%
Total Beginning Balance		(24,571.21)	252,073.07	326,566.00	330,000	-	-100.00%
TOTAL REVENUES		**252,073.07**	**356,412.00**	**417,787.86**	**2,909,000**	**3,555,000**	**22.21%**
Capital							
85022	ST-08-04 Somerset to School (SWSt)	-	28,578.40	44,158.80	2,500,000	2,500,000	0.00%
85023	ST-08-06 School to Knox Butte (SWSt)	-	1,267.78	17,452.99	-	1,000,000	0.00%
85024	ST-09-03 Oak Street LID	-	-	31,235.81	-	-	0.00%
90012	Reserve: Capital Projects	-	-	-	409,000	55,000	-86.55%
Total Capital		-	29,846.18	92,847.60	2,909,000	3,555,000	22.21%
TOTAL EXPENDITURES		**-**	**29,846.18**	**92,847.60**	**2,909,000**	**3,555,000**	**22.21%**

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: CITY FACILITY PROJECTS (402-10-1036)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program accounts for the construction and financing of Citywide facility projects.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09		• Budgeted projects:
		Ongoing	a. Fencing – PW, Operations
		Ongoing	b. HVAC System – PW, Operations
		Completed	c. Roof – P W, Operations
Budget Year 2009-2010			
Effective Government	06/10		• Budgeted projects:
			a. Fencing – PW, Operations
			b. HVAC System – PW, Operations
			c. Crew Pole Building

402: Capital Projects
10: Finance

PROG 1036: City Facility Projects

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
48010 Interest	-	-	(67.05)	-	-	0.00%
Total General Revenues	-	-	(67.05)	-	-	0.00%
Transfers In						
49007 From Water Fund	-	-	20,206.62	66,700	122,200	83.21%
49036 From Street Fund	-	-	20,206.61	66,700	122,200	83.21%
49038 From Sewer Fund	-	-	20,206.62	66,700	122,200	83.21%
Total Transfers In	-	-	60,619.85	200,100	366,600	83.21%
Beginning Balance						
49905 Beginning Balance	-	-	-	-	155,400	0.00%
Total Beginning Balance	-	-	-	-	155,400	0.00%
TOTAL REVENUES	**-**	**-**	**60,552.80**	**200,100**	**522,000**	**160.87%**
Capital						
73006 Fencing - PW Operations	-	-	25,552.80	25,100	100,000	298.41%
73007 HVAC System - PW Operations	-	-	-	140,000	140,000	0.00%
73008 Roof - PW Operations	-	-	35,000.00	35,000	-	-100.00%
73009 Crew Pole Building	-	-	-	-	282,000	0.00%
Total Capital	-	-	60,552.80	200,100	522,000	160.87%
TOTAL EXPENDITURES	**-**	**-**	**60,552.80**	**200,100**	**522,000**	**160.87%**

CAPITAL PROJECTS: ALBANY STATION REA (402-50-1109)

Responsible Manager/Title: Guy Mayes, Airport & Transit Manager

FUNCTIONS AND RESPONSIBILITIES

- This project (CIP Project #1796, Phase 2) will rehabilitate the existing Rail Express Agency building and site area located at Albany Station. When rehabilitated, the building will be used as office space for the local transit systems. Providing office space at the transit systems' primary transfer station will improve the efficiency of the transit system by allowing increased flexibility in the design of bus routes and schedules. It will also provide for improved communication and coordination with the other transportation services based at the site: Amtrak, Linn-Benton Loop, Valley Retriever, and Linn Shuttle.
- This budget receives the following funding: $1,280,000 from the Federal Highway Trust Fund.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Great Neighborhoods	06/09	In Progress	• Complete design.
Budget Year 2009-2010			
Great Neighborhoods	06/10		• Complete construction.

Fund 402: Capital Projects
Dept 50: Public Works

Budget Fiscal Year: 2010

Prog 1109: Albany Station REA Building Project

Acct#	Description	2007 Actual	2008 Actual	2009 YTD	2009 Budget	2010 Adopted	% Change
General Revenues							
42006	Federal TEA Grant	-	-	-	1,280,000	1,280,000	-
43005	Charges for Services	4,205.09	-	-	-	-	-
48010	Interest	6,087.50	17,436.27	20,267.11	8,000	8,000	-
Total General Revenues		10,292.59	17,436.27	20,267.11	1,288,000	1,288,000	0.00%
Transfers In							
49038	From Sewer Fund	50,000.00	-	-	-	-	-
49042	From City Facilities Replacement	270,000.00	-	-	-	-	-
Total Transfers In		320,000.00	-	-	-	-	-
Beginning Balance							
49905	Beginning Balance	-	330,292.59	343,698.00	301,000	43,700	-85.48%
Total Beginning Balance		-	330,292.59	343,698.00	301,000	43,700	-85.48%
TOTAL REVENUES		330,292.59	347,728.86	363,965.11	1,589,000	1,331,700	-16.19%
Personnel Services							
51001	Wages & Salaries	-	-	-	17,500	-	-100.00%
56001	Employer Paid Benefits	-	-	-	8,500	-	-100.00%
Total Personnel Services		-	-	-	26,000	-	-100.00%
Materials & Services							
66005	Charges for Services	-	-	-	-	10,800	-
Total Materials & Services		-	-	-	-	10,800	-
Capital							
71007	Project Engineering	-	3,849.67	88,848.16	200,000	200,000	-
71008	Project Construction	-	180.97	3,427.79	1,363,000	1,120,900	-17.76%
Total Capital		-	4,030.64	92,275.95	1,563,000	1,320,900	-15.49%
TOTAL EXPENDITURES		-	4,030.64	92,275.95	1,589,000	1,331,700	-16.19%

PROGRAM NARRATIVE

CAPITAL PROJECTS: ALBANY STATION PATHWAY (402-50-1110)
Responsible Manager/Title: Guy Mayes, Airport and Transit Manager

FUNCTIONS AND RESPONSIBILITIES

- This project (CIP Project #1796, Phase 3) will construct a pathway along the railroad tracks from the rail depot building east to Swanson Park and will improve pedestrian access to Albany Station and the aquatic center through an area that is currently fenced and access is restricted by the railroad.
- This budget receives the following funding: $25,000 from SDC-Improvement-Parks and $520,000 from the Federal Highway Trust Fund.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Great Neighborhoods	06/09	In Progress	• Complete design.
Budget Year 2009-2010			
Great Neighborhoods	06/10		• Complete construction.

City of Albany, Oregon - Adopted Budget

Fund 402: Capital Projects
Dept 50: Public Works

Budget Fiscal Year: 2010

Prog 1110: Albany Station Pathway

Acct#	Description	2007 Actual	2008 Actual	2009 YTD	2009 Budget	2010 Adopted	% Change
General Revenues							
42006	Federal TEA Grant	-	-	-	520,000	520,000	-
43005	Charges for Services	1,787.16	-	-	-	-	-
48010	Interest	2,076.54	5,959.16	7,041.57	3,200	3,200	-
Total General Revenues		3,863.70	5,959.16	7,041.57	523,200	523,200	0.00%
Transfers In							
49019	From Street Capital	110,000.00	-	-	-	-	-
49039	From Parks SDC Program	-	-	16.45	25,000	25,000	-
Total Transfers In		110,000.00	-	16.45	25,000	25,000	0.00%
Beginning Balance							
49905	Beginning Balance	-	113,863.70	118,368.00	100,700	118,000	17.18%
Total Beginning Balance		-	113,863.70	118,368.00	100,700	118,000	17.18%
TOTAL REVENUES		113,863.70	119,822.86	125,426.02	648,900	666,200	2.67%
Personnel Services							
51001	Wages & Salaries	-	-	-	7,500	-	-100.00%
56001	Employer Paid Benefits	-	-	-	3,700	-	-100.00%
Total Personnel Services		-	-	-	11,200	-	-100.00%
Materials & Services							
66005	Charges for Services	-	-	-	-	5,400	-
Total Materials & Services		-	-	-	-	5,400	-
Capital							
71007	Project Engineering	-	1,454.58	-	100,000	150,000	50.00%
71008	Project Construction	-	-	513.99	537,700	510,800	-5.00%
Total Capital		-	1,454.58	513.99	637,700	660,800	3.62%
TOTAL EXPENDITURES		-	1,454.58	513.99	648,900	666,200	2.67%

PROGRAM NARRATIVE

CAPITAL PROJECTS: NORTH ALBANY PARK & RIDE (402-50-1111)
Responsible Manager/Title: Guy Mayes, Airport and Transit Manager

FUNCTIONS AND RESPONSIBILITIES

- This project (CIP Project #1654) will provide a replacement facility for the existing park & ride area. The replacement facility would be a paved and lighted lot with passenger shelter at the northwest corner of Hickory Street and North Albany Road adjacent to 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 shopping center sites. This project meets ODOT's desire for the City to reduce the impact on the highway system by encouraging mass transit.
- This budget receives $800,000 from the Federal Highway Trust Fund.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Great Neighborhoods	06/09	In Progress	• Complete environmental clearance and preliminary design.
Budget Year 2009-2010			
Great Neighborhoods	06/10		• Complete construction.

City of Albany, Oregon - Adopted Budget

Fund 402: Capital Projects
Dept 50: Public Works

Budget Fiscal Year: 2010

Prog 1111: North Albany Park & Ride

Acct#	Description	2007 Actual	2008 Actual	2009 YTD	2009 Budget	2010 Adopted	% Change
General Revenues							
42006	Federal TEA Grant	-	-	-	800,000	800,000	-
43005	Charges for Services	2,733.30	-	-	-	-	-
48010	Interest	2,817.75	7,992.97	8,018.61	4,000	4,000	-
Total General Revenues		5,551.05	7,992.97	8,018.61	804,000	804,000	-
Transfers In							
49019	From Street Capital	150,000.00	-	-	-	-	-
Total Transfers In		150,000.00	-	-	-	-	-
Beginning Balance							
49905	Beginning Balance	-	155,551.05	149,412.00	138,200	49,400	-64.25%
Total Beginning Balance		-	155,551.05	149,412.00	138,200	49,400	-64.25%
TOTAL REVENUES		155,551.05	163,544.02	157,430.61	942,200	853,400	-9.42%
Personnel Services							
51001	Wages & Salaries	-	-	-	11,400	-	-100.00%
56001	Employer Paid Benefits	-	-	-	5,600	-	-100.00%
Total Personnel Services		-	-	-	17,000	-	-100.00%
Materials & Services							
66005	Charges for Services	-	-	-	-	10,800	-
Total Materials & Services		-	-	-	-	10,800	-
Capital							
71007	Project Engineering	-	11,602.66	16,540.95	100,000	200,000	100.00%
71008	Project Construction	-	2,530.00	1,121.23	825,200	642,600	-22.13%
Total Capital		-	14,132.66	17,662.18	925,200	842,600	-8.93%
TOTAL EXPENDITURES		-	14,132.66	17,662.18	942,200	853,400	-9.42%

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: ST-07-03 53rd Ave. Bridge/Roadway (402-50-2013)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for the design of transportation improvements associated with the 53rd Ave. extension.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	09/09	Construction Suspended	• Continue design and construction of 6,700 feet of new roadway and grade separated railroad crossing.
Budget Year 2009-2010			
Safe City	11/09		• Complete the design and permitting of the roadway improvements to have bid ready documents prepared in order to qualify as a ready-to-go project for Economic Stimulus money that could be available in the future.

402: Capital Projects
50: Public Works

Budget Fiscal Year: 2010

PROG 2013: ST-07-03 53rd Ave Bridge/Roadway

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
42421	ODOT Rail	-	-	-	250,000	-	-100.00%
42422	Immediate Opportunity Fund (State)	-	-	-	1,000,000	-	-100.00%
42423	State Public Works Fund Loan	-	-	-	4,416,000	-	-100.00%
42801	Linn County	-	1,500,000.00	-	500,000	-	-100.00%
42822	Union Pacific	-	-	-	250,000	-	-100.00%
48010	Interest	(2,577.92)	25,153.38	43,679.70	15,000	36,000	140.00%
Total General Revenues		(2,577.92)	1,525,153.38	43,679.70	6,431,000	36,000	-99.44%
Transfers In							
49036	From Street Fund	-	348,127.62	83,194.45	84,000	-	-100.00%
Total Transfers In		-	348,127.62	83,194.45	84,000	-	-100.00%
Beginning Balance							
49905	Beginning Balance	-	(497,060.67)	836,697.00	1,270,000	2,551,700	100.92%
Total Beginning Balance		-	(497,060.67)	836,697.00	1,270,000	2,551,700	100.92%
TOTAL REVENUES		**(2,577.92)**	**1,376,220.33**	**963,571.15**	**7,785,000**	**2,587,700**	**-66.76%**
Capital							
85018	ST-07-03 53rd Ave Bridge/Roadway	494,482.75	539,523.28	225,320.39	7,785,000	210,000	-97.30%
90012	Reserve: Capital Projects	-	-	-	-	2,377,700	0.00%
Total Capital		494,482.75	539,523.28	225,320.39	7,785,000	2,587,700	-66.76%
TOTAL EXPENDITURES		**494,482.75**	**539,523.28**	**225,320.39**	**7,785,000**	**2,587,700**	**-66.76%**

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PERMANENT FUNDS

PERMANENT FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Permanent funds are used to report resources that are legally restricted to the extent that only earnings, and not principal, may be used for the benefit of the government or its citizenry. The City has two Permanent funds.

SENIOR CENTER ENDOWMENT FUND

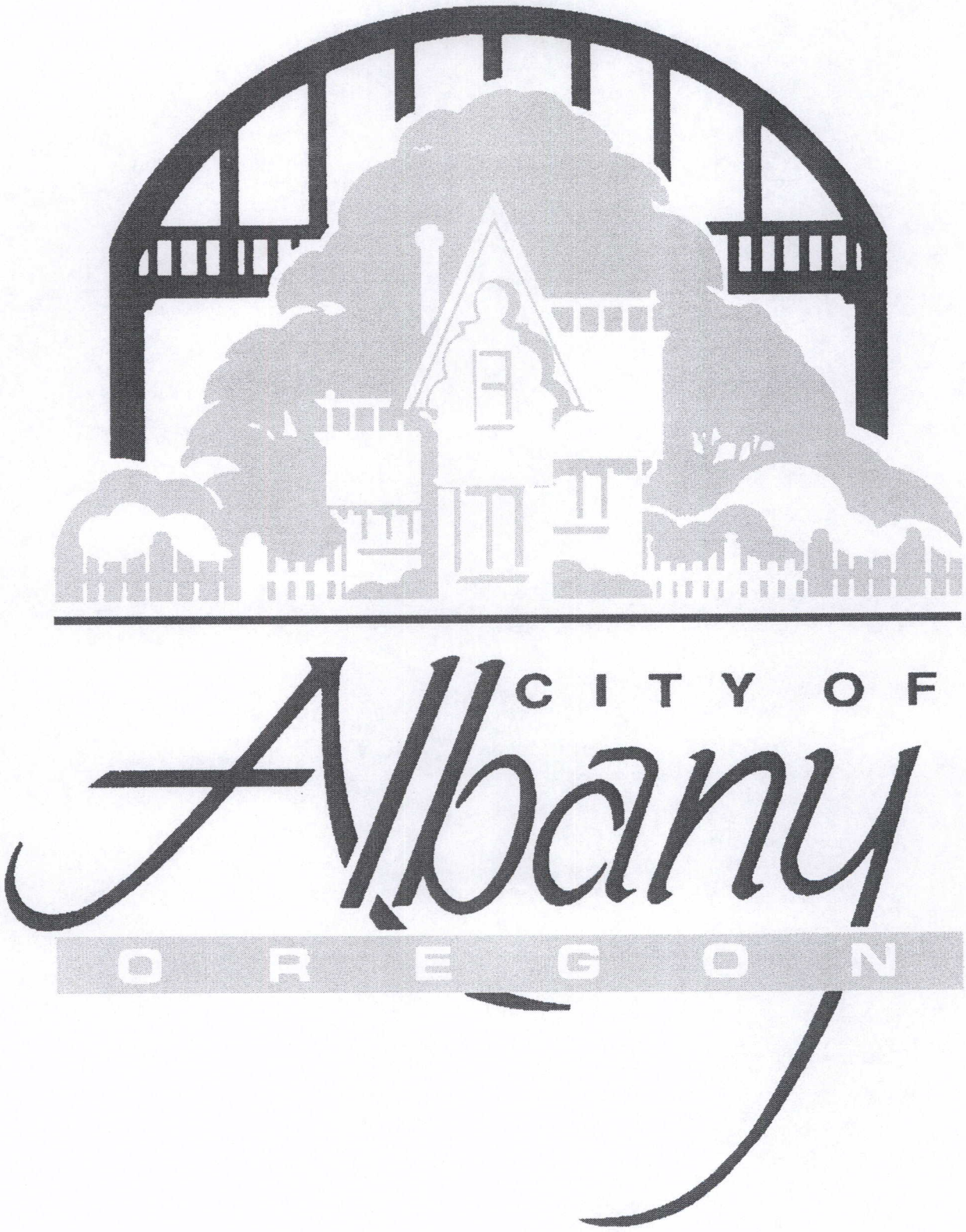
This fund receives private gifts and donations dedicated to Senior Center operations. Donations have ranged from $3,500 to $5,000 annually. Expenditures may be made from interest earned from investment of the donations.

LIBRARY TRUST FUND

Veda O. Torney Trust: Interest earnings on the $10,000 trust balance are used for the purchase of children's picture books.
Manela Trust: Interest earnings on the $69,429 trust balance are used to purchase scientific, educational, and technical books.

RESOURCES		
Other Revenue	$	500
Investment Earnings		5,000
Beginning Balance		60,600
Beginning Balance Held in Trust		79,500
Total Resources	$	145,600

REQUIREMENTS		
Materials & Services	$	15,700
Unappropriated		129,900
Total Requirements	$	145,600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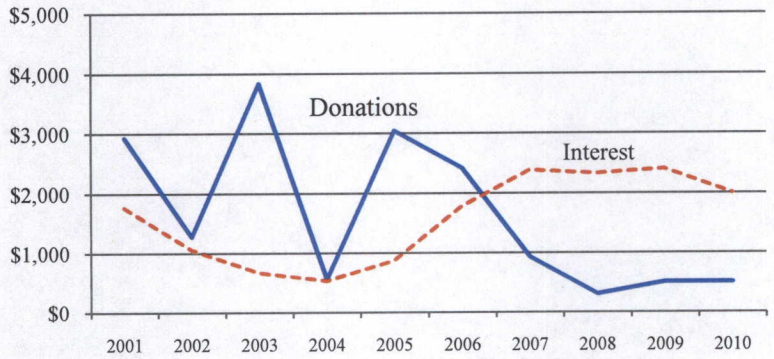
SENIOR CENTER ENDOWMENT FUND

RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Donations	$ 922	$ 296	$ 500	$ 500	$ 500	-	0.95%
Interest	2,379	2,324	2,400	2,400	2,000	(16.67%)	3.82%
Total Current Resources	3,301	2,620	2,900	2,900	2,500	(13.79%)	4.77%
Beginning Balance	47,608	49,056	49,400	49,400	49,900	1.01%	95.23%
Total Resources	$ 50,909	$ 51,676	$ 52,300	$ 52,300	$ 52,400	0.19%	100.00%

DONATIONS AND INTEREST EARNINGS FOR TEN FISCAL YEARS



Year	Donations	Interest
2001	2,919	1,756
2002	1,269	1,050
2003	3,828	659
2004	545	519
2005	3,041	860
2006	2,414	1,773
2007	922	2,379
2008	296	2,324
2009	500	2,400
2010	500	2,000

REQUIREMENT SUMMARIES

Requirements by Type	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Materials & Services	$ 1,854	$ 1,729	$ 2,400	$ 2,400	$ 2,000	$ 2,000	$ 2,000
Unappropriated	-	-	49,900	49,900	50,400	50,400	50,400
Total Requirements	$ 1,854	$ 1,729	$ 52,300	$ 52,300	$ 52,400	$ 52,400	$ 52,400

Percent of Fund Total	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Materials & Services	100.00%	100.00%	4.59%	4.59%	3.82%	3.82%	3.82%
Unappropriated	-	-	95.41%	95.41%	96.18%	96.18%	96.18%
Totals	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

PROGRAM NARRATIVE

Parks & Recreation Fund: Parks & Recreation Department,
Senior Center Endowment (501-35-1418)
Responsible Manager/Title: Katie Nooshazar, Recreation Programs Manager

FUNCTIONS AND RESPONSIBILITIES

- Promote collection of endowment funds to be used for operation of the Albany Senior Center.
- Oversee fund expenditures and ensure that monies are used solely for operation of the Albany Senior Center.
- Receive funds, recognize donors, and ensure that capital is reinvested for five years.

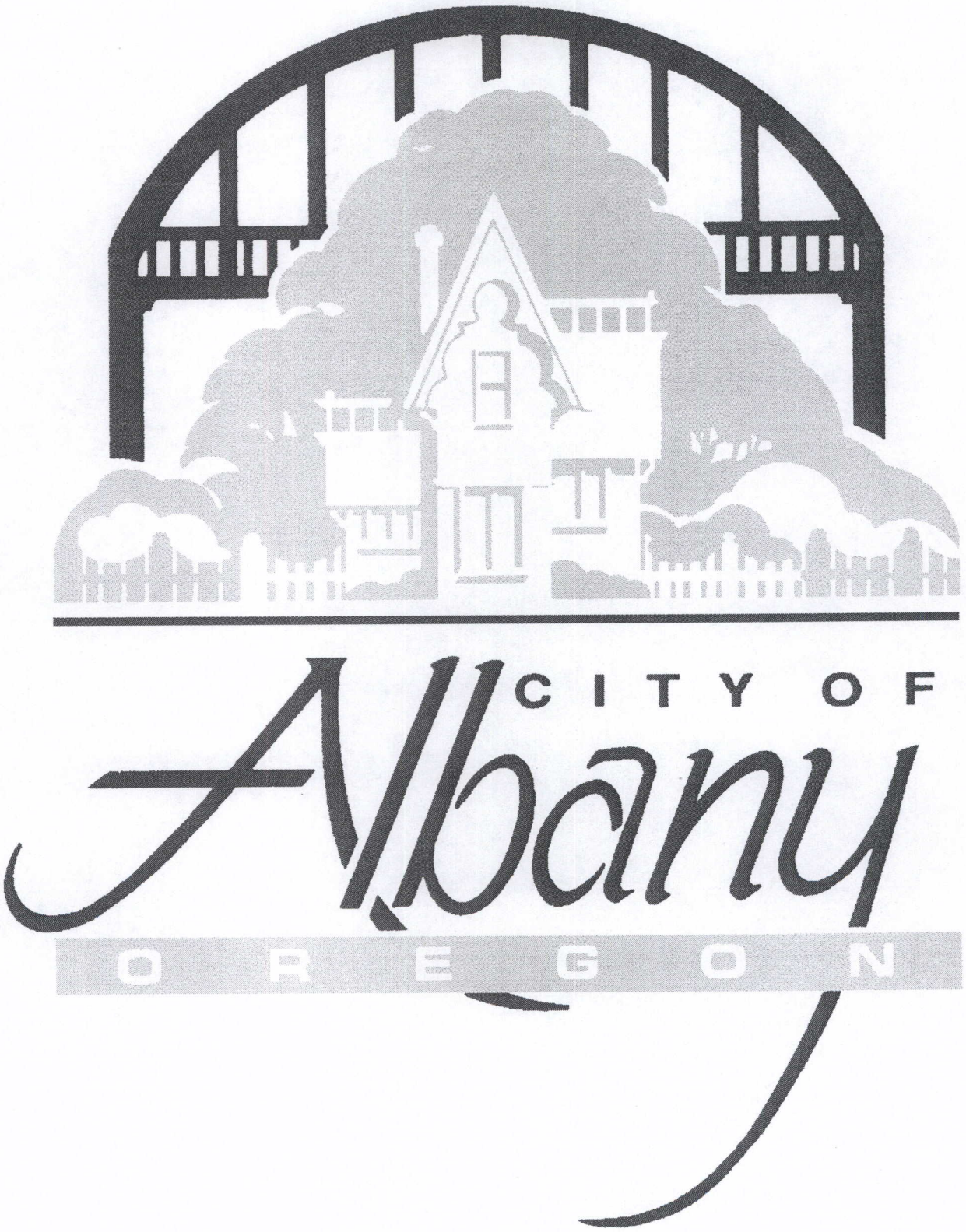
STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	Completed	• Provide leadership in methods to build the endowment.
	06/09	Completed	• Provide funding for long term Senior Center needs through interest monies raised by the endowment.
Budget Year 2009-2010			
Effective Government	06/10		• Provide $2,500 in funding for Senior Center Programs.
	06/10		• Update endowment policies and procedures.

501: Senior Center Endowment
35: Parks

PROG 1418: Senior Center Endowment

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
46100 Gifts & Donations	922.24	295.56	132.57	500	500	0.00%
48010 Interest	2,379.49	2,323.74	1,385.23	2,400	2,000	-16.67%
Total General Revenues	3,301.73	2,619.30	1,517.80	2,900	2,500	-13.79%
Beginning Balance						
49905 Beginning Balance	47,608.00	49,056.00	49,947.00	49,400	49,900	1.01%
Total Beginning Balance	47,608.00	49,056.00	49,947.00	49,400	49,900	1.01%
TOTAL REVENUES	**50,909.73**	**51,675.30**	**51,464.80**	**52,300**	**52,400**	**0.19%**
Materials & Services						
61024 Materials & Supplies	1,854.00	1,728.57	700.00	2,000	1,500	-25.00%
61033 Printing & Binding	-	-	2,500.00	400	500	25.00%
Total Materials & Services	1,854.00	1,728.57	3,200.00	2,400	2,000	-16.67%
Unappropriated						
99505 Unappropriated Surplus	-	-	-	49,900	50,400	1.00%
Total Unappropriated	-	-	-	49,900	50,400	1.00%
TOTAL EXPENDITURES	**1,854.00**	**1,728.57**	**3,200.00**	**52,300**	**52,400**	**0.19%**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LIBRARY TRUST FUND
RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Interest	$ 4,349	$ 4,199	$ 4,100	$ 4,100	$ 3,000	(26.83%)	3.22%
Total Current Resources	4,349	4,199	4,100	4,100	3,000	(26.83%)	3.22%
Beginning Balance	8,439	10,825	6,700	6,700	10,700	59.70%	11.48%
Beginning Balance Held in Trust	79,427	79,427	79,500	79,500	79,500	-	85.30%
Total Resources	$ 92,215	$ 94,451	$ 90,300	$ 90,300	$ 93,200	3.21%	100.00%

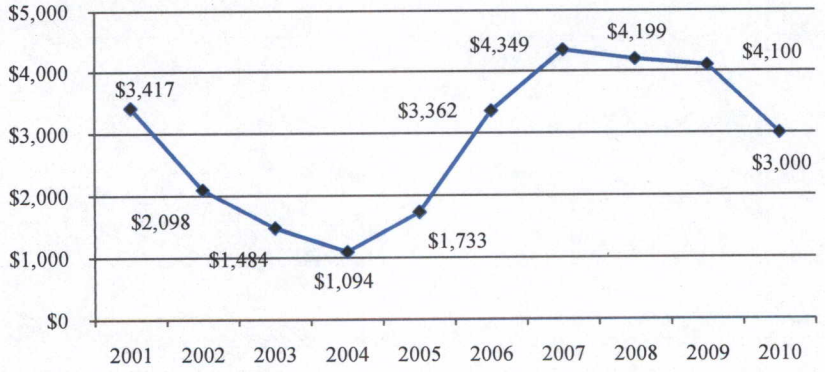
REQUIREMENT SUMMARIES

Program Requirements	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
V. O. Torney Trust	$ -	$ -	$ 12,200	$ 12,200	$ 12,700	$ 12,700	$ 12,700
Manela Trust	1,963	3,334	78,100	78,100	80,500	80,500	80,500
Total Requirements	$ 1,963	$ 3,334	$ 90,300	$ 90,300	$ 93,200	$ 93,200	$ 93,200

Requirements by Type	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Materials & Services	$ 1,963	$ 3,334	$ 10,800	$ 10,800	$ 13,700	$ 13,700	$ 13,700
Unappropriated	-	-	79,500	79,500	79,500	79,500	79,500
Total Requirements	$ 1,963	$ 3,334	$ 90,300	$ 90,300	$ 93,200	$ 93,200	$ 93,200

Adopted Requirements by Program and Type	Materials & Services	Unappro-priated	Adopted Budget	% of Fund Budget
V. O. Torney Trust	$ 2,700	$ 10,000	$ 12,700	13.63%
Manela Trust	11,000	69,500	80,500	86.37%
Total Requirements	$ 13,700	$ 79,500	$ 93,200	100.00%
Percent of Fund Budget	14.70%	85.30%	100.00%	

INTEREST EARNINGS FOR TEN FISCAL YEARS



Year	Interest	Expends
2001	$ 3,417	$ 9,695
2002	2,098	1,747
2003	1,484	-
2004	1,094	1,246
2005	1,733	-
2006	3,362	-
2007	4,349	1,963
2008	4,199	3,334
2009	4,100	10,800
2010	3,000	13,700

PROGRAM NARRATIVE

LIBRARY TRUST FUND: V.O. TORNEY TRUST (502-45-1703)
Responsible Manager/Title: Ed Gallagher, Library Director

FUNCTIONS AND RESPONSIBILITIES

- Upon her death, Veda Torney left $10,000 to the Library solely for the purchase of children's picture books. The principal is invested and only the interest is used each year for the intended purpose.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Great Neighborhoods	06/09	Ongoing	• Explore combining trust funds.
Budget Year 2009-2010			
Great Neighborhoods	06/10		• Purchase 125 picture books

502: Library Trust
45: Library

PROG 1703: V. O. Torney Trust

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
48010 Interest	555.49	552.65	338.45	500	500	0.00%
Total General Revenues	555.49	552.65	338.45	500	500	0.00%
Beginning Balance						
49905 Beginning Balance	1,111.00	1,666.00	2,219.00	1,700	2,200	29.41%
49950 Beginning Balance Held in Trust	10,000.00	10,000.00	10,000.00	10,000	10,000	0.00%
Total Beginning Balance	11,111.00	11,666.00	12,219.00	11,700	12,200	4.27%
TOTAL REVENUES	**11,666.49**	**12,218.65**	**12,557.45**	**12,200**	**12,700**	**4.10%**
Materials & Services						
61376 Library Books	-	-	-	2,200	2,700	22.73%
Total Materials & Services	-	-	-	2,200	2,700	22.73%
Unappropriated						
99505 Unappropriated Surplus	-	-	-	10,000	10,000	0.00%
Total Unappropriated	-	-	-	10,000	10,000	0.00%
TOTAL EXPENDITURES	-	-	-	**12,200**	**12,700**	**4.10%**

PROGRAM NARRATIVE

LIBRARY TRUST FUND: MANELA TRUST (502-45-1704)
Responsible Manager/Title: Ed Gallagher, Library Director

FUNCTIONS AND RESPONSIBILITIES

- Upon the death of Olive Manela, a trust fund was established in the amount of $69,500 for the Albany Public Library with the principal to be invested and only the interest to be spent on religious, educational, scientific, or technical books.

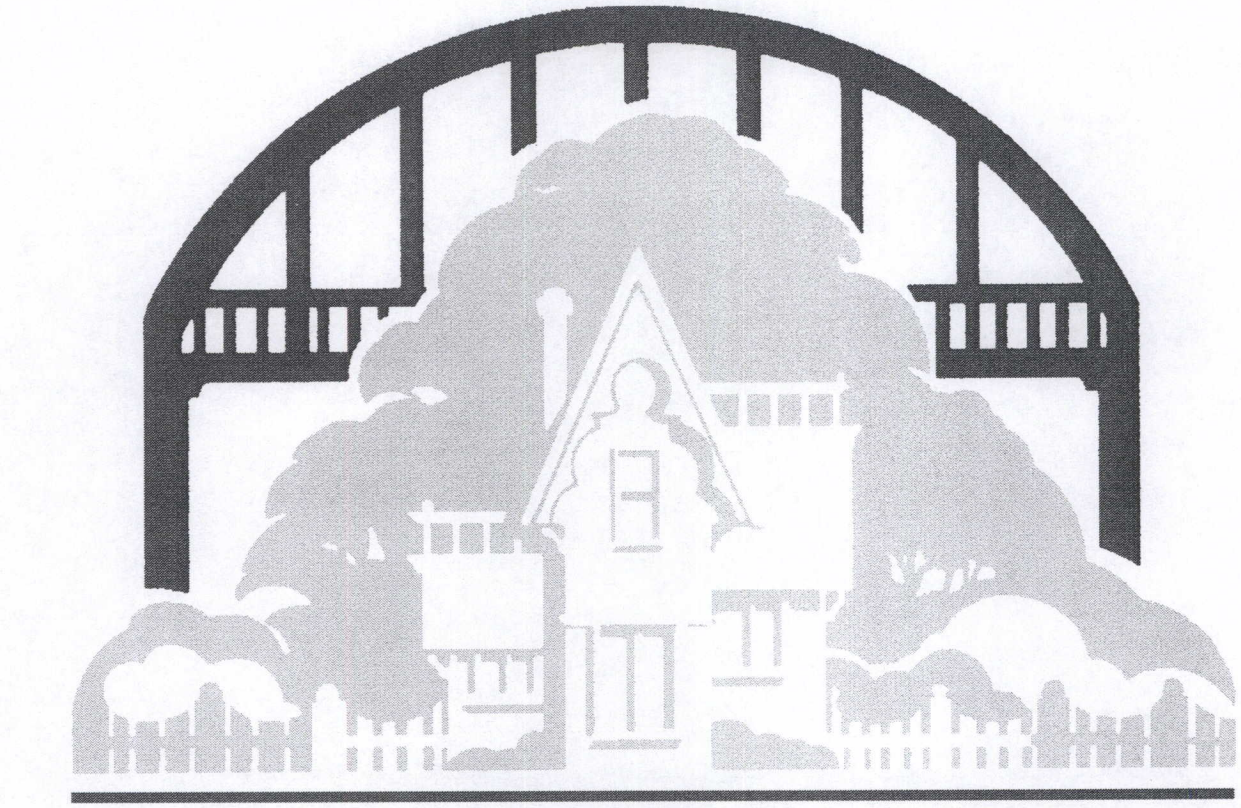
STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Great Neighborhoods	06/09	Completed	• Purchase 250 books.
Budget Year 2009-2010			
Great Neighborhoods	06/10		• Purchase 300 books in the designated subject matters.

502: Library Trust
45: Library

PROG 1704: Manela Trust

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
48010 Interest	3,794.23	3,646.08	2,157.87	3,600	2,500	-30.56%
Total General Revenues	3,794.23	3,646.08	2,157.87	3,600	2,500	-30.56%
Beginning Balance						
49905 Beginning Balance	7,328.00	9,158.96	9,471.00	5,000	8,500	70.00%
49950 Beginning Balance Held in Trust	69,427.00	69,427.04	69,427.00	69,500	69,500	0.00%
Total Beginning Balance	76,755.00	78,586.00	78,898.00	74,500	78,000	4.70%
TOTAL REVENUES	**80,549.23**	**82,232.08**	**81,055.87**	**78,100**	**80,500**	**3.07%**
Materials & Services						
61376 Library Books	1,963.27	3,334.23	2,516.27	8,600	11,000	27.91%
Total Materials & Services	1,963.27	3,334.23	2,516.27	8,600	11,000	27.91%
Unappropriated						
99505 Unappropriated Surplus	-	-	-	69,500	69,500	0.00%
Total Unappropriated	-	-	-	69,500	69,500	0.00%
TOTAL EXPENDITURES	**1,963.27**	**3,334.23**	**2,516.27**	**78,100**	**80,500**	**3.07%**



CITY OF

Albany

OREGON

ENTERPRISE FUNDS

ENTERPRISE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Enterprise funds are established for operations that are financed and managed in a manner similar to private enterprises. The intent of Enterprise funds is that the cost of providing utility services to the general public on a continuing basis will be financed or recovered primarily through user charges. The City has two Enterprise funds.

SEWER FUND

The Sewer Fund accounts for all programs associated with the collection and treatment of wastewater in the City. Activities include collection, treatment, billing, equipment replacement, plant expansion, system improvements, economic development, and the repayment of debt incurred to make improvements to the sewer system.

The primary source of revenue for the Sewer Fund is sewer service charges. The City Council has elected to increase sewer service charges on an annual basis to cover debt service for major construction projects and the cost of inflation. Sewer service charges are expected to increase nine percent in 2009-10 with smaller increases over the next three 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 $71,000,000. Funding has been provided through a State Revolving Fund loan, the city of Millersburg, and resources of the Sewer Fund.

Development fees, including systems development charges (SDC), vary with the level of residential and commercial development. SDC revenues are projected to decrease in 2009-10 to $128,000.

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 authorizes increases to the water rates on an annual basis to cover debt service for major capital projects and the costs of inflation. For 2009-10, proceeds from the sale of the Archibald property will be used to offset a rate increase.

In 2003, the City sold $40.485 million of water revenue bonds to finance several large capital projects, including a new water treatment plant in a joint venture with the city of Millersburg, and to make fish screen, diversion dam, and hydroelectric improvements to the existing water system. The new treatment plant was put online in the fall of 2005.

Property taxes are used to pay the debt service on the general obligation bonds sold to purchase the water system in 1984. The required debt service obligation for 2009-10 is $853,800. The issue matures in November 2010.

Development fees, including systems development charges (SDC), vary with the level of residential and commercial development. SDC revenues are projected to decrease to $101,200 in 2009-10.

RESOURCES	
Property Taxes	$ 653,000
Licenses & Fees	370,000
Intergovernmental Revenues	3,237,000
Charges for Service	23,801,200
Assessment Revenues	39,200
Other Revenues	12,620,000
Investment Earnings	613,800
Transfers In	11,256,000
Beginning Balance	22,750,200
Reserved Beginning Balance	2,773,000
Total Resources	$ 78,113,400

REQUIREMENTS	
Personnel	$ 3,858,300
Materials & Services	12,360,100
Capital	27,278,800
Transfers Out	11,746,700
Debt Service	21,275,500
Contingency	1,594,000
Total Requirements	$ 78,113,400

SEWER FUND
RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Storm Drain Plan Review/ Inspection Fees	$ 32,508	$ 15,933	$ 10,000	$ 10,000	$ 10,000	-	0.02%
Sewer SDC: Principal	40,397	10,562	15,000	15,000	10,000	(33.33%)	0.02%
Sewer SDC: Interest	6,118	4,971	1,900	1,900	2,400	26.32%	0.01%
Connection Fees: Principal	22,287	138,497	5,400	5,400	1,500	(72.22%)	-
Connection Fees: Interest	4,452	8,075	1,000	1,000	900	(10.00%)	-
North Albany SCF	16,176	-	-	-	-	-	-
General SCF	66,145	84,450	25,000	25,000	500	(98.00%)	-
Storm Drain Connection Fees	23,944	50,568	7,000	7,000	100	(98.57%)	-
Connection Fees	123,199	220,730	-	-	-	-	-
Public Facility Construction Permit	135,293	71,863	75,000	75,000	35,000	(53.33%)	0.07%
Sewer SDC	1,480,498	885,889	237,400	237,400	128,000	(46.08%)	0.27%
Energy Trust of Oregon	-	-	-	-	260,000	-	0.54%
WComp Wage Subsidy Reimb	-	1,383	-	-	-	-	-
City of Millersburg	126,891	1,000,000	-	-	2,000,000	-	4.18%
Wah Chang	84,405	85,000	500,000	500,000	-	(100.00%)	-
PepsiCo	-	710,000	-	-	-	-	-
Millersburg Wetland Payment	-	-	460,000	460,000	-	(100.00%)	-
Albany Sewer Service Charges	9,057,660	10,180,115	10,820,000	10,820,000	11,659,000	7.75%	24.36%
Certified Sewer Charges	12,693	20,702	20,000	20,000	20,000	-	0.04%
Millersburg Service Charges	-	-	30,000	30,000	-	(100.00%)	-
Collection Agency Payments	-	10,082	-	-	-	-	-
Equipment Replacement Charges	85,800	76,900	110,500	110,500	70,900	(35.84%)	0.15%
Financed Asmnts: Principal	63,921	32,691	40,000	40,000	32,000	(20.00%)	0.06%
Financed Asmnts: Interest	13,619	9,515	5,000	5,000	7,200	44.00%	0.02%
SRF Loan Proceeds	29,258,343	18,020,404	5,448,400	5,448,400	12,600,000	131.26%	26.33%
Miscellaneous Revenue	33,081	42,514	16,000	16,000	10,000	(37.50%)	0.03%
Interest	512,473	603,706	351,400	351,400	390,000	10.98%	0.81%
Total Current Resources	41,199,903	32,284,550	18,179,000	18,179,000	27,237,500	49.83%	56.91%
From SDC Improvement Fee Projects	1,068,000	3,637,600	2,131,500	2,131,500	33,000	(98.45%)	0.07%
From WW Facilities Improvement	-	-	-	-	10,890,000	-	22.76%
Total Transfers In	1,068,000	3,637,600	2,131,500	2,131,500	10,923,000	412.46%	22.83%
Beginning Balance	9,211,765	10,338,167	13,774,300	13,774,300	8,704,400	(36.81%)	18.19%
Reserved Beginning Balance	544,822	458,940	1,164,000	1,164,000	991,400	(14.83%)	2.07%
Total Resources	$52,024,490	$46,719,257	$35,248,800	$35,248,800	$47,856,300	35.77%	100.00%

SDC - Systems Development Charges
SRF - State Revolving Fund
SCF - Sewer Connection Fee

SEWER FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2006-07 Actual	2007-08 Actual	2008-09 Adopted	2008-09 Revised	2009-10 Proposed	2009-10 Approved	2009-10 Adopted
Sewer Environmental Services	$ 661,174	$ 634,448	$ 690,100	$ 690,100	$ 733,200	$ 733,200	$ 733,200
Wastewater Treatment Plant	1,785,426	1,727,950	2,019,500	2,019,500	1,907,600	1,907,600	1,907,600
Wastewater Collection	1,532,397	1,803,756	1,992,800	1,992,800	1,809,200	1,809,200	1,809,200
Wastewater Administration	1,568,042	2,846,683	3,341,500	3,341,500	3,692,300	3,692,300	3,692,300
Sewer Operations Administration	369,014	-	-	-	-	-	-
Sewer Customer Services	316,219	-	-	-	-	-	-
Sewer System Capital Projects	1,392,582	734,533	4,784,300	4,784,300	5,869,100	5,869,100	5,869,100
Sewer Equipment Replacement	99,289	92,037	1,005,900	1,005,900	1,082,900	1,082,900	1,082,900
Sewer SDC Imp. Fee Projects	1,128,001	3,699,244	5,906,700	5,906,700	1,146,600	1,146,600	1,146,600
Sewer SDC Reimb. Fee Projects	215,638	216,132	1,199,500	1,199,500	20,100	20,100	20,100
Sewer Debt Service	510,249	508,344	1,334,900	1,334,900	15,854,000	15,854,000	15,854,000
Sewer Debt Service: North Albany	190,074	185,242	458,500	458,500	324,600	324,600	324,600
Sewer Economic Development	20,799	57,626	323,100	323,100	306,700	306,700	306,700
WW Facilities Improvement	31,438,484	21,493,631	12,192,000	12,192,000	15,110,000	15,110,000	15,110,000
Total Requirements	$41,227,388	$33,999,626	$35,248,800	$35,248,800	$47,856,300	$47,856,300	$47,856,300

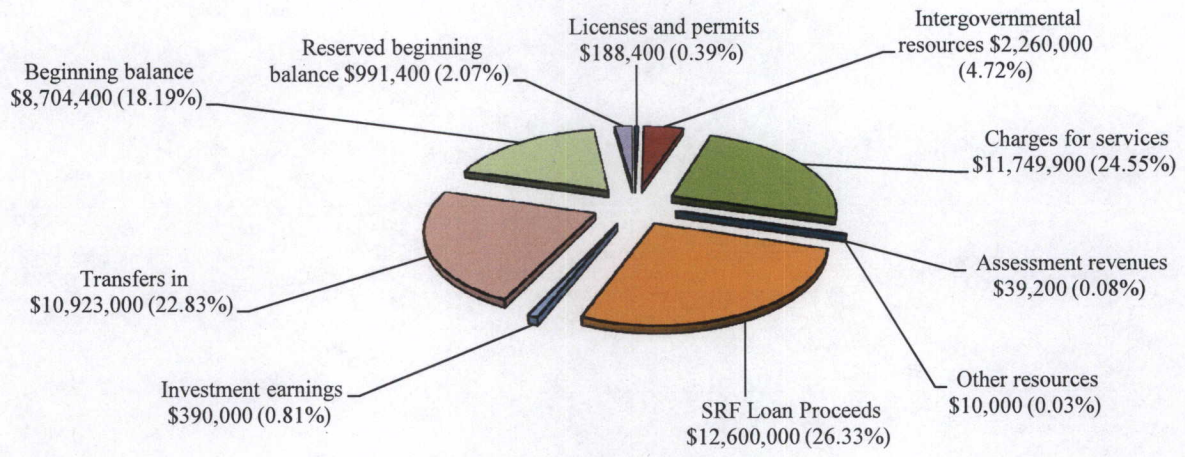
Requirements by Type	2006-07 Actual	2007-08 Actual	2008-09 Adopted	2008-09 Revised	2009-10 Proposed	2009-10 Approved	2009-10 Adopted
Personnel	$ 2,153,001	$ 1,568,230	$ 1,932,200	$ 1,932,200	$ 1,853,300	$ 1,853,300	$ 1,853,300
Materials & Services	4,559,763	5,629,579	6,002,600	6,002,600	6,015,200	6,015,200	6,015,200
Capital	32,621,501	22,446,181	22,881,700	22,881,700	11,828,600	11,828,600	11,828,600
Transfers Out	1,192,800	3,662,600	2,285,500	2,285,500	11,229,000	11,229,000	11,229,000
Debt Service	700,323	693,036	1,792,800	1,792,800	16,178,000	16,178,000	16,178,000
Contingency	-	-	354,000	354,000	752,200	752,200	752,200
Total Requirements	$41,227,388	$33,999,626	$35,248,800	$35,248,800	$47,856,300	$47,856,300	$47,856,300

Adopted Requirements by Program and Type	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency	Adopted Budget	% of Fund Budget
Sewer Environmental Services	$ 472,000	$ 261,200	$ -	$ -	$ -	$ -	$ 733,200	1.53%
Wastewater Treatment Plant	542,300	1,365,300	-	-	-	-	1,907,600	3.99%
Wastewater Collection	839,000	940,200	30,000	-	-	-	1,809,200	3.78%
Wastewater Administration	-	2,817,900	-	122,200	-	752,200	3,692,300	7.72%
Sewer System Capital Projects	-	630,000	5,117,800	121,300	-	-	5,869,100	12.26%
Sewer Equipment Replacement	-	-	1,082,900	-	-	-	1,082,900	2.26%
Sewer SDC Imp. Fee Projects	-	-	1,113,600	33,000	-	-	1,146,600	2.40%
Sewer SDC Reimb. Fee Projects	-	-	20,100	-	-	-	20,100	0.04%
Sewer Debt Service	-	600	-	-	15,853,400	-	15,854,000	33.13%
Sewer Debt Service: North Albany	-	-	-	-	324,600	-	324,600	0.68%
Sewer Economic Development	-	-	244,200	62,500	-	-	306,700	0.64%
WW Facilities Improvement	-	-	4,220,000	10,890,000	-	-	15,110,000	31.57%
Total Requirements	$ 1,853,300	$ 6,015,200	$11,828,600	$11,229,000	$16,178,000	$ 752,200	$47,856,300	100.00%
Percent of Fund Budget	3.87%	12.57%	24.72%	23.46%	33.81%	1.57%	100.00%	

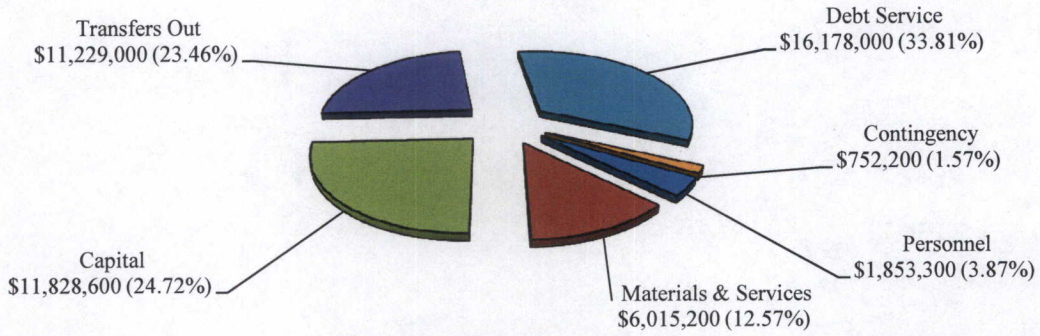
Staffing Summary (FTE)	2006-07 Actual	2007-08 Actual	2008-09 Adopted	2008-09 Revised	2009-10 Proposed	2009-10 Approved	2009-10 Adopted
Sewer Environmental Services	5.000	5.000	5.000	5.000	5.000	5.000	5.000
Wastewater Treatment Plant	6.500	6.500	6.500	6.500	6.500	6.500	6.500
Wastewater Collection	10.000	10.000	10.000	10.000	10.000	10.000	10.000
Wastewater Administration	1.600	-	-	-	-	-	-
Sewer Operations Administration	2.800	-	-	-	-	-	-
Sewer Customer Services	2.310	-	-	-	-	-	-
Total FTE	28.210	21.500	21.500	21.500	21.500	21.500	21.500

SEWER FUND
RESOURCES AND REQUIREMENTS

TOTAL SEWER FUND RESOURCES BY SOURCE



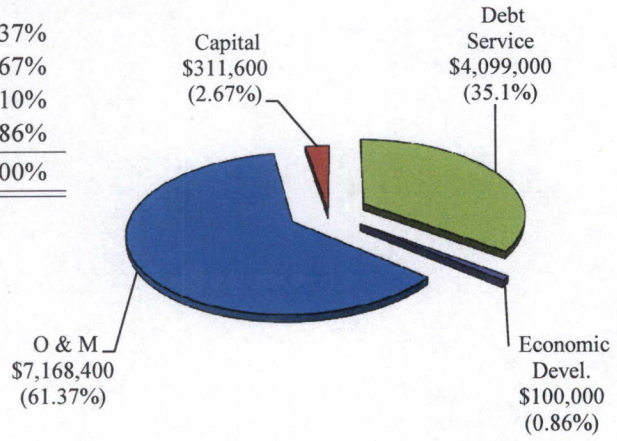
TOTAL SEWER FUND REQUIREMENTS BY TYPE



USE OF CURRENT SEWER SERVICE CHARGES

O & M	$ 7,168,400	61.37%
Capital	311,600	2.67%
Debt Service	4,099,000	35.10%
Economic Development	100,000	0.86%
Total Sewer Service Charges	$11,679,000	100.00%

O & M - Operation & Maintenance



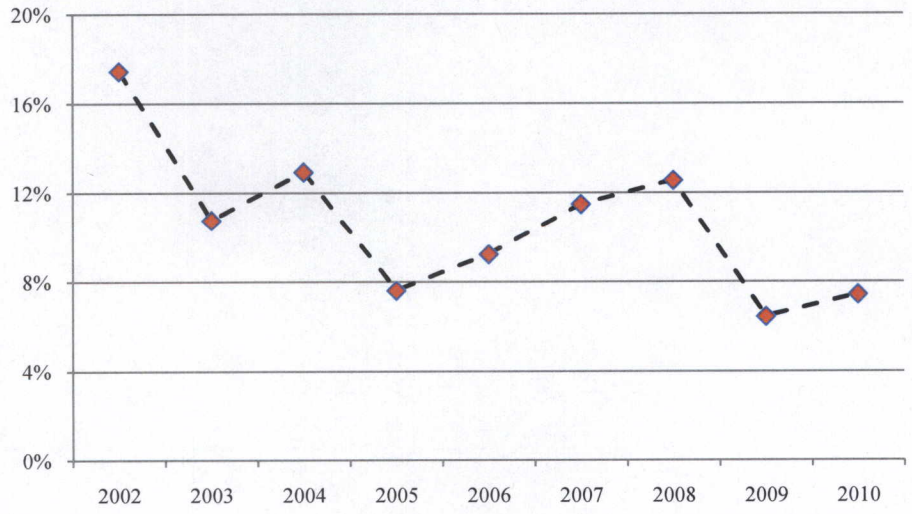
SEWER FUND
RESOURCES, TEN FISCAL YEARS

Fiscal Year	Service Charges	Licenses & Permits	Other Revenues	Transfers In	Debt Proceeds	Beginning Balance	Totals
2001	$ 4,707,265	$ 791,265	$ 1,393,266	$ 25,000	$ -	$ 17,559,134	$ 24,475,930
2002	5,529,312	1,015,548	937,946	-	-	13,196,746	20,679,552
2003	6,125,676	1,501,116	554,209	-	-	11,698,185	19,879,186
2004	6,918,203	1,591,065	687,327		2,835,000	10,353,150	22,384,745
2005	7,445,699	1,922,863	674,961	53,701	-	9,800,964	19,898,188
2006	8,134,540	1,823,711	961,731	-	-	11,219,293	22,139,275
2007	9,070,353	1,951,017	920,190	-	29,258,343	9,756,587	50,956,490
2008	10,210,899	1,491,538	2,561,709	-	18,020,404	10,797,107	43,081,657
2009	10,870,000	377,700	1,482,900	-	5,448,400	14,938,300	33,117,300
2010	11,679,000	188,400	2,770,100	-	12,600,000	9,695,800	36,933,300

NOTES:
Actual revenues for fiscal years 2001 through 2008. Budgeted resources for 2009 and 2010.
Other Revenues: In Fiscal Year 2008, the City received $1,000,000 from the City of Millersburg and $710,000 from PepsiCo.
In Fiscal Year 2009, the City has budgeted resources of $500,000 from Wah Chang and $460,000 from the City of Millersburg.
In Fiscal Year 2010, the City has budgeted resources of $2,000,000 from the City of Millersburg.
Transfers In: Intrafund transfers have been eliminated from all years in the table above.
Debt Proceeds: The City began receiving SRF loan proceeds for the new sewage treatment plant in Fiscal Year 2007.

SEWER SERVICE CHARGES, ANNUAL PERCENTAGE CHANGE

Fiscal Year	Annual % Change
2001	n/a
2002	17.46%
2003	10.79%
2004	12.94%
2005	7.62%
2006	9.25%
2007	11.50%
2008	12.57%
2009	6.45%
2010	7.44%

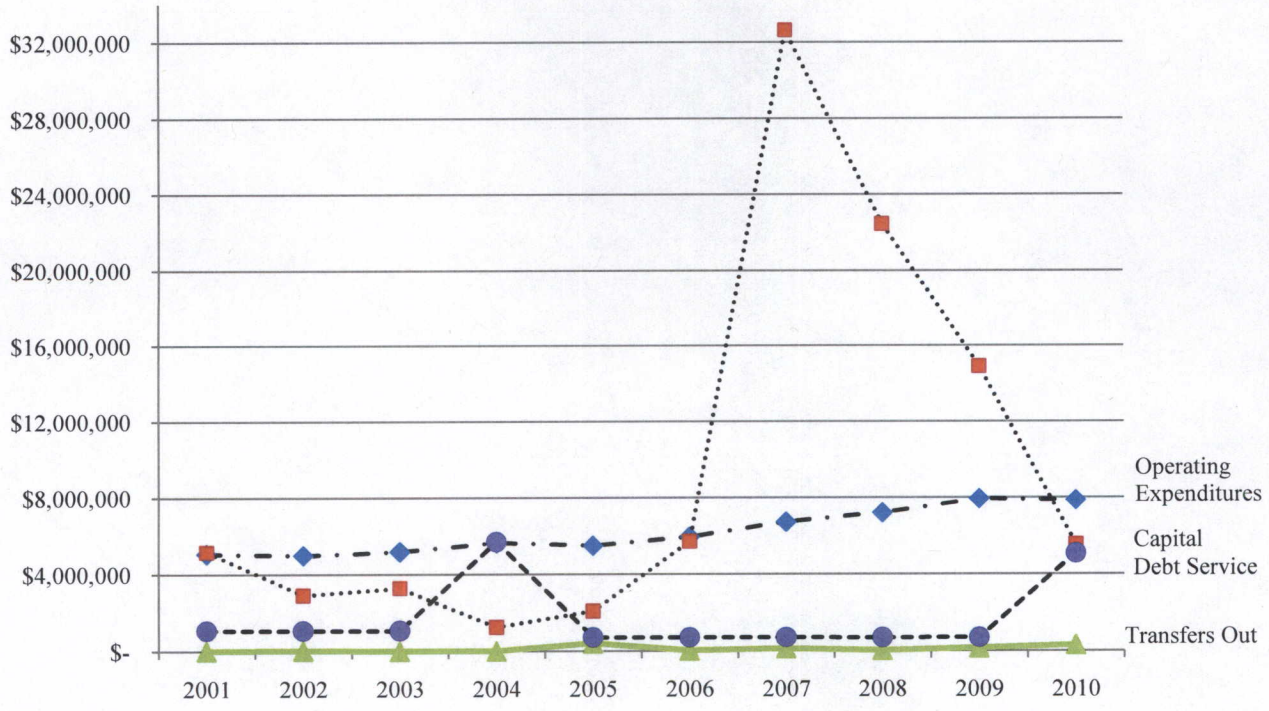


SEWER FUND
REQUIREMENTS, TEN FISCAL YEARS

Fiscal Year	Operating Expenditures	Capital	Transfers Out	Debt Service	Totals
2001	$ 5,055,583	$ 5,154,415	$ 2,267	$ 1,066,920	$ 11,279,185
2002	4,985,906	2,901,967	22,500	1,070,994	8,981,367
2003	5,172,326	3,278,799	-	1,074,910	9,526,035
2004	5,635,276	1,252,549	-	5,695,956	12,583,781
2005	5,486,395	2,083,330	400,000	709,171	8,678,896
2006	5,947,003	5,712,804	20,600	702,280	12,382,687
2007	6,712,760	32,621,499	124,800	700,323	40,159,382
2008	7,197,804	22,446,178	25,000	693,036	30,362,018
2009	7,934,800	14,930,200	154,000	695,500	23,714,500
2010	7,868,500	5,550,000	306,000	5,087,300	18,811,800

NOTES:
Actual expenditures for Fiscal Years 2001 through 2008. Budgeted requirements for 2009 and 2010.
Operating Expenditures equal Personnel plus Materials and Services.
Capital: Major construction of the new sewage treatment plant began in Fiscal Year 2007. Capital reserves are not included in the 2009 and 2010 amounts.
Transfers Out: Intrafund transfers have been eliminated from all years in the table above.
Debt Service: In Fiscal Year 2004, the City advanced refunded the 1993 Sewer Refunding Bonds. In April 2010, there will be an estimated $4,400,000 payment on the SRF loan used to finance the new sewage treatment plant. Debt reserves are not included in the 2009 and 2010 amounts.

REQUIREMENTS, TEN FISCAL YEARS



SEWER FUND
DEBT SERVICE COMBINED BUDGET

Detailed below are the resources dedicated to fund sewer system debt service. Programs funded are Sewer Debt Service and Sewer Debt Service: North Albany. The resource items listed below are included in the Sewer Fund - Resource Detail presented earlier.

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
PepsiCo	$ -	$ 710,000	$ -	$ -	$ -	-	-
Albany Sewer Service Charges	510,249	508,344	514,900	514,900	4,099,000	696.08%	25.34%
Financed Asmnts: Principal	63,921	32,691	40,000	40,000	32,000	(20.00%)	0.20%
Financed Asmnts: Interest	13,619	9,515	5,000	5,000	7,200	44.00%	0.04%
Interest	26,653	35,943	38,000	38,000	126,000	231.58%	0.78%
Total Current Resources	614,442	1,296,493	597,900	597,900	4,264,200	613.20%	26.36%
From SDC Improvement Fee Projects	-	-	31,500	31,500	33,000	4.76%	0.20%
From WW Facilities Improvements	-	-	-	-	10,890,000	-	67.31%
Total Transfers In	-	-	31,500	31,500	10,923,000	34,576.19%	67.51%
Reserved Beginning Balance	544,822	458,940	1,164,000	1,164,000	991,400	(14.83%)	6.13%
Total Resources	$1,159,264	$1,755,433	$1,793,400	$ 1,793,400	$16,178,600	802.12%	100.00%

Adopted Requirements by Program and Type	Materials & Services	Debt Service	Adopted Budget	% of Fund Budget
Sewer Debt Service	$ 600	$ 15,853,400	$15,854,000	97.99%
Sewer Debt Service: North Albany	-	324,600	324,600	2.01%
Total Requirements	$ 600	$ 16,178,000	$16,178,600	100.00%
Percent of Budget	-	100.00%	100.00%	

Adopted Budget Detail of Debt Service Requirement Category	Final Maturity	Principal	Interest	Debt Reserve	Adopted Budget
1993 North Albany SRF Loan	02/01/2012	$ 161,100	$ 14,500	$ 149,000	$ 324,600
2004 Sewer Revenue Bonds	08/01/2009	505,000	6,700	-	511,700
WWTP SRF Loan	not avail.	-	4,400,000	10,941,700	15,341,700
Totals		$ 666,100	$ 4,421,200	$11,090,700	$16,178,000

WWTP - Wastewater Treatment Plant
SRF - State Revolving Fund
SDC - Systems Development Charge
WW - Wastewater

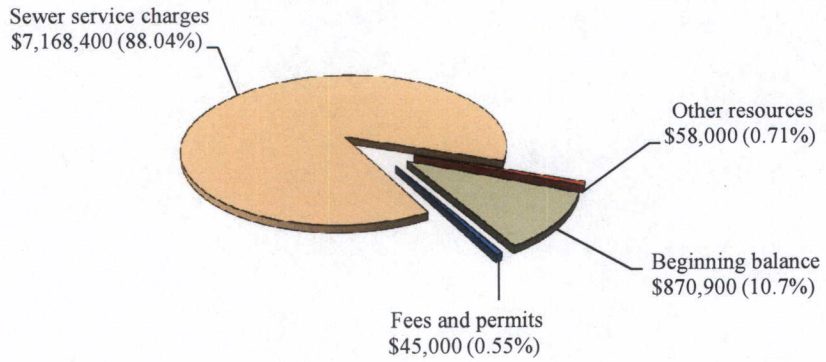
SEWER FUND
OPERATION AND MAINTENANCE COMBINED BUDGET

Detailed below are the resources which provide funding for operation and maintenance of the sewer system. Programs funded are Sewer Environmental Services, Wastewater Treatment Plant, Wastewater Collection, and Wastewater Administration. The resource items listed below are included in the Sewer Fund - Resource Detail presented earlier.

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Storm Drain Plan Review/ Inspection Fees	$ 32,508	$ 15,933	$ 10,000	$ 10,000	$ 10,000	-	0.12%
Public Facility Construction Permit	135,293	71,863	75,000	75,000	35,000	(53.33%)	0.43%
WComp Wage Subsidy Reimb	-	1,383	-	-	-	-	-
Albany Sewer Service Charges	6,327,411	7,082,742	7,030,700	7,030,700	7,148,400	1.67%	87.79%
Certified Sewer Charges	12,693	20,702	20,000	20,000	20,000	-	0.25%
Collection Agency Payments	-	10,082	-	-	-	-	-
Miscellaneous Revenue	31,988	42,514	15,000	15,000	10,000	(33.33%)	0.12%
Interest	40,878	36,112	25,000	25,000	48,000	92.00%	0.59%
Total Current Resources	6,580,771	7,281,331	7,175,700	7,175,700	7,271,400	1.33%	89.30%
Beginning Balance	906,771	599,700	868,200	868,200	870,900	0.31%	10.70%
Total Resources	$7,487,542	$7,881,031	$8,043,900	$8,043,900	$8,142,300	1.22%	100.00%

Adopted Requirements by Program and Type	Personnel	Materials & Services	Capital	Transfers Out	Contin-gency	Adopted Budget	% of Fund Budget
Sewer Environmental Services	$ 472,000	$ 261,200	$ -	$ -	$ -	$ 733,200	9.00%
Wastewater Treatment Plant	542,300	1,365,300	-	-	-	1,907,600	23.43%
Wastewater Collection	839,000	940,200	30,000	-	-	1,809,200	22.22%
Wastewater Administration	-	2,817,900	-	122,200	752,200	3,692,300	45.35%
Total Requirements	$1,853,300	$5,384,600	$ 30,000	$ 122,200	$ 752,200	$8,142,300	100.00%
Percent of Budget	22.76%	66.13%	0.37%	1.50%	9.24%	100.00%	

SEWER OPERATION & MAINTENANCE RESOURCES BY TYPE



SEWER FUND
CAPITAL AND ECONOMIC DEVELOPMENT COMBINED BUDGET

Detailed below are the resources used to fund sewer system capital projects and economic development. Programs funded are Sewer System Capital Projects, Sewer Equipment Replacement, Sewer SDC Improvement Fee Projects, Sewer SDC Reimbursement Fee Projects, Sewer Economic Development, and WW Facilities Improvement. The resource items listed below are included in the Sewer Fund - Resource Detail presented earlier.

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Sewer SDC: Principal	$ 40,397	$ 10,562	$ 15,000	$ 15,000	$ 10,000	(33.33%)	0.04%
Sewer SDC: Interest	6,118	4,971	1,900	1,900	2,400	26.32%	0.01%
Connection Fees: Principal	22,287	138,497	5,400	5,400	1,500	(72.22%)	0.01%
Connection Fees: Interest	4,452	8,075	1,000	1,000	900	(10.00%)	-
North Albany SCF	16,176	-	-	-	-	-	-
General SCF	66,145	84,450	25,000	25,000	500	(98.00%)	-
Storm Drain Connection Fees	23,944	50,568	7,000	7,000	100	(98.57%)	-
Connection Fees	123,199	220,730	-	-	-	-	-
Sewer SDC	1,480,498	885,889	237,400	237,400	128,000	(46.08%)	0.54%
Energy Trust of Oregon	-	-	-	-	260,000	-	1.10%
City of Millersburg	126,891	1,000,000	-	-	2,000,000	-	8.50%
Wah Chang	84,405	85,000	500,000	500,000	-	(100.00%)	-
Millersburg Wetland Payment	-	-	460,000	460,000	-	(100.00%)	-
Albany Sewer Service Charges	2,220,000	2,589,029	3,274,400	3,274,400	411,600	(87.43%)	1.75%
Millersburg Service Charges	-	-	30,000	30,000	-	(100.00%)	-
Equipment Replacement Charges	85,800	76,900	110,500	110,500	70,900	(35.84%)	0.30%
SRF Loan Proceeds	29,258,343	18,020,404	5,448,400	5,448,400	12,600,000	131.26%	53.54%
Miscellaneous Revenue	1,093	-	1,000	1,000	-	(100.00%)	-
Interest	444,942	531,651	288,400	288,400	216,000	(25.10%)	0.92%
Total Current Resources	34,004,690	23,706,726	10,405,400	10,405,400	15,701,900	50.90%	66.71%
From SDC Improvement Fee Projects	1,068,000	3,637,600	2,100,000	2,100,000	-	(100.00%)	-
Total Transfers In	1,068,000	3,637,600	2,100,000	2,100,000	-	(100.00%)	-
Beginning Balance	8,304,994	9,738,467	12,906,100	12,906,100	7,833,500	(39.30%)	33.29%
Total Resources	$43,377,684	$37,082,793	$25,411,500	$25,411,500	$23,535,400	(7.38%)	100.00%

SDC-System Development Charge
SRF-State Revolving Fund
SCF-Sewer Connection Fee

Adopted Requirements by Program and Type	Materials & Services	Capital	Transfers Out	Adopted Budget	% of Fund Budget
Sewer System Capital Projects	$ 630,000	$ 5,117,800	$ 121,300	$ 5,869,100	24.94%
Sewer Equipment Replacement	-	1,082,900	-	1,082,900	4.60%
Sewer SDC Improvement Fee Projects	-	1,113,600	33,000	1,146,600	4.87%
Sewer SDC Reimbursement Fee Projects	-	20,100	-	20,100	0.09%
Sewer Economic Development	-	244,200	62,500	306,700	1.30%
WW Facilities Improvement	-	4,220,000	10,890,000	15,110,000	64.20%
Total Requirements	$ 630,000	$11,798,600	$11,106,800	$23,535,400	100.00%
Percent of Budget	2.68%	50.13%	47.19%	100.00%	

SEWER FUND
SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2009-2010

Project Description	Totals	Wastewater Collection	Sewer System Capital Projects	Sewer Equipment Replacement	SDC Improvement Fee Projects
Manhole Installation Program	$ 30,000	$ 30,000	$ -	$ -	$ -
SS-07-01 Calapooia Interceptor	1,200,000	-	748,400	-	451,600
SS-10-02 Airport Sewer Extension	200,000	-	-	-	-
SS-07-04 NA PumpStn/Force Main	2,420,000	-	-	-	-
WWTP-03-01 WW Treatment Plant Expansion	1,800,000	-	-	-	-
WWTP-08-02 Wetlands Treatment Project	100,000	-	100,000	-	-
Project Totals	5,750,000	30,000	848,400	-	451,600
Reserve: Pipe Over-sizing	15,000	-	-	-	15,000
Reserve: Connection Fees	572,500	-	572,500	-	-
Reserve: Equipment Replacement	1,082,900	-	-	1,082,900	-
Reserve: Storm Drain Collection Fees	40,000	-	40,000	-	-
Reserve: Capital Projects	4,368,200	-	3,656,900	-	647,000
Total Reserves	6,078,600	-	4,269,400	1,082,900	662,000
Grand Totals	$11,828,600	$ 30,000	$ 5,117,800	$ 1,082,900	$ 1,113,600

SDC Reimburse-ment Fee Projects	Sewer Economic Development	Wastewater Facilities Improvement
$ -	$ -	$ -
-	-	-
-	200,000	-
-	-	2,420,000
-	-	1,800,000
-	-	-
-	200,000	4,220,000
-	-	-
-	-	-
-	-	-
-	-	-
20,100	44,200	-
20,100	44,200	-
$ 20,100	$ 244,200	$ 4,220,000

PROGRAM NARRATIVE

SEWER FUND: SEWER ENVIRONMENTAL SERVICES (601-50-2402)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed By: Herb Hoffer, Environmental Services Manager

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the Environmental Services Program, including the industrial pretreatment program, biosolids storage and agricultural application, stormwater regulations and monitoring, and hazardous waste regulations.
- Biosolids generated at the Wastewater Treatment Plant (WWTP) are applied to agricultural land in conformance with the City's Environmental Management System (EMS) for biosolids.
- Industrial sewer users, including 14 Significant Industrial Users (SIUs), are permitted, inspected, and monitored under federal and state regulations. Commercial and minor industrial sewer users in Albany and Millersburg are inspected regularly under the industrial survey.
- Annual reports are submitted to the Department of Environmental Quality (DEQ) on pretreatment, biosolids, and hazardous waste management. Staff evaluates and revises major program documents as needed, including the Albany Municipal Code Chapter 10.06, and program operational documents.
- Sample and report on wet weather sewer overflows as required by the DEQ and respond to spills to the wastewater treatment or the stormwater system, including ditches and creeks.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	08/08	Completed	• Conduct an internal audit of the EMS Program.
Safe City	07/08	Completed	• Complete implementation of Albany's streamlining plan for required EPA rule changes, including adoption of changes to AMC Chapter 10.06.
Safe City	08/08	Completed	• Develop Albany's Willamette River Total Maximum Daily Load (TMDL) Implementation Plan and submit to DEQ.
Safe City	10/08	In Progress	• Complete a framework for the implementation of Erosion Control Standards for municipalities.
Budget Year 2009-2010			
Safe City	03/10		• Conduct a third party audit of the EMS Program.
Safe City	03/10		• Incorporate revised EPA streamlining regulations found in AMC Chapter 10.06 into industrial permits and accidental spill plans.
Safe City	02/10		• Implement timeline steps under Albany's Willamette River Total Maximum Daily Load (TMDL) Implementation Plan.
Safe City	01/10		• Revise AMC Chapter 12 to include Erosion Control Standards section and changes to Implementation and Enforcement sections.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Dry tons of biosolids applied per year/percentage of biosolids applied for beneficial agriculture use.	681/100%	586/100%	600/100%	350/100%
Number of responses to storm water complaints or spills.	41	45	48	48
Number of Significant Industrial Users (SIU) in the pretreatment program/percent of SIU's inspected annually.	14/100%	14/100%	15/100%	15/100%
Number of non-SIU's in the Pretreatment Program.	285	288	290	290
Number of non-SIU's inspected annually/percent of non-SIU's inspected annually.	37/13%	40/14%	42/14%	42/14%

STAFFING SUMMARY

FTEs	5	5	5	5

601: Sewer
50: Public Works

PROG 2402: Sewer Environmental Services

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	233,584.93	238,667.20	271,579.29	282,600	289,500	2.44%
53001	Overtime	10,335.05	7,689.54	5,724.38	6,200	6,200	0.00%
56001	Employer Paid Benefits	149,948.30	128,513.16	165,755.39	161,200	176,300	9.37%
Total Personnel Services		393,868.28	374,869.90	443,059.06	450,000	472,000	4.89%
Materials & Services							
60101	Contractual Services	19,362.67	16,994.94	12,839.03	31,300	24,900	-20.45%
60211	Insurance & Bonds	1,016.75	7,763.18	7,429.57	8,000	4,100	-48.75%
61006	Advertising & Publications	411.50	389.11	238.50	600	700	16.67%
61011	Education & Training	2,288.45	4,425.87	2,270.91	3,900	3,900	0.00%
61012	Equipment Rental: Private	25.50	-	(114.00)	4,000	300	-92.50%
61017	Laboratory Supplies	262.51	762.19	1,061.45	300	500	66.67%
61018	Laundry Service	-	-	-	300	-	-100.00%
61021	Testing	23,674.80	21,770.92	21,980.52	40,000	31,300	-21.75%
61024	Materials & Supplies	5,298.47	2,114.53	2,641.69	5,300	4,100	-22.64%
61026	Meetings & Conferences	3,218.45	1,726.98	1,989.92	4,100	3,400	-17.07%
61027	Memberships & Dues	1,399.30	1,884.50	1,437.50	1,800	1,800	0.00%
61028	Minor Equipment	2,773.27	1,161.20	2,806.05	2,600	2,100	-19.23%
61030	Personal Auto Reimbursement	450.01	668.63	294.08	500	500	0.00%
61032	Postage & Shipping	659.78	849.21	425.84	700	700	0.00%
61033	Printing & Binding	535.84	673.57	211.00	600	600	0.00%
61040	Uniforms	937.92	1,318.24	1,485.48	2,600	2,100	-19.23%
61041	Vehicle Fuel Charges	8,720.14	10,030.97	9,872.53	7,100	7,500	5.63%
61046	Permits	-	-	-	6,500	6,500	0.00%
63009	Telephone	3,451.76	3,828.56	2,931.36	4,000	5,400	35.00%
65020	Maint: Work Equipment	989.12	506.50	-	-	-	0.00%
65076	Contract Maintenance	236.25	1,038.00	-	800	400	-50.00%
65079	Parts for Repairs	48.60	91.80	-	500	500	0.00%
65082	Safety Improvements	470.86	-	133.28	500	500	0.00%
65513	Vehicle Maintenance	4,862.79	8,405.71	5,677.37	6,600	7,000	6.06%
66010	Central Service Charges	87,700.00	106,000.00	38,700.00	38,700	36,500	-5.68%
66011	Equipment Replacement	7,800.00	18,000.00	10,000.00	10,000	13,500	35.00%
66014	Information Technology Services	1,800.00	17,500.00	25,300.00	25,300	25,800	1.98%
66015	IT Equipment Replacement	800.00	2,200.00	2,200.00	2,200	2,200	0.00%
66029	Water Quality Control Charges	-	29,471.32	68,079.99	31,200	74,300	138.14%
66511	Flexible Spending Admin Fees	55.00	-	-	100	100	0.00%
Total Materials & Services		179,249.74	259,575.93	219,892.07	240,100	261,200	8.79%
Capital							
70005	Capital Equipment	18,932.76	-	-	-	-	0.00%
80047	Env Services Remodel Project	69,122.25	-	-	-	-	0.00%
Total Capital		88,055.01	-	-	-	-	0.00%
TOTAL EXPENDITURES		**661,173.03**	**634,445.83**	**662,951.13**	**690,100**	**733,200**	**6.25%**

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER TREATMENT PLANT (601-50-2404)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed By: Richard Johnson, Wastewater Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBLITIES

- This activity funds the operation of the Wastewater Treatment Plant (WWTP).
- The Wastewater Treatment Plant processes domestic and industrial wastewater from the City of Albany and domestic wastewater from the city of Millersburg.
- Maintain National Biosolids Partnership Environmental Management System (EMS) Biosolids Program certification with operational practices that follow the National Code of Good Practices.
- Maintain the Peak Performance Award from the National Clean Water Association for treatment performance.
- Process and store the solidified WWTP digested biosolids.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	08/08	Completed	• Startup of the new Albany-Millersburg Water Reclamation Facility.
Safe City	08/08	Completed	• Participate in the Biosolids EMS Program internal audit.
Budget Year 2009-2010			
Safe City	07/09		• Optimize operation and maintenance (O&M) strategies and staffing for Milestone "A" (liquid treatment) facilities.
Safe City	05/10		• Develop a comprehensive off-hours monitoring and response program for all Public Works utilities connected to the City-wide Supervisory Control and Data Acquisition system.
Safe City	08/09		• Startup of the Milestone "B" Albany-Millersburg Water Reclamation Facility.
Safe City	08/09		• Participate in the Biosolids EMS Program Audit.
Safe City	11/09		• Assist Environmental Services in the assessment of alternative processes to obtain Class A biosolids status, partnering with community stakeholders.
Effective Government	06/10		• Achieve annual award for wastewater treatment performance from National Association of Clean Water Agencies.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Wastewater treated annually (Millions of gallons partially depended upon annual rainfall).	3,009.7	3,092.0	3,300	3,300
Percentage of days the facility is in regulatory compliance with permits.	99.5%	100%	100%	100%

STAFFING SUMMARY

FTEs	7.5	7.5	6.5	6.5

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	281,222.71	265,431.04	283,239.36	392,600	323,400	-17.63%
52001	Temporary Employees	-	14,371.21	13,823.88	-	-	0.00%
53001	Overtime	18,837.82	24,689.25	13,159.36	16,600	16,600	0.00%
54005	Unemployment Claims	143.07	3,897.35	4,141.24	3,300	1,800	-45.45%
56001	Employer Paid Benefits	176,490.79	163,782.65	181,823.62	244,900	200,500	-18.13%
Total Personnel Services		476,694.39	472,171.50	496,187.46	657,400	542,300	-17.51%
Materials & Services							
60101	Contractual Services	75,793.78	92,000.70	153,393.23	91,800	94,300	2.72%
60211	Insurance & Bonds	39,766.38	33,415.41	32,132.89	34,600	46,000	32.95%
61010	Duplication & Fax	-	-	-	200	200	0.00%
61011	Education & Training	3,075.00	349.05	2,937.04	1,500	5,100	240.00%
61012	Equipment Rental: Private	95.45	-	565.23	300	300	0.00%
61017	Laboratory Supplies	2,557.70	4,330.96	5,491.51	3,000	3,000	0.00%
61018	Laundry Service	-	-	-	200	700	250.00%
61021	Testing	16,158.90	8,399.20	6,284.13	28,000	28,000	0.00%
61024	Materials & Supplies	9,955.70	11,873.77	12,112.87	16,400	15,000	-8.54%
61026	Meetings & Conferences	644.80	1,762.69	2,739.94	2,300	-	-100.00%
61027	Memberships & Dues	957.00	2,051.00	998.00	3,300	3,200	-3.03%
61028	Minor Equipment	5,621.86	5,535.29	1,099.74	4,600	4,600	0.00%
61032	Postage & Shipping	4.20	40.57	39.19	100	100	0.00%
61033	Printing & Binding	16.44	-	-	100	100	0.00%
61040	Uniforms	3,962.96	3,216.29	3,387.55	4,300	5,800	34.88%
61041	Vehicle Fuel Charges	1,329.01	798.69	921.17	1,600	1,600	0.00%
61046	Permits	18,397.00	24,067.60	34,792.04	25,400	27,000	6.30%
61050	Chemicals	64,581.38	68,398.44	88,653.73	81,600	61,600	-24.51%
63006	Power & Light	314,441.19	331,006.67	390,112.46	350,000	345,000	-1.43%
63007	Heating & Fuel	34,629.09	32,611.88	146,645.31	32,000	55,600	73.75%
63009	Telephone	9,324.14	8,584.41	6,703.93	7,800	8,600	10.26%
63011	Water Service	12,714.08	15,019.17	54,457.07	18,000	18,000	0.00%
63012	Sewer Service Charges	-	-	8,697.98	-	-	0.00%
65006	Maint: Building	293.31	512.03	8,187.30	1,000	7,300	630.00%
65008	Maint: Communications Equipment	-	-	-	100	100	0.00%
65011	Maint: Grounds	20,083.34	20,952.68	9,297.06	20,000	20,000	0.00%
65076	Contract Maintenance	19,105.58	8,131.68	3,666.15	16,800	15,000	-10.71%
65078	Facilities Maintenance	85,049.00	65,003.25	33,445.81	63,600	48,000	-24.53%
65079	Parts for Repairs	3,397.09	4,965.74	626.83	4,000	4,000	0.00%
65082	Safety Improvements	3,382.11	731.59	-	3,500	4,600	31.43%
65090	Fac Eng System Automation	28,481.81	23,446.09	37,280.22	39,400	42,500	7.87%
65513	Vehicle Maintenance	247.18	819.21	973.30	1,200	1,300	8.33%
66010	Central Service Charges	65,500.00	74,700.00	85,800.00	85,800	80,800	-5.83%
66011	Equipment Replacement	-	7,800.00	6,099.96	6,100	6,400	4.92%
66012	Facility Maintenance Charges	315,000.00	-	-	-	-	0.00%
66014	Information Technology Services	33,900.00	8,800.00	9,500.00	9,500	9,700	2.11%
66015	IT Equipment Replacement	400.00	6,000.00	39,999.96	40,000	34,600	-13.50%
66026	Facilities Engineering Charges	-	390,189.77	274,962.01	363,300	366,500	0.88%
66029	Water Quality Control Charges	119,500.00	-	145.14	-	-	0.00%
66505	Physical Exams & Medicals	202.00	-	59.00	200	200	0.00%
66511	Flexible Spending Admin Fees	165.00	264.00	121.00	500	500	0.00%
Total Materials & Services		1,308,732.48	1,255,777.83	1,462,328.75	1,362,100	1,365,300	0.23%
TOTAL EXPENDITURES		**1,785,426.87**	**1,727,949.33**	**1,958,516.21**	**2,019,500**	**1,907,600**	**-5.54%**

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER COLLECTION (601-50-2405)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed by: Jon Neely, Wastewater Collection Supervisor

FUNCTIONS AND 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 18 sewage lift stations, completing monthly inspections of air and vacuum valves on the City's force main system.
- Primary responder for all locate requests of City utilities. Locates are performed daily.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	06/09	In Progress	• Conduct storm system inventory.
Safe City	06/09	In Progress	• Implementation of the maintenance management work order system for all sewer and storm mainlines.
Budget Year 2009-2010			
Safe City			• Implement use of Pipetech (digital software)/National Association of Sewer Service Companies (NASSCO) to ensure standardizing sewer televising reporting procedures.
Safe City			• Complete storm system inventory.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of sanitary sewer overflows.	6	6	2	0
Volume of sanitary sewer overflows (gallons).	1,925,500	227,325	4,900	0
Miles of sanitary sewer mainline.	212	217	219	219
Percentage of the sewer system cleaned annually.	23%	30%	30%	30%
Percentage of sewer system televised annually.	13%	22%	22%	22%
Number of sewer line locate requests.	4,100	3,480	4,000	4000
Percentage of sewer line locate requests completed within 48 hours.	100%	100%	100%	100%
Miles of storm drain mainlines.	129	133	135	135
Percentage of storm drain mainlines cleaned annually.	6%	7%	10%	10%

STAFFING SUMMARY

FTEs	9	10	10	10

PROG 2405: Wastewater Collection

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	444,903.81	440,790.82	494,853.25	496,100	502,200	1.23%
53001	Overtime	14,063.14	11,926.48	7,356.51	10,000	10,000	0.00%
54005	Unemployment Claims	49.76	1,623.89	2,384.33	1,900	1,100	-42.11%
56001	Employer Paid Benefits	288,145.40	266,848.35	317,092.33	316,800	325,700	2.81%
Total Personnel Services		747,162.11	721,189.54	821,686.42	824,800	839,000	1.72%
Materials & Services							
60101	Contractual Services	21,859.18	43,607.15	27,855.05	35,000	31,500	-10.00%
60211	Insurance & Bonds	86,988.98	57,267.50	54,978.82	59,200	71,200	20.27%
61011	Education & Training	3,590.22	4,523.16	3,134.36	5,400	5,400	0.00%
61012	Equipment Rental: Private	1,683.15	5,136.79	1,227.50	7,700	5,900	-23.38%
61018	Laundry Service	-	-	1,255.03	1,800	1,800	0.00%
61024	Materials & Supplies	48,791.24	39,181.91	34,570.79	10,500	34,700	230.48%
61026	Meetings & Conferences	973.49	703.87	71.88	1,000	-	-100.00%
61027	Memberships & Dues	1,391.50	441.00	1,252.00	1,600	1,500	-6.25%
61028	Minor Equipment	18,905.90	21,313.62	13,171.52	13,500	7,000	-48.15%
61032	Postage & Shipping	652.91	525.42	1,114.32	500	500	0.00%
61033	Printing & Binding	233.45	16.39	-	200	200	0.00%
61038	Software	-	-	-	4,900	-	-100.00%
61040	Uniforms	7,187.65	8,212.70	8,095.50	7,800	7,800	0.00%
61041	Vehicle Fuel Charges	22,835.17	31,467.57	24,131.43	25,500	25,500	0.00%
61046	Permits	644.95	3,015.26	2,897.78	2,800	2,800	0.00%
61048	Tools	2,499.84	3,546.15	3,253.86	4,000	4,000	0.00%
61050	Chemicals	-	-	-	100	100	0.00%
63009	Telephone	8,659.86	9,404.07	5,869.43	9,900	9,700	-2.02%
65008	Maint: Communications Equipment	234.50	449.09	107.25	500	-	-100.00%
65076	Contract Maintenance	37,380.53	38,397.37	51,160.36	33,600	33,600	0.00%
65078	Facilities Maintenance	7,119.36	19,191.10	26,919.24	22,200	30,400	36.94%
65082	Safety Improvements	7,549.55	9,349.96	6,424.48	4,500	7,100	57.78%
65090	Fac Eng System Automation	-	20,891.62	19,237.48	21,600	17,900	-17.13%
65504	Sewer Rehabilitation	28,866.30	19,900.76	35,072.47	50,000	32,500	-35.00%
65513	Vehicle Maintenance	40,843.33	71,638.24	51,885.89	50,000	50,000	0.00%
65534	Pump Station Repair	14,834.12	5,300.68	-	-	-	0.00%
65535	Morning Star Lft Station Upgrade	42,109.00	2,811.05	-	-	-	0.00%
66010	Central Service Charges	58,700.00	67,300.00	81,400.00	81,400	86,800	6.63%
66011	Equipment Replacement	78,000.00	51,100.00	63,800.00	63,800	51,000	-20.06%
66012	Facility Maintenance Charges	169,400.00	-	-	-	-	0.00%
66014	Information Technology Services	12,500.00	38,000.00	15,800.00	15,800	16,100	1.90%
66015	IT Equipment Replacement	3,000.00	1,400.00	1,000.00	1,000	700	-30.00%
66026	Facilities Engineering Charges	-	332,415.77	277,259.44	480,600	359,000	-25.30%
66029	Water Quality Control Charges	16,000.00	6,810.42	51,598.83	3,700	44,600	1105.41%
66505	Physical Exams & Medicals	59.00	58.00	413.00	700	700	0.00%
66511	Flexible Spending Admin Fees	55.00	66.00	93.50	200	200	0.00%
Total Materials & Services		743,548.18	913,442.62	865,051.21	1,021,000	940,200	-7.91%
Capital							
70005	Capital Equipment	17,236.63	-	-	-	-	0.00%
80021	Manhole Installation Program	24,450.00	-	44,777.57	25,000	30,000	20.00%
80049	Lift Station Electrical Replacement	-	98,373.62	25,948.15	40,000	-	-100.00%
80050	Lift Station Telemetry Replacement	-	25,902.33	13,141.62	30,000	-	-100.00%
80051	Lift Station Pump Replacement	-	44,847.61	13,359.04	52,000	-	-100.00%
Total Capital		41,686.63	169,123.56	97,226.38	147,000	30,000	-79.59%
TOTAL EXPENDITURES		**1,532,396.92**	**1,803,755.72**	**1,783,964.01**	**1,992,800**	**1,809,200**	**-9.21%**

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER ADMINISTRATION (601-50-2407)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for the PW Internal Services fund, which includes Administration charges and charges for Operations Administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering.
- Holds the contingency for the Sewer fund.
- Identify and implement grant and federal funding opportunities.
- Pays In-Lieu-of-Franchise fees for the sewer utility.
- Transfer funds for other City programs.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	06/09	In Process	• Prepare an Asset Management Plan which prioritizes maintenance, repair, and renewal investments needed for the wastewater system to reach the perpetual life maintenance standard based on current condition and risk.
Safe City	06/09	In Process	• Develop level of service and performance measures for the Wastewater Utility.
Budget Year 2009-20010			
Safe City	06/10		• Prepare an Asset Management Plan for the sewer lift stations.
Safe City	06/10		• Implement level of service and performance measures for the Wastewater Utility.
Effective Government	06/10		• Pursue Economic Stimulus funding through the State Clean Water Revolving Loan Fund for the Wetlands Treatment Facility and Oak Creek Lift Station Improvements.

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	131,101.78	-	-	-	-	0.00%
54005	Unemployment Claims	46.65	-	-	-	-	0.00%
56001	Employer Paid Benefits	61,710.71	-	-	-	-	0.00%
Total Personnel Services		192,859.14	-	-	-	-	0.00%
Materials & Services							
60101	Contractual Services	103,419.83	117,509.34	78,003.06	110,000	90,400	-17.82%
60201	Space Rental	43,514.00	-	-	-	-	0.00%
60210	In Lieu of Franchise Fee	432,462.22	488,985.21	480,948.54	545,000	583,000	6.97%
60211	Insurance & Bonds	10,619.44	6,975.61	6,686.61	7,200	6,400	-11.11%
61006	Advertising & Publications	60.00	-	-	-	-	0.00%
61011	Education & Training	824.60	222.93	-	-	-	0.00%
61013	Filing & Recording	-	1,654.00	1,349.50	2,000	2,000	0.00%
61022	Credit Card Fees	14,890.74	22,323.87	15,831.45	20,000	20,000	0.00%
61024	Materials & Supplies	11,776.43	3,316.51	405.03	2,500	2,500	0.00%
61026	Meetings & Conferences	3,482.68	856.50	1,570.00	5,000	5,000	0.00%
61027	Memberships & Dues	7,003.20	8,832.00	7,815.90	7,000	6,200	-11.43%
61028	Minor Equipment	2,442.43	787.92	-	-	-	0.00%
61030	Personal Auto Reimbursement	1,443.18	-	-	-	-	0.00%
61032	Postage & Shipping	-	9.60	-	-	-	0.00%
61041	Vehicle Fuel Charges	11.32	-	-	-	-	0.00%
61046	Permits	-	-	160.00	-	-	0.00%
63006	Power & Light	-	-	-	2,000	2,000	0.00%
63009	Telephone	4,473.71	4,813.03	967.05	2,500	1,000	-60.00%
65006	Maint: Building	598.70	3,220.85	1,185.31	2,000	2,000	0.00%
66009	Building Replacement	-	-	-	-	50,000	0.00%
66010	Central Service Charges	30,600.00	103,400.00	171,400.00	171,400	173,600	1.28%
66013	GIS System Charges	152,200.00	130,000.00	133,500.00	133,500	137,600	3.07%
66014	Information Technology Services	14,300.00	-	-	-	-	0.00%
66015	IT Equipment Replacement	3,000.00	-	-	-	-	0.00%
66017	Public Works Administration Charges	21,660.00	164,324.67	55,047.71	182,000	144,900	-20.38%
66019	Public Works Engineering Service Charges	462,700.00	485,441.86	483,764.47	434,000	518,900	19.56%
66020	Permit Tracking Services	3,900.00	6,400.00	6,600.00	6,600	7,100	7.58%
66023	Operations Administration Charges	-	452,620.52	380,023.67	418,500	428,500	2.39%
66024	Public Works Customer Service Charges	-	458,950.57	321,557.04	392,300	367,900	-6.22%
66026	Facilities Engineering Charges	-	73,696.99	1,890.98	143,700	900	-99.37%
66029	Water Quality Control Charges	-	220,745.14	-	238,600	267,000	11.90%
67010	Safety Recognition Program	-	-	-	1,000	1,000	0.00%
Total Materials & Services		1,325,382.48	2,755,087.12	2,148,706.32	2,826,800	2,817,900	-0.31%
Capital							
70005	Capital Equipment	-	(5,425.00)	-	-	-	0.00%
73004	Pole Bldg - Public Works	-	97,017.75	452.02	-	-	0.00%
73005	Pole Bldg - PW Inventory Control	-	-	70,507.93	94,000	-	-100.00%
Total Capital		-	91,592.75	70,959.95	94,000	-	-100.00%
Transfers Out							
91100	To General Fund	49,800.00	-	-	-	-	0.00%
91249	To Capital Projects Fund	-	-	20,206.62	66,700	122,200	83.21%
Total Transfers Out		49,800.00	-	20,206.62	66,700	122,200	83.21%
Contingencies							
99005	Contingencies	-	-	-	354,000	752,200	112.49%
Total Contingencies		-	-	-	354,000	752,200	112.49%
TOTAL EXPENDITURES		**1,568,041.62**	**2,846,679.87**	**2,239,872.89**	**3,341,500**	**3,692,300**	**10.50%**

PROGRAM NARRATIVE

SEWER FUND: SEWER SYSTEM CAPITAL PROJECTS (601-50-2500)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides limited funding to repair, replace, or upgrade facilities, equipment, or appurtenances to maintain the design capacity of the existing Wastewater Treatment Plant (WWTP), pumping stations, and collection system.
- Funding provided through this budget is used to repair or replace sewer system facilities, and equipment and structures that are not accumulating a depreciation reserve from a specific replacement schedule.
- Eliminate basement flooding by managing the replacement of inadequate piping in the collection system and residential roof drain separation programs as well as sewer lateral replacements.
- Continue perpetual life replacement program of failing (cracked, blocked) sewer pipes.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	06/09	In Progress	• Continue WWTP wetland design and permitting.
	11/09	Completed	• Complete the construction of the 34th Ave. lift station.
	11/09	In Progress	• Complete the Calapooia Interceptor project.
			•
Budget Year 2009-2010			
Safe City	06/10		• Provide funding for the Storm Drain Master Plan from the Storm Drain Connection Fees Reserve Fund.

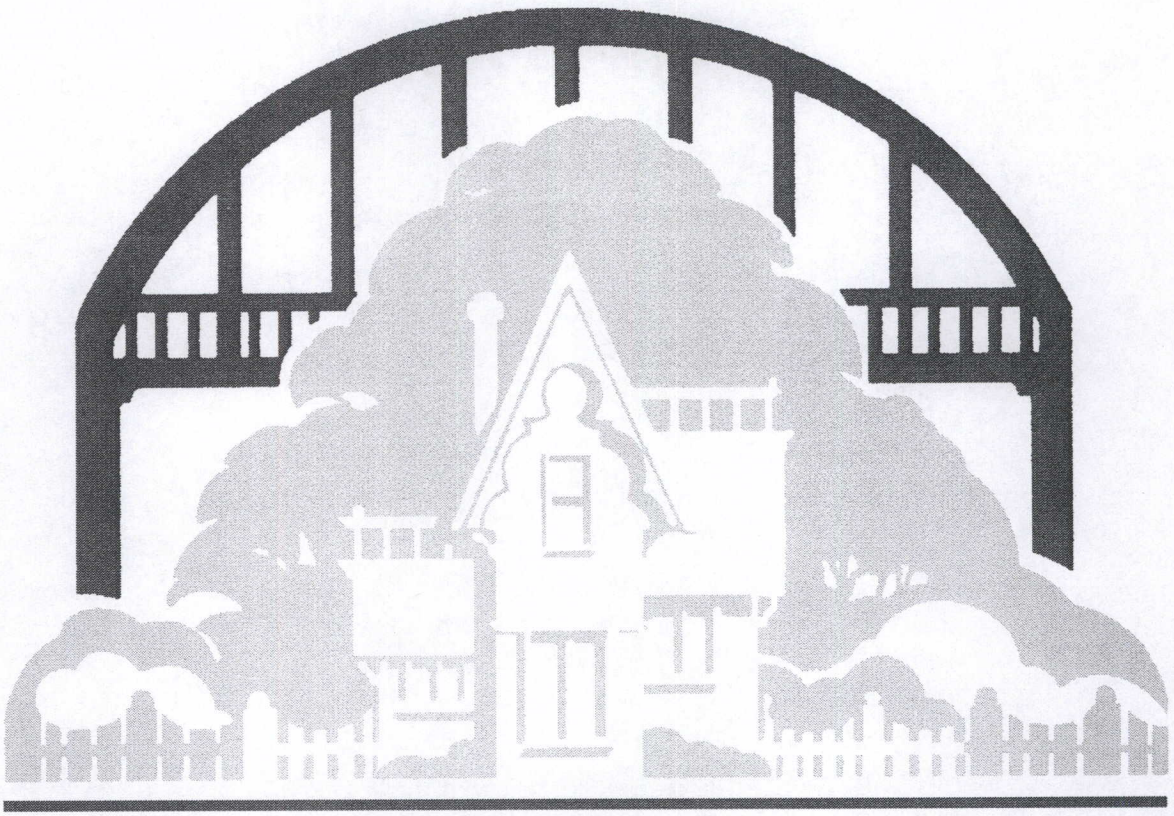
City of Albany, Oregon - Adopted Budget

601: Sewer
50: Public Works

PROG 2500: Sewer System Capital Projects

Budget Fiscal Year: 2010

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
41131	Connection Fees: Principal	22,286.54	513.71	574.48	400	500	25.00%
41132	Connection Fees: Interest	4,452.08	7,267.30	571.32	500	600	20.00%
41232	General Sewer Connection Fees	66,144.77	84,450.15	1,454.92	25,000	500	-98.00%
41233	Storm Drain Connection Fees	23,944.00	50,568.00	160.00	7,000	100	-98.57%
42807	City of Millersburg	126,891.00	-	-	-	-	0.00%
42821	Wah Chang	84,405.00	85,000.00	-	500,000	-	-100.00%
42826	Millersburg Wetland Payment	-	-	-	460,000	-	-100.00%
43200	Albany Sewer Service Charges	350,000.00	2,489,029.17	214,400.00	214,400	311,600	45.34%
43202	Millersburg Service Charges	-	-	-	30,000	-	-100.00%
47012	Miscellaneous Revenue	-	-	5,000.00	-	-	0.00%
48010	Interest	80,457.96	136,821.30	178,235.96	130,000	75,000	-42.31%
Total General Revenues		758,581.35	2,853,649.63	400,396.68	1,367,300	388,300	-71.60%
Transfers In							
49021	From SDC Improvement Fee Projects	-	3,137,600.00	-	-	-	0.00%
Total Transfers In		-	3,137,600.00	-	-	-	0.00%
Beginning Balance							
49905	Beginning Balance	1,583,143.00	1,604,719.00	6,861,436.00	3,417,000	5,480,800	60.40%
Total Beginning Balance		1,583,143.00	1,604,719.00	6,861,436.00	3,417,000	5,480,800	60.40%
TOTAL REVENUES		**2,341,724.35**	**7,595,968.63**	**7,261,832.68**	**4,784,300**	**5,869,100**	**22.67%**
Materials & Services							
60101	Contractual Services	22,339.52	26,486.23	11,084.19	40,000	30,000	-25.00%
60122	Contractual: Millersburg	-	-	53,486.14	30,000	-	-100.00%
60222	Operations Building Master Plan	6,522.74	921.76	-	-	-	0.00%
60242	Sewer Master Plan Maintenance	-	-	-	-	20,000	0.00%
60246	Sewer Inflow Reduction Program	-	-	-	-	150,000	0.00%
60402	Wetland Treatment Evaluation	294,679.64	1,523.23	-	-	-	0.00%
60406	Phase II: Asset Mgmt Implementation	-	-	-	50,000	-	-100.00%
65503	Connection Fee Lateral Install	9,367.00	1,590.00	-	15,000	15,000	0.00%
65508	Storm Drain Separation	115,648.09	139,927.85	86,336.96	150,000	150,000	0.00%
66500	Basement Flooding Grants	-	-	4,299.50	25,000	25,000	0.00%
66507	Service Lateral Replacement Projects	218,147.36	230,962.11	224,537.26	220,000	220,000	0.00%
67022	Capital Recovery Agreement-Payment	-	10,188.00	-	20,000	20,000	0.00%
Total Materials & Services		666,704.35	411,599.18	379,744.05	550,000	630,000	14.55%
Capital							
70017	Right-of-Way Acquisition	130,693.00	-	-	-	-	0.00%
72004	Regional Multimodal Transportation Center	(21,352.14)	52,149.89	-	-	-	0.00%
80048	Oak Creek Pump Station/Force Main	287,862.29	95,041.87	5,759.66	5,000	-	-100.00%
84008	SS-06-02 Queen Vicinity Sewer Replacement	338,696.68	711.69	-	-	-	0.00%
84009	SS-06-03 19th & 22nd/Oak & Hill Sewer	4,389.52	-	-	-	-	0.00%
84010	SS-06-05 34th Ave Pump Station	(133,971.35)	17,778.79	446,993.30	203,000	-	-100.00%
84012	SS-06-04 Grand Prairie Sewer Extension	55,954.98	1,459.71	-	-	-	0.00%
84013	SS-07-01 Calapooia Interceptor	13,602.87	23,777.76	35,590.19	739,000	748,400	1.27%
84017	SS-08-03 Marion St Sewer Project	-	37,822.46	2,281.47	-	-	0.00%
84020	SS-09-06 Waverly Manhole Adjustments	-	-	2,013.60	-	-	0.00%
88003	WWTP-08-02 Wetlands Treatment Project	-	94,191.04	556,516.06	695,000	100,000	-85.61%
90003	Reserve: Connection Fees	-	-	-	562,000	572,500	1.87%
90011	Reserve: Storm Drain Collection Fees	-	-	-	161,000	40,000	-75.16%
90012	Reserve: Capital Projects	-	-	-	1,869,300	3,656,900	95.63%
Total Capital		675,875.85	322,933.21	1,049,154.28	4,234,300	5,117,800	20.87%
Transfers Out							
91237	To Albany Station REA Building	50,000.00	-	-	-	-	0.00%
91257	To Street Capital	-	-	-	-	121,300	0.00%



CITY OF

Albany

OREGON

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Total Transfers Out	50,000.00	-	-	-	121,300	0.00%
TOTAL EXPENDITURES	**1,392,580.20**	**734,532.39**	**1,428,898.33**	**4,784,300**	**5,869,100**	**22.67%**

PROGRAM NARRATIVE

SEWER FUND: SEWER EQUIPMENT REPLACEMENT (601-50-2501)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity funds replacement of sewer system equipment in accordance with an established depreciation and replacement schedule.
- Receive revenues from other sewer fund budgets to fund future equipment replacement.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	Completed	• Establish equipment replacement funds for the lift stations and Albany-Millersburg Wastewater Treatment Plant instrumentation and control system components for future replacements.
Budget Year 2009-2010			
Effective Government	06/10		• Receive revenues from other sewer fund budgets to fund future equipment replacement.

601: Sewer
50: Public Works

PROG 2501: Sewer Equipment Replacement

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
43802 Equipment Replacement Charges	85,800.00	76,900.00	79,899.96	110,500	70,900	-35.84%
47012 Miscellaneous Revenue	1,092.75	-	2,012.00	1,000	-	-100.00%
48010 Interest	41,788.71	38,879.33	24,678.66	32,300	27,500	-14.86%
Total General Revenues	128,681.46	115,779.33	106,590.62	143,800	98,400	-31.57%
Beginning Balance						
49905 Beginning Balance	793,387.00	822,780.00	846,522.00	862,100	984,500	14.20%
Total Beginning Balance	793,387.00	822,780.00	846,522.00	862,100	984,500	14.20%
TOTAL REVENUES	**922,068.46**	**938,559.33**	**953,112.62**	**1,005,900**	**1,082,900**	**7.65%**
Capital						
70005 Capital Equipment	99,288.57	92,036.77	-	-	-	0.00%
90007 Reserve: Equipment Replacement	-	-	-	1,005,900	1,082,900	7.65%
Total Capital	99,288.57	92,036.77	-	1,005,900	1,082,900	7.65%
TOTAL EXPENDITURES	**99,288.57**	**92,036.77**	**-**	**1,005,900**	**1,082,900**	**7.65%**

PROGRAM NARRATIVE

SEWER FUND: SEWER SDC IMPROVEMENT FEE PROJECTS (601-50-2502)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSBILITIES

- 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 (SDCs).
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all System Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.
- Maintain a reserve for future participation in funding of appropriate over-sizing of capital projects. Maximum reserve of $50,000.
- Provide funding for pipe over-sizing as needed.
- In January 2000, the City Council accepted the Mayor's Wastewater Task Force recommended sewer SDC fees designed to recognize wastewater strength and to fund growth-related improvements identified in the Wastewater Facility Plan through the SDC improvement fee. The current wastewater SDC fee for a single-family residence is $2,376 (effective June 2007). This activity receives $2,271 of the residential fee and the improvement fee from commercial or industrial charges. The 2009-10 budget assumes revenue from 50 Equivalent Dwelling Units (EDUs), based on current development projections.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	Completed	• Build reserves for debt service payments due for the Wastewater Treatment Plant (WWTP) State Revolving Fund loan in 2010.
Budget Year 2009-2010			
Effective Government	06/10		• Build reserves for debt service payments due for the WWTP State Revolving Fund loan.

PROG 2502: Sewer SDC Improvement Fee Projects

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
41121	Sewer SDC: Principal	7,844.40	8,450.45	12,773.65	5,000	8,000	60.00%
41122	Sewer SDC: Interest	2,516.43	4,565.52	7,589.62	1,500	2,000	33.33%
41131	Connection Fees: Principal	-	137,983.15	3,728.61	5,000	1,000	-80.00%
41132	Connection Fees: Interest	-	807.68	452.51	500	300	-40.00%
41231	North Albany Sewer Connection Fees	16,176.00	-	-	-	-	0.00%
41239	Connection Fees	123,199.38	220,730.27	2,124.54	-	-	0.00%
41242	Sewer Systems Development Charges	1,411,608.60	847,629.27	362,879.73	227,100	113,500	-50.02%
48010	Interest	255,896.81	266,081.52	66,318.19	60,000	8,000	-86.67%
Total General Revenues		1,817,241.62	1,486,247.86	455,866.85	299,100	132,800	-55.60%
Beginning Balance							
49905	Beginning Balance	4,524,585.00	5,213,826.00	3,000,830.00	5,607,600	1,013,800	-81.92%
Total Beginning Balance		4,524,585.00	5,213,826.00	3,000,830.00	5,607,600	1,013,800	-81.92%
TOTAL REVENUES		**6,341,826.62**	**6,700,073.86**	**3,456,696.85**	**5,906,700**	**1,146,600**	**-80.59%**
Materials & Services							
61024	Materials & Supplies	-	-	2,055.00	-	-	0.00%
Total Materials & Services		-	-	2,055.00	-	-	0.00%
Capital							
80048	Oak Creek Pump Station/Force Main	-	-	-	2,000	-	-100.00%
83000	SI-03-02 Clover Ridge Station, Phase I	26,594.04	-	-	-	-	0.00%
84010	SS-06-05 34th Ave Pump Station	10,664.95	20,914.63	212,293.01	197,000	-	-100.00%
84013	SS-07-01 Calapooia Interceptor	22,741.74	40,729.49	31,530.81	561,000	451,600	-19.50%
90001	Reserve: Pipe Over-sizing	-	-	-	15,000	15,000	0.00%
90012	Reserve: Capital Projects	-	-	-	3,000,200	647,000	-78.43%
Total Capital		60,000.73	61,644.12	243,823.82	3,775,200	1,113,600	-70.50%
Transfers Out							
91218	To Wastewater Fac. Improvements	1,068,000.00	500,000.00	2,100,000.00	2,100,000	-	-100.00%
91250	To Sewer System Capital	-	3,137,600.00	-	-	-	0.00%
91254	To North Albany Sewer Debt Service	-	-	31,500.00	31,500	33,000	4.76%
Total Transfers Out		1,068,000.00	3,637,600.00	2,131,500.00	2,131,500	33,000	-98.45%
TOTAL EXPENDITURES		**1,128,000.73**	**3,699,244.12**	**2,377,378.82**	**5,906,700**	**1,146,600**	**-80.59%**

PROGRAM NARRATIVE

SEWER FUND: SDC REIMBURSEMENT FEE PROJECTS (601-50-2503)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for non-routine, non-standard maintenance, repair, or replacement projects to maintain the capacity of existing plant facilities or collection system lines. Revenues are received from System Development Charges (SDCs).
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all System Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.
- In January 2000, the City Council accepted the Mayors Wastewater Task Force recommended sewer SDC fees designed to recover the value of available system capacity through the SDC reimbursement fee. The current wastewater SDC fee for a single-family residence is $2,376 (effective June 2007). This activity receives $105 of the residential fee and the reimbursement fee from commercial or industrial charges. The 2009-10 budget assumes revenue from 50 Equivalent Dwelling Units (EDUs), based on current development projections.
- Reserve fees for future projects.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	11/09	Completed	• Complete construction of the 34th Ave. lift station.
Budget Year 2009-2010			
Effective Government	6/10		• Build reserves for future projects.

PROG 2503: Sewer SDC Reimbursement Fee Projects

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
41121	Sewer SDC: Principal	32,553.20	2,112.35	3,193.36	10,000	2,000	-80.00%
41122	Sewer SDC: Interest	3,602.33	404.92	587.49	400	400	0.00%
41242	Sewer Systems Development Charges	68,888.71	38,260.13	21,557.27	10,300	14,500	40.78%
48010	Interest	79,828.95	65,832.67	18,269.49	38,000	2,500	-93.42%
Total General Revenues		184,873.19	106,610.07	43,607.61	58,700	19,400	-66.95%
Beginning Balance							
49905	Beginning Balance	1,455,769.00	1,425,004.00	1,315,483.00	1,140,800	700	-99.94%
Total Beginning Balance		1,455,769.00	1,425,004.00	1,315,483.00	1,140,800	700	-99.94%
TOTAL REVENUES		**1,640,642.19**	**1,531,614.07**	**1,359,090.61**	**1,199,500**	**20,100**	**-98.32%**
Materials & Services							
61024	Materials & Supplies	-	-	92.00	-	-	0.00%
Total Materials & Services		-	-	92.00	-	-	0.00%
Capital							
84010	SS-06-05 34th Ave Pump Station	197,782.01	120,223.65	1,009,651.93	1,009,300	-	-100.00%
84013	SS-07-01 Calapooia Interceptor	17,855.96	32,156.64	8,368.87	-	-	0.00%
88003	WWTP-08-02 Wetlands Treatment Project	-	63,751.04	181,522.71	185,200	-	-100.00%
90012	Reserve: Capital Projects	-	-	-	5,000	20,100	302.00%
Total Capital		215,637.97	216,131.33	1,199,543.51	1,199,500	20,100	-98.32%
TOTAL EXPENDITURES		**215,637.97**	**216,131.33**	**1,199,635.51**	**1,199,500**	**20,100**	**-98.32%**

PROGRAM NARRATIVE

SEWER FUND: SEWER DEBT SERVICE (601-50-2504)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides for the principal and interest payments on City of Albany sewer revenue bonds.
- Insured bonds do not require a reserve.

MATURITY SCHEDULE

Fiscal Year	Principal	Interest	Total
2009-2010	$ 505,000	$ 6,691	$ 511,691

DEBT SUMMARY

Issue	Original Amount	Principal Balance	Required Reserve
2004	$ 2,835,000	$ 505,000	None Required

PROG 2504: Sewer Debt Service

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
42825 PepsiCo	-	710,000.00	-	-	-	0.00%
43200 Albany Sewer Service Charges	510,248.75	508,343.75	514,941.25	514,900	4,099,000	696.08%
48010 Interest	-	15,501.77	20,253.15	20,000	115,000	475.00%
Total General Revenues	510,248.75	1,233,845.52	535,194.40	534,900	4,214,000	687.81%
Transfers In						
49301 From WW Facilities Improvements	-	-	-	-	10,890,000	0.00%
Total Transfers In	-	-	-	-	10,890,000	0.00%
Beginning Balance						
49925 Reserved Beginning Balance	-	-	725,502.00	800,000	750,000	-6.25%
Total Beginning Balance	-	-	725,502.00	800,000	750,000	-6.25%
TOTAL REVENUES	**510,248.75**	**1,233,845.52**	**1,260,696.40**	**1,334,900**	**15,854,000**	**1087.65%**
Materials & Services						
60017 Bond Registration Costs	-	550.00	-	600	600	0.00%
Total Materials & Services	-	550.00	-	600	600	0.00%
Debt Service						
92011 Bond Principal: 2004 Sewer	465,000.00	475,000.00	495,000.00	495,000	505,000	2.02%
93005 Bond Interest: 2004 Sewer	45,248.75	32,793.75	19,941.25	20,000	6,700	-66.50%
94505 SRF Interest (WWTP)	-	-	-	-	4,400,000	0.00%
95001 Reserve: SDC-I	-	-	-	-	5,331,000	0.00%
95002 Reserve: Rates	-	-	-	-	4,360,700	0.00%
95005 Reserve: Revenue Bonds	-	-	-	819,300	1,250,000	52.57%
Total Debt Service	510,248.75	507,793.75	514,941.25	1,334,300	15,853,400	1088.14%
TOTAL EXPENDITURES	**510,248.75**	**508,343.75**	**514,941.25**	**1,334,900**	**15,854,000**	**1087.65%**

PROGRAM NARRATIVE

SEWER FUND: SEWER DEBT SERVICE: NORTH ALBANY (601-50-2505)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides for the payment of principal and interest payments on the State Revolving Fund (SRF) loan associated with the 1991 North Albany sewer project.
- A reserve is required in the amount of $168,700.

MATURITY SCHEDULE

Fiscal Year	Principal	Interest	Total
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	$ 483,243	$ 28,994	$ 512,237

DEBT SUMMARY

Issue	Original Amount	Principal Balance	Required Reserve
SRF Loan	$ 5,202,000	$ 483,243	$ 168,700

PROG 2505: Sewer Debt Service: North Albany

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
45005	Financed Asmnts: Principal	63,920.61	32,691.32	30,536.44	40,000	32,000	-20.00%
45006	Financed Asmnts: Interest	13,619.32	9,515.34	7,505.73	5,000	7,200	44.00%
48010	Interest	26,652.72	20,440.53	8,979.94	18,000	11,000	-38.89%
Total General Revenues		104,192.65	62,647.19	47,022.11	63,000	50,200	-20.32%
Transfers In							
49021	From SDC Improvement Fee Projects	-	-	31,500.00	31,500	33,000	4.76%
Total Transfers In		-	-	31,500.00	31,500	33,000	4.76%
Beginning Balance							
49925	Reserved Beginning Balance	544,822.00	458,940.00	336,345.00	364,000	241,400	-33.68%
Total Beginning Balance		544,822.00	458,940.00	336,345.00	364,000	241,400	-33.68%
TOTAL REVENUES		**649,014.65**	**521,587.19**	**414,867.11**	**458,500**	**324,600**	**-29.20%**
Debt Service							
94003	SRF Principal (NA)	161,080.28	161,080.28	161,080.28	161,100	161,100	0.00%
94503	SRF Interest (NA)	28,994.46	24,162.04	19,329.64	19,400	14,500	-25.26%
95000	Reserve: Debt Service	-	-	-	278,000	149,000	-46.40%
Total Debt Service		190,074.74	185,242.32	180,409.92	458,500	324,600	-29.20%
TOTAL EXPENDITURES		**190,074.74**	**185,242.32**	**180,409.92**	**458,500**	**324,600**	**-29.20%**

PROGRAM NARRATIVE

SEWER FUND: SEWER ECONOMIC DEVELOPMENT (601-50-2506)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity annually receives $100,000 from service charges to help fund economic development-related capital projects as approved by the Albany City Council.
- Fund balance for this activity will be capped at $500,000.
- Council authorization to annually fund this program began again in Fiscal Year 2003-04.
- $50,000 is transferred annually to the General Fund to support the Economic Development activities of the City.

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STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	06/09	Completed	• No new projects planned – build reserves.
Budget Year 2009-2010			
Safe City	06/10		• No new projects planned – build reserves.

601: Sewer
50: Public Works

Budget Fiscal Year: 2010

PROG 2506: Sewer Economic Development

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
43200	Albany Sewer Service Charges	100,000.00	100,000.00	100,000.00	100,000	100,000	0.00%
48010	Interest	6,528.51	8,569.92	5,830.63	8,000	3,000	-62.50%
Total General Revenues		106,528.51	108,569.92	105,830.63	108,000	103,000	-4.63%
Beginning Balance							
49905	Beginning Balance	80,902.00	166,632.00	217,576.00	215,100	203,700	-5.30%
Total Beginning Balance		80,902.00	166,632.00	217,576.00	215,100	203,700	-5.30%
TOTAL REVENUES		**187,430.51**	**275,201.92**	**323,406.63**	**323,100**	**306,700**	**-5.08%**
Materials & Services							
60101	Contractual Services	-	33,540.00	35,946.57	-	-	0.00%
Total Materials & Services		-	33,540.00	35,946.57	-	-	0.00%
Capital							
72004	Regional Multimodal Transportation Cntr	(4,201.28)	(914.48)	-	-	-	0.00%
90012	Reserve: Capital Projects	-	-	-	235,800	244,200	3.56%
Total Capital		(4,201.28)	(914.48)	-	235,800	244,200	3.56%
Transfers Out							
91100	To General Fund	-	-	49,800.00	49,800	50,000	0.40%
91232	To Economic Development	25,000.00	25,000.00	25,000.00	25,000	-	-100.00%
91251	To Building Insp-ADA Code Enforcement	-	-	6,344.12	12,500	12,500	0.00%
Total Transfers Out		25,000.00	25,000.00	81,144.12	87,300	62,500	-28.41%
TOTAL EXPENDITURES		**20,798.72**	**57,625.52**	**117,090.69**	**323,100**	**306,700**	**-5.08%**

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER FACILITIES IMPROVEMENT (601-50-2507)
Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity receives revenues from a variety of sources including a State Revolving Fund Loan from the Oregon Department of Environmental Quality (DEQ).
- The funds are used to fund the Wastewater Treatment Plant (WWTP) expansion and the reconstruction of a portion of the Riverfront Interceptor.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	07/09	In Progress	• Continue construction of expanded and upgraded treatment plant.
	07/09	In Progress	• Construct North Albany pump station and force main upgrades.
Budget Year 2009-2010			
Safe City	07/10		• Continue construction to expand and upgrade the WWTP.
	07/10		• Continue construction of North Albany pump station and force main upgrades.

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
42400	Energy Trust of Oregon	-	-	-	-	260,000	0.00%
42807	City of Millersburg	-	1,000,000.00	-	-	2,000,000	0.00%
43200	Albany Sewer Service Charges	1,770,000.00	-	2,960,000.00	2,960,000	-	-100.00%
47002	SRF Loan Proceeds	29,258,343.00	18,020,404.00	7,637,289.00	5,448,400	12,600,000	131.26%
48010	Interest	(19,560.33)	15,466.22	(18,641.65)	20,100	100,000	397.51%
Total General Revenues		31,008,782.67	19,035,870.22	10,578,647.35	8,428,500	14,960,000	77.49%
Transfers In							
49021	From SDC Improvement Fee Projects	1,068,000.00	500,000.00	2,100,000.00	2,100,000	-	-100.00%
Total Transfers In		1,068,000.00	500,000.00	2,100,000.00	2,100,000	-	-100.00%
Beginning Balance							
49905	Beginning Balance	(132,792.00)	505,506.00	(1,452,255.00)	1,663,500	150,000	-90.98%
Total Beginning Balance		(132,792.00)	505,506.00	(1,452,255.00)	1,663,500	150,000	-90.98%
TOTAL REVENUES		**31,943,990.67**	**20,041,376.22**	**11,226,392.35**	**12,192,000**	**15,110,000**	**23.93%**
Materials & Services							
61024	Materials & Supplies	798.17	-	-	2,000	-	-100.00%
Total Materials & Services		798.17	-	-	2,000	-	-100.00%
Capital							
87003	SS-07-04 NA Pump Station/Force Main	5,985.57	532,737.21	1,092,917.66	3,500,000	2,420,000	-30.86%
88000	WWTP-03-01 WW Treatment Plant Expansion	31,431,700.16	20,960,893.91	10,234,443.06	8,690,000	1,800,000	-79.29%
Total Capital		31,437,685.73	21,493,631.12	11,327,360.72	12,190,000	4,220,000	-65.38%
Transfers Out							
91248	To Debt Service Fund	-	-	-	-	10,890,000	0.00%
Total Transfers Out		-	-	-	-	10,890,000	0.00%
TOTAL EXPENDITURES		**31,438,483.90**	**21,493,631.12**	**11,327,360.72**	**12,192,000**	**15,110,000**	**23.93%**

WATER FUND
RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Property Taxes - Current	$ 732,465	$ 797,470	$ 790,000	$ 790,000	$ 629,500	(20.32%)	2.08%
Property Taxes - Delinquent	26,329	25,333	22,000	22,000	23,500	6.82%	0.08%
Encroachment Permits	1,440	-	-	-	-	-	-
Water SDC: Principal	33,755	30,554	9,000	9,000	2,500	(72.22%)	0.01%
Water SDC: Interest	2,102	1,655	1,500	1,500	400	(73.33%)	-
Connection Fees: Principal	3,622	-	-	-	-	-	-
Connection Fees: Interest	1,214	-	-	-	-	-	-
Water Connection Fees	84,398	107,311	15,000	15,000	5,000	(66.67%)	0.02%
Water SDC	754,775	521,389	202,300	202,300	101,200	(49.98%)	0.33%
Public Facility Construction Permit	87,215	45,430	35,000	35,000	20,000	(42.86%)	0.07%
Administrative Fees: Water	3,952	8,224	2,500	2,500	2,500	-	0.01%
Water Service Installation Charge	217,995	135,877	100,000	100,000	50,000	(50.00%)	0.17%
FEMA Grant	-	33,222	747,000	747,000	900,000	20.48%	2.98%
VA-HUD Joint Water Project Grant	278,227	-	-	-	-	-	-
Department of Energy	130,018	-	-	-	-	-	-
Energy Trust of Oregon	-	-	475,000	475,000	-	(100.00%)	-
WComp Wage Subsidy Reimb	4,208	-	-	-	-	-	-
City of Lebanon	95,171	40,584	77,000	77,000	77,000	-	0.25%
Pacific Power	-	-	-	25,000	-	(100.00%)	-
Hydropower Revenue	-	-	-	-	120,000	-	0.40%
Millersburg Service Charges	156,664	210,227	200,000	200,000	200,000	-	0.66%
Dumbeck Water District	-	72,722	33,000	33,000	78,500	137.88%	0.26%
Albany Water Service Charges	10,805,657	11,158,305	11,506,300	11,506,300	11,500,000	(0.05%)	37.99%
User Fee: Debt Service	54,587	48,371	43,000	43,000	23,000	(46.51%)	0.08%
Capital Charges	69,300	69,300	69,300	69,300	69,300	-	0.23%
Collection Agency Payments	-	10,343	-	-	5,000	-	0.02%
Equipment Replacement Charges	70,600	127,600	123,100	123,100	55,500	(54.91%)	0.18%
Miscellaneous Revenue	23,703	19,468	11,000	11,000	10,000	(9.09%)	0.03%
Over & Short	(33)	45	-	-	-	-	-
Sale of City Property	-	1,081,024	-	-	-	-	-
Interest	993,021	819,778	521,200	521,200	223,800	(57.06%)	0.74%
Total Current Resources	14,630,385	15,364,232	14,983,200	15,008,200	14,096,700	(6.07%)	46.59%
From Water Capital	-	-	-	522,000	-	(100.00%)	-
From Water Capital: Canal	2,000,000	-	-	-	-	-	-
From Water SDC-I	-	327,000	327,000	327,000	333,000	1.83%	1.10%
From Water Administration (2202)	-	-	-	1,078,000	-	(100.00%)	-
Total Transfers In	2,000,000	327,000	327,000	1,927,000	333,000	(82.72%)	1.10%
Beginning Balance	21,113,132	18,404,512	14,394,800	14,394,800	14,045,800	(2.42%)	46.42%
Reserved Beginning Balance	159,899	180,999	176,800	176,800	1,781,600	907.69%	5.89%
Total Resources	$37,903,416	$34,276,743	$29,881,800	$31,506,800	$30,257,100	(3.97%)	100.00%

SDC - System Development Charges
SDC-I - System Development Charge Improvement Fee
FEMA - Federal Emergency Management Administration

WATER FUND
REQUIREMENT/STAFFING SUMMARIES

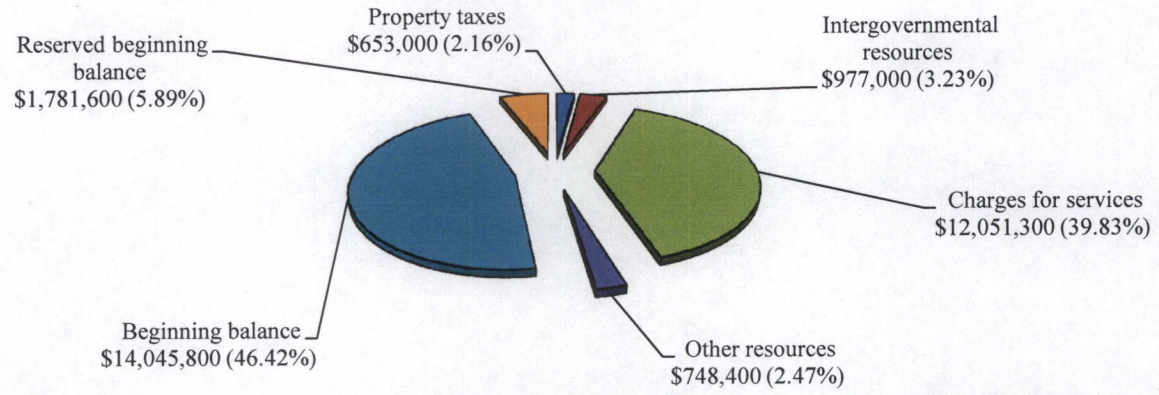
Program Requirements	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Water Administration	$ 1,509,751	$ 3,250,678	$ 4,243,700	$ 5,321,700	$ 4,012,200	$ 4,012,200	$ 4,012,200
Water Canal Maintenance	339,522	777,077	642,100	642,100	794,100	794,100	794,100
Vine Street WTP	785,913	691,008	983,900	983,900	986,500	986,500	986,500
Water Distribution	2,204,721	1,643,785	1,915,300	1,915,300	1,865,100	1,865,100	1,865,100
Albany-Millersburg WTP	864,710	1,179,098	1,379,000	1,379,000	1,441,100	1,441,100	1,441,100
Water Operations Administration	374,106	-	-	-	-	-	-
Water Customer Services	576,981	-	-	-	-	-	-
SDC Improvement Fee Projects	56,759	332,192	2,071,500	2,071,500	1,684,300	1,684,300	1,684,300
SDC Reimbursement Fee Projects	128,912	1,181	912,100	912,100	986,500	986,500	986,500
2003 Water Bond Projects	1,479,107	1,074,033	4,242,100	4,267,100	4,188,100	4,188,100	4,188,100
JWP Construction	557,567	-	-	-	-	-	-
Water Debt Service	3,049,450	3,034,950	3,011,800	3,011,800	4,244,300	4,244,300	4,244,300
Water GO Debt Service	846,321	852,885	1,017,800	1,017,800	1,056,900	854,100	854,100
Water Capital: Canal	2,917,698	151,718	337,100	337,100	76,800	76,800	76,800
Water System Capital Projects	3,559,050	3,668,758	7,613,200	8,135,200	7,478,000	7,478,000	7,478,000
Water Economic Development	14,828	30,480	587,300	587,300	622,100	622,100	622,100
N. Albany Water Capital Projects	-	-	329,100	329,100	407,300	407,300	407,300
Water Equipment Replacement	52,507	-	595,800	595,800	616,600	616,600	616,600
Total Requirements	$19,317,903	$16,687,843	$29,881,800	$31,506,800	$30,459,900	$30,257,100	$30,257,100
Requirements by Type							
Personnel	$ 2,160,056	$ 1,768,238	$ 1,953,600	$ 1,953,600	$ 2,005,000	$ 2,005,000	$ 2,005,000
Materials & Services	5,487,543	5,888,121	6,374,300	6,374,300	6,344,900	6,344,900	6,344,900
Capital	5,654,216	4,796,032	16,242,900	16,267,900	15,450,200	15,450,200	15,450,200
Transfers Out	2,121,200	352,000	481,000	2,081,000	517,700	517,700	517,700
Debt Service	3,894,888	3,883,452	4,015,600	4,015,600	5,300,300	5,097,500	5,097,500
Contingency	-	-	814,400	814,400	841,800	841,800	841,800
Total Requirements	$19,317,903	$16,687,843	$29,881,800	$31,506,800	$30,459,900	$30,257,100	$30,257,100

Adopted Requirements by Program and Type	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contin-gency	Adopted Budget	% of Fund Budget
Water Administration	$ 131,700	$ 2,916,500	$ -	$ 122,200	$ -	$ 841,800	$ 4,012,200	13.26%
Water Canal Maintenance	235,000	549,300	9,800	-	-	-	794,100	2.62%
Vine Street WTP	209,100	680,900	96,500	-	-	-	986,500	3.26%
Water Distribution	891,200	973,900	-	-	-	-	1,865,100	6.16%
Albany-Millersburg WTP	538,000	903,100	-	-	-	-	1,441,100	4.76%
SDC Improvement Fee Projects	-	-	1,351,300	333,000	-	-	1,684,300	5.57%
SDC Reimbursement Fee Projects	-	-	986,500	-	-	-	986,500	3.26%
2003 Water Bond Projects	-	100,300	4,087,800	-	-	-	4,188,100	13.84%
Water Debt Service	-	600	-	-	4,243,700	-	4,244,300	14.03%
Water GO Debt Service	-	300	-	-	853,800	-	854,100	2.82%
Water Capital: Canal	-	-	76,800	-	-	-	76,800	0.25%
Water System Capital Projects	-	220,000	7,258,000	-	-	-	7,478,000	24.71%
Water Economic Development	-	-	559,600	62,500	-	-	622,100	2.06%
N. Albany Water Capital Projects	-	-	407,300	-	-	-	407,300	1.35%
Water Equipment Replacement	-	-	616,600	-	-	-	616,600	2.05%
Total Requirements	$ 2,005,000	$ 6,344,900	$15,450,200	$ 517,700	$ 5,097,500	$ 841,800	$30,257,100	100.00%
Percent of Fund Budget	6.63%	20.97%	51.06%	1.71%	16.85%	2.78%	100.00%	

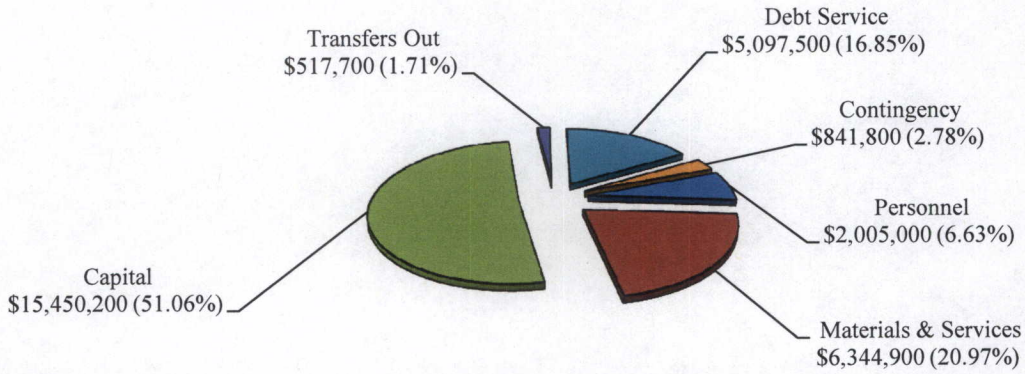
Staffing Summary (FTE)	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Water Administration	1.600	1.000	1.000	1.000	1.000	1.000	1.000
Water Canal Maintenance	1.000	3.000	3.000	3.000	3.000	3.000	3.000
Vine Street WTP	2.310	2.310	2.710	2.710	2.710	2.710	2.710
Water Distribution	12.000	11.000	11.000	11.000	11.000	11.000	11.000
Albany-Millersburg WTP	5.190	5.190	5.790	5.790	5.790	5.790	5.790
Water Operations Administration	2.800	-	-	-	-	-	-
Water Customer Services	4.690	-	-	-	-	-	-
Total FTE	29.590	22.500	23.500	23.500	23.500	23.500	23.500

WATER FUND
RESOURCES AND REQUIREMENTS

TOTAL WATER FUND RESOURCES BY SOURCE



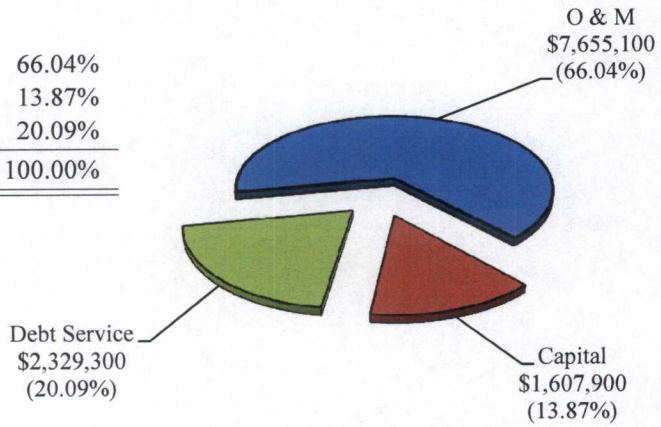
TOTAL WATER FUND REQUIREMENTS BY TYPE



USE OF CURRENT WATER SERVICE CHARGES

O & M	$ 7,655,100	66.04%
Capital	1,607,900	13.87%
Debt Service	2,329,300	20.09%
Total Water Service Charges	$11,592,300	100.00%

O & M - Operation & Maintenance



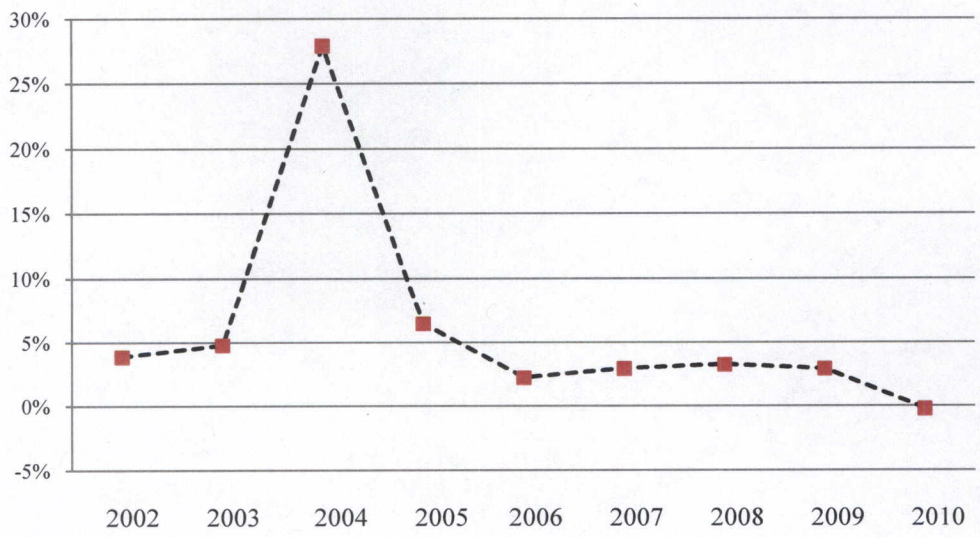
WATER FUND
RESOURCES, TEN FISCAL YEARS

Fiscal Year	Water Service Charges	Property Taxes	Licenses & Permits	Other Revenues	Transfers In	Debt Proceeds	Beginning Balance	Totals
2001	$ 7,005,606	$ 732,888	$ 762,367	$ 790,171	$ -	$ -	$ 9,241,991	$ 18,533,023
2002	7,277,234	760,057	629,820	598,490	-	600,000	10,889,798	20,755,399
2003	7,626,093	774,168	840,685	530,677	-	-	10,245,087	20,016,710
2004	9,751,824	795,189	1,065,014	1,536,836	-	40,485,000	9,648,846	63,282,709
2005	10,382,845	780,962	1,342,667	5,451,400	59,140	-	42,141,944	60,158,958
2006	10,615,217	769,943	870,409	1,363,308	-	-	25,362,551	38,981,428
2007	10,929,544	758,794	968,521	1,973,526	-	-	21,273,031	35,903,416
2008	11,286,319	822,803	706,339	2,548,771	-	-	18,585,511	33,949,743
2009	11,618,600	812,000	262,800	2,314,800	-	-	14,571,600	29,579,800
2010	11,597,300	653,000	129,100	1,717,300	-	-	15,827,400	29,924,100

NOTES:
Actual revenues for Fiscal Years 2001 through 2008. Budgeted resources for 2009 and 2010.
Other Revenues: Included in 2005 is a payment of $4,182,694 for construction of the new water treatment plant.
Transfers In: Intrafund transfers have been eliminated from all years in the table above.
Debt Proceeds: In November 2003, the City issued water revenue bonds in the amount of $40,485,000 to finance the new water treatment plant and other water-related projects and to refund the Series 1993B Water Refunding Bonds.

WATER SERVICE CHARGES, ANNUAL PERCENTAGE CHANGE

Fiscal Year	Annual % Change
2001	n/a
2002	3.88%
2003	4.79%
2004	27.87%
2005	6.47%
2006	2.24%
2007	2.96%
2008	3.26%
2009	2.94%
2010	(0.18%)

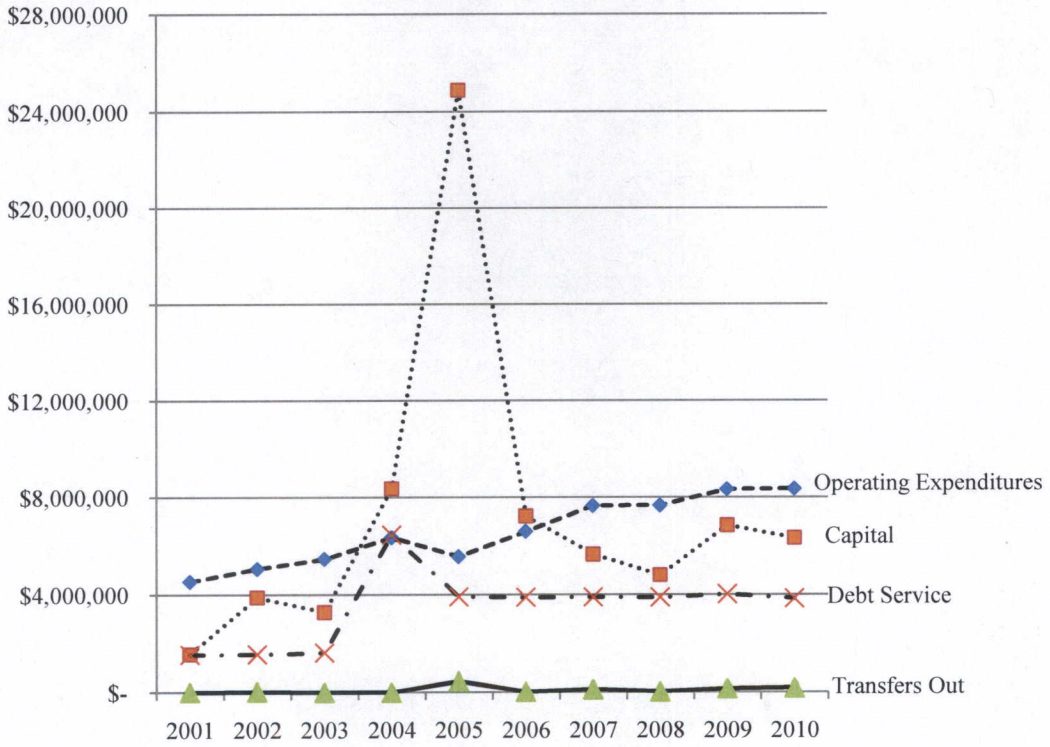


WATER FUND
REQUIREMENTS, TEN FISCAL YEARS

Fiscal Year	Operating Expenditures	Capital	Transfers Out	Debt Service	Totals
2001	$ 4,525,107	$ 1,564,887	$ 6,468	$ 1,546,763	$ 7,643,225
2002	5,050,998	3,884,109	22,500	1,552,707	10,510,314
2003	5,459,787	3,281,540	-	1,626,540	10,367,867
2004	6,340,782	8,354,512	-	6,445,470	21,140,764
2005	5,560,984	24,883,120	450,000	3,902,305	34,796,409
2006	6,583,701	7,219,552	20,600	3,884,544	17,708,397
2007	7,647,601	5,654,215	121,200	3,894,888	17,317,904
2008	7,656,356	4,796,032	25,000	3,883,452	16,360,840
2009	8,327,900	6,839,300	154,100	4,015,600	19,336,900
2010	8,349,900	6,323,500	184,700	3,835,700	18,693,800

NOTES:
Actual expenditures for Fiscal Years 2001 through 2008. Budgeted requirements for 2009 and 2010.
Operating Expenditures equal Personnel plus Materials and Services.
Capital: Major construction of the new water treatment plant began in Fiscal Year 2004. Capital reserves are not included in the 2009 and 2010 amounts.
Transfers Out: Intrafund transfers have been eliminated from all years in the table above.
Debt Service: In November 2003, the City issued water revenue bonds in the amount of $40,485,000 to finance the new water treatment plant and other water-related projects and to refund the Series 1993B Water Refunding Bonds.

REQUIREMENTS, TEN FISCAL YEARS



WATER FUND
OPERATION AND MAINTENANCE COMBINED BUDGET

Detailed below are the resources used to fund operation and maintenance of the water system. Programs funded are Water Administration, Water Canal Maintenance, Vine St Water Treatment Plant (WTP), Water Distribution, and Albany-Millersburg Water Treatment Plant (WTP). The resource items listed below are included in the Water Fund - Resource Detail presented earlier.

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Encroachment Permits	$ 1,440	$ -	$ -	$ -	$ -	-	-
Public Facility Construction Permit	87,215	45,430	35,000	35,000	20,000	(42.86%)	0.22%
Administrative Fees: Water	3,952	8,224	2,500	2,500	2,500	-	0.03%
Water Service Installation Charge	217,995	135,877	100,000	100,000	50,000	(50.00%)	0.55%
WComp Wage Subsidy Reimb	4,208	-	-	-	-	-	-
City of Lebanon	87,171	38,584	69,000	69,000	69,000	-	0.76%
Hydropower Revenue	-	-	-	-	120,000	-	1.32%
Millersburg Service Charges	156,664	210,227	200,000	200,000	200,000	-	2.20%
Dumbeck Water District	-	64,713	30,000	30,000	65,000	116.67%	0.71%
Albany Water Service Charges	7,194,207	7,370,479	7,989,200	7,989,200	7,655,100	(4.18%)	84.13%
User Fee: Debt Service	28,385	25,153	20,000	20,000	-	(100.00%)	-
Collection Agency Payments	-	10,343	-	-	5,000	-	0.05%
Miscellaneous Revenue	16,871	19,468	10,000	10,000	10,000	-	0.11%
Over & short	(33)	45	-	-	-	-	-
Sale of City Property	-	1,081,024	-	-	-	-	-
Interest	32,483	27,333	15,000	15,000	30,000	100.00%	0.33%
Total Current Resources	7,830,558	9,036,901	8,470,700	8,470,700	8,226,600	(2.88%)	90.41%
Beginning Balance	300,000	276,400	693,300	693,300	872,400	25.83%	9.59%
Total Resources	$8,130,558	$9,313,301	$9,164,000	$9,164,000	$9,099,000	(0.71%)	100.00%

Adopted Requirements by Program and Type	Personnel	Materials & Services	Capital	Transfers Out	Contin-gency	Adopted Budget	% of Fund Budget
Water Administration	$ 131,700	$2,916,500	$ -	$ 122,200	$ 841,800	$4,012,200	44.09%
Water Canal Maintenance	235,000	549,300	9,800	-	-	794,100	8.73%
Vine Street WTP	209,100	680,900	96,500	-	-	986,500	10.84%
Water Distribution	891,200	973,900	-	-	-	1,865,100	20.50%
Albany-Millersburg WTP	538,000	903,100	-	-	-	1,441,100	15.84%
Total Requirements	$2,005,000	$6,023,700	$ 106,300	$ 122,200	$ 841,800	$9,099,000	100.00%
Percent of Budget	22.04%	66.20%	1.17%	1.34%	9.25%	100.00%	

WATER FUND
CAPITAL AND ECONOMIC DEVELOPMENT COMBINED BUDGET

Detailed below are the resources used to fund water system capital projects and economic development. Programs funded are Water SDC Improvement Fee Projects, Water SDC Reimbursement Fee Projects, 2003 Water Bond Projects, Water Capital: Canal, Water System Capital Projects, Water Economic Development, North Albany Water Capital Projects, and Water Equipment Replacement. The resource items listed below are included in the Water Fund - Resource Detail presented earlier.

			.....2008-09.....				
Resources	2006-07 Actual	2007-08 Actual	Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Water SDC: Principal	$ 33,755	$ 30,554	$ 9,000	$ 9,000	$ 2,500	(72.22%)	0.02%
Water SDC: Interest	2,102	1,655	1,500	1,500	400	(73.33%)	-
Connection Fees: Principal	3,622	-	-	-	-	-	-
Connection Fees: Interest	1,214	-	-	-	-	-	-
Water Connection Fees	84,398	107,311	15,000	15,000	5,000	(66.67%)	0.03%
Water SDC	431,776	521,389	202,300	202,300	101,200	(49.98%)	0.63%
FEMA Grant	-	33,222	747,000	747,000	900,000	20.48%	5.60%
VA-HUD Joint Water Project Grant	278,227	-	-	-	-	-	-
Department of Energy	130,018	-	-	-	-	-	-
Energy Trust of Oregon	-	-	475,000	475,000	-	(100.00%)	-
City of Lebanon	8,000	2,000	8,000	8,000	8,000	-	0.05%
Pacific Power	-	-	-	25,000	-	(100.00%)	-
Dumbeck Water District	-	-	-	-	12,000	-	0.07%
Albany Water Service Charges	800,000	1,079,876	832,300	832,300	1,538,600	84.86%	9.58%
Capital Charges	69,300	69,300	69,300	69,300	69,300	-	0.43%
Equipment Replacement Charges	70,600	127,600	123,100	123,100	55,500	(54.91%)	0.35%
Miscellaneous Revenue	6,832	-	1,000	1,000	-	(100.00%)	-
Interest	958,196	786,596	503,200	503,200	193,800	(61.49%)	1.21%
Total Current Resources	2,878,039	2,759,503	2,986,700	3,011,700	2,886,300	(4.16%)	17.97%
From Water Capital: Canal	2,000,000	-	-	-	-	-	-
Total Transfers In	2,000,000	-	-	-	-	-	-
Beginning Balance	20,813,132	18,123,197	13,701,500	13,701,500	13,173,400	(3.85%)	82.03%
Total Resources	$25,691,171	$20,882,700	$16,688,200	$16,713,200	$16,059,700	(3.91%)	100.00%

Adopted Requirements by Program and Type	Materials & Services	Capital	Transfers Out	Adopted Budget	% of Fund Budget
Water SDC Improvement Fee Projects	$ -	$ 1,351,300	$ 333,000	$ 1,684,300	10.49%
Water SDC Reimbursement Fee Projects	-	986,500	-	986,500	6.14%
2003 Water Bond Projects	100,300	4,087,800	-	4,188,100	26.08%
Water Capital: Canal	-	76,800	-	76,800	0.48%
Water System Capital Projects	220,000	7,258,000	-	7,478,000	46.56%
Water Economic Development	-	559,600	62,500	622,100	3.87%
North Albany Water Capital Projects	-	407,300	-	407,300	2.54%
Water Equipment Replacement	-	616,600	-	616,600	3.84%
Total Requirements	$ 320,300	$15,343,900	$ 395,500	$16,059,700	100.00%
Percent of Budget	1.99%	95.55%	2.46%	100.00%	

WATER FUND
DEBT SERVICE COMBINED BUDGET

Detailed below are the resources used to fund water system debt service. Programs funded are Water Debt Service and Water General Obligation (GO) Debt Service. The resource items listed below are included in the Water Fund - Resource Detail presented earlier.

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Property Taxes - Current	$ 732,465	$ 797,470	$ 790,000	$ 790,000	$ 629,500	(20.32%)	12.35%
Property Taxes - Delinquent	26,329	25,333	22,000	22,000	23,500	6.82%	0.46%
Water SDC	323,000	-	-	-	-	-	-
Dumbeck Water District	-	8,009	3,000	3,000	1,500	(50.00%)	0.03%
Albany Water Service Charges	2,811,450	2,707,950	2,684,800	2,684,800	2,306,300	(14.10%)	45.24%
User Fee: Debt Service	26,202	23,218	23,000	23,000	23,000	-	0.45%
Interest	2,341	5,849	3,000	3,000	-	(100.00%)	-
Total Current Resources	3,921,786	3,567,829	3,525,800	3,525,800	2,983,800	(15.37%)	58.53%
From Water Capital	-	-	-	522,000	-	(100.00%)	-
From Water SDC-I	-	327,000	327,000	327,000	333,000	1.83%	6.53%
From Water Administration (2202)	-	-	-	1,078,000	-	(100.00%)	-
Total Transfers In	-	327,000	327,000	1,927,000	333,000	(82.72%)	6.53%
Beginning Balance	0	4,915	-	-	-	-	-
Reserved Beginning Balance	159,899	180,999	176,800	176,800	1,781,600	907.69%	34.94%
Total Resources	$4,081,685	$4,080,743	$4,029,600	$5,629,600	$5,098,400	(9.44%)	100.00%

Adopted Requirements by Program and Type	Materials & Services	Debt Service	Adopted Budget	% of Fund Budget
Water Debt Service	$ 600	$4,243,700	$4,244,300	83.25%
Water GO Debt Service	300	853,800	854,100	16.75%
Total Requirements	$ 900	$5,097,500	$5,098,400	100.00%
Percent of Budget	0.02%	99.98%	100.00%	

Adopted Budget Detail of Debt Service Requirement Category	Final Maturity	Principal	Interest	Debt Reserve	Adopted Budget
1998 Water GO Refunding Bonds	11/01/2009	$ 835,000	$ 18,800	$ -	$ 853,800
2002 Certificates of Participation	03/01/2012	68,000	11,000	200,000	279,000
2004 Water Revenue bonds	08/01/2033	1,345,000	1,557,900	1,061,800	3,964,700
Totals		$2,248,000	$1,587,700	$1,261,800	$5,097,500

WATER FUND
SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2009-2010

Project Description	Totals	Water Canal Maintenance	Water Distribution	SDC Improve-ment Fee Projects	SDC Reimburse-ment Fee Projects
Capital Equipment	$ 68,300	$ 9,800	$ 16,500	$ -	$ -
W-07-02 Ellingson Road Property Acq.	450,000	-	-	450,000	-
Vine Street Remodel	80,000	-	80,000	-	-
Bank Protection at Backwash Lagoon	330,000	-	-	-	-
SI-03-02 Clover Ridge Station, Phase I	5,000	-	-	5,000	-
WC-06-01 Canal Bank Improvements	15,000	-	-	-	-
WC-08-01 Canal Improvement Projects	1,429,700	-	-	-	-
WL-08-04 Maier Lane WL	288,500	-	-	-	90,000
WL-09-02 4th Ave WL	400,000	-	-	-	-
WL-10-04 Shortridge WL/Hwy20 to 14th	186,000	-	-	-	55,000
WL-10-01 Water/Columbus/1st	202,000	-	-	-	-
WL-10-02 Columbus & Bradley WL	247,000	-	-	-	-
WL-10-03 Baker St WL Hwy20/14th	197,000	-	-	-	-
WL-10-05 Denver & 1st Ave WL	346,000	-	-	-	-
WTP Security Upgrade	80,000	-	-	-	-
W-07-01 Reservoir Improvements	60,000	-	-	-	-
W-07-03 Vine St WTP Seismic Upgrades	1,439,000	-	-	-	-
W-08-01 Valley View Res Improvements	500,000	-	-	-	-
Project Totals	6,323,500	9,800	96,500	455,000	145,000
Reserve: Pipe Over-sizing	10,000	-	-	10,000	-
Reserve: Canal Capital	61,800	-	-	-	-
Reserve: Connection Fees	507,000	-	-	-	-
Reserve: Equipment Replacement	574,600	-	-	-	-
Reserve: Capital Projects	7,961,300	-	-	886,300	829,500
Total Reserves	9,114,700	-	-	896,300	829,500
Grand Totals	$15,438,200	$ 9,800	$ 96,500	$ 1,351,300	$ 974,500

2003 Water Bond Projects	Water Capital: Canal	Water System Capital Projects	Water Economic Development	North Albany Water Capital Projects	Water Equipment Replacement
$ -	$ -	$ -	$ -	$ -	$ 42,000
-	-	-	-	-	-
-	-	-	-	-	-
-	-	330,000	-	-	-
-	-	-	-	-	-
-	15,000	-	-	-	-
-	-	1,429,700	-	-	-
-	-	198,500	-	-	-
-	-	400,000	-	-	-
131,000	-	-	-	-	-
202,000	-	-	-	-	-
247,000	-	-	-	-	-
197,000	-	-	-	-	-
346,000	-	-	-	-	-
-	-	80,000	-	-	-
-	-	60,000	-	-	-
-	-	1,439,000	-	-	-
-	-	500,000	-	-	-
1,123,000	15,000	4,437,200	-	-	42,000
-	-	-	-	-	-
-	61,800	-	-	-	-
-	-	507,000	-	-	-
-	-	-	-	-	574,600
2,964,800	-	2,313,800	559,600	407,300	-
2,964,800	61,800	2,820,800	559,600	407,300	574,600
$ 4,087,800	$ 76,800	$ 7,258,000	$ 559,600	$ 407,300	$ 616,600

PROGRAM NARRATIVE

WATER FUND: WATER ADMINISTRATION (615-50-2202)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for the PW Internal Services fund which includes charges for PW Administration, Operations Administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering.
- Pays In-Lieu-of-Franchise fees for the water utility.
- Transfer funds to other City programs.
- Holds the contingency for the Water Fund.
- Identify and implement grant and federal funding opportunities.

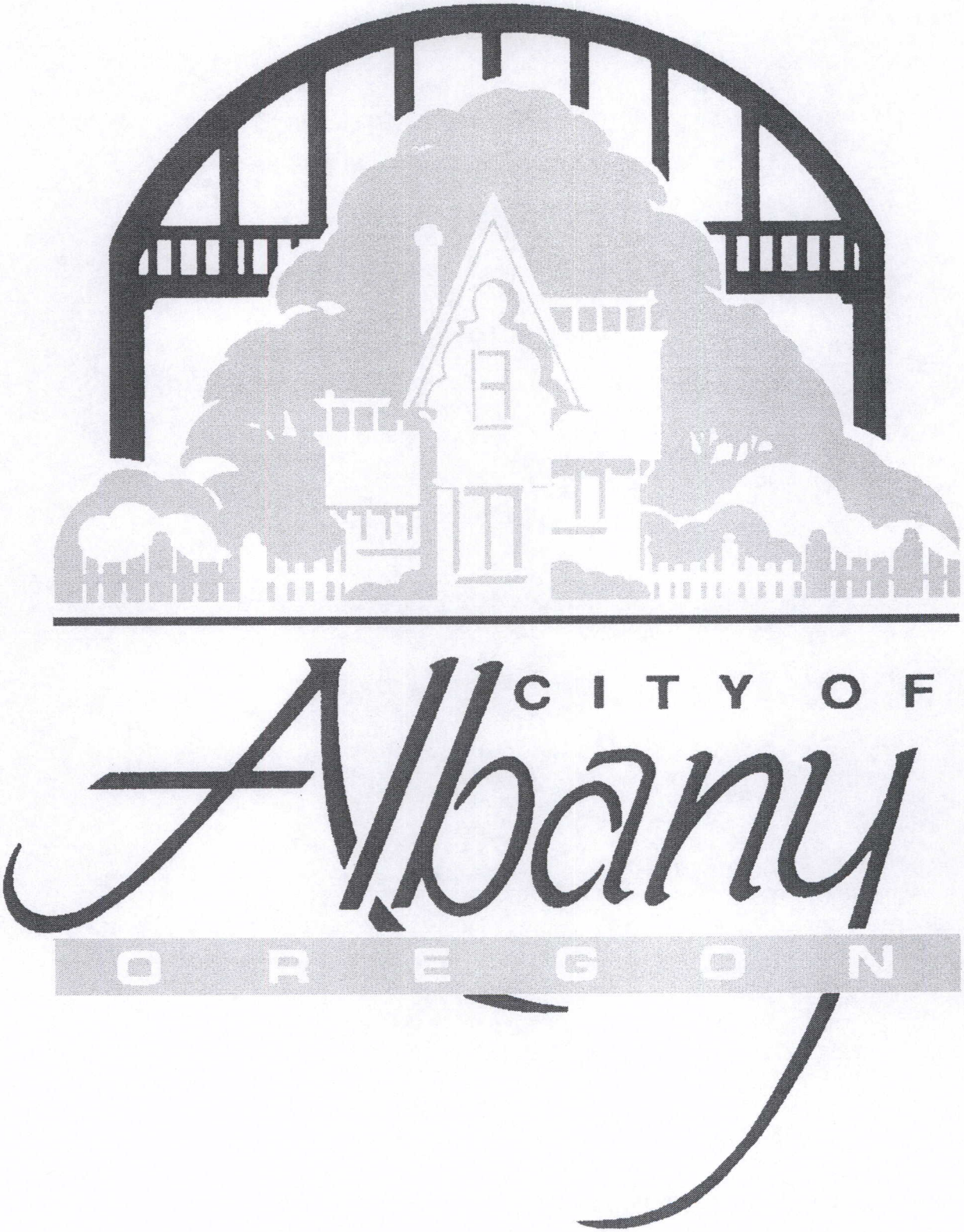
STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	Ongoing	• Participate in Benton County Project to develop a water resource plan.
	06/09	Ongoing	• Participate with the city of Adair Village on joint water planning.
Safe City	06/09	Ongoing	• Re-evaluate water bill subsidy program to include fixed-income seniors and other low-income households.
	06/09	Ongoing	• Prepare an Asset Management Plan which prioritizes maintenance, repair, and renewal investments needed for the canal, water distribution system, pump stations and storage, and treatment plants to reach the perpetual life maintenance standard based on current condition and risk.
	06/09	Ongoing	• Develop level of service and performance measures for the Water Utility.
Budget Year 2009 -2010			
Effective Government	6/10		• Continue participation in Benton County Project to develop a water resource plan.
	6/10		• Continue discussions with the city of Adair Village on joint water planning.
Safe City	6/10		• Prepare an Asset Management Plan for water pump stations and Vine Street Water Treatment Plant.
	6/10		• Develop level of service and performance measures for the Water Utility.

STAFFING SUMMARY

	2007-2008	2008-2009	2009-2010
FTEs	1	1	1

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	131,101.73	76,072.50	76,668.00	77,600	79,400	2.32%
54005	Unemployment Claims	46.65	2,923.01	-	-	-	0.00%
56001	Employer Paid Benefits	61,966.77	36,284.83	41,333.66	41,800	52,300	25.12%
Total Personnel Services		193,115.15	115,280.34	118,001.66	119,400	131,700	10.30%
Materials & Services							
60101	Contractual Services	6,531.46	19,959.36	27,796.14	90,000	50,000	-44.44%
60201	Space Rental	42,930.00	-	-	-	-	0.00%
60210	In Lieu of Franchise Fee	363,496.90	389,908.48	378,752.50	432,900	442,500	2.22%
60211	Insurance & Bonds	10,619.44	9,788.36	9,379.83	10,100	8,500	-15.84%
61006	Advertising & Publications	273.32	-	-	-	-	0.00%
61011	Education & Training	950.80	-	-	-	1,400	0.00%
61013	Filing & Recording	-	1,654.00	1,349.50	2,000	2,000	0.00%
61022	Credit Card Fees	16,809.78	21,267.83	15,071.30	20,000	20,000	0.00%
61024	Materials & Supplies	9,060.30	5,968.91	181.97	2,500	2,500	0.00%
61026	Meetings & Conferences	5,725.19	-	-	1,200	1,200	0.00%
61027	Memberships & Dues	1,651.60	11,714.20	3,823.20	9,500	9,500	0.00%
61028	Minor Equipment	2,442.44	-	-	14,000	7,300	-47.86%
61030	Personal Auto Reimbursement	1,443.18	20.86	-	-	-	0.00%
61032	Postage & Shipping	-	9.60	-	-	-	0.00%
61033	Printing & Binding	32.88	16.39	-	-	-	0.00%
61038	Software	-	1,800.00	1,800.00	-	-	0.00%
61041	Vehicle Fuel Charges	11.32	-	-	-	-	0.00%
63009	Telephone	4,537.16	4,400.79	973.74	2,500	1,000	-60.00%
63011	Water Service	-	760.52	-	1,000	-	-100.00%
63012	Sewer Service Charges	-	464.89	-	1,000	-	-100.00%
65006	Maint: Building	598.70	4,400.52	21,401.08	5,000	-	-100.00%
65008	Maint: Communications Equipment	-	-	-	1,000	-	-100.00%
65017	Maint: Property	-	340.00	1,000.00	1,000	-	-100.00%
66009	Building Replacement	-	50,000.00	50,000.00	50,000	50,000	0.00%
66010	Central Service Charges	36,900.00	195,800.00	170,000.00	170,000	178,600	5.06%
66011	Equipment Replacement	-	-	2,000.00	2,000	2,000	0.00%
66013	GIS System Charges	152,200.00	130,000.00	133,500.00	133,500	137,600	3.07%
66014	Information Technology Services	14,300.00	-	6,300.00	6,300	6,400	1.59%
66015	IT Equipment Replacement	3,000.00	-	-	-	-	0.00%
66017	Public Works Administration Charges	23,940.00	178,178.85	69,364.21	229,000	173,000	-24.45%
66019	Public Works Engineering Service Charges	488,200.00	433,920.52	437,012.50	381,400	478,700	25.51%
66020	Permit Tracking Services	3,900.00	6,400.00	6,600.00	6,600	7,100	7.58%
66023	Operations Administration Charges	-	452,620.52	478,991.50	526,500	511,700	-2.81%
66024	Public Works Customer Service Charges	-	903,610.82	627,334.22	768,400	717,000	-6.69%
66026	Facilities Engineering Charges	-	73,696.99	8,775.83	55,700	9,500	-82.94%
66029	Water Quality Control Charges	-	169,256.73	82,309.13	196,300	98,000	-50.08%
66511	Flexible Spending Admin Fees	88.00	-	-	-	-	0.00%
67010	Safety Recognition Program	-	-	-	1,000	1,000	0.00%
67013	Debt Service: Benton County	30,794.13	25,153.33	12,895.48	28,800	-	-100.00%
Total Materials & Services		1,220,436.60	3,091,112.47	2,546,612.13	3,149,200	2,916,500	-7.39%
Capital							
73004	Pole Bldg - Public Works	-	44,283.00	226.01	-	-	0.00%
73005	Pole Bldg - PW Inventory Control	-	-	23,414.96	94,000	-	-100.00%
Total Capital		-	44,283.00	23,640.97	94,000	-	-100.00%
Transfers Out							
91100	To General Fund	49,800.00	-	-	-	-	0.00%
91210	To Urban Forestry Management - Parks	46,400.00	-	-	-	-	0.00%
91249	To Capital Projects Fund	-	-	20,206.62	66,700	122,200	83.21%
91259	To Water Debt Service (2305)	-	-	1,078,000.00	1,078,000	-	-100.00%


CITY OF
Albany
OREGON

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Total Transfers Out	96,200.00	-	1,098,206.62	1,144,700	122,200	-89.32%
Contingencies						
99005 Contingencies	-	-	-	814,400	841,800	3.36%
Total Contingencies	-	-	-	814,400	841,800	3.36%
TOTAL EXPENDITURES	**1,509,751.75**	**3,250,675.81**	**3,786,461.38**	**5,321,700**	**4,012,200**	**-24.61%**

PROGRAM NARRATIVE

WATER FUND: CANAL MAINTENANCE (615-50-2204)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed By: Jim Young, Water Superintendent

FUNCTIONS AND RESPONSIBILITIES

- Performs routine operation and maintenance of the Albany-Santiam Canal. Water is diverted from the South Santiam River into the Canal southeast of Lebanon. The Canal runs approximately 18 miles from the diversion dam to the Vine Street Water Treatment Plant, and into the Calapooia River.
- Removes debris, performs vegetation management and pest management.
- Monitors and collects data from Canal gauging stations. Controls and monitors flow and water levels to ensure adequate raw water supplies for Albany and Lebanon and to control against flooding.
- Performs quarterly raw water sampling to monitor for potential contaminants in the Canal.
- Operate hydro-electric generator as required.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	06/09	In Progress	• Develop a dredging, nutria management, debris removal, bank stabilization maintenance plan.
	06/09	In Progress	• Develop a right-of-way and access management plan.
	06/09	In Progress	• Develop a flow management plan.
Budget Year 2009-2010			
Safe City	06/10		• Evaluate and develop a written long-term nutria management plan for the canal.
	06/10		• Identify and develop performance measures for canal operation.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Percentage of the time the standard is met to control water levels and adjust flows to ensure a maximum supply of water to the Vine Street Water Treatment Plant (Standard=100%).	100%	100%	100%	100%

STAFFING SUMMARY

FTEs	2	3	3	3

PROG 2204: Water Canal Maintenance

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	44,556.00	139,689.64	104,954.77	126,200	135,400	7.29%
53001	Overtime	85.68	238.14	4,233.18	1,800	1,800	0.00%
56001	Employer Paid Benefits	31,704.05	67,992.84	72,933.02	93,000	97,800	5.16%
Total Personnel Services		76,345.73	207,920.62	182,120.97	221,000	235,000	6.33%
Materials & Services							
60101	Contractual Services	126,042.16	383,259.83	139,941.98	126,000	218,900	73.73%
60211	Insurance & Bonds	338.92	675.07	650.08	700	22,600	3128.57%
61011	Education & Training	-	385.00	1,114.00	800	800	0.00%
61012	Equipment Rental: Private	1,630.13	20,638.91	1,661.90	47,000	9,000	-80.85%
61021	Testing	10,077.00	10,077.00	10,176.00	19,000	19,000	0.00%
61024	Materials & Supplies	5,864.22	35,509.14	16,173.87	18,600	18,600	0.00%
61026	Meetings & Conferences	-	-	-	500	-	-100.00%
61027	Memberships & Dues	60.00	60.00	-	200	400	100.00%
61028	Minor Equipment	-	104.23	247.90	500	-	-100.00%
61033	Printing & Binding	17.34	-	742.50	100	100	0.00%
61040	Uniforms	119.99	709.43	731.63	1,600	2,400	50.00%
61041	Vehicle Fuel Charges	6,744.38	8,538.86	1,089.90	6,000	6,000	0.00%
61048	Tools	3,123.26	5,623.13	149.99	6,500	3,000	-53.85%
63006	Power & Light	-	-	330.76	-	-	0.00%
63009	Telephone	14,333.36	10,790.65	5,960.27	9,600	6,100	-36.46%
65011	Maint: Grounds	40.00	-	-	-	-	0.00%
65020	Maint: Work Equipment	439.73	2,866.10	-	-	-	0.00%
65078	Facilities Maintenance	-	1,195.68	8,542.90	10,000	11,000	10.00%
65079	Parts for Repairs	793.50	15.95	-	1,000	-	-100.00%
65082	Safety Improvements	-	-	-	2,000	2,000	0.00%
65090	Fac Eng System Automation	560.00	19,884.93	19,259.14	20,500	25,000	21.95%
65501	Hazardous Tree Removal	-	4,900.00	-	60,000	65,000	8.33%
65513	Vehicle Maintenance	5,993.49	18,279.74	6,397.67	26,100	18,900	-27.59%
66010	Central Service Charges	10,400.00	9,100.00	28,200.00	28,200	28,700	1.77%
66011	Equipment Replacement	800.00	-	2,700.00	2,700	2,700	0.00%
66014	Information Technology Services	1,800.00	5,800.00	6,300.00	6,300	6,400	1.59%
66015	IT Equipment Replacement	700.00	-	-	-	-	0.00%
66026	Facilities Engineering Charges	-	30,315.72	70,094.12	27,200	79,700	193.01%
66029	Water Quality Control Charges	73,300.00	382.30	2,502.53	-	3,000	0.00%
66511	Flexible Spending Admin Fees	-	44.00	-	-	-	0.00%
Total Materials & Services		263,177.48	569,155.67	322,967.14	421,100	549,300	30.44%
Capital							
70005	Capital Equipment	-	-	-	-	9,800	0.00%
Total Capital		-	-	-	-	9,800	0.00%
TOTAL EXPENDITURES		**339,523.21**	**777,076.29**	**505,088.11**	**642,100**	**794,100**	**23.67%**

PROGRAM NARRATIVE

WATER FUND: VINE STREET WATER TREATMENT PLANT (615-50-2205)

Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed by: Keith Wolf, Water Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the operation and maintenance of the Vine Street Water Treatment Plant.
- The Vine Street Water Treatment Plant provides water to residential, commercial, and industrial customers in Albany and function as a peaking water treatment plant facility in conjunction with the Albany-Millersburg Water Treatment Plant as the base water treatment plant facility.
- Plant operations personnel are responsible for acquiring and interpreting operational and water quality data and using that information to develop operating strategies that will meet water quality objectives set forth by the Oregon Department of Human Services Drinking Water Program.
- The plant has a current operating capacity of 16.5 million gallons per day, and is operated to meet peak demand requirements and to maintain filter readiness.
- Control water usage and adjust plant production to meet system requirements for pressure, flow, and storage.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	06/09	Ongoing	• Refine techniques and strategies to maximize efficient operation of the Vine Street Plant in coordination with the Albany-Millersburg Water Treatment Plant.
Safe City	06/09	Ongoing	• Implement identified maintenance and repair based on condition assessment.
Budget Year 2009-2010			
Safe City	06/10		• Identify and develop written operational policies for long-term safe and economical plant operation.
Safe City	06/10		• Identify and develop performance standards.

PERFORMANCE MEASURES

	2006-2007	2007-2008	2008-2009	2009-2010
Water treated annually (millions of gallons).	1,645	475	500	500
Peak daily demand in million gallons per day.	4.25	6.46	4.25	4.5
Percent of time plant met regulatory requirements for safe drinking water.	100%	100%	100%	100%
Percent of time plant met peak daily flow.	100%	100%	100%	100%

STAFFING SUMMARY

FTEs	2.31	2.31	2.71	2.71

PROG 2205: Vine Street Water Treatment Plant

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	98,496.36	103,910.58	90,732.49	122,300	124,600	1.88%
53001	Overtime	6,950.24	5,067.95	10,258.23	-	-	0.00%
56001	Employer Paid Benefits	61,978.62	67,099.53	67,512.09	89,700	84,500	-5.80%
Total Personnel Services		167,425.22	176,078.06	168,502.81	212,000	209,100	-1.37%
Materials & Services							
60101	Contractual Services	11,250.23	24,600.51	20,537.22	8,700	9,600	10.34%
60211	Insurance & Bonds	23,385.34	19,689.23	18,945.41	20,400	29,700	45.59%
61006	Advertising & Publications	164.28	-	-	200	200	0.00%
61010	Duplication & Fax	-	-	-	200	200	0.00%
61011	Education & Training	1,225.90	1,031.39	795.00	500	1,200	140.00%
61012	Equipment Rental: Private	1,619.37	-	14.00	3,000	13,500	350.00%
61017	Laboratory Supplies	1,449.39	2,149.65	2,829.67	2,400	5,300	120.83%
61018	Laundry Service	396.91	323.09	267.74	-	-	0.00%
61021	Testing	7,870.32	7,897.79	3,482.61	8,000	8,000	0.00%
61024	Materials & Supplies	1,484.52	2,413.15	3,056.98	2,000	2,000	0.00%
61026	Meetings & Conferences	-	-	800.00	600	400	-33.33%
61027	Memberships & Dues	-	-	-	700	600	-14.29%
61028	Minor Equipment	2,652.65	2,374.99	5,700.00	8,500	4,000	-52.94%
61032	Postage & Shipping	62.83	94.50	130.42	-	-	0.00%
61033	Printing & Binding	110.84	10.76	-	100	100	0.00%
61040	Uniforms	483.55	603.06	104.76	1,200	1,200	0.00%
61041	Vehicle Fuel Charges	356.32	421.35	-	500	500	0.00%
61046	Permits	1,115.00	1,117.00	1,179.80	1,500	1,500	0.00%
61050	Chemicals	18,887.87	19,368.89	24,718.46	31,800	27,200	-14.47%
63006	Power & Light	118,961.69	108,056.82	92,802.36	144,200	120,000	-16.78%
63009	Telephone	6,929.21	7,223.10	5,214.45	5,700	7,600	33.33%
63011	Water Service	543.02	356.04	422.27	400	700	75.00%
63012	Sewer Service Charges	311.22	405.61	411.00	400	500	25.00%
65006	Maint: Building	9,751.48	4,767.76	3,299.43	5,000	5,000	0.00%
65011	Maint: Grounds	4,482.85	6,580.00	465.00	8,500	8,500	0.00%
65020	Maint: Work Equipment	483.19	-	-	500	500	0.00%
65076	Contract Maintenance	51,333.25	19,029.90	2,988.61	37,800	37,000	-2.12%
65078	Facilities Maintenance	36,596.38	55,823.35	111,539.26	113,000	121,100	7.17%
65079	Parts for Repairs	2,119.23	104.93	3,394.61	2,500	2,600	4.00%
65082	Safety Improvements	4,489.70	3,587.00	6,535.58	22,100	25,800	16.74%
65090	Fac Eng System Automation	37,691.36	25,218.76	38,297.33	39,800	34,300	-13.82%
65513	Vehicle Maintenance	87.77	348.22	776.32	700	700	0.00%
65517	Maint: Treatment Plant	815.40	-	-	-	-	0.00%
66010	Central Service Charges	33,800.00	29,700.00	35,500.00	35,500	34,900	-1.69%
66011	Equipment Replacement	1,700.00	1,600.00	1,400.04	1,400	1,200	-14.29%
66012	Facility Maintenance Charges	153,917.50	-	-	-	-	0.00%
66014	Information Technology Services	10,700.00	10,700.00	12,600.00	12,600	12,900	2.38%
66015	IT Equipment Replacement	-	1,100.00	33,099.96	33,100	32,400	-2.11%
66026	Facilities Engineering Charges	-	129,512.98	124,879.26	118,400	129,800	9.63%
66029	Water Quality Control Charges	71,200.00	-	-	-	-	0.00%
66511	Flexible Spending Admin Fees	60.50	60.50	60.50	-	200	0.00%
Total Materials & Services		618,489.07	486,270.33	556,248.05	671,900	680,900	1.34%
Capital							
70005	Capital Equipment	-	-	-	-	16,500	0.00%
73010	Vine Street Remodel	-	-	-	-	80,000	0.00%
80047	Restroom Remodel Project	-	28,657.05	47,855.84	100,000	-	-100.00%
Total Capital		-	28,657.05	47,855.84	100,000	96,500	-3.50%
TOTAL EXPENDITURES		**785,914.29**	**691,005.44**	**772,606.70**	**983,900**	**986,500**	**0.26%**

PROGRAM NARRATIVE

WATER FUND: WATER DISTRIBUTION (615-50-2206)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed By: Jim Young, Water Superintendent

FUNCTIONS AND RESPONSIBILITIES

- To ensure compliance with all Federal Safe Drinking Water Act and Oregon Drinking Water Rules and Regulations.
- Prepare and distribute the Consumer Confidence Report – an annual report on water quality mandated by state and federal regulations.
- Operate and maintain the water distribution system for the city of Millersburg and the Dumbeck Water Association.
- Operate and maintain a network of 270 miles of water mains, 6,450 valves, 1,670 fire hydrants, and approximately 17,000 meters.
- Maintain water system flushing, fire hydrant maintenance, valve survey and exercising, and Cross Connection programs.
- Survey and exercise all water distribution valves.
- Perform perpetual meter maintenance of all small meters; changing out all meters more than 20 years old.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	06/09	Completed	• Complete a corrosion study of the system for lead/copper control.
Safe City	06/09	Delayed	• Complete a taste and odor study.
Budget Year 2009-2010			
Safe City	06/10		• Complete year one of a five-year leak detection survey of the distribution system.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of miles of pipe maintained.	255	265	270	270
Number of leaks reported.	325	350	350	350
Percent of leaks repaired.	100%	100%	100%	100%
Percent of fire hydrants maintained.	100%	100%	100%	100%
Percent of large meters tested annually.	100%	100%	100%	100%

STAFFING SUMMARY

FTEs	12	11	11	11

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	533,159.04	490,369.76	511,134.00	514,000	525,400	2.22%
53001	Overtime	20,601.40	25,448.59	15,022.38	16,000	16,500	3.13%
54005	Unemployment Claims	139.96	-	1,505.94	1,200	1,200	0.00%
56001	Employer Paid Benefits	325,533.51	301,348.40	334,652.25	346,400	348,100	0.49%
Total Personnel Services		879,433.91	817,166.75	862,314.57	877,600	891,200	1.55%
Materials & Services							
60101	Contractual Services	1,296.60	31,158.27	39,835.45	75,000	25,500	-66.00%
60211	Insurance & Bonds	23,159.40	28,014.94	26,932.17	29,000	44,900	54.83%
61006	Advertising & Publications	317.54	49.00	811.10	400	400	0.00%
61010	Duplication & Fax	38.65	-	-	200	200	0.00%
61011	Education & Training	1,790.00	953.28	4,155.84	3,400	3,000	-11.76%
61012	Equipment Rental: Private	1,348.20	1,209.27	1,400.05	1,000	1,000	0.00%
61018	Laundry Service	-	-	937.06	1,100	1,100	0.00%
61021	Testing	35,175.00	44,785.31	36,711.64	39,000	39,000	0.00%
61024	Materials & Supplies	235,984.86	242,207.26	154,073.22	225,000	200,000	-11.11%
61026	Meetings & Conferences	2,284.86	2,413.93	2,303.49	2,500	2,100	-16.00%
61027	Memberships & Dues	2,343.46	1,524.23	1,102.00	1,200	1,200	0.00%
61028	Minor Equipment	6,814.18	13,101.61	8,799.40	59,000	9,000	-84.75%
61030	Personal Auto Reimbursement	-	233.10	112.72	-	-	0.00%
61032	Postage & Shipping	4,176.50	9.19	-	-	-	0.00%
61033	Printing & Binding	5,238.82	3,298.73	-	7,000	-	-100.00%
61038	Software	3,875.00	-	334.00	500	500	0.00%
61040	Uniforms	10,323.18	9,402.25	9,932.89	9,000	9,000	0.00%
61041	Vehicle Fuel Charges	33,431.69	42,549.00	30,433.96	31,000	31,000	0.00%
61046	Permits	725.00	515.00	-	-	-	0.00%
61048	Tools	6,123.27	5,739.90	4,127.63	7,100	6,200	-12.68%
62701	Water Meters	135,965.92	8,345.00	101,592.96	100,000	125,000	25.00%
63009	Telephone	8,349.56	9,202.95	3,336.48	5,900	4,700	-20.34%
65006	Maint: Building	17,160.00	6,958.00	3,821.40	-	-	0.00%
65008	Maint: Communications Equipment	662.35	98.00	-	-	1,000	0.00%
65015	Maint: Office Equipment	117.99	15.00	-	-	-	0.00%
65020	Maint: Work Equipment	2,476.45	5,809.01	-	-	-	0.00%
65076	Contract Maintenance	129,651.40	95,625.14	91,788.79	150,000	140,000	-6.67%
65078	Facilities Maintenance	-	-	8,398.71	12,800	49,400	285.94%
65082	Safety Improvements	-	-	-	2,000	2,000	0.00%
65090	Fac Eng System Automation	-	25,892.42	26,035.03	28,500	27,800	-2.46%
65513	Vehicle Maintenance	25,114.44	22,137.60	34,029.30	19,200	42,500	121.35%
65534	Pump Station Repair	37,423.81	3,190.33	22,668.44	10,000	10,000	0.00%
66010	Central Service Charges	103,500.00	90,300.00	102,800.00	102,800	92,100	-10.41%
66011	Equipment Replacement	64,400.00	73,000.00	53,300.00	53,300	48,000	-9.94%
66012	Facility Maintenance Charges	414,500.00	-	-	-	-	0.00%
66014	Information Technology Services	5,400.00	17,500.00	18,900.00	18,900	19,300	2.12%
66015	IT Equipment Replacement	200.00	2,400.00	2,200.00	2,200	3,000	36.36%
66026	Facilities Engineering Charges	-	38,499.56	23,917.90	40,200	34,500	-14.18%
66505	Physical Exams & Medicals	236.00	350.00	785.00	300	300	0.00%
66511	Flexible Spending Admin Fees	55.00	132.00	60.50	200	200	0.00%
Total Materials & Services		1,319,659.13	826,619.28	815,637.13	1,037,700	973,900	-6.15%
Capital							
70005	Capital Equipment	5,628.00	-	-	-	-	0.00%
Total Capital		5,628.00	-	-	-	-	0.00%
TOTAL EXPENDITURES		**2,204,721.04**	**1,643,786.03**	**1,677,951.70**	**1,915,300**	**1,865,100**	**-2.62%**

PROGRAM NARRATIVE

WATER FUND: ALBANY-MILLERSBURG WATER TREATMENT PLANT (615-50-2207)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed by: Keith Wolf, Water Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the operation and maintenance of the Albany-Millersburg Water Treatment Plant.
- The Albany-Millersburg Water Treatment Plant provides the base water supply to residential, commercial, and industrial customers in Albany and Millersburg. The plant has a current operating capacity of 12 million gallons per day, and is operated 24 hours per day, 365 days per year.
- Control lead/copper levels through pH adjustments.
- Plant operations personnel are responsible for acquiring and interpreting operational and water quality data and using that information to develop operating strategies that will meet water quality objectives set forth by the Oregon Department of Human Services Drinking Water Program.
- Control water usage and adjust plant production to meet system requirements for pressure, flow, and storage.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	06/09	Ongoing	• Water treatment solids handling and disposal evaluation.
Budget Year 2009-2010			
Safe City	06/10		• Identify and create written operation policies required for the long-term safe operation of the Water Treatment Plant.
Safe City	06/10		• Identify and develop performance measures for the Water Treatment Plant.

PERFORMANCE MEASURES

	2006-2007	2007-2008	2008-2009	2009-2010
Water treated annually (millions of gallons).	2,746	2,756	2,760	2,760
Peak demand in million gallons per day.	11.27	12	12	12
Percent of time the plant met regulatory requirements for safe drinking water.	100%	100%	100%	100%
Percent of time the plant met peak daily flow.	100%	100%	100%	100%

STAFFING SUMMARY

FTEs	5.19	5.19	5.79	5.79

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	220,377.90	261,658.58	283,699.66	290,700	306,000	5.26%
53001	Overtime	13,849.11	25,328.93	29,470.50	28,000	28,000	0.00%
56001	Employer Paid Benefits	137,820.23	164,802.25	188,752.92	204,900	204,000	-0.44%
Total Personnel Services		372,047.24	451,789.76	501,923.08	523,600	538,000	2.75%
Materials & Services							
60101	Contractual Services	17,789.29	73,137.07	111,934.30	72,800	77,300	6.18%
60211	Insurance & Bonds	18,979.39	17,214.01	16,530.79	17,800	23,900	34.27%
61006	Advertising & Publications	-	-	-	600	600	0.00%
61011	Education & Training	1,982.84	3,431.64	889.29	2,400	5,300	120.83%
61012	Equipment Rental: Private	3,988.26	7,468.04	582.00	7,400	1,400	-81.08%
61017	Laboratory Supplies	2,248.45	12,551.28	4,981.55	2,600	3,300	26.92%
61021	Testing	12,345.60	8,217.78	7,775.90	13,600	13,600	0.00%
61024	Materials & Supplies	3,859.48	4,363.86	5,264.94	2,800	2,800	0.00%
61026	Meetings & Conferences	1,190.87	820.73	502.23	3,300	1,900	-42.42%
61027	Memberships & Dues	2,216.86	1,134.00	420.00	900	500	-44.44%
61028	Minor Equipment	6,363.17	1,387.17	95.10	2,000	15,200	660.00%
61030	Personal Auto Reimbursement	-	-	-	700	500	-28.57%
61033	Printing & Binding	33.78	27.16	-	-	-	0.00%
61040	Uniforms	661.64	1,084.45	1,618.71	1,800	1,800	0.00%
61041	Vehicle Fuel Charges	-	2,453.31	1,701.16	2,600	2,600	0.00%
61046	Permits	1,266.00	1,240.20	1,149.00	1,500	1,500	0.00%
61050	Chemicals	76,054.63	86,045.34	109,447.22	159,800	118,900	-25.59%
63006	Power & Light	201,062.14	202,642.24	197,548.51	216,300	216,300	0.00%
63007	Heating & Fuel	15,581.15	31,553.69	30,401.28	-	16,300	0.00%
63009	Telephone	3,121.84	5,587.80	5,527.36	9,100	9,300	2.20%
63012	Sewer Service Charges	-	-	-	400	400	0.00%
65011	Maint: Grounds	2,951.00	1,817.00	-	25,000	4,000	-84.00%
65076	Contract Maintenance	23,541.99	47,271.76	15,131.71	57,000	83,800	47.02%
65078	Facilities Maintenance	15,396.08	18,967.63	38,277.50	21,700	32,400	49.31%
65079	Parts for Repairs	3,090.37	10,855.18	12,330.82	18,800	18,000	-4.26%
65082	Safety Improvements	759.00	4,729.35	3,674.50	9,700	-	-100.00%
65090	Fac Eng System Automation	5,878.00	23,054.28	36,226.77	41,400	38,700	-6.52%
65513	Vehicle Maintenance	462.56	117.96	788.45	800	1,300	62.50%
66010	Central Service Charges	43,000.00	42,100.00	50,800.00	50,800	59,500	17.13%
66011	Equipment Replacement	3,700.00	3,000.00	1,700.04	1,700	1,600	-5.88%
66012	Facility Maintenance Charges	25,000.00	-	-	-	-	0.00%
66014	Information Technology Services	-	8,800.00	3,200.00	3,200	3,200	0.00%
66015	IT Equipment Replacement	-	2,400.00	34,400.04	34,400	30,500	-11.34%
66026	Facilities Engineering Charges	-	103,449.48	91,631.30	72,300	116,500	61.13%
66505	Physical Exams & Medicals	84.00	-	-	-	-	0.00%
66511	Flexible Spending Admin Fees	55.00	387.45	-	200	200	0.00%
Total Materials & Services		492,663.39	727,309.86	784,530.47	855,400	903,100	5.58%
TOTAL EXPENDITURES		**864,710.63**	**1,179,099.62**	**1,286,453.55**	**1,379,000**	**1,441,100**	**4.50%**

PROGRAM NARRATIVE

WATER FUND: WATER SDC IMPROVEMENT FEE PROJECTS (615-50-2300)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity is dedicated to funding eligible, capacity-increasing projects that are a direct result of new growth and development. Revenues are received from System Development Charges (SDCs).
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all System Development Charges effective July 1, 1991. This budget was created in order to comply with that legislation.
- Provide over-sizing component funding for projects constructed by development projects.
- The current System Development Charge for the water system is $2,023 for a single-family residence with a 3/4-inch meter (effective July 2007). This activity receives $1,733 of the fee and 85 percent of any similar commercial or industrial charges. The FY 2009-10 Budget assumes revenue from 50 Equivalent Dwelling Units (EDUs), based on current development projections.
- Maintain a $100,000 minimum reserve for future participation in funding of appropriate capital projects and associated debt service.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	11/09	Canceled	• Provide funding for the purchase of a water reservoir site on the south end of the City.
	06/09	Completed	• Provide funding for SDC component of debt service.
Budget Year 2009-2010			
Safe City	06/10		• Provide funding for SDC component of debt service.

PROG 2300: Water SDC Improvement Fee Projects

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
41123 Water SDC: Principal	33,754.89	6,110.87	765.91	7,000	1,000	-85.71%
41124 Water SDC: Interest	2,065.86	330.93	225.34	500	100	-80.00%
41236 Water Systems Development Charges	312,063.14	441,124.27	258,819.12	173,300	86,700	-49.97%
48010 Interest	67,332.02	79,860.41	40,869.22	58,000	40,000	-31.03%
Total General Revenues	415,215.91	527,426.48	300,679.59	238,800	127,800	-46.48%
Beginning Balance						
49905 Beginning Balance	1,109,659.00	1,468,116.00	1,663,350.00	1,832,700	1,556,500	-15.07%
Total Beginning Balance	1,109,659.00	1,468,116.00	1,663,350.00	1,832,700	1,556,500	-15.07%
TOTAL REVENUES	**1,524,874.91**	**1,995,542.48**	**1,964,029.59**	**2,071,500**	**1,684,300**	**-18.69%**
Materials & Services						
67039 SDC Credit Payment	-	-	24,734.38	-	-	0.00%
Total Materials & Services	-	-	24,734.38	-	-	0.00%
Capital						
73002 W-07-02 Ellingson Road Property Acq.	-	-	-	450,000	450,000	0.00%
83000 SI-03-02 Clover Ridge Station, Phase I	56,759.24	5,192.02	-	5,000	5,000	0.00%
90001 Reserve: Pipe Over-sizing	-	-	-	10,000	10,000	0.00%
90012 Reserve: Capital Projects	-	-	-	1,279,500	886,300	-30.73%
Total Capital	56,759.24	5,192.02	-	1,744,500	1,351,300	-22.54%
Transfers Out						
91248 To Debt Service Fund	-	327,000.00	327,000.00	327,000	333,000	1.83%
Total Transfers Out	-	327,000.00	327,000.00	327,000	333,000	1.83%
TOTAL EXPENDITURES	**56,759.24**	**332,192.02**	**351,734.38**	**2,071,500**	**1,684,300**	**-18.69%**

PROGRAM NARRATIVE

WATER FUND: WATER SDC REIMBURSEMENT FEE PROJECTS (615-50-2301)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for non-routine, non-standard maintenance, repair, or replacement projects to maintain the capacity of existing plant facilities or water lines. Revenues are received from System Development Charges (SDCs).
- 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 System Development Charge for the water system is $2,023 for a single-family residence with a 3/4-inch meter (effective July 2007). This activity receives $290 of the fee and 15 percent of any similar commercial or industrial charges. The 2009-10 budget assumes revenue from 50 Equivalent Dwelling Units (EDUs), based on current development projections.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	06/09	In Progress	• Build reserves for future projects.
	09/09	Complete	• Replace water lines in Madison Street and 12th Ave.
	09/09	In Progress	• Replace water lines in the Maier Lane, Skyline Terrace area.
Budget Year 2009-2010			
Safe City	06/10		• Build reserves for future projects.
	09/10		• Replace the water line in Shortridge Street between Santiam Hwy and 14th Ave.

PROG 2301: Water SDC Reimbursement Fee Projects

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
41123	Water SDC: Principal	-	24,443.47	3,063.60	2,000	1,500	-25.00%
41124	Water SDC: Interest	35.90	1,323.79	901.34	1,000	300	-70.00%
41236	Water Systems Development Charges	119,712.38	80,264.73	54,611.88	29,000	14,500	-50.00%
43203	Dumbeck Water District	-	-	3,003.54	-	12,000	0.00%
48010	Interest	35,136.90	39,066.94	25,060.74	32,000	13,500	-57.81%
Total General Revenues		154,885.18	145,098.93	86,641.10	64,000	41,800	-34.69%
Beginning Balance							
49905	Beginning Balance	740,047.00	766,020.00	909,938.00	848,100	944,700	11.39%
Total Beginning Balance		740,047.00	766,020.00	909,938.00	848,100	944,700	11.39%
TOTAL REVENUES		**894,932.18**	**911,118.93**	**996,579.10**	**912,100**	**986,500**	**8.16%**
Capital							
86016	WL-06-01 13th Ave WL	128,911.91	-	-	-	-	0.00%
86033	WL-08-01 Madison and 12th WL	-	1,180.96	49,792.94	45,000	-	-100.00%
86036	WL-08-04 Maier Lane WL	-	-	-	90,000	90,000	0.00%
86044	WL-10-04 Shortridge WL/Hwy20 to 14th	-	-	-	-	55,000	0.00%
90012	Reserve: Capital Projects	-	-	-	777,100	841,500	8.29%
Total Capital		128,911.91	1,180.96	49,792.94	912,100	986,500	8.16%
TOTAL EXPENDITURES		**128,911.91**	**1,180.96**	**49,792.94**	**912,100**	**986,500**	**8.16%**

PROGRAM NARRATIVE

WATER FUND: 2003 WATER BOND PROJECTS (615-50-2302)
Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

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FUNCTIONS AND RESPONSIBILITIES

- This activity receives funding for capital improvement projects for the Albany water system including water line replacements and Canal improvements.
- Funding primarily comes from proceeds of a 2003 Water Revenue Bond, though staff continues to apply for applicable federal and state grants.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	10/09	Complete	• Complete hydroelectric power improvements.
Budget Year 2009-2010			
Safe City	10/10		• Complete: a. WL-10-01, Water Avenue, Columbus Street & 1st Avenue. b. WL-10-02, Columbus & Bradley WL. c. WL-10-03, Baker Street, WL 4th Avenue to 8th Avenue. d. WL-10-04, Shortridge WL Hwy 20 to 14th Avenue. e. WL-10-05, Denver & 1st Avenue WL. f. WC-10-01, Canal Bank Repair Sta. 228+40 to 231+60.

PROG 2302: 2003 Water Bond Projects

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
42400	Energy Trust of Oregon	-	-	475,000.00	475,000	-	-100.00%
42827	Pacific Power	-	-	26,600.00	25,000	-	-100.00%
48010	Interest	203,024.68	226,797.96	112,627.14	140,000	53,000	-62.14%
Total General Revenues		203,024.68	226,797.96	614,227.14	640,000	53,000	-91.72%
Beginning Balance							
49905	Beginning Balance	4,809,407.00	5,114,325.00	4,267,090.00	3,627,100	4,135,100	14.01%
Total Beginning Balance		4,809,407.00	5,114,325.00	4,267,090.00	3,627,100	4,135,100	14.01%
TOTAL REVENUES		**5,012,431.68**	**5,341,122.96**	**4,881,317.14**	**4,267,100**	**4,188,100**	**-1.85%**
Materials & Services							
60101	Contractual Services	-	2,046.99	1,000.00	-	-	0.00%
65536	WC-10-01 Canal Bank Repair, Sta 228+40	-	-	-	-	100,300	0.00%
Total Materials & Services		-	2,046.99	1,000.00	-	100,300	0.00%
Capital							
80005	Fish Screens & Diversion Dam	848,674.33	107,575.93	18,229.20	10,000	-	-100.00%
80008	Hydroelectric Improvements	630,432.52	964,409.68	583,284.48	230,000	-	-100.00%
86044	WL-10-04 Shortridge WL/Hwy20 to 14th	-	-	-	-	131,000	0.00%
86045	WL-10-01 Water/Columbus/1st	-	-	-	-	202,000	0.00%
86046	WL-10-02 Columbus & Bradley WL	-	-	-	-	247,000	0.00%
86047	WL-10-03 Baker St WL Hwy20/14th	-	-	-	-	197,000	0.00%
86048	WL-10-05 Denver & 1st Ave WL	-	-	-	-	346,000	0.00%
90012	Reserve: Capital Projects	-	-	-	4,027,100	2,964,800	-26.38%
Total Capital		1,479,106.85	1,071,985.61	601,513.68	4,267,100	4,087,800	-4.20%
TOTAL EXPENDITURES		**1,479,106.85**	**1,074,032.60**	**602,513.68**	**4,267,100**	**4,188,100**	**-1.85%**

WATER FUND: WATER DEBT SERVICE (615-50-2305)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides for the principal and interest payments on City of Albany Water Revenue Bonds and Water Certificates of Participation (COPs).

MATURITY SCHEDULE

Fiscal Year	Principal	Interest	Total
2009-2010	$ 1,345,000	$ 1,557,864	$ 2,902,864
2010-2011	1,055,000	1,521,203	2,576,203
2011-2012	960,000	1,487,919	2,447,919
2012-2013	830,000	1,455,557	2,285,557
2013-2014	865,000	1,422,694	2,287,694
2014-2015	900,000	1,387,394	2,287,394
2015-2016	940,000	1,350,594	2,290,594
2016-2017	980,000	1,311,581	2,291,581
2017-2018	1,025,000	1,269,587	2,294,587
2018-2019	1,070,000	1,221,056	2,291,056
2019-2020	1,120,000	1,166,306	2,286,306
2020-2021	1,170,000	1,109,056	2,279,056
2021-2022	1,230,000	1,049,056	2,279,056
2022-2023	1,290,000	986,056	2,276,056
2023-2024	1,355,000	921,625	2,276,625
2024-2025	1,420,000	855,719	2,275,719
2025-2026	1,495,000	786,488	2,281,488
2026-2027	1,575,000	710,622	2,285,622
2027-2028	1,655,000	630,956	2,285,956
2028-2029	1,740,000	550,325	2,290,325
2029-2030	1,835,000	463,125	2,298,125
2030-2031	1,930,000	369,000	2,299,000
2031-2032	2,030,000	270,000	2,300,000
2032-2033	2,135,000	165,875	2,300,875
2033-2034	2,250,000	56,250	2,306,250
Totals	$ 34,200,000	$ 24,075,908	$ 58,275,908

DEBT SUMMARY

Issue	Original Amount	Principal Balance	Required Reserve
2003	$ 40,485,000	$ 34,200,000	None Required
2002 COPs	600,000	215,268	None Required
Totals	$ 41,085,000	$ 34,415,268	

PROG 2305: Water Debt Service

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
41236	Water Systems Development Charges	323,000.00	-	-	-	-	0.00%
43250	Albany Water Service Charges	2,726,449.64	2,707,949.62	2,673,199.62	2,684,800	2,306,300	-14.10%
48010	Interest	-	-	10,877.67	-	-	0.00%
Total General Revenues		3,049,449.64	2,707,949.62	2,684,077.29	2,684,800	2,306,300	-14.10%
Transfers In							
49027	From Water Capital	-	-	522,000.00	522,000	-	-100.00%
49046	From Water SDC-I	-	327,000.00	327,000.00	327,000	333,000	1.83%
49064	From Water Administration (2202)	-	-	1,078,000.00	1,078,000	-	-100.00%
Total Transfers In		-	327,000.00	1,927,000.00	1,927,000	333,000	-82.72%
Beginning Balance							
49925	Reserved Beginning Balance	-	-	-	-	1,605,000	0.00%
Total Beginning Balance		-	-	-	-	1,605,000	0.00%
TOTAL REVENUES		**3,049,449.64**	**3,034,949.62**	**4,611,077.29**	**4,611,800**	**4,244,300**	**-7.97%**
Materials & Services							
60017	Bond Registration Costs	583.00	583.00	583.00	12,000	600	-95.00%
Total Materials & Services		583.00	583.00	583.00	12,000	600	-95.00%
Debt Service							
92010	Bond Principal: 2003 Water(r)	1,250,000.00	1,280,000.00	1,310,000.00	1,310,000	1,345,000	2.67%
93006	Bond Interest: 2003 Water (r)	1,720,037.52	1,675,537.50	1,610,787.50	1,610,800	1,557,900	-3.28%
94002	Water COP Principal	57,704.09	60,874.67	64,315.60	64,400	68,000	5.59%
94502	Water COP Interest	21,125.03	17,954.45	14,513.52	14,600	11,000	-24.66%
95006	COP Pymt Stabilization Reserve	-	-	-	-	200,000	0.00%
95007	Bond Payment Stabilization Reserve	-	-	-	-	1,061,800	0.00%
Total Debt Service		3,048,866.64	3,034,366.62	2,999,616.62	2,999,800	4,243,700	41.47%
TOTAL EXPENDITURES		**3,049,449.64**	**3,034,949.62**	**3,000,199.62**	**3,011,800**	**4,244,300**	**40.92%**

PROGRAM NARRATIVE

WATER FUND: WATER GO DEBT SERVICE (615-50-2306)
Responsible Manager/Title: John Stahl, Assistant Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for the principal and interest payments on City of Albany 1998 Water General Obligation Bonds.

MATURITY SCHEDULE

Fiscal Year	Principal	Interest	Total
2009-2010	$ 835,000	$ 18,788	$ 853,788

DEBT SUMMARY

Issue	Original Amount	Principal Balance	Required Reserve
1998	$ 7,865,000	$ 835,000	None Required

PROG 2306: Water GO Debt Service

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
40050	Property Taxes - Current	732,464.53	797,470.07	767,764.44	790,000	629,500	-20.32%
40051	Property Taxes - Delinquent	26,328.90	25,332.97	19,229.31	22,000	23,500	6.82%
43203	Dumbeck Water District	-	8,009.44	3,003.54	3,000	1,500	-50.00%
43250	Albany Water Service Charges	85,000.00	-	-	-	-	0.00%
43253	User Fee: Debt Service	26,201.84	23,218.44	23,710.95	23,000	23,000	0.00%
48010	Interest	2,341.42	5,848.62	1,314.33	3,000	-	-100.00%
Total General Revenues		872,336.69	859,879.54	815,022.57	841,000	677,500	-19.44%
Beginning Balance							
49905	Beginning Balance	0.35	4,915.00	5,758.00	-	-	0.00%
49925	Reserved Beginning Balance	159,898.65	180,999.00	187,151.00	176,800	176,600	-0.11%
Total Beginning Balance		159,899.00	185,914.00	192,909.00	176,800	176,600	-0.11%
TOTAL REVENUES		**1,032,235.69**	**1,045,793.54**	**1,007,931.57**	**1,017,800**	**854,100**	**-16.08%**
Materials & Services							
60017	Bond Registration Costs	300.00	3,800.00	300.00	2,000	300	-85.00%
Total Materials & Services		300.00	3,800.00	300.00	2,000	300	-85.00%
Debt Service							
92009	Bond Principal: 1998 Water(T)	725,000.00	760,000.00	795,000.00	795,000	835,000	5.03%
93004	Bond Interest: 1998 Water(T)	121,021.25	89,085.00	55,065.00	55,100	18,800	-65.88%
95000	Reserve: Debt Service	-	-	-	165,700	-	-100.00%
Total Debt Service		846,021.25	849,085.00	850,065.00	1,015,800	853,800	-15.95%
TOTAL EXPENDITURES		**846,321.25**	**852,885.00**	**850,365.00**	**1,017,800**	**854,100**	**-16.08%**

PROGRAM NARRATIVE

WATER FUND: WATER CAPITAL – CANAL (615-50-2307)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Lebanon contributes $8,000 per year towards capital projects on the Canal. The funds are used for reserves and work in the Lebanon area.
- This activity provides funding for capital expenditures related to the Santiam-Albany Canal. The Canal provides raw water for treatment at plants in Lebanon and Albany.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	06/09	In Progress	• Continue bank repairs in Lebanon.
Budget Year 2009-2010			
Safe City	06/10		• Build reserves for future capital projects on the Canal.

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
42806 City of Lebanon	8,000.00	2,000.00	16,000.00	8,000	8,000	0.00%
48010 Interest	143,816.00	17,879.24	4,569.82	9,000	3,500	-61.11%
Total General Revenues	151,816.00	19,879.24	20,569.82	17,000	11,500	-32.35%
Beginning Balance						
49905 Beginning Balance	3,207,942.00	442,060.00	310,221.00	320,100	65,300	-79.60%
Total Beginning Balance	3,207,942.00	442,060.00	310,221.00	320,100	65,300	-79.60%
TOTAL REVENUES	**3,359,758.00**	**461,939.24**	**330,790.82**	**337,100**	**76,800**	**-77.22%**
Materials & Services						
60230 WC-06-02 Canal Improvement Study	771,229.04	25.74	-	-	-	0.00%
Total Materials & Services	771,229.04	25.74	-	-	-	0.00%
Capital						
86021 WC-06-01 Canal Bank Improvements	146,469.18	151,692.02	226,196.32	122,000	15,000	-87.70%
90002 Reserve: Canal Capital	-	-	-	215,100	61,800	-71.27%
Total Capital	146,469.18	151,692.02	226,196.32	337,100	76,800	-77.22%
Transfers Out						
91239 To Water System Capital Projects	2,000,000.00	-	-	-	-	0.00%
Total Transfers Out	2,000,000.00	-	-	-	-	0.00%
TOTAL EXPENDITURES	**2,917,698.22**	**151,717.76**	**226,196.32**	**337,100**	**76,800**	**-77.22%**

PROGRAM NARRATIVE

WATER FUND: WATER SYSTEM CAPITAL PROJECTS (615-50-2308)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

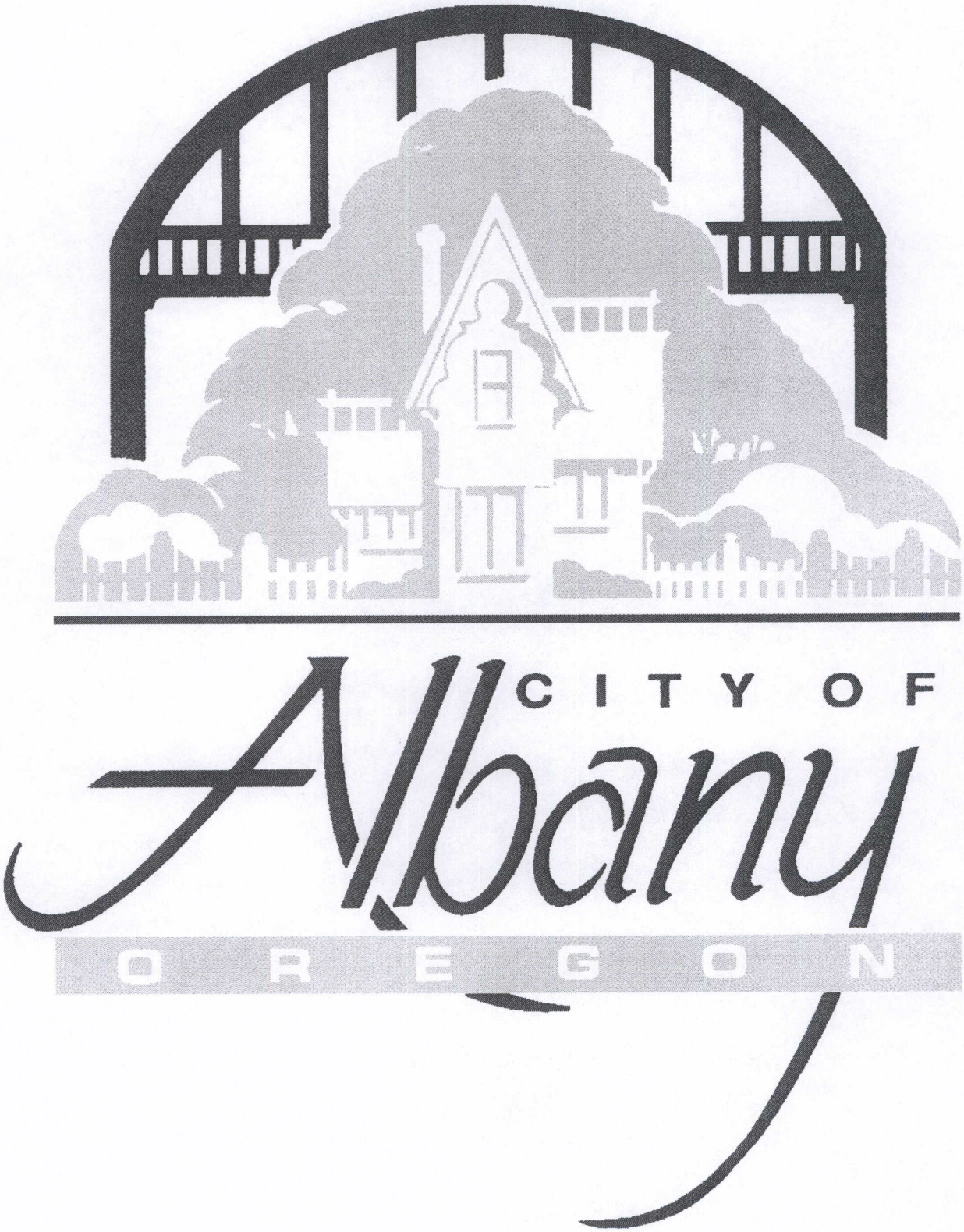
FUNCTIONS AND RESPONSIBILITIES

- This activity provides only limited funding to repair, replace, or upgrade facilities, equipment, and accessories to maintain the design capacity of the existing Water Treatment Plant (WTP), reservoirs, and distribution system.
- This activity does not receive sufficient funding to allow for the investment necessary to perpetually maintain the capacity of the existing water system.
- Funding provided through this budget is used to repair or replace water system facilities, equipment, and structures that are not accumulating a depreciation reserve from a specific replacement schedule.
- Maintain adequate reserve for funding emergency repairs or replacement of equipment or systems.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	09/09	Complete	• Replace water lines: In the 8th Avenue and Elm Street area 4th Avenue area 9th Avenue and 24th Avenue area 5th and 6th Avenues area.
Safe City	06/09	In Progress	• Initiate bank protection at the backwash lagoons for the Vine Street WTP.
Safe City	06/09	In Progress	• Initiate Canal bank improvements.
Safe City	06/09	In Progress	• Complete reservoir improvements.
Budget Year 2009-2010			
Safe City	06/10		• Build reserves for future capital water improvements.
Safe City	06/10		• Evaluate the Canal Esplanade Project scope and develop a project cost estimate.

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
41131	Connection Fees: Principal	3,621.62	-	-	-	-	0.00%
41132	Connection Fees: Interest	1,214.32	-	-	-	-	0.00%
41235	Water Connection Fees	84,398.12	107,311.42	43,652.98	15,000	5,000	-66.67%
42013	FEMA Grant	-	33,221.52	31,753.97	747,000	900,000	20.48%
42025	Department of Energy	130,018.00	-	-	-	-	0.00%
43250	Albany Water Service Charges	700,000.00	979,875.58	770,000.00	770,000	1,538,600	99.82%
48010	Interest	374,910.81	368,324.77	173,552.03	220,000	50,000	-77.27%
Total General Revenues		1,294,162.87	1,488,733.29	1,018,958.98	1,752,000	2,493,600	42.33%
Transfers In							
49040	From Water Capital: Canal	2,000,000.00	-	-	-	-	0.00%
Total Transfers In		2,000,000.00	-	-	-	-	0.00%
Beginning Balance							
49905	Beginning Balance	8,360,567.00	9,294,133.00	7,114,108.00	5,861,200	4,984,400	-14.96%
Total Beginning Balance		8,360,567.00	9,294,133.00	7,114,108.00	5,861,200	4,984,400	-14.96%
TOTAL REVENUES		**11,654,729.87**	**10,782,866.29**	**8,133,066.98**	**7,613,200**	**7,478,000**	**-1.78%**
Materials & Services							
60101	Contractual Services	198,932.22	90,529.96	62,695.74	35,000	15,000	-57.14%
60224	Phase I: Asset Management Implementation	114,648.91	-	-	-	-	0.00%
60234	Adair Water Feasibility Study	10,125.70	-	26,100.94	50,000	-	-100.00%
60235	SS-08-01 Stormwater Mgmt Plan Scope	-	3,829.87	-	-	-	0.00%
60241	Canal Esplanade Scoping	-	-	-	-	100,000	0.00%
60243	Water System Modeling	-	-	-	-	10,000	0.00%
60244	Water Rights Support	-	-	-	-	15,000	0.00%
60406	Phase II: Asset Mgmt Implementation	-	75,806.17	-	50,000	-	-100.00%
65500	34th Ave Reservoir Coating	2,937.83	474.87	-	50,000	60,000	20.00%
65502	Maple St Reservoir Coating	2,070.00	-	-	-	-	0.00%
67022	Capital Recovery Agreement-Payment	-	10,556.12	-	40,000	20,000	-50.00%
Total Materials & Services		328,714.66	181,196.99	88,796.68	225,000	220,000	-2.22%
Capital							
70027	Land Acquisition: 12s-02w-14DB-03200	-	-	162.43	-	-	0.00%
70028	Land Acquisition: 12s-02w-14DB-04200	-	-	162.43	-	-	0.00%
72004	Regional Multimodal Transportation Center	14,007.63	-	-	-	-	0.00%
80004	Bank Protection at Backwash Lagoon	-	16,924.97	43,670.34	300,000	330,000	10.00%
80014	Perfect Lane WL Extension	10,575.00	-	-	-	-	0.00%
80043	Perfect Lane Water Improvements (F)	110,624.79	-	-	-	-	0.00%
84012	SS-06-04 Grand Prairie Sewer Extension	98,111.58	16,857.77	-	-	-	0.00%
86016	WL-06-01 13th Ave WL	44,527.13	-	-	-	-	0.00%
86017	WL-06-03 Valley View WL	308,065.70	-	-	-	-	0.00%
86018	WL-06-04 Pineview Drive WL	115,221.50	-	-	-	-	0.00%
86019	WL-06-05 Zone 4 Separation/Pump Station	803,499.45	33,720.38	-	-	-	0.00%
86020	WL-06-02 South Albany Transmission Main	75,957.57	625,626.57	4,138.11	-	-	0.00%
86023	WL-07-01 8th Ave./Elm to Broadway WL	957.09	-	-	-	-	0.00%
86024	WL-07-02 Maple/Walnut/11th/12th WL	45,820.78	589,326.56	-	-	-	0.00%
86025	WL-07-03 14th/Hill/Tudor/Oak Area WL	531,232.70	2,792.45	-	-	-	0.00%
86026	WL-07-04 Sunny Lane/Erin Crest WL	190,757.30	336.02	-	-	-	0.00%
86027	WL-07-05 Crocker Lane WL	339,326.88	11,075.14	-	-	-	0.00%
86028	WL-07-06 17th & Burkhart WL	106,396.08	23,007.10	-	-	-	0.00%
86029	WL-07-07 Crittenden Loop WL Rep.	281,648.70	-	-	-	-	0.00%
86031	WL-07-09 Dumbeck Meter Installation	12,197.05	-	-	-	-	0.00%
86032	WL-08-02 9th/10th/15th/Park Terrace WL	-	367,769.40	26,666.58	-	-	0.00%
86033	WL-08-01 Madison and 12th WL	-	155,896.78	448,136.18	455,000	-	-100.00%
86034	WC-08-01 Canal Improvement Projects	-	1,125,915.55	878,498.71	1,500,000	1,429,700	-4.69%
86035	WL-08-03 4th/5th Chicago Area WL	-	225,332.22	13,317.48	-	-	0.00%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PROG 2308: Water System Capital Projects

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Capital							
86036	WL-08-04 Maier Lane WL	-	1,045.48	3,616.13	199,000	198,500	-0.25%
86040	WL-09-01 8th Ave/Elm to Broadway	-	-	242,544.39	288,000	-	-100.00%
86041	WL-09-02 4th Ave WL	-	-	34,000.96	473,000	400,000	-15.43%
86042	WL-09-03 9th Ave & 24th Ave WL	-	-	90,477.73	118,000	-	-100.00%
86043	WL-09-04 5th & 6th Ave WL	-	-	364,870.06	395,000	-	-100.00%
87001	WTP Security Upgrade	10,069.15	32,060.55	14,667.35	50,000	80,000	60.00%
87002	WTP-07-02, Chlorine Safety Improvements	129,869.34	123,100.11	-	-	-	0.00%
89001	W-07-01, Reservoir Improvements	860.87	21,769.84	13,023.33	50,000	60,000	20.00%
89002	W-07-03 Vine St WTP Seismic Upgrades	606.80	73,157.48	92,819.01	1,104,000	1,439,000	30.34%
89003	W-08-01 Valley View Res Improvements	-	28,798.13	28,156.08	612,000	500,000	-18.30%
89004	W-08-02 Soda Ash Building Improvements	-	13,049.16	1,930.76	340,000	-	-100.00%
90003	Reserve: Connection Fees	-	-	-	458,000	507,000	10.70%
90012	Reserve: Capital Projects	-	-	-	1,046,200	2,313,800	121.16%
Total Capital		3,230,333.09	3,487,561.66	2,300,858.06	7,388,200	7,258,000	-1.76%
Transfers Out							
91259	To Water Debt Service (2305)	-	-	522,000.00	522,000	-	-100.00%
Total Transfers Out		-	-	522,000.00	522,000	-	-100.00%
TOTAL EXPENDITURES		**3,559,047.75**	**3,668,758.65**	**2,911,654.74**	**8,135,200**	**7,478,000**	**-8.08%**

PROGRAM NARRATIVE

WATER FUND: WATER ECONOMIC DEVELOPMENT (615-50-2309)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity annually receives $100,000 from service charges to help fund economic development-related capital projects as approved by the Albany City Council.
- Council authorization to annually fund this program began again in Fiscal Year 2003-04.
- $25,000 is transferred annually to the General Fund to support the Economic Development activities of the City.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Healthy Economy	06/09	Complete	• No new projects planned – reserve for future projects. The current fund balance exceeds $500,000; therefore, no new funds will be transferred into this fund this year.
Budget Year 2009-2010			
Healthy Economy	06/10		• No new projects planned – reserve for future projects. The current fund balance exceeds $500,000; therefore, no new funds will be transferred into this fund this year.

PROG 2309: Water Economic Development

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
43250 Albany Water Service Charges	100,000.00	100,000.00	62,300.00	62,300	-	-100.00%
48010 Interest	23,394.57	26,548.02	17,095.23	20,000	9,000	-55.00%
Total General Revenues	123,394.57	126,548.02	79,395.23	82,300	9,000	-89.06%
Beginning Balance						
49905 Beginning Balance	415,389.00	523,956.00	620,024.00	505,000	613,100	21.41%
Total Beginning Balance	415,389.00	523,956.00	620,024.00	505,000	613,100	21.41%
TOTAL REVENUES	**538,783.57**	**650,504.02**	**699,419.23**	**587,300**	**622,100**	**5.93%**
Capital						
72004 Regional Multimodal Transportation Cntr	(10,172.34)	-	-	-	-	0.00%
86039 Viper NW Fire Hydrant	-	5,480.00	-	-	-	0.00%
90012 Reserve: Capital Projects	-	-	-	500,000	559,600	11.92%
Total Capital	(10,172.34)	5,480.00	-	500,000	559,600	11.92%
Transfers Out						
91100 To General Fund	-	-	49,800.00	49,800	50,000	0.40%
91232 To Economic Development	25,000.00	25,000.00	25,000.00	25,000	-	-100.00%
91251 To Building Insp-ADA Code Enforcement	-	-	6,344.12	12,500	12,500	0.00%
Total Transfers Out	25,000.00	25,000.00	81,144.12	87,300	62,500	-28.41%
TOTAL EXPENDITURES	**14,827.66**	**30,480.00**	**81,144.12**	**587,300**	**622,100**	**5.93%**

PROGRAM NARRATIVE

WATER FUND: NORTH ALBANY WATER CAPITAL PROJECTS (615-50-2310)
Responsible Manager/Title: Mark Shepard, P.E., Assistant Public Works Director/City Engineer

FUNCTIONS AND RESPONSBILITIES

- This activity receives $15 per month per account from water customers outside the City limits. Currently there are approximately 375 meters outside the Albany city limits.
- Revenues received in this activity are dedicated to funding capital projects and fixed assets that benefit the North Albany water system outside the City limits.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	06/09	Complete	• Reserve fees for future projects.
Budget Year 2009-2010			
Safe City	06/10		• Reserve fees for future projects.

PROG 2310: N. Albany Water Capital Projects

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
43254 Capital Charges	69,300.00	69,300.00	69,300.00	69,300	69,300	0.00%
48010 Interest	7,169.28	9,828.11	7,939.34	8,000	8,700	8.75%
Total General Revenues	76,469.28	79,128.11	77,239.34	77,300	78,000	0.91%
Beginning Balance						
49905 Beginning Balance	95,695.00	172,165.00	251,293.00	251,800	329,300	30.78%
Total Beginning Balance	95,695.00	172,165.00	251,293.00	251,800	329,300	30.78%
TOTAL REVENUES	**172,164.28**	**251,293.11**	**328,532.34**	**329,100**	**407,300**	**23.76%**
Capital						
90012 Reserve: Capital Projects	-	-	-	329,100	407,300	23.76%
Total Capital	-	-	-	329,100	407,300	23.76%
TOTAL EXPENDITURES	-	-	-	**329,100**	**407,300**	**23.76%**

PROGRAM NARRATIVE

WATER FUND: PUBLIC WORKS, WATER EQUIPMENT REPLACEMENT (615-50-2311)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

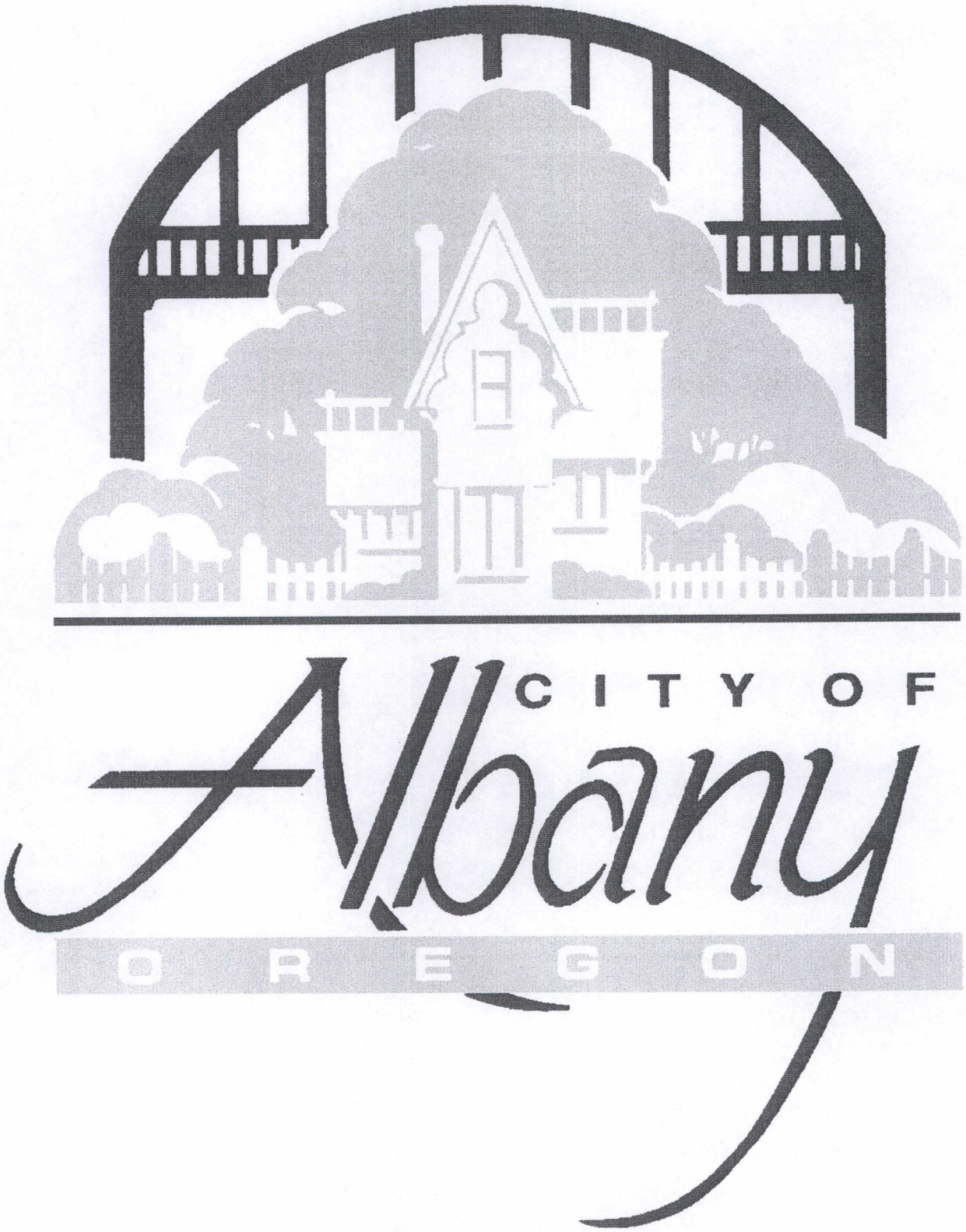
- This activity funds replacement of water system vehicles and major equipment in accordance with an established depreciation and replacement schedule.
- Receive revenues from other water fund budgets to fund future equipment replacement.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	Completed	• Initiate equipment replacement funds for the pump station and treatment plant instrumentation and control system components.
Budget Year 2009-2010			
Effective Government	06/10		• Purchase replacement for vehicle 904-97.

PROG 2311: Water Equipment Replacement

Acct# Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues						
43802 Equipment Replacement Charges	70,600.00	127,600.00	61,100.08	123,100	55,500	-54.91%
47012 Miscellaneous Revenue	6,831.85	-	-	1,000	-	-100.00%
48010 Interest	15,915.66	18,290.54	14,464.08	16,200	16,100	-0.62%
Total General Revenues	93,347.51	145,890.54	75,564.16	140,300	71,600	-48.97%
Beginning Balance						
49905 Beginning Balance	301,581.00	342,422.00	488,313.00	455,500	545,000	19.65%
Total Beginning Balance	301,581.00	342,422.00	488,313.00	455,500	545,000	19.65%
TOTAL REVENUES	**394,928.51**	**488,312.54**	**563,877.16**	**595,800**	**616,600**	**3.49%**
Materials & Services						
61028 Minor Equipment	364.78	-	-	-	-	0.00%
Total Materials & Services	364.78	-	-	-	-	0.00%
Capital						
70005 Capital Equipment	52,142.26	-	-	-	42,000	0.00%
90007 Reserve: Equipment Replacement	-	-	-	595,800	574,600	-3.56%
Total Capital	52,142.26	-	-	595,800	616,600	3.49%
TOTAL EXPENDITURES	**52,507.04**	-	-	**595,800**	**616,600**	**3.49%**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INTERNAL SERVICE FUNDS

INTERNAL SERVICE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Internal Service funds are used to account for the financing of goods and/or services provided to various City departments on a cost-reimbursement basis. The City has two Internal Service funds.

CENTRAL SERVICES FUND

The Central Service Fund provides services to all City departments. Those service are provided by the following programs: City Council & Nondepartmental, City Manager's Office, Finance, Human Resources, Information Technology Services, Geographic Information Systems Services, Permit Tracking Services, and Building Maintenance.

On a Citywide basis, each operating program is charged fees for the services provided by the Central Services Fund. The fees are based on a range of factors including number of personnel, current operating budget, pieces of information technology equipment, usage of the GIS and Permit Tracking systems, square footage, and age of City buildings. Charges for services are expected to increase three to ten percent annually.

PUBLIC WORKS SERVICES FUND

The Public Works Services Fund is divided into six programs: Administration, Engineering Services, Operations Administration, Water Quality Control Services, Public Works Customer Services, and Facilities and Maintenance Engineering, which primarily provide services to the Water, Sewer, and Street Funds. Responsibilities include management of public improvements, traffic engineering and design, fee and rate development guidance, laboratory testing of water and wastewater samples, water and sanitary sewer flow monitoring, oversight of the bridge maintenance program, and oversight and development of the automated process control and monitoring system for water and sewer treatment.

RESOURCES	
Charges for Services	$ 13,344,200
Other Revenues	82,700
Investment Earnings	8,500
Beginning Balance	470,400
Total Resources	$ 13,905,800

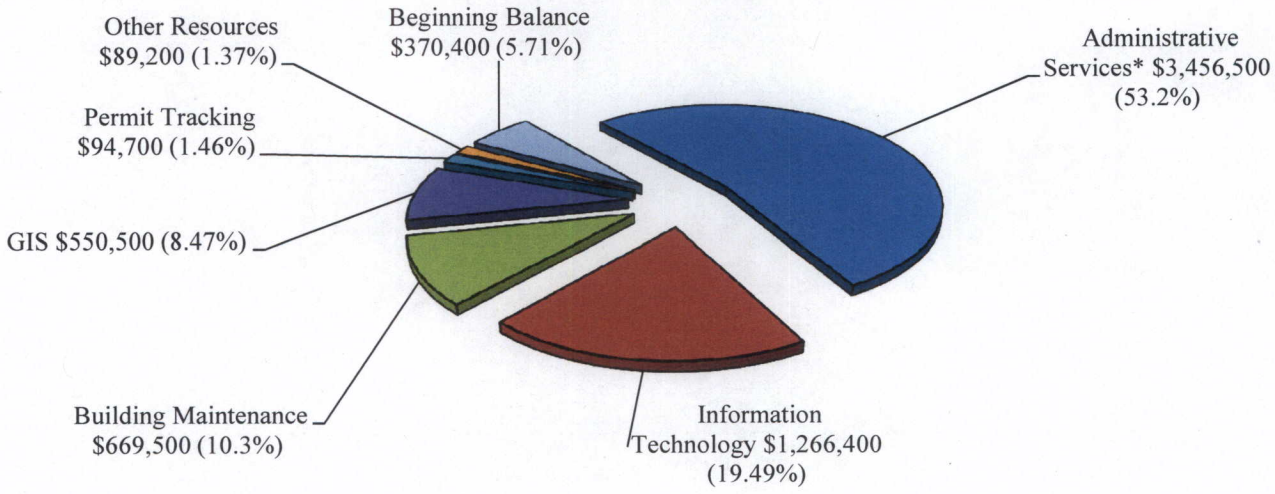
REQUIREMENTS	
Personnel	$ 9,783,200
Materials & Services	4,022,600
Contingency	100,000
Total Requirements	$ 13,905,800

CENTRAL SERVICES FUND
RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Bicycle/Commuter Map Revenues	$ -	$ -	$ 300	$ 300	$ -	(100.00%)	-
GIS Information Sales Revenue	936	645	500	500	500	-	0.01%
Departmental Charges	702,200	615,100	629,200	-	-	-	-
Building Maintenance Charges	385,000	534,201	656,100	656,100	669,500	2.04%	10.30%
Administrative Services Charges	3,046,600	3,263,000	3,494,600	3,494,600	3,456,500	(1.09%)	53.20%
IT Services Charge	888,882	1,101,600	1,231,500	1,231,500	1,266,400	2.83%	19.49%
GIS Services Charge	-	-	-	538,000	550,500	2.32%	8.47%
Permit Tracking Services Charge	-	-	-	91,200	94,700	3.84%	1.46%
Gifts & Donations	2,300	-	-	-	-	-	-
Miscellaneous Revenue	73,799	57,574	60,000	92,000	82,700	(10.11%)	1.27%
Interest	19,505	21,528	16,000	16,000	6,000	(62.50%)	0.09%
Total Current Resources	5,119,222	5,593,648	6,088,200	6,120,200	6,126,800	0.11%	94.29%
Beginning Balance	430,598	282,459	304,900	304,900	370,400	21.48%	5.71%
Total Resources	$5,549,820	$5,876,107	$6,393,100	$6,425,100	$6,497,200	1.12%	100.00%

IT - Information Technology
GIS - Geographic Information Systems

CENTRAL SERVICES FUND RESOURCES



* Council & Nondepartmental, City Manager's Office, Finance, and Human Resources

CENTRAL SERVICES FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Finance	$ -	$1,357,837	$1,471,300	$1,471,300	$1,502,900	$1,502,900	$1,502,900
Council & Nondepartmental	240,058	268,947	286,100	286,100	278,500	278,500	278,500
City Manager's Office	2,252,123	973,174	1,268,200	1,300,200	1,241,900	1,241,900	1,241,900
IT Services	968,682	1,120,557	1,231,500	1,231,500	1,266,400	1,266,400	1,266,400
Human Resources	604,752	612,028	780,200	780,200	801,300	801,300	801,300
Facilities Maintenance	487,122	575,815	665,100	665,100	669,500	669,500	669,500
GIS Services(1)	-	445,421	599,500	599,500	642,000	642,000	642,000
Permit Tracking(1)	-	79,142	91,200	91,200	94,700	94,700	94,700
GIS Services(2)	642,332	-	-	-	-	-	-
Permit Tracking(2)	72,291	-	-	-	-	-	-
Total Requirements	$5,267,360	$5,432,921	$6,393,100	$6,425,100	$6,497,200	$6,497,200	$6,497,200

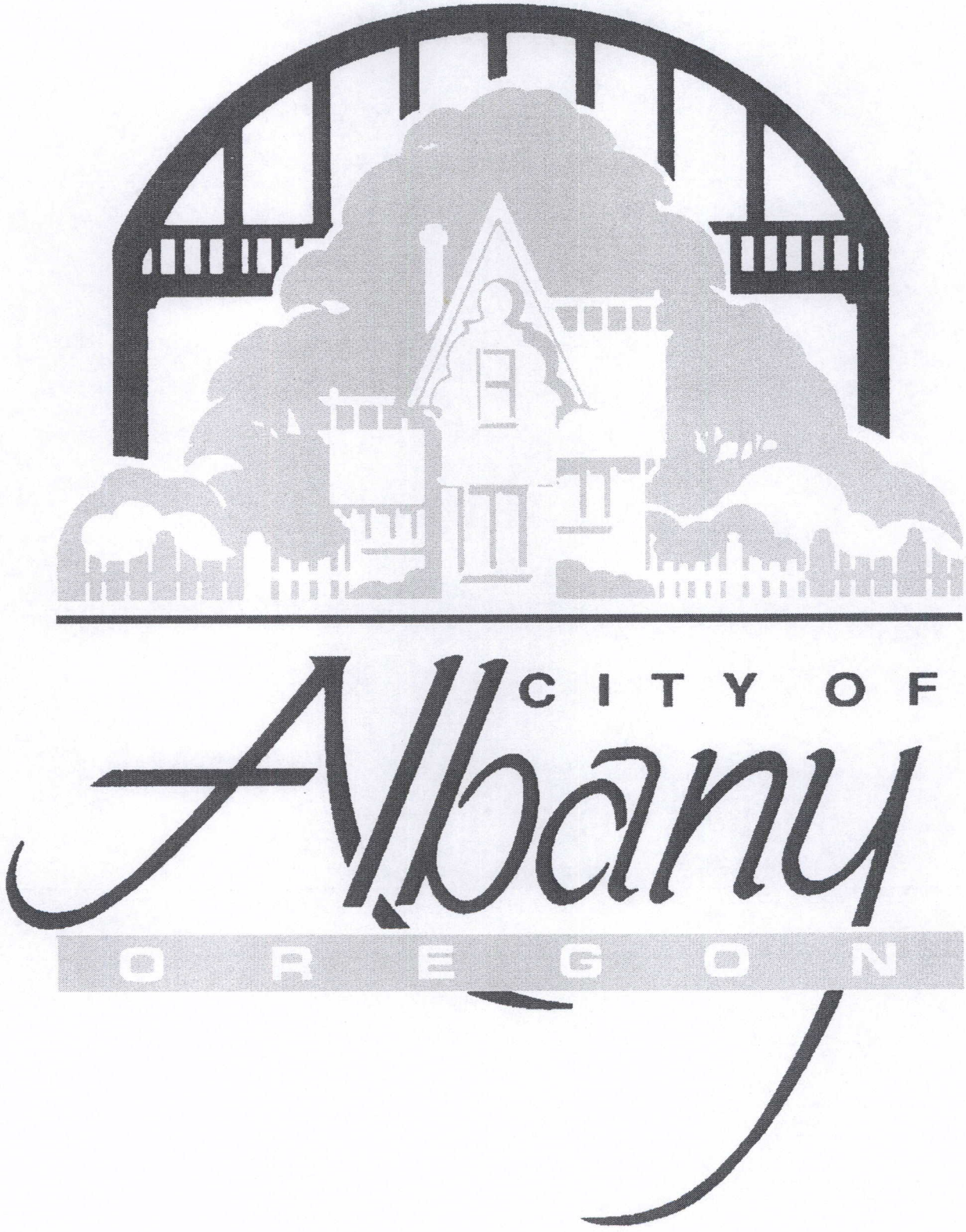
(1) Information Technology Services Department
(2) Public Works Department

GIS - Geographic Information Systems
IT - Information Technology

Requirements by Type	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Personnel	$3,217,707	$3,376,436	$4,013,100	$4,013,100	$4,237,800	$4,237,800	$4,237,800
Materials & Services	2,049,653	2,041,335	2,380,000	2,412,000	2,259,400	2,259,400	2,259,400
Capital	-	15,150	-	-	-	-	-
Total Requirements	$5,267,360	$5,432,921	$6,393,100	$6,425,100	$6,497,200	$6,497,200	$6,497,200

Adopted Requirements by Program and Type	Personnel	Materials & Services	Adopted Budget	% of Fund Budget
Finance	$1,150,000	$ 352,900	$1,502,900	23.14%
Council & Nondepartmental	15,200	263,300	278,500	4.29%
City Manager's Office	836,500	405,400	1,241,900	19.11%
IT Services	929,200	337,200	1,266,400	19.49%
Human Resources	577,700	223,600	801,300	12.33%
Facilities Maintenance	304,300	365,200	669,500	10.30%
GIS Services	375,300	266,700	642,000	9.88%
Permit Tracking	49,600	45,100	94,700	1.46%
Total Requirements	$4,237,800	$2,259,400	$6,497,200	100.00%
Percent of Fund Budget	65.23%	34.77%	100.00%	

Staffing Summary (FTE)	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Council & Nondepartmental	7.000	7.000	7.000	7.000	7.000	7.000	7.000
City Manager's Office	16.600	5.600	6.600	6.600	6.600	6.600	6.600
IT Services	8.000	8.000	9.000	9.000	9.000	9.000	9.000
Human Resources	5.000	5.000	5.000	5.000	5.000	5.000	5.000
Facilities Maintenance	2.500	3.500	3.500	3.500	3.500	3.500	3.500
Finance	-	11.000	11.000	11.000	11.000	11.000	12.000
GIS Services	4.500	3.500	3.500	3.500	3.500	3.500	3.500
Permit Tracking	0.500	0.500	0.500	0.500	0.500	0.500	0.500
Total FTE	44.100	44.100	46.100	46.100	46.100	46.100	47.100


CITY OF
Albany
OREGON

COST ALLOCATION METHODOLOGY FOR CENTRAL SERVICE FUND PROGRAMS

ADMINISTRATIVE SERVICES

There are four programs included in Administrative Services: City Council and Nondepartmental, City Manager's Office, Finance, and Human Resources. To calculate the amount of administrative charges to be allocated Citywide, the estimated budgets of the four programs are added together to determine the gross budget. Interest, miscellaneous revenues, and estimated beginning balance are subtracted from the gross budget to determine the net budget to allocate.

The net budgets for the four programs are divided into three cost centers: personnel, special assessments, and everything else. The total budget of the "personnel cost" center is allocated Citywide based on employee full-time equivalents (FTE). The total budget of the "special assessment cost" center is allocated to the funds which generate property assessments: Water, Sewer, Street, and Parks Funds. The "everything else" cost center is allocated Citywide based on a fund's current year operating budget. The City does not allocate Central Services charges to the Grants, Risk Management, Public Safety Levy, Capital Replacement, Debt Service, Capital Projects, and Permanent Funds.

For Fiscal Year 2009-10, the net budget to allocate is $3,456,500, and the operating budget allocation basis is $68,209,000, making the administrative central service charge average $0.0507 per $1 of operating budget.

INFORMATION TECHNOLOGY (IT)

Information Technology Services is responsible for maintenance and support of the City's network infrastructure, business applications, telephone system, server room operations, database systems, systems security, backup and restore services, and hardware maintenance and replacement.

The first step in calculating IT Service Charges is to prepare the estimated budget for the IT Services program and to prepare a list of all of the personal computers, laptop computers, and mobile data terminals it is responsible for servicing. The IT Services estimated budget is allocated as a Citywide service charge based on the number of pieces of equipment on the list. For Fiscal Year 2009-10, the net budget to allocate is $1,266,400 and the total number of pieces of equipment in the allocation basis is 393, making the information technology charge $3,222 per piece of equipment.

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

GIS Services coordinates the planning, implementation, and maintenance of the Citywide Geographic Information System. The GIS Services program provides mapping services, analysis, application development, GIS software, and GIS training to participating departments. The GIS Services estimated budget is reduced by GIS sales, interest earnings, and beginning balance to determine the amount to allocate. The net budget is distributed to using programs based on their estimated use of services. For Fiscal Year 2009-10, the GIS charges to using programs will be $550,500.

PERMIT TRACKING

Permit Tracking is responsible for the day-to-day operation of the City's permit tracking software, including development, maintenance, and implementation of source code and documents required for generating permits and collecting fees. The Permit Tracking budget is reduced by estimated interest earnings and beginning balance to determine the net amount to allocate. The net budget is charged to using programs based on their estimated use of services. For Fiscal Year 2009-10, the Permit Tracking charges to using programs will be $94,700.

BUILDING MAINTENANCE

Building Maintenance is responsible for providing in-house and contractual services for building maintenance, repair, and renovation of sixteen City facilities including City Hall, both libraries, four fire stations, the Police Station, and Parks, Airport, and Transit facilities. The estimated Building Maintenance budget is allocated based on a formula which considers a number of factors including square footage and age of the facility. For Fiscal Year 2009-10, the Building Maintenance charges to using programs will be $669,500.

FISCAL YEAR SURPLUS/DEFICIT

At fiscal year end, a surplus, total revenues less total expenditures, will be refunded Citywide using the same allocation proportion as when initially charged. An allowance for the estimated beginning balance of the new fiscal year will be considered when determining the amount of the refund. In a deficit situation, significant additional charges would be approved and program expenditures appropriated by City Council action.

PROGRAM NARRATIVE

CENTRAL SERVICES: FINANCE DEPARTMENT (701-10-1035)
Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- Provide administration and management of the City's financial services including general ledger, budget preparation, payroll, purchasing, assessments, accounts payable and receivable, and treasury.
- Maintain official records and legal documents of the City and provide for the recording of necessary records with Linn County, Benton County, and the state of Oregon.
- Prepare a Comprehensive Annual Financial Report (CAFR) and annual budget document. Submit both to the Government Finance Officers Association (GFOA) to be considered for their annual awards of excellence.
- Administer risk management and franchise functions for the City.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	10/08	Completed	• Implement GASB45 reporting requirements.
	11/08	Completed	• Complete a successful election process.
	12/08	Completed	• Develop written internal accounting procedures.
	03/09	Completed	• Create a financial model to support long-term goals.
Budget Year 2009-2010			
Effective Government	09/09		• Complete a lean Six Sigma project and quantify savings.
	10/09		• Request proposals for financial advisory services.
	12/09		• Document arbitrage compliance and file continuing disclosure through EMMA.
	02/10		• Expand the financial model to include more funds.
	03/10		• Create stronger links between the Strategic Plan and the Budget document.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of consecutive years - GFOA Distinguished Budget Presentation Award	16	17	18	19
Number of consecutive years - GFOA Excellence in Financial Reporting Award	23	24	25	26
Accounts Payable: Percentage of time that check runs are completed as scheduled.	100%	100%	100%	100%
Payroll: Percentage of employee checks/direct deposits delivered as scheduled.	n/a	100%	100%	100%
Payroll: Percentage of payroll checks/direct deposits that are accurate, complete, and provide timely information.	n/a	100%	100%	100%

STAFFING SUMMARY

FTEs	0	0	11	11

701: Central Services
10: Finance

PROG 1035: Finance Department

Budget Fiscal Year: 2010

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	-	625,891.31	690,561.53	688,800	749,300	8.78%
52001	Temporary Employees	-	-	-	8,000	-	-100.00%
53001	Overtime	-	33,735.87	15,417.68	27,000	20,000	-25.93%
54005	Unemployment Claims	-	-	1,129.44	900	2,300	155.56%
56001	Employer Paid Benefits	-	345,293.24	373,392.88	374,900	378,400	0.93%
Total Personnel Services		-	1,004,920.42	1,080,501.53	1,099,600	1,150,000	4.58%
Materials & Services							
60016	Audit Service	-	39,665.00	33,135.00	37,000	39,900	7.84%
60101	Contractual Services	-	19,489.57	35,851.86	23,500	37,600	60.00%
60201	Space Rental	-	1,572.93	-	-	-	0.00%
60202	Storage Building Lease	-	18,000.00	19,800.00	19,800	19,800	0.00%
60211	Insurance & Bonds	-	6,750.59	6,500.87	7,000	2,100	-70.00%
61006	Advertising & Publications	-	437.52	4,246.05	5,000	5,000	0.00%
61010	Duplication & Fax	-	680.71	630.75	2,000	1,000	-50.00%
61011	Education & Training	-	2,483.65	6,121.14	3,500	3,500	0.00%
61013	Filing & Recording	-	325.50	-	100	100	0.00%
61024	Materials & Supplies	-	13,474.98	9,585.22	16,000	13,500	-15.63%
61026	Meetings & Conferences	-	8,910.58	4,543.13	6,500	6,500	0.00%
61027	Memberships & Dues	-	7,749.99	3,411.00	8,000	5,000	-37.50%
61028	Minor Equipment	-	1,894.62	-	1,500	-	-100.00%
61030	Personal Auto Reimbursement	-	1,431.35	1,642.32	2,500	2,000	-20.00%
61032	Postage & Shipping	-	48,263.41	46,774.03	65,000	50,000	-23.08%
61033	Printing & Binding	-	5,992.54	10,082.70	13,000	12,000	-7.69%
61034	Professional Publications	-	296.83	183.20	2,000	500	-75.00%
61038	Software	-	4,475.35	-	2,000	-	-100.00%
63009	Telephone	-	3,762.04	918.81	2,100	900	-57.14%
66013	GIS System Charges	-	6,500.00	6,700.00	6,700	6,500	-2.99%
66014	Information Technology Services	-	56,200.00	50,500.00	50,500	51,600	2.18%
66015	IT Equipment Replacement	-	95,600.00	88,700.00	88,700	85,400	-3.72%
66020	Permit Tracking Services	-	8,500.00	8,800.00	8,800	9,500	7.95%
66511	Flexible Spending Admin Fees	-	456.50	423.50	500	500	0.00%
Total Materials & Services		-	352,913.66	338,549.58	371,700	352,900	-5.06%
TOTAL EXPENDITURES		**-**	**1,357,834.08**	**1,419,051.11**	**1,471,300**	**1,502,900**	**2.15%**

PROGRAM NARRATIVE

CENTRAL SERVICES: COUNCIL & NONDEPARTMENTAL (701-11-1027)
Responsible Manager/Title: Wes Hare, City Manager

FUNCTIONS AND RESPONSIBILITIES

- The seven-member City Council is responsible for establishing general policies that govern the functions and operations of the City accomplished primarily through the adoption of ordinances and resolutions.
- The Council meets in regular meetings on 24 occasions during the year. In addition, special meetings and Council work sessions are held to study upcoming issues and develop an understanding of their impact upon the community.
- The Council members represent the City in many areas of community activity; e.g., AMEDC, Linn-Benton Transit Committee, Cascades West Council of Governments, and Albany Convention and Visitors Association.
- Publish and distribute *City Bridges* quarterly.
- Implement multiyear strategic plan.
- Work with CARA to promote waterfront and downtown redevelopment.
- Develop a balanced budget that reflects changing costs, revenues, and constitutional limitations.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	12/08	Completed	• Finish the Library.
	06/09	Completed	• Develop balanced budget for 2009-2010 that reflects changing costs, revenues, and constitutional limitations.
Healthy Economy	06/09	Terminated	• Continue construction of PepsiCo/Gatorade infrastructure.
Budget Year 2009-2010			
Effective Government	06/10		• Maintain existing service levels for City services.
Healthy Economy	06/10		• Secure funds to complete infrastructure to serve 53rd Avenue industrial property.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Percent of Albany residents who are satisfied with overall City services.	no survey	73%	no survey	survey planned
Conduct community survey every other year.	no survey	Yes	no survey	Yes
Update the City's Strategic Plan annually.	Yes	Yes	Yes	Yes

STAFFING SUMMARY

FTEs	7	7	7	7

701: Central Services
11: City Manager/ City Council

PROG 1027: Council & Nondepartmental

Budget Fiscal Year: 2010

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	10,250.00	13,407.90	11,700.00	13,500	13,500	0.00%
56001	Employer Paid Benefits	818.29	1,019.41	2,879.00	1,300	1,700	30.77%
Total Personnel Services		11,068.29	14,427.31	14,579.00	14,800	15,200	2.70%
Materials & Services							
60101	Contractual Services	-	-	-	4,000	4,000	0.00%
60201	Space Rental	117,800.00	139,400.00	124,500.00	124,500	129,100	3.69%
60211	Insurance & Bonds	451.90	675.07	650.08	700	400	-42.86%
61006	Advertising & Publications	1,562.40	1,638.00	2,016.00	1,900	2,200	15.79%
61010	Duplication & Fax	1,769.68	2,159.19	1,755.75	2,700	2,800	3.70%
61024	Materials & Supplies	2,015.92	3,473.70	1,402.48	3,000	3,000	0.00%
61026	Meetings & Conferences	11,963.43	10,848.12	11,402.92	15,000	10,000	-33.33%
61027	Memberships & Dues	67,383.89	70,958.73	75,914.95	76,500	78,900	3.14%
61028	Minor Equipment	-	-	6,487.80	15,000	5,000	-66.67%
61030	Personal Auto Reimbursement	1,121.24	615.10	621.40	1,500	1,500	0.00%
61032	Postage & Shipping	4.00	5.00	10.32	200	200	0.00%
61033	Printing & Binding	519.73	56.70	179.73	1,000	1,000	0.00%
61034	Professional Publications	-	-	300.00	400	400	0.00%
61035	Public Information/Activities	23,919.68	21,416.08	13,699.36	21,000	21,000	0.00%
61202	Mayor's Expense	87.50	-	-	500	500	0.00%
63009	Telephone	389.75	373.64	77.36	200	100	-50.00%
66014	Information Technology Services	-	2,900.00	3,200.00	3,200	3,200	0.00%
Total Materials & Services		228,989.12	254,519.33	242,218.15	271,300	263,300	-2.95%
TOTAL EXPENDITURES		**240,057.41**	**268,946.64**	**256,797.15**	**286,100**	**278,500**	**-2.66%**

PROGRAM NARRATIVE

CENTRAL SERVICES: CITY MANAGER'S OFFICE (701-11-1028)
Responsible Manager/Title: Wes Hare, City Manager

FUNCTIONS AND RESPONSIBILITIES

- Provide leadership, coordination, and management for the affairs of the City.
- Provide oversight for the City Attorney contract, budget development, legislative activities, public information, and graphic services.
- Conduct annual review of City's Strategic Plan.
- Monitor legislative sessions.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	12/08	Completed	• Complete the new Library.
	06/09	In Progress	• Implement the Building Exceptional Service Together (BEST) Initiative.
Healthy Economy	06/09	Completed	• Complete "BuzzSaw" property redevelopment.
	06/09	Completed	• Complete first phase of RCM Homes development.
Budget Year 2009-2010			
Effective Government	06/10		• Continue implementation of Building Exceptional Service Together (BEST) process.
Healthy Economy	06/10		• Work with local businesses to assist with job creation.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Percent of departments that rate legal services as satisfactory or better.	100%	100%	100%	100%
Percent of departments that rate Graphic services as satisfactory or better.	100%	100%	100%	100%
Percent of time City website is updated on schedule.	100%	100%	85%	98%
Percent reduction in processing time (BEST).	n/a	n/a	n/a	50%
Total cost avoidance or cost reduction attained per year (BEST).	n/a	n/a	n/a	$250,000
National benchmark performance submissions [both ICMA and AWWA/Utility] (BEST).	n/a	n/a	n/a	14

STAFFING SUMMARY

FTEs	15.0	16.6	6.6	6.6

PROG 1028: City Manager's Office

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	940,772.13	357,803.08	478,251.52	518,400	548,500	5.81%
52001	Temporary Employees	179.38	2,497.95	19,442.64	-	19,000	0.00%
53001	Overtime	50,743.23	4,003.99	4.66	4,500	4,500	0.00%
56001	Employer Paid Benefits	526,141.99	203,700.05	250,585.85	267,600	264,500	-1.16%
Total Personnel Services		1,517,836.73	568,005.07	748,284.67	790,500	836,500	5.82%
Materials & Services							
60016	Audit Service	33,150.00	-	-	-	-	0.00%
60101	Contractual Services	69,870.12	29,265.36	42,412.43	72,000	45,000	-37.50%
60211	Insurance & Bonds	13,217.81	6,750.59	6,500.87	7,000	1,800	-74.29%
60233	Bank Building Rental	-	-	-	5,300	5,500	3.77%
61006	Advertising & Publications	5,007.43	2,508.51	3,153.45	2,000	2,000	0.00%
61008	Attorney Legal Fees	61,486.68	122,975.01	38,668.71	129,300	50,000	-61.33%
61009	Car & Unreimbursed Expenses	3,300.00	3,600.00	3,600.00	3,600	3,600	0.00%
61010	Duplication & Fax	1,619.34	2,240.09	1,563.81	2,700	2,800	3.70%
61011	Education & Training	3,255.53	200.00	3,905.23	2,500	2,500	0.00%
61024	Materials & Supplies	17,904.82	8,231.27	9,920.67	15,000	15,000	0.00%
61026	Meetings & Conferences	19,518.61	8,346.37	7,272.01	16,500	10,000	-39.39%
61027	Memberships & Dues	8,507.92	1,536.73	3,363.96	4,200	9,800	133.33%
61028	Minor Equipment	34,296.48	3,042.83	781.38	12,300	8,500	-30.89%
61030	Personal Auto Reimbursement	2,229.73	719.91	726.70	2,500	2,500	0.00%
61032	Postage & Shipping	54,864.01	373.39	204.75	1,900	1,900	0.00%
61033	Printing & Binding	23,314.90	4,626.37	1,126.64	6,500	6,500	0.00%
61034	Professional Publications	1,278.61	1,086.87	1,180.25	3,500	3,000	-14.29%
61038	Software	702.87	262.35	2,923.75	1,500	6,500	333.33%
63009	Telephone	5,698.32	1,702.23	521.31	900	500	-44.44%
65015	Maint: Office Equipment	939.50	-	-	300	300	0.00%
66013	GIS System Charges	15,400.00	6,500.00	6,700.00	6,700	6,700	0.00%
66014	Information Technology Services	71,300.00	17,500.00	18,900.00	18,900	19,300	2.12%
66015	IT Equipment Replacement	113,600.00	1,300.00	2,700.00	2,700	4,200	55.56%
66020	Permit Tracking Services	7,700.00	-	-	-	-	0.00%
66501	City Attorney Retainer	165,600.00	182,160.00	191,300.00	191,300	197,000	2.98%
66511	Flexible Spending Admin Fees	522.50	242.00	242.00	600	500	-16.67%
Total Materials & Services		734,285.18	405,169.88	347,667.92	509,700	405,400	-20.46%
TOTAL EXPENDITURES		**2,252,121.91**	**973,174.95**	**1,095,952.59**	**1,300,200**	**1,241,900**	**-4.48%**

PROGRAM NARRATIVE

CENTRAL SERVICES: INFORMATION TECHNOLOGY (701-13-1030)
Responsible Manager/Title: Jorge Salinas, IT Director

FUNCTIONS AND RESPONSIBILITIES

- Responsible for maintenance and support of network infrastructure, business applications, telephone system, server room operations, database systems, information system security, desktops, laptops, and mobile data terminals.
- Provide system analyst and IT project management services, including gathering requirements and mapping business processes.
- Manage software licensing program, assist departments in improving service through the effective use of technology, and provide limited software training to City employees.
- Provide IT Help Desk services to all City departments, including installation and configuration of software and hardware-related equipment.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	12/08	Completed	• Implement e-mail archive solution.
	04/09	In Progress	• Upgrade City of Albany firewall.
	06/09	Canceled	• Citywide upgrade to Vista operating system.
	06/09	In Progress	• Work with PW on the upgrade of the utility billing (UB) system.
Budget Year 2009-2010			
Effective Government	07/09		• Upgrade IT Help Desk call tracker.
	08/09		• Distribute IT customer satisfaction survey.
	09/09		• Deploy backup wireless network solution to ensure continuity between critical links in our fiber network.
	02/10		• Implement initial phase of virtual server environment.
	05/10		• Upgrade back-up and recovery system.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of IT service requests per year. (*Estimated)	4328	5676	5136	5406
Monthly average closed calls.	361	473	428	450
IT Help Desk calls closed within 8 hours.	65.0%	71.8%	72.1%	75.0%
System availability.	N/A	99%	99%	99%
Number of PCs, Laptops & MDTs supported.	N/A	471	491	492

STAFFING SUMMARY

FTEs	8	8	9	9

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	350,632.17	436,598.84	565,017.07	532,400	575,900	8.17%
53001	Overtime	35,649.36	34,305.99	26,924.66	32,000	32,000	0.00%
56001	Employer Paid Benefits	196,277.34	246,372.84	313,267.78	283,600	321,300	13.29%
Total Personnel Services		582,558.87	717,277.67	905,209.51	848,000	929,200	9.58%
Materials & Services							
60101	Contractual Services	33,783.75	126,268.87	90,285.10	98,200	94,100	-4.18%
60201	Space Rental	15,000.00	15,000.00	15,551.00	20,000	24,000	20.00%
60211	Insurance & Bonds	1,355.68	2,587.72	2,507.48	2,700	1,800	-33.33%
61010	Duplication & Fax	961.25	1,196.24	904.83	300	500	66.67%
61011	Education & Training	8,991.93	20,538.88	12,412.80	14,000	6,000	-57.14%
61024	Materials & Supplies	13,227.71	12,140.42	8,144.52	10,000	8,000	-20.00%
61026	Meetings & Conferences	2,623.76	3,156.16	2,223.59	3,000	200	-93.33%
61027	Memberships & Dues	40.00	-	129.85	200	100	-50.00%
61028	Minor Equipment	39,208.23	10,019.47	12,815.47	22,000	14,000	-36.36%
61030	Personal Auto Reimbursement	3,056.41	2,816.26	3,147.17	2,300	3,000	30.43%
61032	Postage & Shipping	370.48	129.61	19.70	500	300	-40.00%
61033	Printing & Binding	222.89	170.92	166.42	300	200	-33.33%
61034	Professional Publications	-	-	-	100	100	0.00%
61038	Software	141,731.49	28,174.46	18,492.50	40,000	25,000	-37.50%
63006	Power & Light	2,573.74	3,658.43	3,147.79	3,000	3,400	13.33%
63007	Heating & Fuel	468.72	427.93	432.52	1,200	1,200	0.00%
63009	Telephone	8,624.48	9,130.53	7,017.83	9,000	6,800	-24.44%
63011	Water Service	-	-	20.54	-	-	0.00%
63012	Sewer Service Charges	-	-	5.84	-	-	0.00%
65076	Contract Maintenance	6,379.32	18,982.07	14,748.29	15,600	14,000	-10.26%
66010	Central Service Charges	46,700.00	54,900.00	57,900.00	57,900	65,400	12.95%
66013	GIS System Charges	7,700.00	7,700.00	7,700.00	7,700	7,700	0.00%
66015	IT Equipment Replacement	53,000.00	71,000.00	75,200.00	75,200	61,400	-18.35%
66511	Flexible Spending Admin Fees	104.50	132.00	121.00	300	-	-100.00%
Total Materials & Services		386,124.34	388,129.97	333,094.24	383,500	337,200	-12.07%
Capital							
70005	Capital Equipment	-	15,150.00	-	-	-	0.00%
Total Capital		-	15,150.00	-	-	-	0.00%
TOTAL EXPENDITURES		**968,683.21**	**1,120,557.64**	**1,238,303.75**	**1,231,500**	**1,266,400**	**2.83%**

PROGRAM NARRATIVE

CENTRAL SERVICES: GEOGRAPHIC INFORMATION SERVICES (701-13-2010)
Responsible Manager/Title: Peter J. Brandstetter, Data Systems Manager

FUNCTIONS AND RESPONSIBILITIES

- Coordinate the planning, implementation, and maintenance of a computerized Geographic Information System (GIS) accessible to all departments. Evaluate and implement significant software upgrades.
- Provide timely maintenance and enhancements for data sets including parcels, zoning, addressing, transportation, environmental, political, etc.
- Provide data and record-keeping services.
- Coordinate with other governmental agencies conducting mutually beneficial GIS projects, including Linn and Benton Counties and the cities of Corvallis and Lebanon.
- Provide mapping services, analysis, application development, GIS software, and GIS training to participating City departments.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	In Progress	• Assist with development of emergency management software.
	06/09	Completed	• Redesign GIS Web-server environment and deploy new Web-based application for external customers.
Budget Year 2009-2010			
Effective Government	06/10		• Develop Emergency Operations Center and emergency planning application.
	06/10		• Complete 2010 aerial mapping update.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Complete or schedule GIS user requests within three working days.	90%	90%	90%	90%

As requests to create routine mapping and analysis products are received, GIS staff will review the project requirements with the submitting department. For smaller projects, GIS staff will complete the work within three working days of finalizing the project requirements. For larger projects, GIS staff will provide a schedule for completion of the project within three working days of finalizing the project requirements.

STAFFING SUMMARY

FTEs	4.5	3.5	3.5	3.5

City of Albany, Oregon - Adopted Budget

701: Central Services
13: Information Technology

PROG 2010: GIS Services

Budget Fiscal Year: 2010

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
43401	GIS Information Sales Revenue	-	645.00	275.00	500	500	0.00%
43801	Departmental Charges	-	527,700.00	-	-	-	0.00%
43813	GIS Services Charge	-	-	541,700.00	538,000	550,500	2.32%
48010	Interest	-	6,457.58	6,571.58	1,000	1,000	0.00%
Total General Revenues		-	534,802.58	548,546.58	539,500	552,000	2.32%
Beginning Balance							
49905	Beginning Balance	-	76,956.00	166,338.00	60,000	90,000	50.00%
Total Beginning Balance		-	76,956.00	166,338.00	60,000	90,000	50.00%
TOTAL REVENUES		-	**611,758.58**	**714,884.58**	**599,500**	**642,000**	**7.09%**
Personnel Services							
51001	Wages & Salaries	-	194,357.98	210,914.25	241,500	246,000	1.86%
53001	Overtime	-	-	-	2,500	2,500	0.00%
56001	Employer Paid Benefits	-	98,034.05	103,271.31	129,700	126,800	-2.24%
Total Personnel Services		-	292,392.03	314,185.56	373,700	375,300	0.43%
Materials & Services							
60101	Contractual Services	-	47,161.41	64,975.25	38,500	15,600	-59.48%
60201	Space Rental	-	8,300.00	5,733.00	5,000	5,800	16.00%
60211	Insurance & Bonds	-	1,575.15	1,485.91	1,600	800	-50.00%
61006	Advertising & Publications	-	29.97	508.05	100	200	100.00%
61010	Duplication & Fax	-	253.74	191.94	900	-	-100.00%
61011	Education & Training	-	(835.00)	3,180.66	6,400	6,400	0.00%
61024	Materials & Supplies	-	7,185.58	5,181.16	10,000	10,000	0.00%
61026	Meetings & Conferences	-	838.45	3,119.53	2,500	2,500	0.00%
61027	Memberships & Dues	-	150.00	-	300	400	33.33%
61030	Personal Auto Reimbursement	-	43.43	1,000.00	1,000	1,000	0.00%
61032	Postage & Shipping	-	43.56	5.00	100	100	0.00%
61033	Printing & Binding	-	-	-	100	100	0.00%
61038	Software	-	31,695.97	851.25	10,000	10,000	0.00%
63009	Telephone	-	705.80	158.14	400	200	-50.00%
65015	Maint: Office Equipment	-	981.00	1,869.00	3,000	3,300	10.00%
65076	Contract Maintenance	-	-	35,000.00	-	35,000	0.00%
66010	Central Service Charges	-	29,900.00	27,900.00	27,900	26,300	-5.73%
66014	Information Technology Services	-	17,500.00	18,900.00	18,900	19,300	2.12%
66015	IT Equipment Replacement	-	7,500.00	9,100.00	9,100	9,700	6.59%
66511	Flexible Spending Admin Fees	-	-	27.50	-	-	0.00%
69005	Reserve: GIS Aerial Mapping	-	-	-	90,000	120,000	33.33%
Total Materials & Services		-	153,029.06	179,186.39	225,800	266,700	18.11%
TOTAL EXPENDITURES		-	**445,421.09**	**493,371.95**	**599,500**	**642,000**	**7.09%**

PROGRAM NARRATIVE

CENTRAL SERVICES: PERMIT TRACKING (701-13-2011)
Responsible Manager/Title: Peter J. Brandstetter, Data Systems Manager

FUNCTIONS AND RESPONSIBILITIES

- Responsible for day-to-day operation and administration of the City's permit tracking system.
- Develop, maintain, and implement source code and documents required for generating permits and collecting fees. Evaluate and implement software enhancements.
- Provide daily user support and guidance to using departments; develop documentation for system procedures.
- Develop and provide training courses and materials for system users.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	Completed	• Assist with review and redesign of building permitting process.
	06/09	Completed	• Begin design and development of Web presence for building permitting.
Budget Year 2009-2010			
Effective Government	07/09		• Implement Permit Hub for online building permit information access.
	06/10		• Evaluate state of Oregon E-Permitting project requirements.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Complete or schedule permit user requests within two working days.	95%	95%	95%	95%

As requests for new compositions or enhancements and additions are received, the program analyst will review the requirements with the submitting department. For smaller projects, the technician will complete the work within two working days of finalizing the project requirements. For larger projects, the analyst will provide a schedule for project completion within two working days of finalizing the project requirements.

STAFFING SUMMARY

FTEs	0.5	0.5	0.5	0.5

701: Central Services
13: Information Technology

Budget Fiscal Year: 2010

PROG 2011: Permit Tracking

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
General Revenues							
43801	Departmental Charges	-	87,400.00	-	-	-	0.00%
43814	Permit Tracking Services Charge	-	-	88,000.00	91,200	94,700	3.84%
48010	Interest	-	194.15	(1,020.06)	-	-	0.00%
Total General Revenues		-	87,594.15	86,979.94	91,200	94,700	3.84%
Beginning Balance							
49905	Beginning Balance	-	10,651.00	19,103.00	-	-	0.00%
Total Beginning Balance		-	10,651.00	19,103.00	-	-	0.00%
TOTAL REVENUES		**-**	**98,245.15**	**106,082.94**	**91,200**	**94,700**	**3.84%**
Personnel Services							
51001	Wages & Salaries	-	29,756.07	31,530.02	31,900	32,700	2.51%
56001	Employer Paid Benefits	-	15,100.64	16,551.58	16,700	16,900	1.20%
Total Personnel Services		-	44,856.71	48,081.60	48,600	49,600	2.06%
Materials & Services							
60101	Contractual Services	-	21,048.45	23,153.30	23,200	-	-100.00%
60201	Space Rental	-	-	66.00	1,300	800	-38.46%
60211	Insurance & Bonds	-	225.04	185.73	200	100	-50.00%
61010	Duplication & Fax	-	144.99	109.68	400	-	-100.00%
61011	Education & Training	-	-	-	1,500	1,700	13.33%
61024	Materials & Supplies	-	95.99	198.53	500	1,800	260.00%
61026	Meetings & Conferences	-	1,997.45	-	500	700	40.00%
61030	Personal Auto Reimbursement	-	-	-	200	300	50.00%
61033	Printing & Binding	-	-	-	100	100	0.00%
63009	Telephone	-	373.64	78.78	200	100	-50.00%
65076	Contract Maintenance	-	-	-	-	25,500	0.00%
66010	Central Service Charges	-	3,900.00	4,500.00	4,500	4,300	-4.44%
66014	Information Technology Services	-	5,800.00	9,500.00	9,500	9,700	2.11%
66015	IT Equipment Replacement	-	700.00	500.00	500	-	-100.00%
Total Materials & Services		-	34,285.56	38,292.02	42,600	45,100	5.87%
TOTAL EXPENDITURES		**-**	**79,142.27**	**86,373.62**	**91,200**	**94,700**	**3.84%**

PROGRAM NARRATIVE

CENTRAL SERVICES: HUMAN RESOURCES (701-14-1032)
Responsible Manager/Title: David Shaw, Human Resources Director

FUNCTIONS AND RESPONSIBILITIES

- Provide leadership and expertise in attracting, retaining, and sustaining an effective and high-quality workforce committed to providing quality public services for a better Albany.
- Increase diversity of City's applicant pools and workforce for underrepresented populations.
- Continue and enhance wellness program and benefits committee.
- Provide recruitment, training and development, safety compliance, employee relations, benefit and compensation administration, and collective bargaining services to the City of Albany.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	12/08	Completed	• Create Human Resources Department mission, vision, and values.
	12/08	Completed	• Revise the City's Affirmative Action Plan.
	12/08	In Progress	• Revise the City Safety Manual.
	02/09	In Progress	• Create an on-line report site for department's use.
	04/09	In Progress	• Provide supervisory training on writing job descriptions.
	06/09	Canceled	• Implement on-line recruitment requisitions.
Budget Year 2009-2010			
Effective Government	12/09		• Create a pamphlet to assist employees approaching retirement with identifying resources (e.g., information on Social Security, Medicare, PERS, etc.).
	03/10		• Develop a guide that will educate Supervisors on writing job descriptions.
	06/10		• Design a Leadership Academy to provide employees with leadership and management skills.
	06/10		• Negotiate a fiscally responsible collective bargaining agreement with Albany Fire Fighters.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-07	2007-08	2008-09	2009-2010
All Supervisors knowledgeable on Affirmative Action Plan.	n/a	n/a	Yes	Yes
Percent of new employee benefits enrollments occurring within thirty days of employment.	n/a	n/a	100%	100%
Percent of COBRA and retiree letters mailed within required time frames.	n/a	n/a	100%	100%
Percent of new hires attending New Employee Orientation.	n/a	n/a	n/a	100%

STAFFING SUMMARY

FTEs	5.000	5.000	5.000	5.000

PROG 1032: Human Resources

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	288,814.98	305,280.37	329,539.19	340,100	349,000	2.62%
52001	Temporary Employees	2,048.23	133.63	-	25,000	17,700	-29.20%
56001	Employer Paid Benefits	172,706.74	165,667.76	191,693.40	186,600	211,000	13.08%
Total Personnel Services		463,569.95	471,081.76	521,232.59	551,700	577,700	4.71%
Materials & Services							
60101	Contractual Services	3,253.45	24,941.94	12,665.42	28,000	28,000	0.00%
60206	Employee Assistance Program	10,200.00	10,200.00	10,200.00	14,000	14,000	0.00%
60211	Insurance & Bonds	7,117.26	1,800.14	1,764.51	1,900	1,100	-42.11%
60212	Labor Negotiations	54.40	3,548.86	-	10,000	10,000	0.00%
61006	Advertising & Publications	40,529.52	24,490.93	7,341.48	30,000	30,000	0.00%
61010	Duplication & Fax	1,913.89	2,279.13	1,873.80	2,000	2,100	5.00%
61011	Education & Training	603.60	1,701.09	3,756.40	7,000	7,000	0.00%
61024	Materials & Supplies	2,268.82	2,109.86	1,906.12	5,000	5,000	0.00%
61026	Meetings & Conferences	6,761.90	8,823.68	4,286.40	11,000	11,000	0.00%
61027	Memberships & Dues	2,560.00	1,780.00	2,135.00	3,700	3,700	0.00%
61028	Minor Equipment	189.38	-	-	5,000	5,000	0.00%
61030	Personal Auto Reimbursement	861.12	1,019.87	585.00	1,900	1,900	0.00%
61032	Postage & Shipping	73.04	110.93	317.60	200	200	0.00%
61033	Printing & Binding	1,020.36	575.09	276.62	4,000	4,000	0.00%
61034	Professional Publications	1,569.44	3,353.50	2,395.95	4,200	4,200	0.00%
61038	Software	-	-	490.00	-	-	0.00%
61200	Employee Events	3,420.45	2,719.53	1,545.05	8,000	8,000	0.00%
61201	In-house Training	6,503.08	6,530.06	5,548.21	20,000	20,000	0.00%
63009	Telephone	1,897.52	1,909.67	477.33	1,100	500	-54.55%
65015	Maint: Office Equipment	-	-	-	700	700	0.00%
66014	Information Technology Services	16,100.00	17,500.00	18,900.00	18,900	19,300	2.12%
66015	IT Equipment Replacement	4,000.00	3,100.00	1,600.00	1,600	1,000	-37.50%
66505	Physical Exams & Medicals	28,253.30	20,757.95	25,521.29	40,000	37,000	-7.50%
66511	Flexible Spending Admin Fees	275.00	264.00	242.00	300	300	0.00%
67006	Employee Recognition	1,758.00	1,427.60	3,658.80	5,000	5,000	0.00%
67034	Recruitment Activities	-	-	64.40	5,000	4,600	-8.00%
Total Materials & Services		141,183.53	140,943.83	107,551.38	228,500	223,600	-2.14%
TOTAL EXPENDITURES		**604,753.48**	**612,025.59**	**628,783.97**	**780,200**	**801,300**	**2.70%**

PROGRAM NARRATIVE

CENTRAL SERVICES: FACILITIES MAINTENANCE (701-35-1033)
Responsible Manager/Title: Craig Carnagey, Parks and Facilities Manager

FUNCTIONS AND RESPONSIBILITIES

- Provide both in-house and contractual services for building maintenance, repair, and renovation at sixteen City facilities including City Hall, Libraries, Fire Stations, Police Station, Park Facilities, Airport, and Transit.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	Completed	• Update facilities condition assessments.
	06/09	In Progress	• Implement facilities maintenance management plan.
	06/09	Completed	• Facilities energy audit.
Budget Year 2009-2010			
Effective Government	06/10		• Establish a building systems replacement schedule to identify and fund equipment approaching the end of its useful life cycle.
	06/10		• Utilize software tools to better manage customer service requests, work orders, inventories, equipment, and track performance measures.
	06/10		• Implement energy conservation strategies.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of work requests completed.	n/a	1,847	2,002	2,480
FTE per 50,000 square feet of facilities.	n/a	.75	.75	.75
Average cost per unit of service, contracted.	n/a	$65/hr	$68/hr	$69/hr
Average cost per unit of service, in-house.	n/a	$1.49/sq. ft	$2.01/sq. ft.	$2.29/sq. ft

STAFFING SUMMARY

FTEs	2.5	2.5	3.5	3.5

701: Central Services
35: Parks

PROG 1033: Facilities Maintenance

Budget Fiscal Year: 2010

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	119,826.64	157,275.43	181,563.06	173,100	180,000	3.99%
53001	Overtime	5,270.51	4,407.14	3,516.59	6,000	3,300	-45.00%
56001	Employer Paid Benefits	79,378.51	101,793.06	123,300.61	107,100	121,000	12.98%
Total Personnel Services		204,475.66	263,475.63	308,380.26	286,200	304,300	6.32%
Materials & Services							
60101	Contractual Services	47,385.41	29,398.60	36,644.38	45,500	44,900	-1.32%
60201	Space Rental	-	-	9,000.00	9,000	9,300	3.33%
60211	Insurance & Bonds	2,485.39	3,487.81	3,343.31	3,600	1,500	-58.33%
61011	Education & Training	2,645.00	3,511.64	638.60	4,000	4,100	2.50%
61024	Materials & Supplies	6,243.86	4,827.74	14,537.48	4,900	5,000	2.04%
61026	Meetings & Conferences	87.30	225.00	841.99	1,200	1,200	0.00%
61028	Minor Equipment	1,122.20	1,266.92	5,742.86	3,000	3,100	3.33%
61030	Personal Auto Reimbursement	425.59	420.04	514.21	400	400	0.00%
61032	Postage & Shipping	19.79	91.64	-	100	100	0.00%
61033	Printing & Binding	72.75	146.13	-	100	100	0.00%
61040	Uniforms	1,187.27	1,866.32	518.38	3,000	1,900	-36.67%
61041	Vehicle Fuel Charges	5,455.00	6,787.80	4,812.75	5,500	5,700	3.64%
63006	Power & Light	46,467.75	58,635.54	46,187.43	47,000	48,400	2.98%
63007	Heating & Fuel	14,100.05	14,716.25	13,642.31	15,000	15,500	3.33%
63009	Telephone	5,945.31	6,148.90	5,696.04	4,500	6,200	37.78%
63010	Alarm Line Fees	453.76	510.00	1,694.24	1,900	2,000	5.26%
63011	Water Service	11,024.49	8,203.53	5,332.55	8,500	8,800	3.53%
63012	Sewer Service Charges	519.11	1,007.22	1,867.30	1,300	1,400	7.69%
65008	Maint: Communications Equipment	-	26.50	1,416.00	300	300	0.00%
65010	Maint: Downtown Library	3,015.16	7,161.73	234.95	-	-	0.00%
65016	Maint: Police Building	29,517.94	8,625.92	203.00	-	-	0.00%
65019	Maint: Waverly Library	(130.27)	11,315.48	35.00	-	-	0.00%
65022	Maint: Multimodal Transportation Station	13,700.49	25,259.85	11,875.75	-	-	0.00%
65023	Maint: Two Rivers Parking Lot	867.80	380.01	453.15	-	-	0.00%
65024	Maint: Maple Lawn	504.89	1,664.56	101.14	-	-	0.00%
65078	Facilities Maintenance	-	-	24,903.79	57,000	47,000	-17.54%
65513	Vehicle Maintenance	1,777.24	475.53	363.07	1,900	2,000	5.26%
65515	Maint: City Hall	83,652.63	100,513.43	90,266.80	73,000	75,200	3.01%
66010	Central Service Charges	-	8,100.00	27,300.00	27,300	31,000	13.55%
66011	Equipment Replacement	2,900.00	-	21,800.00	21,800	18,300	-16.06%
66014	Information Technology Services	-	7,300.00	14,800.00	14,800	16,100	8.78%
66015	IT Equipment Replacement	1,200.00	-	3,200.00	3,200	3,000	-6.25%
66032	Administrative Support Charges	-	89.83	18.90	20,800	12,400	-40.38%
66505	Physical Exams & Medicals	-	173.00	59.00	300	300	0.00%
Total Materials & Services		282,645.91	312,336.92	348,044.38	378,900	365,200	-3.62%
TOTAL EXPENDITURES		**487,121.57**	**575,812.55**	**656,424.64**	**665,100**	**669,500**	**0.66%**

PUBLIC WORKS SERVICES FUND
RESOURCE DETAIL

Resources	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted Budget	Revised Budget	2009-10 Adopted Budget	% Change from 2008-09	% of Fund Budget
Departmental Charges	$ 3,542,582	$6,983,262	$7,334,600	$7,334,600	$7,306,100	(0.39%)	98.62%
Miscellaneous Revenue	1,111	11,750	1,000	1,000	-	(100.00%)	-
Over & short	-	3	-	-	-	-	-
Interest	1,063	4,923	2,500	2,500	2,500	-	0.03%
Total Current Resources	3,544,756	6,999,938	7,338,100	7,338,100	7,308,600	(0.40%)	98.65%
Beginning Balance	273,972	2,195	10,600	10,600	100,000	843.40%	1.35%
Total Resources	$ 3,818,728	$7,002,133	$7,348,700	$7,348,700	$7,408,600	0.82%	100.00%

PUBLIC WORKS SERVICES FUND
REQUIREMENT/STAFFING SUMMARIES

Program Requirements	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
PW Administration	$ -	$ 640,164	$ 744,200	$ 744,200	$ 703,100	$ 703,100	$ 703,100
Engineering Services	2,396,505	2,485,602	2,552,600	2,552,600	2,714,900	2,714,900	2,714,900
Operations Administration	-	1,115,937	1,170,200	1,170,200	1,170,200	1,170,200	1,170,200
Water Quality Control Services	285,647	359,335	472,400	472,400	475,000	475,000	475,000
PW Customer Services	-	988,330	1,127,000	1,127,000	1,076,400	1,076,400	1,076,400
Facilities & Maintenance Engineering	1,134,381	1,013,339	1,282,300	1,282,300	1,269,000	1,269,000	1,269,000
Total Requirements	$3,816,533	$6,602,707	$7,348,700	$7,348,700	$7,408,600	$7,408,600	$7,408,600

PW-Public Works

Requirements by Type	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
Personnel	$3,040,307	$4,584,061	$5,245,600	$5,245,600	$5,545,400	$5,545,400	$5,545,400
Materials & Services	730,803	1,994,062	1,986,400	1,986,400	1,763,200	1,763,200	1,763,200
Capital	45,423	7,084	16,700	16,700	-	-	-
Contingency	-	-	100,000	100,000	100,000	100,000	100,000
Total Requirements	$3,816,533	$6,585,207	$7,348,700	$7,348,700	$7,408,600	$7,408,600	$7,408,600

Adopted Requirements by Program and Type	Personnel	Materials & Services	Contin-gency	Adopted Budget	% of Fund Budget
PW Administration	$ 370,100	$ 233,000	$ 100,000	$ 703,100	9.48%
Engineering Services	2,354,300	360,600	-	2,714,900	36.65%
Operations Administration	758,700	411,500	-	1,170,200	15.80%
Water Quality Control Services	357,800	117,200	-	475,000	6.41%
PW Customer Services	631,700	444,700	-	1,076,400	14.53%
Facilities & Maintenance Engineering	1,072,800	196,200	-	1,269,000	17.13%
Total Requirements	5,545,400	1,763,200	100,000	$7,408,600	100.00%
Percent of Fund Budget	74.85%	23.80%	1.35%	100.00%	

Staffing Summary (FTE)	2006-07 Actual	2007-08 Actual	.....2008-09..... Adopted	Revised	.....2009-10..... Proposed	Approved	Adopted
PW Administration	-	3.000	3.000	3.000	3.000	3.000	3.000
Engineering Services	21.000	21.000	20.000	20.000	21.000	21.000	21.000
Operations Administration	-	8.000	8.000	8.000	8.000	8.000	8.000
Water Quality Control Services	3.000	4.000	4.000	4.000	4.000	4.000	4.000
PW Customer Services	-	8.000	9.000	9.000	9.000	9.000	9.000
Facilities & Maintenance Engineering	9.000	10.000	11.000	11.000	11.000	11.000	11.000
Total FTE	33.000	54.000	55.000	55.000	56.000	56.000	56.000

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: PW ADMINISTRATION (705-50-2802)
Responsible Manager/Title: Diane Taniguchi-Dennis, P.E., Public Works Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for the Public Works Administration Charges, which is an overhead to the Department's programs in the Water, Sewer, and Street Funds.
- Provides strategic planning and the annual Business Plan for the Department.
- Provides implementation of the Eden Financial system.
- Provides performance measurements and monitoring for the Department programs.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	Ongoing	• Train staff in use of Six Sigma tools for process improvement.
	06/09	Ongoing	• Continue development of the American Public Works Association Self Assessment and Accreditation Best Management Practices.
Budget Year 2009-2010			
Effective Government	06/10		• Continue to train staff in use of Six Sigma tools for process improvement.
	06/10		• Continue development of the American Public Works Association Self Assessment and Accreditation Best Management Practices.
	06/10		• Develop performance measures within the Department programs.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of Street staff reports submitted annually.		36	40	38
Number of Sewer staff reports submitted annually.		43	48	39
Number of Water staff reports submitted annually.		28	31	22
Number of miscellaneous staff reports submitted annually.		36	40	47

STAFFING SUMMARY

FTEs	0	4	4	3

705: Public Works Services
50: Public Works

Budget Fiscal Year: 2010

PROG 2802: PW Administration

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	-	259,743.48	192,746.16	270,600	260,300	-3.81%
56001	Employer Paid Benefits	-	125,616.00	92,077.88	141,200	109,800	-22.24%
Total Personnel Services		-	385,359.48	284,824.04	411,800	370,100	-10.13%
Materials & Services							
60101	Contractual Services	-	416.38	495.00	25,000	25,000	0.00%
60201	Space Rental	-	128,100.00	116,550.00	115,500	119,700	3.64%
60211	Insurance & Bonds	-	1,575.15	1,485.91	1,600	3,300	106.25%
61011	Education & Training	-	23,153.33	2,934.57	10,000	9,200	-8.00%
61024	Materials & Supplies	-	2,125.57	3,006.59	7,800	7,000	-10.26%
61026	Meetings & Conferences	-	10,312.15	5,869.87	11,000	9,700	-11.82%
61027	Memberships & Dues	-	1,654.00	4,417.00	4,000	2,300	-42.50%
61028	Minor Equipment	-	-	2,747.40	2,500	2,500	0.00%
61030	Personal Auto Reimbursement	-	3,600.00	3,600.00	4,300	4,100	-4.65%
61033	Printing & Binding	-	16.39	-	-	-	0.00%
61038	Software	-	4,253.40	1,960.00	-	-	0.00%
63009	Telephone	-	-	40.94	-	-	0.00%
66010	Central Service Charges	-	32,600.00	29,400.00	29,400	28,700	-2.38%
66014	Information Technology Services	-	23,400.00	18,900.00	18,900	19,300	2.12%
66015	IT Equipment Replacement	-	6,100.00	2,300.00	2,300	2,100	-8.70%
66511	Flexible Spending Admin Fees	-	-	60.50	100	100	0.00%
Total Materials & Services		-	237,306.37	193,767.78	232,400	233,000	0.26%
Transfers Out							
91202	To Parks & Recreation Fund	-	17,500.00	-	-	-	0.00%
Total Transfers Out		-	17,500.00	-	-	-	0.00%
Contingencies							
99005	Contingencies	-	-	-	100,000	100,000	0.00%
Total Contingencies		-	-	-	100,000	100,000	0.00%
TOTAL EXPENDITURES		**-**	**640,165.85**	**478,591.82**	**744,200**	**703,100**	**-5.52%**

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: ENGINEERING SERVICES (705-50-2803)
Responsible Manager/Title: Mark W. Shepard, P.E., Assistant Public Works Director/City Engineer

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FUNCTIONS AND RESPONSIBILITIES

- Coordinate with developers through the Site Improvement (SI) Project process to evaluate the adequacy of existing infrastructure and to issue permits for privately constructed public improvements.
- Manage public improvements constructed through the Local Improvement District (LID) process to form the district, by preparing the Engineer's Report, project design and construction, and final assessments.
- Transportation management responsibilities include traffic engineering and design, transportation planning, and development review.
- Provide financial planning, System Development Charges (SDC) fee and rate setting guidance, new program development, and policy development services for the water, wastewater, stormwater, and transportation utilities.
- Provide long-range facility planning services for the City's water, wastewater, stormwater, and transportation facilities.
- Monitor regulatory activities that affect utility operations, and participate in state and federal rule and regulation development.
- Manage the design and construction of capital improvement projects.
- Manage administration of sewer lateral, basement protection program, and roof drain separation program.
- Provides administrative support to the Public Works Engineering and Administrative workgroups.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Great Neighborhoods	10/09	In Progress	• Complete the Transportation System Plan update.
Great Neighborhoods	06/09	In Progress	• Initiate storm water master planning effort.
Great Neighborhoods	06/09	In Progress	• Continue to develop an erosion control program to protect water quality during construction.
Budget Year 2009-2010			
Great Neighborhoods	10/10		• Update the Engineering Standards to include water quality standards.
Great Neighborhoods	10/10		• Institute a formal erosion and sediment control program coordinated with other City departments.
Great Neighborhoods	10/10		• Update wastewater SDC methodology.

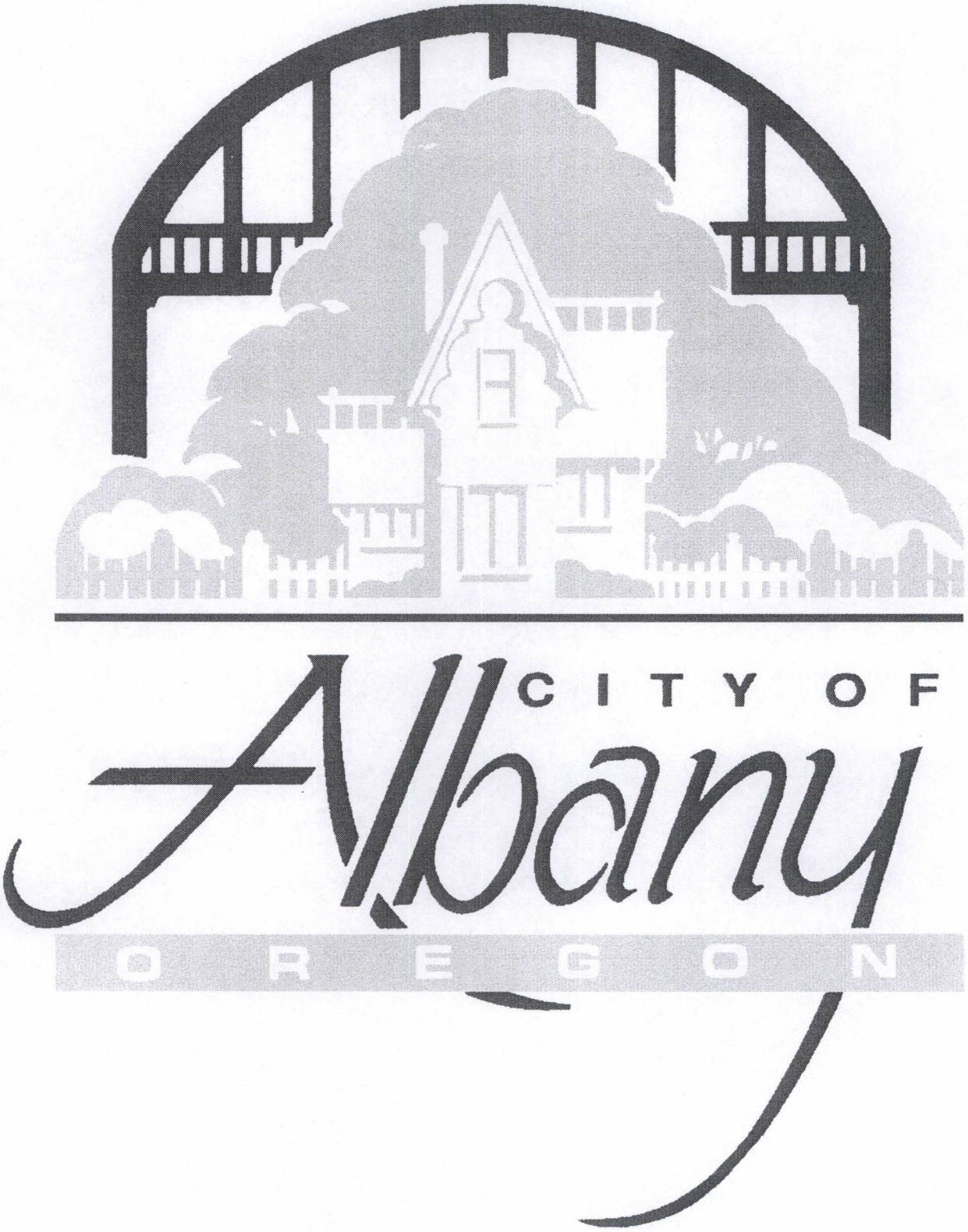
PUBLIC WORKS SERVICES FUND: ENGINEERING SERVICES (705-50-2803)

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of new site improvement (SI) projects.	20	21	12	15
Percent of SI project plan reviews completed within three weeks.	100%	100%	100%	100%
Number of capital projects in design or construction phase.	20	28	29	26
Percentage of capital projects completed on schedule.	100%	100%	100%	100%
Percentage of capital projects completed on budget.	100%	100%	100%	100%
Number of Local Improvement District (LID) projects.	1	3	6	4
Percent of LID projects finalized within 90 days of project completion.	100%	100%	100%	100
Number of sewer lateral and roof drain separation projects completed.	40	45	65	65
Number of development reviews performed annually.	100	170	110	70
Number of permits issued annually.	2,000	1,500	1,000	750
Update master plan every 10 years. Age of the current plan:				
Water Master Plan	2 yr	3 yr	4 yr	5 yr
Water Financial Plan	2 yr	3 yr	4 yr	5 yr
Wastewater Master Plan	8 yr	9 yr	10 yr	11 yr
Wastewater Financial Plan	6 yr	7 yr	8 yr	9 yr
Transportation Master Plan	9 yr	10 yr-	New	1 yr
Storm Drain Master Plan	18 yr	19yr	20 yr	21 yr

STAFFING SUMMARY

FTEs	21	21	20	21


CITY OF
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OREGON

705: Public Works Services
50: Public Works

Budget Fiscal Year: 2010

PROG 2803: Engineering Services

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	1,258,925.12	1,361,252.75	1,342,103.41	1,339,000	1,487,400	11.08%
53001	Overtime	20,592.97	14,318.33	6,620.97	31,000	31,000	0.00%
56001	Employer Paid Benefits	706,596.20	710,792.56	758,575.27	784,300	835,900	6.58%
Total Personnel Services		1,986,114.29	2,086,363.64	2,107,299.65	2,154,300	2,354,300	9.28%
Materials & Services							
60101	Contractual Services	35,455.02	58,154.82	26,299.93	23,000	24,800	7.83%
60211	Insurance & Bonds	3,276.22	6,188.03	5,943.68	6,400	3,900	-39.06%
61006	Advertising & Publications	-	696.00	231.00	700	500	-28.57%
61010	Duplication & Fax	4,111.26	5,654.94	4,277.40	-	-	0.00%
61011	Education & Training	5,172.91	7,972.23	6,016.03	13,000	19,000	46.15%
61022	Credit Card Fees	908.01	1,283.16	116.76	1,000	500	-50.00%
61024	Materials & Supplies	6,369.43	21,621.13	27,956.02	24,000	24,000	0.00%
61026	Meetings & Conferences	11,387.97	15,389.10	10,061.82	19,000	13,600	-28.42%
61027	Memberships & Dues	2,391.00	2,439.51	2,633.48	2,900	3,800	31.03%
61028	Minor Equipment	9,405.28	6,008.59	3,173.83	5,700	4,200	-26.32%
61030	Personal Auto Reimbursement	157.74	226.12	128.88	500	500	0.00%
61032	Postage & Shipping	297.80	228.71	253.57	400	400	0.00%
61033	Printing & Binding	942.80	189.39	118.15	300	300	0.00%
61040	Uniforms	-	455.97	-	-	-	0.00%
61041	Vehicle Fuel Charges	3,954.63	4,582.69	3,968.41	3,700	4,100	10.81%
61045	Materials for Field	744.26	254.77	1,563.77	1,800	2,000	11.11%
63009	Telephone	11,720.91	11,483.26	8,035.02	8,200	8,800	7.32%
65020	Maint: Work Equipment	220.00	-	-	300	200	-33.33%
65513	Vehicle Maintenance	7,160.95	9,263.20	1,782.87	7,500	7,500	0.00%
66010	Central Service Charges	259,900.00	171,000.00	156,400.00	156,400	143,000	-8.57%
66011	Equipment Replacement	2,200.00	5,600.00	30,000.00	30,000	900	-97.00%
66014	Information Technology Services	35,600.00	64,300.00	85,200.00	85,200	90,300	5.99%
66015	IT Equipment Replacement	8,300.00	5,300.00	7,800.00	7,800	7,400	-5.13%
66511	Flexible Spending Admin Fees	715.00	946.00	907.50	500	900	80.00%
Total Materials & Services		410,391.19	399,237.62	382,868.12	398,300	360,600	-9.47%
TOTAL EXPENDITURES		**2,396,505.48**	**2,485,601.26**	**2,490,167.77**	**2,552,600**	**2,714,900**	**6.36%**

PROGRAM NARRATIVE

PUBLIC WORKS SERVICE FUND: OPERATIONS ADMINISTRATION SERVICES (705-50-2805)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager

FUNCTIONS AND RESPONSIBILITIES

- Provides management and administrative support to the operations work groups including Water Distribution, Wastewater Collection, Water and Wastewater Treatment Plants, Street Maintenance, Facilities Engineering, and Utility Facilities Maintenance.
- Provides emergency on-call service for Public Works.
- Provides for maintenance of building and grounds for Operations complex and operations.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	On-going	• Continuation of implementation of Cartégraph maintenance management system.
	06/09	On-going	• Continuation of American Public Works Association Self Assessment program for excellence in Public Works.
	06/09	On-going	• Begin audit for the American Public Works Association Self Assessment program for excellence in Public Works.
Budget Year 2009-2010			
Effective Government	06/10		• Continuation of implementation of Cartégraph maintenance management system.
	06/10		• Continuation of American Public Works Association Self Assessment program for excellence in Public Works.
	06/10		• Begin implementation of inventory asset management system.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Percent complete of asset management development.	n/a	50%	75%	75%
Percent of Shop Master Plan completed.	n/a	100%	100%	100%
Customer satisfaction survey – percent of satisfied customers.	n/a	75%	82%	85%

STAFFING SUMMARY

FTEs	8	8	8	8

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	-	427,433.32	462,693.70	451,400	478,000	5.89%
53001	Overtime	-	1,804.62	52.24	3,000	3,100	3.33%
54005	Unemployment Claims	-	-	2,384.33	1,900	2,000	5.26%
56001	Employer Paid Benefits	-	235,376.34	266,836.56	263,600	275,600	4.55%
Total Personnel Services		-	664,614.28	731,966.83	719,900	758,700	5.39%
Materials & Services							
60101	Contractual Services	-	80,907.28	106,311.72	93,900	104,400	11.18%
60211	Insurance & Bonds	-	1,912.66	1,857.39	2,000	1,600	-20.00%
61010	Duplication & Fax	-	-	-	500	500	0.00%
61011	Education & Training	-	14,208.36	6,611.08	20,000	13,800	-31.00%
61024	Materials & Supplies	-	38,358.79	26,662.37	24,000	17,000	-29.17%
61026	Meetings & Conferences	-	8,205.10	7,447.27	15,600	6,400	-58.97%
61027	Memberships & Dues	-	5,727.01	169.00	400	400	0.00%
61028	Minor Equipment	-	10,626.09	12,581.81	20,000	7,000	-65.00%
61030	Personal Auto Reimbursement	-	1,697.67	867.54	1,100	800	-27.27%
61032	Postage & Shipping	-	-	7.50	2,000	2,000	0.00%
61033	Printing & Binding	-	-	-	500	500	0.00%
61041	Vehicle Fuel Charges	-	2,169.16	778.94	1,800	1,800	0.00%
61046	Permits	-	225.11	90.75	3,000	3,000	0.00%
63006	Power & Light	-	21,209.61	24,164.28	18,000	18,000	0.00%
63007	Heating & Fuel	-	18,319.78	20,934.61	18,000	18,000	0.00%
63009	Telephone	-	24,342.81	12,080.24	19,600	16,100	-17.86%
63011	Water Service	-	7,027.24	12,054.35	5,000	5,000	0.00%
63012	Sewer Service Charges	-	5,325.57	4,813.84	6,500	6,500	0.00%
65006	Maint: Building	-	83,830.03	80,050.76	85,000	75,000	-11.76%
65011	Maint: Grounds	-	4,950.00	-	5,000	5,000	0.00%
65015	Maint: Office Equipment	-	-	-	2,500	2,500	0.00%
65513	Vehicle Maintenance	-	196.33	381.48	600	600	0.00%
66010	Central Service Charges	-	65,200.00	61,000.00	61,000	60,400	-0.98%
66011	Equipment Replacement	-	3,000.00	3,000.00	3,000	3,000	0.00%
66014	Information Technology Services	-	46,800.00	41,000.00	41,000	41,900	2.20%
66511	Flexible Spending Admin Fees	-	-	-	300	300	0.00%
Total Materials & Services		-	444,238.60	422,864.93	450,300	411,500	-8.62%
Capital							
70005	Capital Equipment	-	7,083.71	-	-	-	0.00%
Total Capital		-	7,083.71	-	-	-	0.00%
TOTAL EXPENDITURES		-	**1,115,936.59**	**1,154,831.76**	**1,170,200**	**1,170,200**	**0.00%**

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: WATER QUALITY CONTROL SERVICES (705-50-2806)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed By: Chris Bailey, Water Quality Control Supervisor

FUNCTIONS AND RESPONSIBILITIES

- Performs laboratory tests on wastewater samples, stormwater samples, biosolids, and other tests as required. Coordinates contract lab sample collection and testing.
- Audits the water system for leak percentage, and coordinates with water distribution for the leak detection program. Provides water audits for Albany residents, identifying water conservation opportunities.
- Provides outreach for citizens of Albany on water conservation, stormwater runoff, and other issues of concern to the City. Provides educational outreach to schools within Albany on water and related environmental issues.
- Assists in developing City response to regulatory requirements relating to water quality including federal and state storm water, TMDL, and pretreatment requirements.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	06/09	Complete	• Enhance school partnerships for presentations and community projects.
Safe City/ Great Neighborhoods	04/09	Complete	• Year 1 implementation of TMDL management strategies.
Safe City	06/09	In Progress	• Complete initial assessment of water system loss.
Budget Year 2009-2010			
Safe City	06/10		• Improve stormwater system inspection and protection through inlet marking, outfall inspection, and ordinance revisions.
Safe City	06/10		• Continue implementation of Water Management Plan with annual system audit and adoption of a curtailment plan.
Safe City	06/10		• Develop educational outreach materials for classrooms from K-12.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Number of residential water conservation audits performed.	73	48	55	60
Tons of trash removed from local streams annually.	7	2	4	5
Number of laboratory tests performed in-house annually.	2,000	1,957	2,100	2,100
Number of presentations in area schools.	36	37	40	40
Number of public storm system inlets marked.	n/a	n/a	880	900

STAFFING SUMMARY

FTEs	3	4	4	4

PROG 2806: Water Quality Control Service

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	136,061.24	159,225.37	207,131.40	204,400	220,100	7.68%
53001	Overtime	1,354.37	1,129.32	77.39	-	-	0.00%
54005	Unemployment Claims	6.22	3,572.57	-	-	-	0.00%
56001	Employer Paid Benefits	82,050.51	96,364.25	130,101.18	135,500	137,700	1.62%
Total Personnel Services		219,472.34	260,291.51	337,309.97	339,900	357,800	5.27%
Materials & Services							
60101	Contractual Services	17,889.77	13,212.81	21,850.89	31,200	34,700	11.22%
60211	Insurance & Bonds	225.93	787.55	742.95	800	600	-25.00%
61006	Advertising & Publications	1,094.66	1,000.32	636.04	2,000	2,000	0.00%
61011	Education & Training	1,149.77	2,642.81	654.24	3,400	3,400	0.00%
61017	Laboratory Supplies	14,966.67	11,995.99	11,336.91	15,300	16,000	4.58%
61021	Testing	-	1,175.20	-	-	-	0.00%
61024	Materials & Supplies	4,841.48	5,491.08	8,043.23	10,500	10,000	-4.76%
61026	Meetings & Conferences	1,237.38	866.40	1,642.76	2,200	2,400	9.09%
61027	Memberships & Dues	383.00	435.00	257.00	600	700	16.67%
61028	Minor Equipment	4,860.69	10,758.66	5,956.30	4,000	2,700	-32.50%
61030	Personal Auto Reimbursement	28.21	417.13	24.45	-	-	0.00%
61033	Printing & Binding	1,359.25	3,751.34	2,105.00	2,000	2,000	0.00%
61040	Uniforms	-	730.99	479.97	500	500	0.00%
61041	Vehicle Fuel Charges	-	-	53.70	1,300	1,300	0.00%
63009	Telephone	82.71	112.80	99.16	200	300	50.00%
65079	Parts for Repairs	-	-	501.95	500	500	0.00%
65513	Vehicle Maintenance	-	-	-	-	600	0.00%
66010	Central Service Charges	16,200.00	24,400.00	26,700.00	26,700	26,300	-1.50%
66014	Information Technology Services	1,800.00	17,500.00	12,600.00	12,600	12,900	2.38%
66015	IT Equipment Replacement	-	3,700.00	1,900.00	1,900	200	-89.47%
66511	Flexible Spending Admin Fees	55.00	66.00	181.50	100	100	0.00%
Total Materials & Services		66,174.52	99,044.08	95,766.05	115,800	117,200	1.21%
Capital							
70005	Capital Equipment	-	-	23,379.05	16,700	-	-100.00%
Total Capital		-	-	23,379.05	16,700	-	-100.00%
TOTAL EXPENDITURES		**285,646.86**	**359,335.59**	**456,455.07**	**472,400**	**475,000**	**0.55%**

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: PW CUSTOMER SERVICE (705-50-2807)
Responsible Manager/Title: Mark A. Yeager, P.E., Utility Services Manager

FUNCTIONS AND RESPONSIBILITIES

- Provides all services related to the billing and collection of revenues for the water and wastewater utilities.
- Provide all office and field customer service activities for water and sewer accounts served by the City of Albany.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Effective Government	06/09	In Progress	• Implement update to the Utility Billing software.
	06/09	In Progress	• Begin development of Internet application for customer access to utility accounts online.
Budget Year 2009-2010			
Effective Government	01/10		• Complete development and implementation of Internet application for customer access to utility accounts online.
	09/09		• Formalize internal in-house collection procedures for the recovery of delinquent account revenues.
	06/10		• Conduct internal audit of accounts to ensure accurate billing and account status.

PERFORMANCE MEASURES

	2006-2007	2007-2008	2008-2009	2009-2010
Maintain the dollar amount of utility billing write-offs of uncollectible accounts at less than 0.5% of monthly billings.	n/a	n/a	0.5%	0.5%

STAFFING SUMMARY

FTEs	0	8	9	9

705: Public Works Services
50: Public Works

Budget Fiscal Year: 2010

PROG 2807: PW Customer Services

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	-	239,082.73	291,958.62	334,500	382,700	14.41%
53001	Overtime	-	6,112.63	5,504.58	5,000	5,000	0.00%
54005	Unemployment Claims	-	-	376.49	300	500	66.67%
56001	Employer Paid Benefits	-	141,589.75	191,075.79	246,800	243,500	-1.34%
Total Personnel Services		-	386,785.11	488,915.48	586,600	631,700	7.69%
Materials & Services							
60101	Contractual Services	-	187,916.44	175,100.63	151,100	157,000	3.90%
60211	Insurance & Bonds	-	3,712.82	4,086.27	4,400	1,600	-63.64%
61006	Advertising & Publications	-	-	-	1,000	500	-50.00%
61010	Duplication & Fax	-	933.47	902.50	2,000	1,000	-50.00%
61011	Education & Training	-	680.97	302.40	6,700	6,000	-10.45%
61024	Materials & Supplies	-	4,616.87	4,873.88	4,000	4,500	12.50%
61026	Meetings & Conferences	-	1,380.88	1,078.66	1,500	1,500	0.00%
61027	Memberships & Dues	-	50.00	-	200	200	0.00%
61028	Minor Equipment	-	3,466.01	1,164.12	2,200	1,700	-22.73%
61032	Postage & Shipping	-	77,924.80	67,040.36	77,500	80,500	3.87%
61033	Printing & Binding	-	2,267.28	4,566.90	2,500	3,500	40.00%
61038	Software	-	21,747.13	21,076.62	30,000	30,000	0.00%
61040	Uniforms	-	922.26	755.45	1,400	1,400	0.00%
61041	Vehicle Fuel Charges	-	4,372.02	3,426.10	3,300	4,200	27.27%
63009	Telephone	-	7,762.87	5,654.98	11,600	6,300	-45.69%
65015	Maint: Office Equipment	-	376.24	-	1,000	1,000	0.00%
65513	Vehicle Maintenance	-	2,199.19	2,250.64	1,700	1,200	-29.41%
66010	Central Service Charges	-	57,000.00	59,800.00	59,800	62,300	4.18%
66011	Equipment Replacement	-	5,400.00	5,600.00	5,600	2,700	-51.79%
66014	Information Technology Services	-	35,100.00	60,000.00	60,000	61,200	2.00%
66015	IT Equipment Replacement	-	183,600.00	112,900.00	112,900	16,200	-85.65%
66511	Flexible Spending Admin Fees	-	115.50	214.50	-	200	0.00%
Total Materials & Services		-	601,544.75	530,794.01	540,400	444,700	-17.71%
TOTAL EXPENDITURES		**-**	**988,329.86**	**1,019,709.49**	**1,127,000**	**1,076,400**	**-4.49%**

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: FACILITIES & MAINTENANCE ENGINEERING (705-50-2809)
Responsible Manager/Title: Mike Wolski, Assistant Public Works Director/Operations Manager
Developed by: Ted Mikowski, P.E., Facilities Engineering Manager

FUNCTIONS AND RESPONSIBILITIES

- Sanitary sewer flow monitoring consisting of collecting data, retrieval, and analysis of selected flow monitoring sites. Observe three permitted sanitary sewer overflow sites and submit findings to the wastewater treatment monthly DEQ report.
- Oversight and development of the Bridge Maintenance Program. Providing interaction with the state highway department and subcontractor for National Bridge Inventory (NBI) bridge inspections.
- Assist in the review of existing infrastructure condition reports, and assist in developing plans for future rehabilitation/replacement work.
- Perform weekly inspections of 8 reservoirs, 4 water pump stations, and 18 sewer lift stations.
- Management of preventive, predictive, and corrective maintenance management tasks including repairs and replacement of various process mechanical equipment at both the Water and Wastewater Treatment Plants.
- Oversight and development of Supervisory Control and Data Acquisition (SCADA) automated process control and monitoring systems for both the Water and Wastewater Treatment Plants and associated systems outside the plants.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2008-2009			
Safe City	06/09	Ongoing	• Complete a building assessment for all Public Works buildings.
Safe City	06/09	Ongoing	• Complete non-National Bridge Inventory (NBI) bridge and culvert inspections and establish schedule for follow-up inspections.
Safe City	06/09	Ongoing	• Complete migration of all water and Supervisory Control and Data Acquisition (SCADA) systems to one application for control, monitoring, data storage and alarming.
Budget Year 2009-2010			
Safe City	01/10		• Complete new Water Reclamation Facility integration into Supervisory Control and Data Acquisition (SCADA) system.
Safe City	04/10		• Develop priority for bridge and culvert replacement after evaluation of all structures. Continue bridge repair/replacement priority review based on two-year inspection schedule.
Safe City	06/10		• Complete Public Works facilities assessment report.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2006-2007	2007-2008	2008-2009	2009-2010
Flow Monitoring:				
Number of monitor sites/Percent of data captured.	20/100%	15/100%	15/100%	16/100%
Bridge/Culvert Program:				
Number of bridges/Percent of bridges inspected biennially.	23/25%	23/70%	23/30%	25/100%
Number of culverts/Percentage of culverts inspected biennially.	15/0%	15/40%	15/60%	17/100%
SCADA:				
Number of major facilities/Percent of monitor data captured.	3/100%	3/99%	3/100%	3/100%
Number of secondary facilities/Percent of monitor data captured.	28/95%	28/95%	28/95%	28/95%

STAFFING SUMMARY

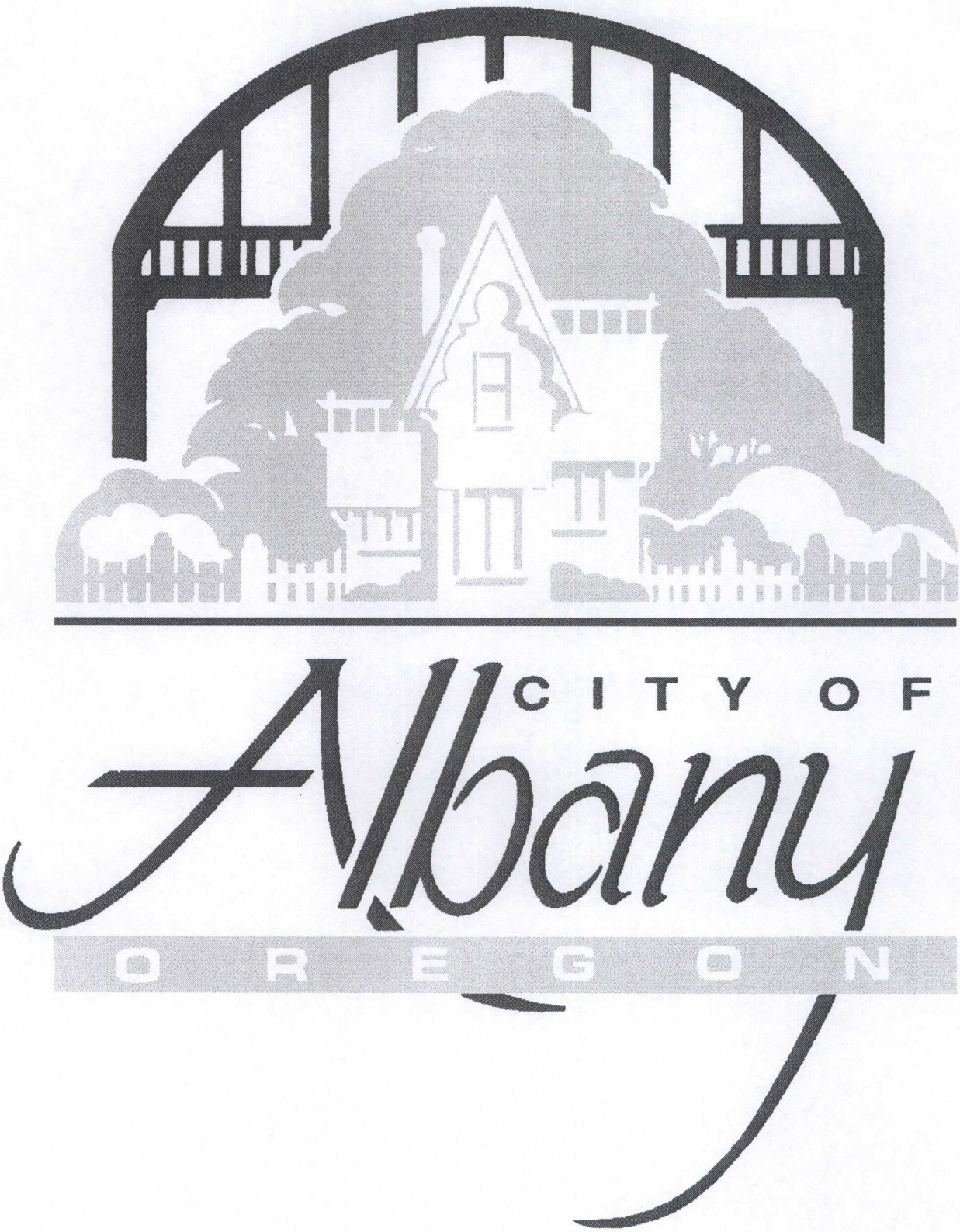
FTEs	9	10	11	11

705: Public Works Services
50: Public Works

Budget Fiscal Year: 2010

PROG 2809: Facilities & Maintenance Engineering

Acct#	Description	2007 Actual	2008 Actual	2009 Yr to Date	2009 Budget	2010 ADOPTED	% Change
Personnel Services							
51001	Wages & Salaries	498,697.54	492,619.92	617,656.59	634,300	650,700	2.59%
53001	Overtime	36,111.80	24,820.63	17,869.91	31,000	31,000	0.00%
56001	Employer Paid Benefits	299,910.95	283,206.41	360,429.79	367,800	391,100	6.33%
Total Personnel Services		834,720.29	800,646.96	995,956.29	1,033,100	1,072,800	3.84%
Materials & Services							
60101	Contractual Services	28,912.17	17,550.28	13,562.42	10,400	3,000	-71.15%
60211	Insurance & Bonds	1,920.53	3,262.78	3,157.56	3,400	1,800	-47.06%
61011	Education & Training	10,455.76	12,377.05	9,809.51	16,700	14,700	-11.98%
61012	Equipment Rental: Private	-	-	-	3,700	1,500	-59.46%
61018	Laundry Service	-	149.99	-	400	400	0.00%
61024	Materials & Supplies	10,009.11	17,157.19	21,402.35	20,900	3,900	-81.34%
61026	Meetings & Conferences	1,593.03	665.03	2,668.70	12,700	3,800	-70.08%
61027	Memberships & Dues	950.97	472.00	550.00	2,100	1,700	-19.05%
61028	Minor Equipment	7,568.92	7,383.36	8,079.68	7,900	2,300	-70.89%
61030	Personal Auto Reimbursement	59.10	-	-	400	400	0.00%
61032	Postage & Shipping	36.20	226.00	43.84	400	400	0.00%
61033	Printing & Binding	84.00	49.17	-	300	300	0.00%
61040	Uniforms	3,913.43	3,068.09	2,866.59	6,200	6,300	1.61%
61041	Vehicle Fuel Charges	6,307.01	6,678.80	5,359.26	5,400	6,900	27.78%
61048	Tools	7,487.86	10,630.41	6,224.36	4,400	9,800	122.73%
63009	Telephone	5,663.93	8,423.85	7,564.55	6,600	9,300	40.91%
65008	Maint: Communications Equipment	1,726.00	-	-	500	500	0.00%
65076	Contract Maintenance	287.49	-	2,229.00	3,000	1,000	-66.67%
65079	Parts for Repairs	2,301.20	5,271.92	-	6,000	1,500	-75.00%
65082	Safety Improvements	390.62	458.10	1,687.11	1,200	1,200	0.00%
65513	Vehicle Maintenance	7,439.28	4,109.88	5,891.52	8,200	9,500	15.85%
66010	Central Service Charges	130,600.00	73,300.00	68,500.00	68,500	73,300	7.01%
66011	Equipment Replacement	24,200.00	29,300.00	29,300.00	29,300	11,500	-60.75%
66014	Information Technology Services	1,800.00	11,700.00	28,400.00	28,400	29,000	2.11%
66015	IT Equipment Replacement	400.00	400.00	1,500.00	1,500	1,500	0.00%
66505	Physical Exams & Medicals	65.01	15.00	65.00	300	300	0.00%
66511	Flexible Spending Admin Fees	66.00	44.00	-	400	400	0.00%
Total Materials & Services		254,237.62	212,692.90	218,861.45	249,200	196,200	-21.27%
Capital							
70005	Capital Equipment	45,422.50	-	-	-	-	0.00%
Total Capital		45,422.50	-	-	-	-	0.00%
TOTAL EXPENDITURES		**1,134,380.41**	**1,013,339.86**	**1,214,817.74**	**1,282,300**	**1,269,000**	**-1.04%**


CITY OF
Albany
OREGON

CAPITAL OUTLAYS

SCHEDULE OF CAPITAL EQUIPMENT
Fiscal Year 2009 - 2010

Department: Program	Capital Description	Budget	Total
Fire Department:			
Fire Life & Safety (100-25-1203)	Thermal Imaging Camera	$9,000	$9,000
Total Fire Department			**$9,000**
Police Department:			
Equipment Replacement (217-10-1010)	3 - Detective Ford Taurus (#04-206, #04-207, #04-214)	$60,000	$60,000
Total Police Department			**$60,000**
Parks & Recreation Department:			
Equipment Replacement (217-10-1010)	Brower Verticut Thatcher	$16,000	$16,000
Total Parks & Recreation Department			**$16,000**
Public Works Department:			
Equipment Replacement (217-10-1010)	Replacement Epoch Sanders, 573 & 574	$38,800	
	Replacement Patch King Asphalt Box 578-96	28,000	
	Replacement Vehicle Truck 608-91	50,000	$116,800
Street Maintenance (250-50-2602)	New – Asphalt Trench Paver	15,000	15,000
City Facility Projects (402-10-1036)	Fencing 0 PW Operations	100,000	
	HVAC System – PW Operations	140,000	
	Crew Pole Building	282,000	522,000
Wastewater Collection (601-50-2405)	Manhole Installation Program	30,000	30,000
Canal Maintenance (615-50-2204)	Vehicle Crane	9,800	9,800
Vine Street Water Treatment Plant (615-50-2205)	Aluminum Sulfate Chemical Feed Pump	7,500	
	Streaming Current Monitor	9,000	
	Vine Street Remodel Project	80,000	96,500
Water Equipment Replacement (615-50-2311)	Replacement Vehicle 904-97	42,000	42,000
Total Public Works Department			**$832,100**
TOTAL CAPITAL EQUIPMENT			**$917,100**

SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2009-2010

The City evaluates its service delivery systems according to established efficiency and effectiveness criteria to determine whether a service should be provided with staff or by contract. It is the policy of the City to make every effort to construct public improvements at the least cost to the citizens of Albany. The following summary lists projects included in the 2009-2010 budget. The projects may also be included in the City's five-year Capital Improvements Program (CIP) for 2009-2014.

Project Description	Total	General Fund	Parks & Recreation	Grants	Economic Development
Capital Equipment	$ 940,800	$ 31,000	$ -	$ 826,500	$ -
Building Improvements	147,000	-	-	147,000	-
Project Engineering	550,000	-	-	-	-
Project Construction	2,274,300	-	-	-	-
Henderson Park Playground	70,000	-	-	70,000	-
Timber Linn Improvements Ph 1a	1,000,000	-	1,000,000	-	-
Teloh Calapooia Park Playground	100,000	-	-	100,000	-
Eades Park	100,000	-	100,000	-	-
Periwinkle Path & Bridge	148,000	-	-	148,000	-
Takena Picnic Shelters	30,000	-	30,000	-	-
Gibson Hill Picnic Shelters	30,000	-	30,000	-	-
Lexington Park Picnic Shelters	40,000	-	40,000	-	-
Parks Bridge Replacements	38,000	-	38,000	-	-
W-07-02 Ellingson Road Property Acq.	450,000	-	-	-	-
Fencing - PW Operations	100,000	-	-	-	-
HVAC System - PW Operations	140,000	-	-	-	-
Crew Pole Building	282,000	-	-	-	-
Vine Street Remodel	80,000	-	-	-	-
Albany Stn Park & Ride Lot	415,000	-	-	415,000	-
Loop System Bus Shelters	35,000	-	-	35,000	-
ATS Bus Shelters	173,900	-	-	100,000	-
Bank Protection at Backwash Lagoon	330,000	-	-	-	-
Manhole Installation Program	30,000	-	-	-	-
Sidewalk Infill Program	10,000	-	-	-	-
BR-10-01 Columbus Street Bridge Repair	165,000	-	-	-	-
SI-03-02 Clover Ridge Station, Phase I	5,000	-	-	-	-
SS-07-01 Calapooia Interceptor	1,200,000	-	-	-	-
SS-10-02 Airport Sewer Extension	200,000	-	-	-	-
ST-07-03 53rd Ave Bridge/Roadway	100,000	-	-	-	-
ST-09-01 Waverly Rehab Phase II	69,000	-	-	-	-
ST-08-04 Somerset to School (SWSt)	2,500,000	-	-	-	-
ST-08-06 School to Knox Butte (SWSt)	1,000,000	-	-	-	-
ST-10-01 Umatilla Culvert Replacement	275,000	-	-	-	-
Transportation Economic Stimulus	1,000,000	-	-	-	-
WC-06-01 Canal Bank Improvements	15,000	-	-	-	-
WC-08-01 Canal Improvement Projects	1,429,700	-	-	-	-
WL-08-04 Maier Lane WL	288,500	-	-	-	-
WL-09-02 4th Ave WL	400,000	-	-	-	-
WL-10-04 Shortridge WL/Hwy20 to 14th	186,000	-	-	-	-
WL-10-01 Water/Columbus/1st	202,000	-	-	-	-
WL-10-02 Columbus & Bradley WL	247,000	-	-	-	-
WL-10-03 Baker St WL Hwy20/14th	197,000	-	-	-	-
WL-10-05 Denver & 1st Ave WL	346,000	-	-	-	-
WTP Security Upgrade	80,000	-	-	-	-
SS-07-04 NA PumpStn/Force Main	2,420,000	-	-	-	-
WWTP-03-01 WW Treatment Plant Expansion	1,800,000	-	-	-	-
WWTP-08-02 Wetlands Treatment Project	100,000	-	-	-	-
W-07-01, Reservoir Improvements	60,000	-	-	-	-
W-07-03 Vine St WTP Seismic Upgrades	1,439,000	-	-	-	-
W-08-01 Valley View Res Improvements	500,000	-	-	-	-

Public Transit	Capital Replacement	Street	Capital Projects	Sewer	Water
$ -	$ -	$ 15,000	$ -	$ -	$ 68,300
-	-	-	-	-	-
-	-	-	550,000	-	-
-	-	-	2,274,300	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	450,000
-	-	-	100,000	-	-
-	-	-	140,000	-	-
-	-	-	282,000	-	-
-	-	-	-	-	80,000
-	-	-	-	-	-
-	-	-	-	-	-
73,900	-	-	-	-	-
-	-	-	-	-	330,000
-	-	-	-	30,000	-
-	-	10,000	-	-	-
-	-	165,000	-	-	-
-	-	-	-	-	5,000
-	-	-	-	1,200,000	-
-	-	-	-	200,000	-
-	-	-	100,000	-	-
-	-	69,000	-	-	-
-	-	-	2,500,000	-	-
-	-	-	1,000,000	-	-
-	-	275,000	-	-	-
-	-	1,000,000	-	-	-
-	-	-	-	-	15,000
-	-	-	-	-	1,429,700
-	-	-	-	-	288,500
-	-	-	-	-	400,000
-	-	-	-	-	186,000
-	-	-	-	-	202,000
-	-	-	-	-	247,000
-	-	-	-	-	197,000
-	-	-	-	-	346,000
-	-	-	-	-	80,000
-	-	-	-	2,420,000	-
-	-	-	-	1,800,000	-
-	-	-	-	100,000	-
-	-	-	-	-	60,000
-	-	-	-	-	1,439,000
-	-	-	-	-	500,000

SUMMARY OF CAPITAL EXPENDITURES - FISCAL YEAR 2009-2010

The City evaluates its service delivery systems according to established efficiency and effectiveness criteria to determine whether a service should be provided with staff or by contract. It is the policy of the City to make every effort to construct public improvements at the least cost to the citizens of Albany. The following summary lists projects included in the 2009-2010 budget. The projects may also be included in the City's five-year Capital Improvements Program (CIP) for 2009-2014.

Project Description	Total	General Fund	Parks & Recreation	Grants	Economic Development
Project Totals	23,738,200	31,000	1,238,000	1,841,500	-
Reserve: Capital Projects	455,900	-	455,900	-	-
Reserve: Pipe Over-sizing	25,000	-	-	-	-
Reserve: Canal Capital	61,800	-	-	-	-
Reserve: Connection Fees	1,079,500	-	-	-	-
Reserve: Replacement	6,434,600	-	-	-	-
Reserve: Equipment Replacement	1,657,500	-	-	-	-
Reserve: Building Replacement	2,330,000	-	-	-	-
Reserve: Street Connection Fees	100,000	-	-	-	-
Reserve: Building Maintenance	501,500	-	-	-	-
Reserve: Storm Drain Collection Fees	40,000	-	-	-	-
Reserve: Capital Projects	22,737,100	-	-	-	185,800
Total Reserves	35,422,900	-	455,900	-	185,800
Grand Totals	$ 59,161,100	$ 31,000	$1,693,900	$1,841,500	$ 185,800

Public Transit	Capital Replacement	Street	Capital Projects	Sewer	Water
73,900	-	1,534,000	6,946,300	5,750,000	6,323,500
-	-	-	-	-	-
-	-	-	-	15,000	10,000
-	-	-	-	-	61,800
-	-	-	-	572,500	507,000
-	6,434,600	-	-	-	-
-	-	-	-	1,082,900	574,600
-	2,330,000	-	-	-	-
-	-	100,000	-	-	-
-	501,500	-	-	-	-
-	-	-	-	40,000	-
-	-	7,679,100	2,542,700	4,368,200	7,961,300
-	9,266,100	7,779,100	2,542,700	6,078,600	9,114,700
$ 73,900	$ 9,266,100	$ 9,313,100	$ 9,489,000	$ 11,828,600	$ 15,438,200

CAPITAL IMPROVEMENT PROGRAM PROJECTS - OVERVIEW
2009-2010 Budget

Each year the City of Albany updates its Capital Improvement Program (CIP) document. The document, as adopted by the City Council, is a five-year program. As a planning tool, it identifies needs, establishes priorities, and forecasts the expenditures for all projects in the plan. It is not considered a "capital budget." Adoption of the City of Albany's CIP is merely approving the projects included, not the dollar estimates given.

CIP Process

June	City departments begin compiling projects to assist in the fulfillment of established goals.
July - March	City departments submit project lists to the Engineering Department. Engineering staff compiles projects and develops a preliminary CIP plan. Discussion is held with the City Council in order to integrate City Council recommendations. Factors considered are staffing, current workload, and funding sources.
April	Preliminary CIP is submitted to the City Council, Budget Committee, and Planning Commission in a joint session by the Engineering Department.
April - May	Recommendations are incorporated, funding sources are finalized, and the Council adopts the five-year CIP.

What is a CIP project?

For purposes of the Capital Improvement Program, a capital project is defined as a one-time project that results in a permanent addition to the City's fixed assets. These projects involve nonrecurring expenditures, or capital outlays, which are funded from a wide variety of funding sources. Periodic or one-time-only maintenance that is contracted out is a capital improvement; however, annual contracted maintenance is not a capital improvement. In addition, public facility master plans are considered capital projects; however, computer equipment and vehicles are not.

2009-2010 Budget

Following this overview is the portion of the five-year Capital Improvement Program that impacts the City of Albany's 2009-2010 Budget. The projects in the operating budget will differ from the first year in the CIP because minor fixed assets will not appear in the CIP and once a project is listed in the first year of the CIP, it will not appear in it again. The project costs in the CIP may vary from the budgeted project costs due to the time span between the budget process and the CIP. The actual project cost will be determined based on the bids received during the bid process.

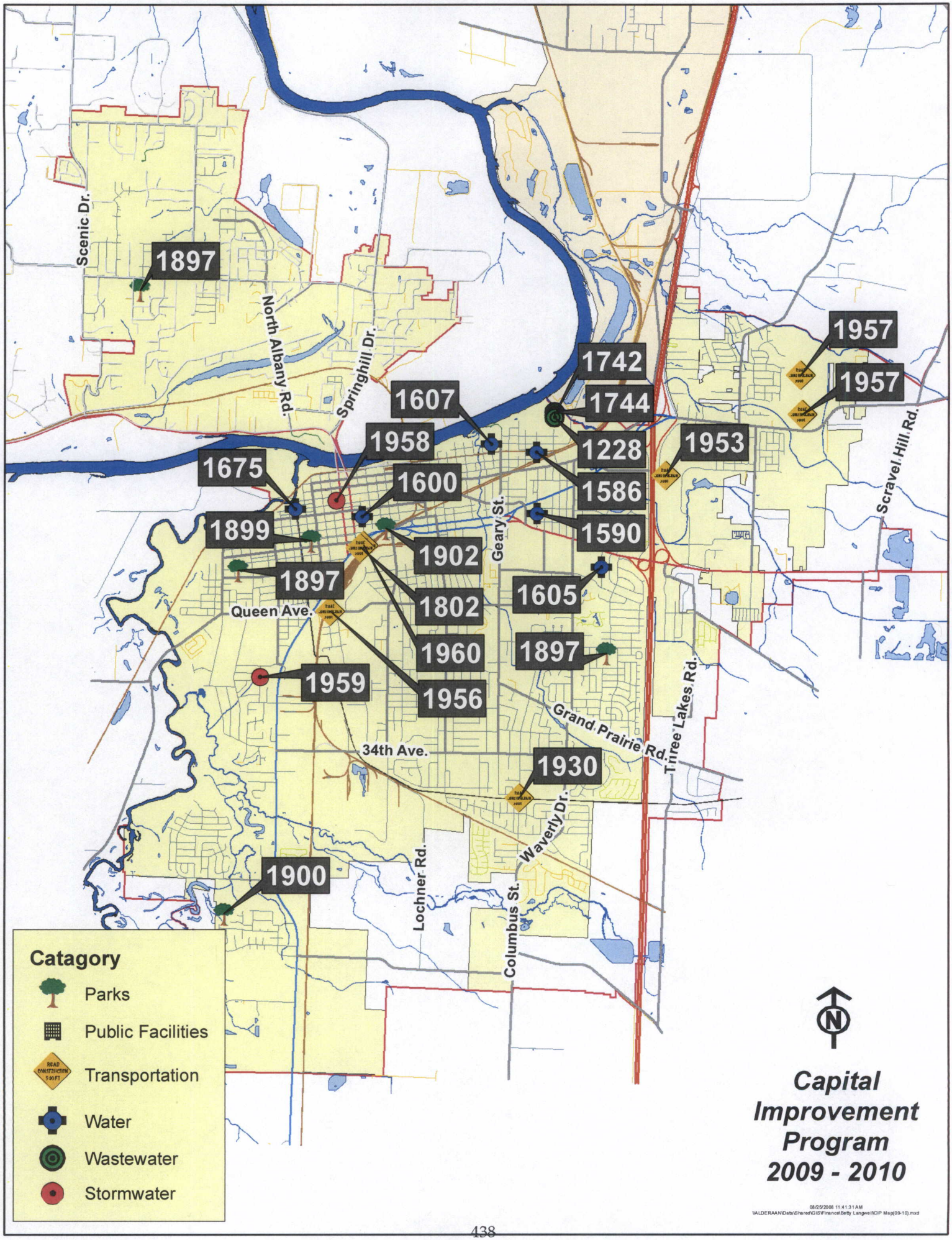
Capital Improvement Program Budget Year 2009-2010

Funded Summary By Funding Source - Projected Cost Totals

FUNDING SOURCE	2009-2010
Economic Development	35,000
Federal Grants	315,000
Federal Stimulus Funds	1,694,000
Future Donations	99,000
Future State Grant	75,000
Grant - Unspecified	35,000
Local Improvement District	4,695,000
Parks & Recreation	110,000
Reserve: Capital Projects	2,284,000
SDC - Improvement - Parks	100,000
SDC - Improvement - Water	96,000
SDC - Reimbursement - Water	55,000
Sewer Economic Development	0
Sewer Rates/Operating Revenues	667,000
State Highway Fund (gas tax)	171,000
Street Capital Reserves	503,000
Water Bond Fund	2,124,000
Grand Total:	$13,058,000

Funded Projects Summary

CATEGORY	2009-2010
Parks	$ 419,000
Public Facilities	2,284,000
Stormwater	585,000
Transportation	7,046,000
Wastewater	545,000
Water	2,179,000
Grand Total:	$13,058,000


Scenic Dr.
North Albany Rd.
Springhill Dr.
Geary St.
Queen Ave.
34th Ave.
Grand Prairie Rd.
Three Lakes Rd.
Scravel Hill Rd.
Waverly Dr.
Lochner Rd.
Columbus St.
1897
1958
1675
1607
1742
1744
1228
1586
1600
1899
1902
1897
1802
1960
1959
1956
1605
1897
1930
1900
1957
1957
1953
1590
Catagory
Parks
Public Facilities
Transportation
Water
Wastewater
Stormwater
Capital Improvement Program 2009 - 2010
08/25/2008 11:41:31 AM
\\ALDERAAN\Data\Shared\GIS\Finance\Betty Langwell\CIP Map(09-10).mxd

Plan FY: 2009-2010 PICNIC SHELTERS AT GIBSON HILL, LEXINGTON, AND TAKENA PARKS

CIP Project #: 1897

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks **Classification:** Park Development
Department: Parks & Recreation Department

SDC

Total Cost: $150,000

This project will replace the recently demolished shelter at Takena Park and will complete original park improvements for Lexington and Gibson Hill Parks.

Operating Budget Impact: This project will increase operation and maintenance expenses approximately $3,000 per year in order to conduct weekly cleaning activities during the rental season. Revenue from picnic shelter rentals will be used to help offset operation and maintenance costs.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
	FUTURE DONATIONS	$50,000
202-35-1500	SDC - IMPROVEMENT - PARKS	$100,000
	Total:	$150,000

Plan FY: 2009-2010 HENDERSON PARK PLAYGROUND REPLACEMENT

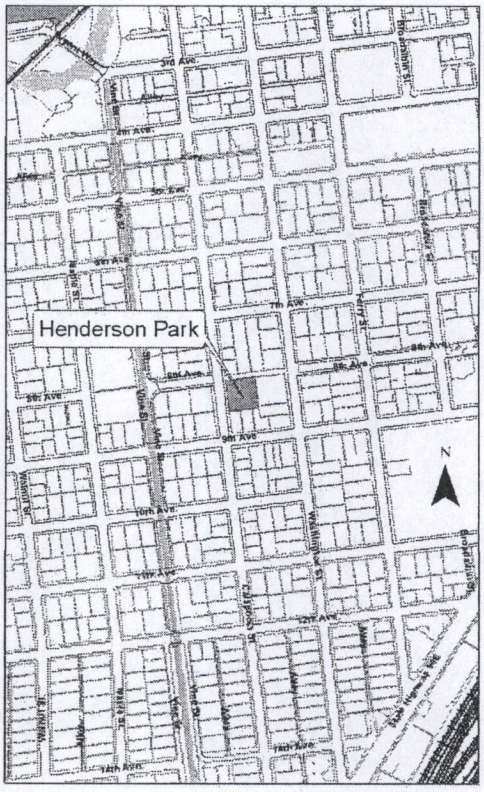
CIP Project #: 1899

Master Plan: Parks Master Plan
Plan Element:
Category: Parks
Classification: Replacement Projects
Department: Parks & Recreation Department

Total Cost: $94,000

This project provides for the replacement of the existing outdated playground equipment at Henderson Park. This project was originally scheduled for FY 2006-07, but has been rescheduled to take advantage of potential state grant funding in FY 2009-10.

Operating Budget Impact: This project will not impact the operating budget because this project replaces existing playground and other deteriorating equipment.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
	GRANT - Unspecified	$35,000
	FUTURE DONATIONS	$24,000
202-35-1408	PARKS AND RECREATION	$35,000
	Total:	$94,000

Plan FY: 2009-2010 TELOH CALAPOOIA PARK PLAYGROUND REPLACEMENT

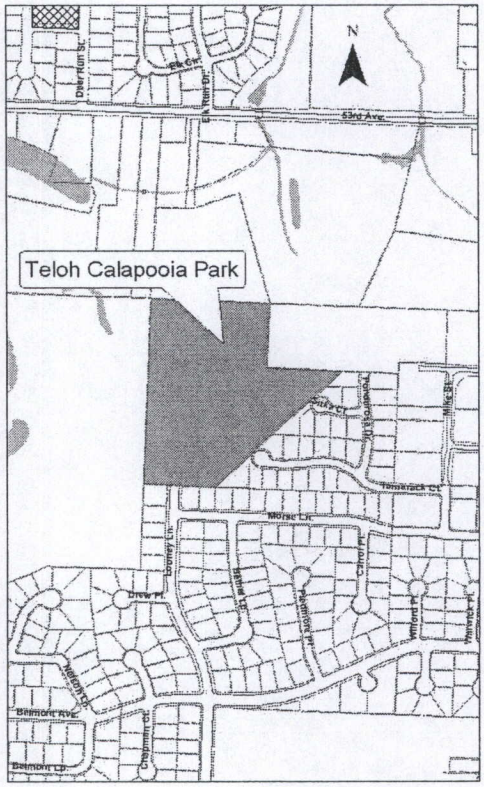
CIP Project #: 1900

Master Plan: Parks Master Plan
Plan Element:
Category: Parks
Classification: Replacement Projects
Department: Parks & Recreation Department

Total Cost: $150,000

This project provides for the replacement of an existing, outdated playground at this neighborhood park.

Operating Budget Impact: This project will not impact the operating budget because this project replaces existing playground and other deteriorating equipment.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
	FUTURE DONATIONS	$25,000
	FUTURE STATE GRANT	$75,000
202-35-1408	PARKS AND RECREATION	$50,000
	Total:	$150,000

Plan FY: 2009-2010 SWANSON PARK/ALBANY TRAIN STATION CONNECTOR PATH

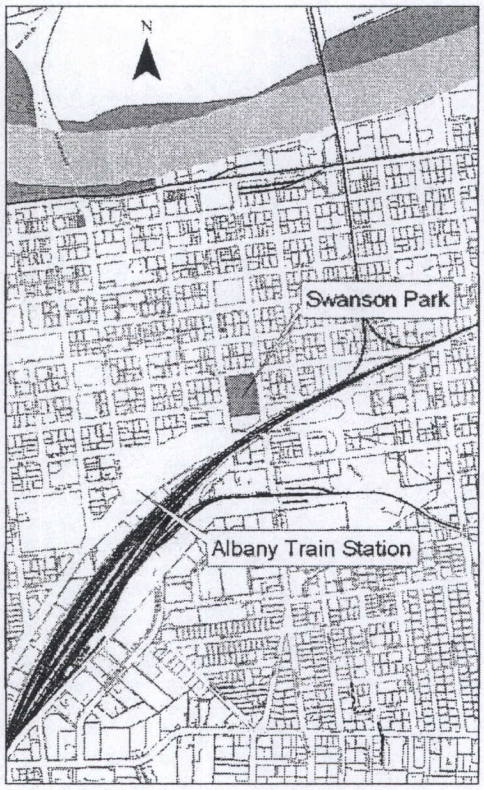
CIP Project #: 1902

Master Plan: Parks Master Plan
Plan Element: T-1
Category: Parks
Classification: Park Development
Department: Parks & Recreation Department

Total Cost: $25,000

This CIP project provides Parks funding for a portion of this project (CIP Project #1796 Phase 3 - In Process). The balance of funding for this project will come from a federal grant from the State Highway Fund (gas tax).

Operating Budget Impact: This project will increase annual operation and maintenance expenses by $1,500 in order to conduct litter control activities by contract.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
202-35-1408	PARKS AND RECREATION	$25,000
	Total:	$25,000

Plan FY: 2009-2010 NEW POLICE STATION PROPERTY ACQUISITION

CIP Project #: 1941

Master Plan:
Category: Public Facilities
Department: Police Department

Plan Element:
Classification: Police Facilities

Total Cost: $2,284,000

This project will provide for property acquisition needed to construct a new police station. Built in 1989, the existing building and parking lot are too small for present staff, with no place to expand.

Operating Budget Impact: This project will increase maintenance costs by a small amount to provide for property maintenance until the police station facility is constructed.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
217-10-1034	RESERVE: CAPITAL PROJECTS	$2,284,000
	Total:	$2,284,000

Plan FY: 2009-2010 STORMWATER MASTER PLAN

CIP Project #: 1958

Master Plan: Stormwater Master Plan **Plan Element:**
Category: Stormwater **Classification:**
Department: Public Works Department

Total Cost: $300,000

This project will complete a new stormwater master plan for the City. The last stormwater master plan was completed in 1988 and didn't include North Albany. Typically, master plans are completed on 10-year cycles to keep pace with the level of development, current regulatory requirements, current engineering standards, and in this case, storm water quality strategies.

Operating Budget Impact: The development of master plan will not impact the operating budget.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
601-50-2500	SEWER RATES/OPERATING REVENUES	$122,000
250-50-2700	STREET CAPITAL RESERVES	$178,000
	Total:	$300,000

Plan FY: 2009-2010 UMATILLA STREET CULVERT REPLACEMENT

CIP Project #: 1959

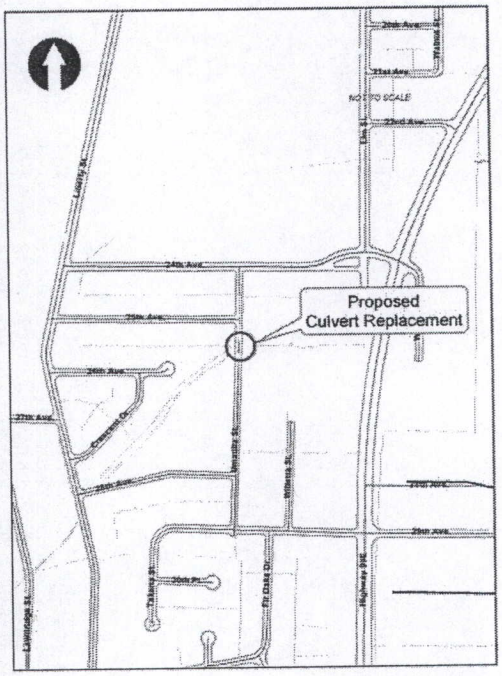
Master Plan: Stormwater Master Plan
Category: Stormwater
Department: Public Works Department

Plan Element:
Classification:

Total Cost: **$285,000**

This project will provide for an engineering analysis and likely replacement of the Umatilla Street culvert. The Umatilla Street Culvert appears to be under sized and constructed at the wrong elevation. During high flows, storm water backs up the Cathey Creek channel and surcharges the Elm Street storm drain system. This surcharging leads to flooding in the vicinity of Queen Avenue and Elm Street. The engineering analysis is intended to verify that replacing the Umatilla Street culvert will not simply shift a drainage problem to further downstream on Cathey Creek. Additionally, if the culvert is replaced, several catch basins within this drainage basin can potentially be disconnected from the sewer system and rerouted to the storm system.

Operating Budget Impact: This project should reduce long term maintenance costs by reduced responses to flooding.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
250-50-2700	STREET CAPITAL RESERVES	$285,000
	Total:	$285,000

Plan FY: 2009-2010 BICYCLE AND PEDESTRIAN IMPROVEMENT GRANT MATCH

CIP Project #: 1802

Master Plan:
Plan Element:
Category: Transportation
Classification: Pedestrian & Bikeway
Department: Public Works Department

Total Cost: **$40,000**

This is an annual dedication to provide funds for match requirements on bicycle and pedestrian grants that are made available annually by the Oregon Department of Transportation. Many of the grants available require a local match. This dedication will provide a funding source should appropriate opportunities arise. All grant opportunities will come before City Council for approval prior to application.

Operating Budget Impact: None. There is no impact to street maintenance costs because this is reserve funding for potential grants, should the opportunity arise.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
250-50-2700	STREET CAPITAL RESERVES	$40,000
	Total:	$40,000

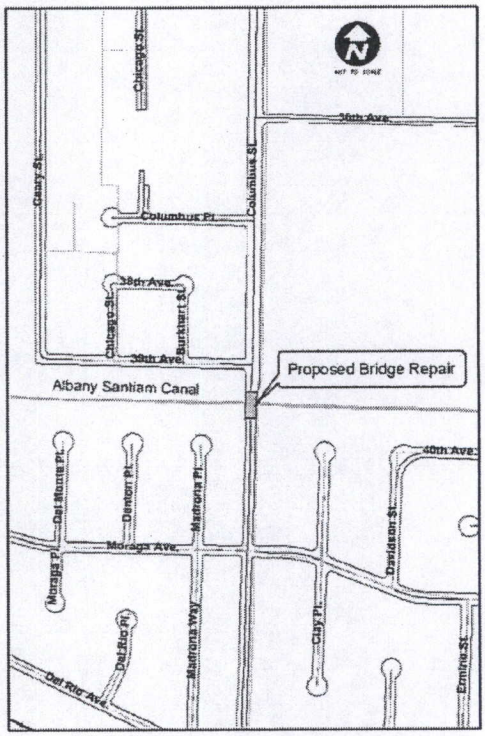
Plan FY: 2009-2010 COLUMBUS STREET BRIDGE REPAIR

CIP Project #: 1930

Master Plan:
Plan Element:
Category: Transportation
Classification: Bridges
Department: Public Works Department

Total Cost: $171,000

The City of Albany's Columbus Street Bridge over the Santiam-Albany Canal has been the subject of a recent structural inspection indicating that portions of the structure are in need of repair. The study determined that the west portion of the structure should be replaced, and new sidewalk installed. This project addresses the deficiencies identified in the report and provides for replacement of the four westernmost precast slabs with a cast-in-place concrete slab.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
250-50-2700	STATE HIGHWAY FUND (Gas Tax)	$171,000
	Total:	$171,000

Plan FY: 2009-2010 AIRPORT MASTER PLAN UPDATE & ENVIRONMENTAL ASSESSMENT

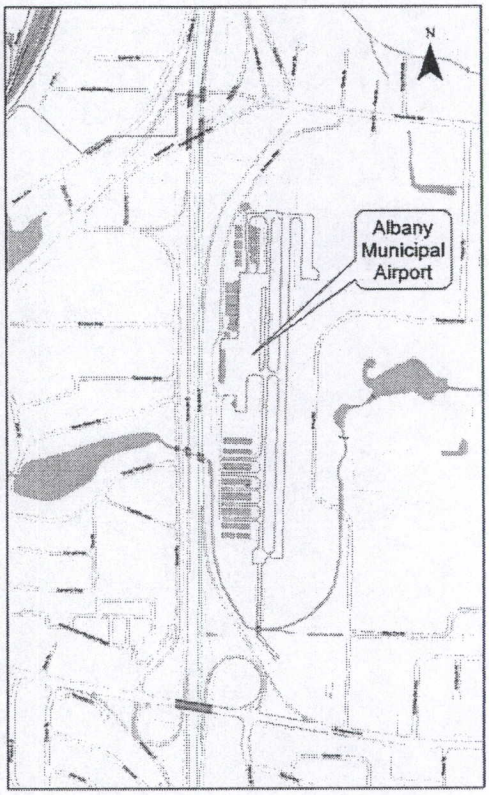
CIP Project #: 1953

Master Plan: Airport Master Plan
Category: Transportation
Department: Public Works Department
Plan Element:
Classification: Airport

Total Cost: $350,000

This project will update the City's Airport Master Plan and complete an Environmental Assessment for future runway extensions.

Operating Budget Impact: None.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
	FEDERAL GRANTS	$315,000
211-16-1103	ECONOMIC DEVELOPMENT	$35,000
	Total:	$350,000

Plan FY: 2009-2010 FEDERAL STIMULUS OVERLAY PROJECTS

CIP Project #: 1956

Master Plan: Transportation Master Plan
Plan Element:
Category: Transportation
Classification: Pavement Preservation
Department: Public Works Department

Total Cost: $1,044,000

This project uses federal stimulus money to overlay a group of streets, within the allowable categories of collector or higher, with favorable Pavement Condition Index's for overlays. The locations include: Salem Avenue from Sherman Street to the Union Pacific Railroad, Geary Street from Front Avenue to 6th Avenue, Liberty Street from Queen Avenue to 24th Avenue, Waverly Drive from Pacific Boulevard to Santiam Highway, Waverly Drive from Queen Avenue to Grand Prairie Road, and Queen Avenue from 200 feet west of Pacific Boulevard to Marion Street.

Operating Budget Impact: This project will reduce long term maintenance costs by extending the life of the existing pavement system.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
	FEDERAL STIMULUS FUNDS	$1,044,000
	Total:	$1,044,000

Plan FY: 2009-2010 SOMERSET DRIVE AND BRANDIS STREET (GAPS) LID #1

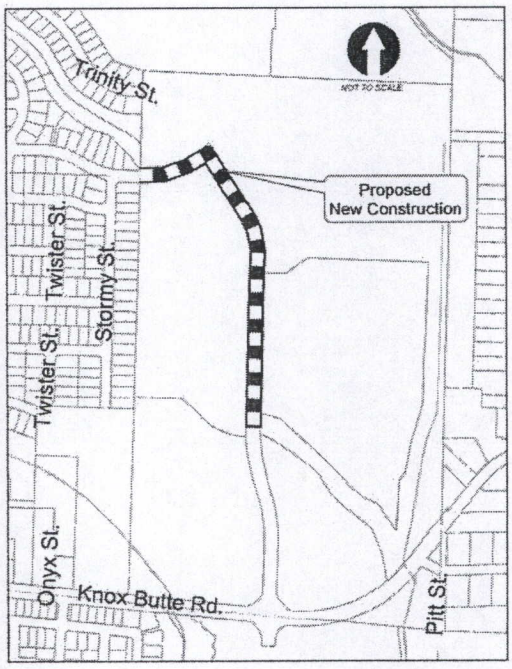
CIP Project #: 1957 **Phase:** 1

Master Plan: Transportation Master Plan
Plan Element:
Category: Transportation
Classification: New Construction
Department: Public Works Department

Total Cost: $2,100,000

This project will complete the first of two LIDs created to serve the Brandis properties and the new 3-8 school site north of Knox Butte Road by constructing street and storm drain improvements for an extension of Somerset Drive and a potion of Brandis Street. Sewer and water utilities were installed in summer 2008 and those costs are not included in this estimate.

Operating Budget Impact: This project will increase long term maintenance costs by constructing new facilities.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
	LOCAL IMPROVEMENT DISTRICT	$2,100,000
	Total:	$2,100,000

Related Projects:

Phase	Year	Title	Category	Projected Total
1	2010	SOMERSET DRIVE AND BRANDIS STREET (GAPS) LID #1	Transportation	$2,100,000
2	2010	SOMERSET DRIVE AND BRANDIS STREET (GAPS) LID #2	Transportation	$2,691,000
Grand Total - All Related Projects:				$4,791,000

Plan FY: 2009-2010 SOMERSET DRIVE AND BRANDIS STREET (GAPS) LID #2

CIP Project #: 1957 **Phase:** 2

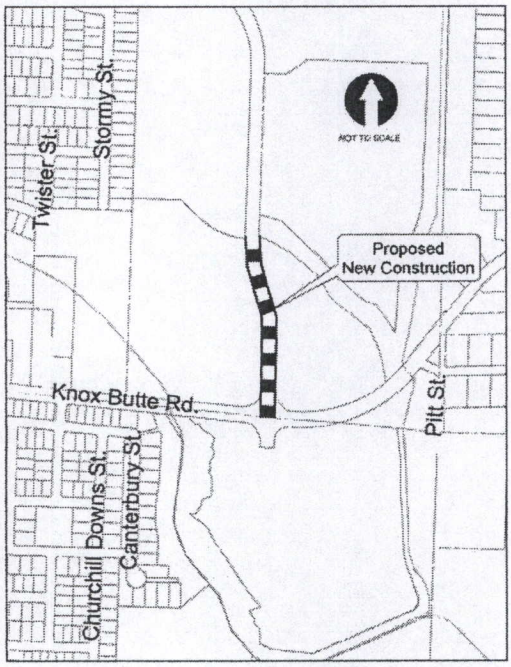
Master Plan: Transportation Master Plan
Plan Element:
Category: Transportation
Classification: New Construction
Department: Public Works Department

SDC

Total Cost: $2,691,000

This project will complete the second of two LIDs created to serve the Brandis properties and the new 3-8 school site north of Knox Butte Road. Improvements include street, storm drain, sewer, and water improvements necissary to construct the remaining portion of Brandis Street between the school site and Knox Butte Road. A round-a-bout will be provided at the intersection of Knox Butte Road and Brandis Street. The design will be completed in fiscal year 2009-10 with construction anticipated in fiscal year 2010-11.

Operating Budget Impact: This project will increase long term maintenance costs by constructing new facilities.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
	SDC - IMPROVEMENT - WATER	$96,000
	LOCAL IMPROVEMENT DISTRICT	$2,595,000
	Total:	$2,691,000

Related Projects:

Phase	Year	Title	Category	Projected Total
1	2010	SOMERSET DRIVE AND BRANDIS STREET (GAPS) LID #1	Transportation	$2,100,000
2	2010	SOMERSET DRIVE AND BRANDIS STREET (GAPS) LID #2	Transportation	$2,691,000
Grand Total - All Related Projects:				$4,791,000

Plan FY: 2009-2010 ALBANY STATION PARK AND RIDE - FEDERAL STIMULUS PROJECT

CIP Project #: 1960

Master Plan: Transportation Master Plan
Category: Transportation
Department: Public Works Department
Plan Element:
Classification: Miscellaneous - Transportation

Total Cost: **$650,000**

This project utilizes the Federal Stimulus funds allocated to this project by the Oregon Transportation Committee. The project will expand the existing park and ride lot at Albany Station by approximately 30 parking spaces and provide for additional bus shelters and bike lockers. This project was selected for funding because of it's shovel ready status and because of the benefit to the State of Oregon by expanding a Multimodal Facility that is heavily used by four separate transit agencies and Amtrack. Public park and ride usage reduces trip generation on the state highway system. The facility will improve efficiency and safety of the transportation system by providing a centralized transfer point for public transit and passenger rail users.

Operating Budget Impact: Because this project is creating new facilities, new maintenance activities will be required.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
	FEDERAL STIMULUS FUNDS	$650,000
	Total:	$650,000

Plan FY: 2009-2010 LATERAL REPLACEMENT & BASEMENT PROTECTION

CIP Project #: 1228

Master Plan: Sanitary Sewer Master Plan
Category: Wastewater
Department: Public Works Department
Plan Element:
Classification: Miscellaneous - Wastewater

Total Cost: **$220,000**

During FY 1999-2000, the City Council adopted three new programs to assist property owners with sanitary sewer lateral service issues.

The Basement Flooding Protection Loan Program provides a no-interest, ten-year loan to assist property owners with installation of backflow protection valves and sump pumps needed to protect buildings from flooding due to the sanitary sewer system.

The Council also adopted a Basement Flooding Protection Grant Program that provides limited City participation in the cost of basement flooding protection improvements. The grant program is targeted for properties that have experienced frequent flooding, have responded with good faith efforts to minimize the flooding risk, and in spite of these efforts, continue to experience basement flooding.

The lateral replacement program provides a one-time-only replacement of sanitary sewer service laterals on private property. The program reimburses qualifying property owners for the cost of replacing failing sanitary sewer service laterals. Replacement of these laterals reduces the amount of infiltration entering the sanitary sewer system through cracks and breaks in older, deteriorated service lines.

Operating Budget Impact: This project will reduce sewer maintenance costs over the long term by reducing the amount of extraneous flow into the sanitary sewer system that is receiving treatment.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
601-50-2500	SEWER RATES/OPERATING REVENUES	$220,000
	Total:	$220,000

Plan FY: 2009-2010 INFLOW REDUCTION PROGRAM

CIP Project #: 1742

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, parking lot catch basins, and other surface drainage systems that drain into the sewer. While current codes prohibit such connections, many older residences may still be connected.

Operating Budget Impact: This project will reduce maintenance costs over the long term because the removal of extraneous flow reduces the overall flow thru the collection system and treatment plant. It also preserves capacity in the long run.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
601-50-2500	SEWER RATES/OPERATING REVENUES	$150,000
	Total:	$150,000

Plan FY: 2009-2010 WASTEWATER TREATMENT PLANT PROPERTY ACQUISITION

CIP Project #: 1744 **Phase:** 2

Master Plan: Sanitary Sewer Master Plan
Plan Element:
Category: Wastewater
Classification: Miscellaneous - Wastewater
Department: Public Works Department

Total Cost: $175,000

This project represents an annual allowance for acquisition of property adjacent to the Wastewater Treatment Plant site as it becomes available. Additional property will be required for future plant and Public Works facility expantions.

Operating Budget Impact: This project does not impact the operating budget. This is an allocation of funds in the event that property around the treatment plant is for sale and it is in the City's interest to purchase it.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
601-50-2500	SEWER RATES/OPERATING REVENUES	$175,000
	Total:	$175,000

Related Projects:

Phase	Year	Title	Category	Projected Total
2	2010	WASTEWATER TREATMENT PLANT PROPERTY ACQUISITION	Wastewater	$175,000
3	2011	WASTEWATER TREATMENT PLANT PROPERTY ACQUISITION	Wastewater	$175,000
4	2012	WASTEWATER TREATMENT PLANT PROPERTY ACQUISITION	Wastewater	$175,000
5	2013	WASTEWATER TREATMENT PLANT PROPERTY ACQUISITION	Wastewater	$175,000
6	2014	WASTEWATER TREATMENT PLANT PROPERTY ACQUISITION	Wastewater	$175,000
Grand Total - All Related Projects:				$875,000

Plan FY: 2009-2010 WATER AVENUE, COLUMBUS STREET AND 1ST AVENUE EAST OF BURKHART

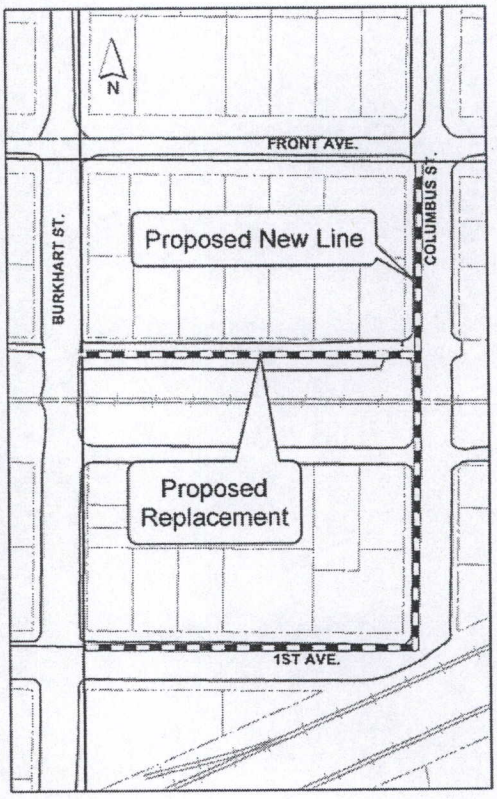
CIP Project #: 1586

Master Plan: Water Supply Master Plan
Category: Water
Department: Public Works Department
Plan Element: Program - 1
Classification: Water Mains

Total Cost: **$202,000**

This project will replace approximately 1,260 feet of deteriorated 2-inch galvanized pipe with 8-inch ductile iron pipe. The existing deteriorated, leaky line is a source of continuous maintenance problems. The new 8-inch diameter line will improve system reliability.

Operating Budget Impact: This project will reduce maintenance costs over the long term. Replacement of these water mains will reduce the amount of water loss from the system and the number of emergency responses required to fix leaks.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
615-50-2302	WATER BOND FUND	$202,000
	Total:	$202,000

Plan FY: 2009-2010 COLUMBUS STREET AND BRADLEY STREET; PACIFIC TO SANTIAM

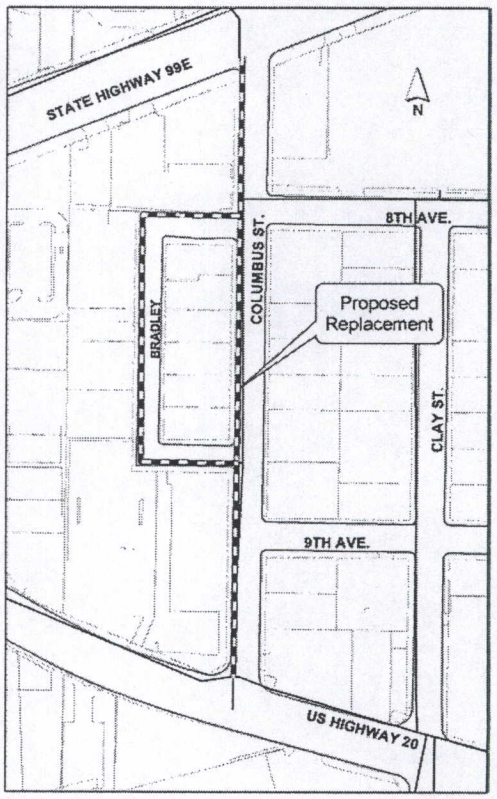
CIP Project #: 1590

Master Plan: Water Supply Master Plan
Category: Water
Department: Public Works Department
Plan Element: Perpetual Life Replacement
Classification: Water Mains

Total Cost: **$247,000**

This project will replace 1,540 feet of deteriorated and undersized 2- and 4-inch water line with 8-inch ductile iron pipe.

Operating Budget Impact: This project will reduce maintenance costs over the long term. Replacement of these water mains will reduce the amount of water loss from the system and the number of emergency responses required to fix leaks.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
615-50-2302	WATER BOND FUND	$247,000
	Total:	$247,000

Plan FY: 2009-2010 BAKER STREET; 4TH TO 8TH AVENUES

CIP Project #: 1600

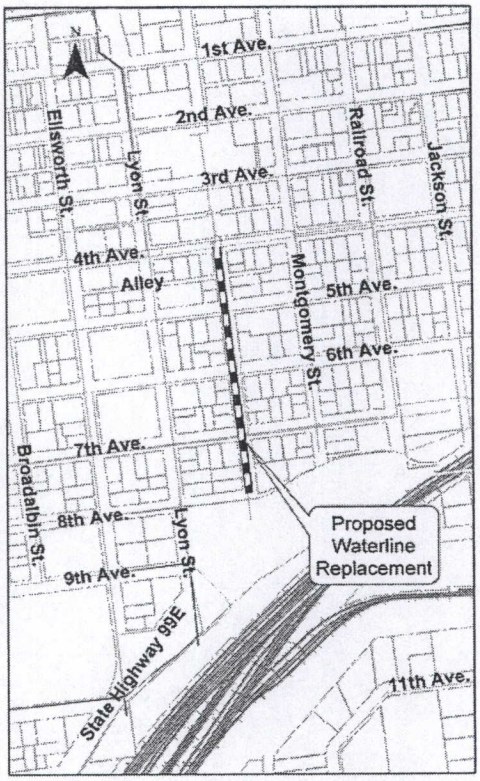
Master Plan: Water Supply Master Plan
Category: Water
Department: Public Works Department

Plan Element: Program - 1
Classification: Water Mains

Total Cost: $197,000

This project will replace approximately 1,250 feet of badly deteriorated 2-inch wrought iron water line. The existing deteriorated, leaky line is a source of continuous maintenance problems. The new 8-inch diameter ductile iron line will improve system reliability.

Operating Budget Impact: This project will reduce maintenance costs over the long term. Replacement of these water mains will reduce the amount of water loss from the system and the number of emergency responses required to fix leaks.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
615-50-2302	WATER BOND FUND	$197,000
	Total:	$197,000

Plan FY: 2009-2010 SHORTRIDGE STREET; HIGHWAY 20 TO 14TH AVENUE

CIP Project #: 1605

Master Plan: Water Supply Master Plan
Category: Water
Department: Public Works Department

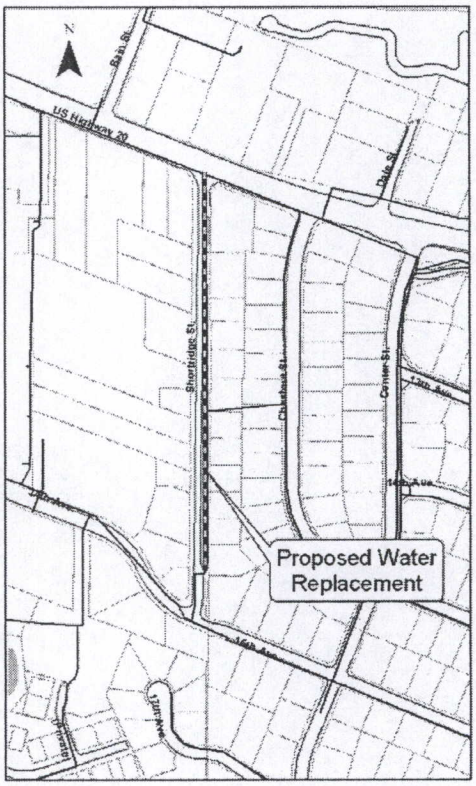
Plan Element: Program - 1
Classification: Water Mains

SDC

Total Cost: $186,000

This project will replace approximately 1,175 feet of deteriorated steel water main. This will also connect the water line to the existing water line in Santiam Highway that is not connected currently. The new water line will be a 12-inch diameter ductile iron line.

Operating Budget Impact: This project will reduce maintenance costs over the long term. Replacement of these water mains will reduce the amount of water loss from the system and the number of emergency responses required to fix leaks.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
615-50-2301	SDC - REIMBURSEMENT - WATER	$55,000
615-50-2302	WATER BOND FUND	$131,000
	Total:	$186,000

Plan FY: 2009-2010 DENVER AND 1ST AVENUE WATER LINE REPLACEMENT

CIP Project #: 1607

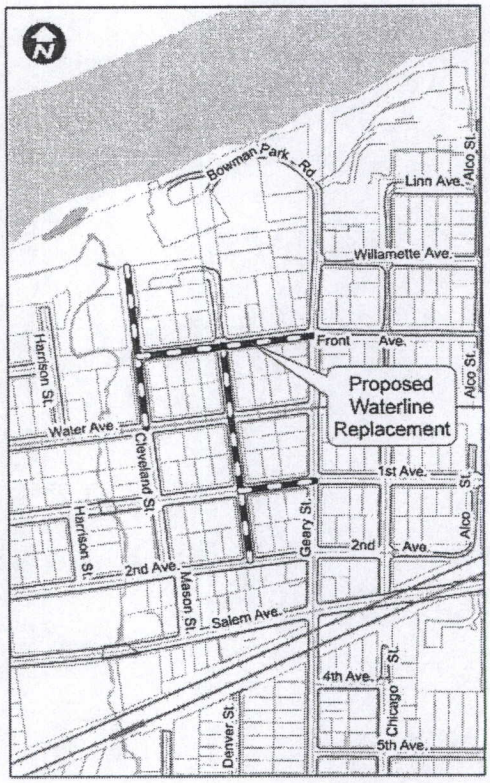
Master Plan: Water Supply Master Plan
Category: Water
Department: Public Works Department

Plan Element: Program - 1
Classification: Water Mains

Total Cost: $346,000

This project will replace approximately 2,200 feet of deteriorated steel water lines. The existing deteriorated, leaky line is a source of continuous maintenance problems. The new 8-inch diameter ductile iron line will improve system reliability. Following is a list of the replacements: Denver Street – Front Avenue to 2nd Avenue; 1st Avenue – Denver Street to Geary Street; Front Avenue – Cleveland Street to Geary Street; and Cleveland Street – Water Avenue to Willamette Avenue.

Operating Budget Impact: This project will reduce maintenance costs over the long term. Replacement of these water mains will reduce the amount of water loss from the system and the number of emergency responses required to fix leaks.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
615-50-2302	WATER BOND FUND	$346,000
	Total:	$346,000

Plan FY: 2009-2010 SANTIAM-ALBANY CANAL IMPROVEMENTS

CIP Project #: 1675 Phase: 7

Master Plan: Water Supply Master Plan
Plan Element: C1, C2
Category: Water
Classification: Water Supply & Storage
Department: Public Works Department

Total Cost: $1,001,000

This phase provides for improvements to the gate structure located near the Lebanon Water Treatment Plant and a bank repair upstream of Three Lakes Road between Canal Stations 228+40 and 231+60.

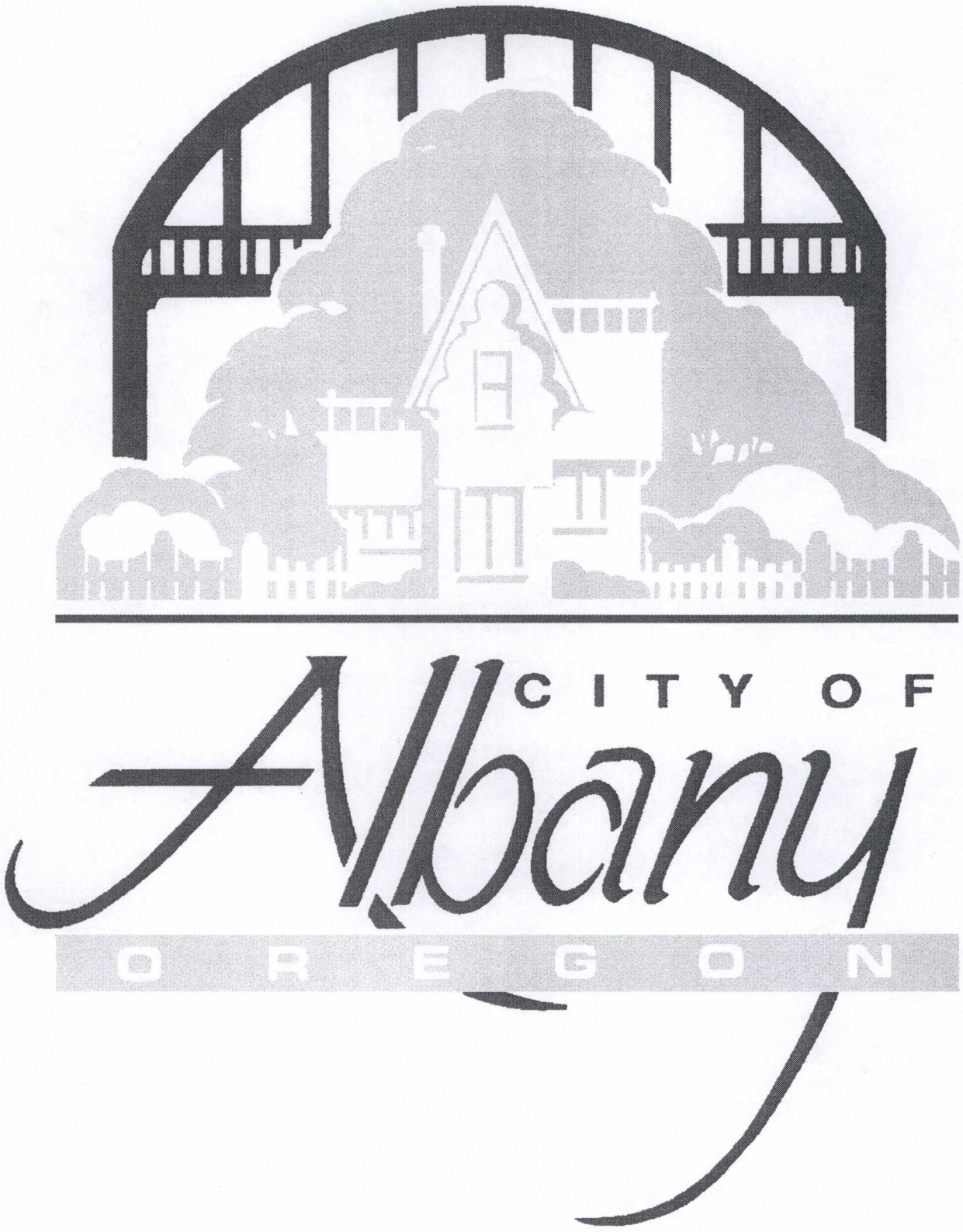
Operating Budget Impact: The improvements listed above will help reduce maintenance costs in the long term as they address previously deferred maintenance activities.

Funding Sources For This Project:

Activity	Funding Source	Projected Amount
615-50-2302	WATER BOND FUND	$1,001,000
	Total:	$1,001,000

Related Projects:

Phase	Year	Title	Category	Projected Total
7	2010	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	$1,001,000
8	2011	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	$575,000
9	2012	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	$546,000
10	2013	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	$572,000
11	2014	SANTIAM-ALBANY CANAL IMPROVEMENTS	Water	$570,000
Grand Total - All Related Projects:				$3,264,000


CITY OF
Albany
OREGON

APPENDIX

BE IT RESOLVED that the Albany City Council hereby adopts the approved 2009-2010 budget in the total sum of $180,796,400 now on file at the Albany City Hall.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2009, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND		
Nondepartmental		
Materials & services	$	302,400
Municipal Court		689,700
Code Enforcement		22,100
Fire Suppression		7,893,500
Public Safety Levy: Fire		921,600
Fire & Life Safety		701,300
Police		11,669,200
Public Safety Levy: Police		986,900
Planning		1,211,600
Housing		240,200
Library		2,564,100
Transfers out		1,499,400
Contingency		1,649,100
Total GENERAL FUND	$	30,351,100

SPECIAL REVENUE FUNDS

PARKS & RECREATION		
Sports Services	$	250,900
Children/Youth/Family Rec Services		254,900
Resource Development/Marketing Services		268,100
Adult Rec & Fitness Services		188,100
Park Maintenance Services		1,436,200
Parks & Recreation Administration		1,056,600
Senior Services		473,200
Aquatic Services		718,200
NW Art & Air Festival		180,200
Performance Series		158,700
Urban Forestry		255,600
Park SDC Projects		532,700
Senior Center Foundation		14,700
Parks Capital Improvement Program		1,338,000
Transfers out		1,629,800
Contingency		82,800
Total PARKS & RECREATION	$	8,838,700

SPECIAL REVENUE FUNDS, continued

GRANTS		
Personnel	$	25,700
Materials & services		2,055,900
Capital		1,961,500
Total GRANTS	$	4,043,100
BUILDING INSPECTION		
Building Inspection	$	1,131,100
Electrical Permit Program		141,200
ADA Code Enforcement		65,200
Development Code Enforcement		34,800
Transfers out		10,200
Total BUILDING INSPECTION	$	1,382,500
RISK MANAGEMENT		
Materials & services	$	1,545,000
Total RISK MANAGEMENT	$	1,545,000
ECONOMIC DEVELOPMENT		
Target Utilities	$	50,700
Economic Development Activities		607,000
Albany Municipal Airport		512,000
Transfers out		35,000
Total ECONOMIC DEVELOPMENT	$	1,204,700
AMBULANCE		
Personnel	$	1,772,500
Materials & services		444,200
Total AMBULANCE	$	2,216,700
PUBLIC TRANSIT		
Albany Transit System	$	554,700
Linn-Benton Loop		521,100
Paratransit System		262,700
Total PUBLIC TRANSIT	$	1,338,500
PUBLIC SAFETY LEVY		
Transfers out	$	2,678,000
Total PUBLIC SAFETY LEVY	$	2,678,000
CAPITAL REPLACEMENT		
Equipment Replacement	$	4,957,700
City Facilities Replacement		2,330,000
GF Facilities Maintenance Projects		501,500
IT Equipment Replacement		1,691,900
Transfers out		82,700
Total CAPITAL REPLACEMENT	$	9,563,800

SPECIAL REVENUE FUNDS, continued

STREET		
Personnel	$	757,200
Materials & services		3,211,400
Capital		8,187,600
Transfers out		202,200
Total STREET	$	12,358,400

DEBT SERVICE FUND

DEBT SERVICE		
Bancroft Debt Service	$	342,900
1995 Fairgrounds Revenue Bonds		444,800
2002 LTD Tax Pension Bonds		797,600
2004 Revenue Obligations		419,800
2007 GO Refunding Bonds		1,355,000
Total DEBT SERVICE	$	3,360,100

CAPITAL PROJECT FUND

CAPITAL PROJECTS		
Albany Data Integration Project	$	235,000
LID Construction Projects		3,555,000
City Facility Projects		522,000
Albany Station REA Building		1,331,700
Albany Station Pathway		666,200
North Albany Park & Ride		853,400
ST-07-03 53rd Ave Bridge/Roadway		2,587,700
Transfers out		-
Total CAPITAL PROJECTS	$	9,751,000

PERMANENT FUNDS

SENIOR CENTER ENDOWMENT		
Materials & services	$	2,000
Unappropriated		50,400
Total SENIOR CENTER ENDOWMENT	$	52,400

LIBRARY TRUST		
V. O. Torney Trust	$	12,700
Manela Trust		80,500
Total LIBRARY TRUST	$	93,200

ENTERPRISE FUNDS

SEWER		
Personnel	$	1,853,300
Materials & services		6,015,200
Capital		11,828,600
Transfers out		11,229,000
Debt Service		16,178,000
Contingency		752,200
Total SEWER	$	47,856,300
WATER		
Personnel	$	2,005,000
Materials & services		6,344,900
Capital		15,450,200
Transfers out		517,700
Debt Service		5,097,500
Contingency		841,800
Total WATER	$	30,257,100

INTERNAL SERVICE FUNDS

CENTRAL SERVICES		
Finance	$	1,502,900
Council & Nondepartmental		278,500
City Manager's Office		1,241,900
Information Technology Services		1,266,400
GIS Services		642,000
Permit Tracking		94,700
Human Resources		801,300
Facilities Maintenance		669,500
Total CENTRAL SERVICES	$	6,497,200
PUBLIC WORKS SERVICES		
PW Administration	$	603,100
Engineering Services		2,714,900
Operations Administration		1,170,200
Water Quality Control Services		475,000
PW Customer Services		1,076,400
Facilities & Maintenance Engineering		1,269,000
Contingency		100,000
Total PUBLIC WORKS SERVICES	$	7,408,600

BE IT FURTHER RESOLVED that the Albany City Council hereby imposes the taxes provided for in the adopted budget at a permanent rate of $6.3984 per one thousand of assessed value, a local option rate of $0.95 per one thousand of assessed value, and bonded debt service in the amount of $2,039,692, 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, 2009. 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		$ 2,039,692

Passed by the Council: June 24, 2009

Approved by the Mayor: June 24, 2009

Effective Date: July 1, 2009

Mayor

ATTEST:

City Clerk

AFFIDAVIT OF PUBLICATION

RECEIVED
JUN 18 2009
CITY OF ALBANY
FINANCE DEPARTMENT

Please 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 2885096, for the account number 60000049 described as Please See Attached, a copy is hereto Annexed, was published in the entire issue of sold newspaper.

Start Date: **06-16-09**
Stop Date: **06-16-09**
Insertions: 1

Pam Burright

Cyndi Rae Sprinkel-Hart

Subscribed and sworn to before me on **Tuesday, Jun 16, 2009.**

OFFICIAL SEAL
CYNDI RAE SPRINKEL-HART
NOTARY PUBLIC – OREGON
COMMISSION NO. 437622
MY COMMISSION EXPIRES MARCH 19, 2013

CITY OF ALBANY
NOTICE OF BUDGET HEARING

The City of Albany will hold a PUBLIC HEARING on Wednesday, June 24, 2009, 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, 2009, as approved by the City of Albany Budget Committee. The public is invited to present any written or oral testimony at this time. Written testimony may be addressed to the Finance Directors Office, 333 Broadalbin SW, Albany, OR 97321. A copy of the budget document may be inspected between the hours of 8:00 a.m. and 5:00 p.m. in the City Clerk's Office, 333 Broadalbin SW or at either City Library.

A summary of the budget is presented below. The budget includes $320,000 from State Revenue Sharing. The budget was prepared on a basis of accounting consistent with the basis of accounting used the preceding year. Major changes, if any and their affect on the budget are explained below.

FUND SUMMARY

	Adopted 2008-2009	Approved 2009-2010	Percent Change
General Fund	$30,423,500	$30,351,100	<0.24>%
Special Revenue Funds	44,702,400	45,169,400	1.04 %
Debt Service Funds	3,267,900	3,360,100	2.82 %
Capital Projects Funds	21,884,200	9,751,000	<55.44>%
Permanent Funds	142,600	145,600	2.10 %
Enterprise Funds	65,130,600	78,113,400	19.93 %
Internal Service Funds	13,741,800	13,905,800	1.19 %
TOTAL	$179,293,000	$180,796,400	0.84 %

FUND CATEGORIES

	Adopted 2008-2009	Approved 2009-2010
Expenditures		
Personnel Services	$40,483,600	$41,583,200
Materials and Services	35,247,700	34,920,700
Capital Projects	81,776,100	58,167,600
Interfund Transfers	8,979,200	17,884,000
Debt Service	9,128,000	24,685,100
Contingencies	3,549,000	3,425,900
Unappropriated	129,400	129,900
TOTAL Expenditures	$179,293,000	$180,796,400
Revenues		
NonAd Valorem Tax Revenues	$157,267,900	
Ad Valorem Tax Revenues including estimated Delinquent Tax Receipts	23,528,500	
TOTAL Revenues	$180,796,400	
Number of Employees (FTE)	427.825	(419.575)*

* Number of employees included in the budget appropriations.

MAJOR FUND TYPES AND CHANGES

GENERAL FUND: The General Fund is used to account for all financial resources except those required to be accounted for in another fund.

General Fund programs include: Municipal Court - processes citations issued by the Albany Police Department, the City's Code Enforcement Division, and by private citizens. Code Enforcement - provides centralized coordination of property related municipal code enforcement activities. Planning - responsible for the City's planning and zoning administration, long range planning including administration and revision of the Comprehensive Plan, regulation review, and community development activities. Library - provides printed and other materials to meet the informational, educational, and recreational needs of the community. Police - provides detective and prosecution services, community service assistance, City regulatory services, animal control, traffic enforcement, and accident investigation. Public Safety Levy, Police - provides community policing and crime prevention programs. Fire Suppression - responds to fire emergencies and assists medical crews at emergencies. Fire & Life Safety - investigates fires, conducts inspections, and provides fire education. Public Safety Levy, Fire - provides six additional Firefighter/EMT positions and two additional positions for public education and inspection activities. Nondepartmental - accounts for expenditures that cannot be attributed to specific activities above. Housing - primarily benefits low-and moderate-income families

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 transferring 1.5 FTE from the Ambulance Fund and 0.5 FTE from the Building Fund.

	Adopted 2008-2009	Approved 2009-2010
Expenditures		
Personnel Services	$19,612,900	$20,714,300
Materials and Services	7,130,500	6,457,300
Capital Projects	313,100	31,000
Contingencies	2,202,100	1,649,100
Transfers	1,164,900	1,499,400
TOTAL Expenditures	$30,423,500	$30,351,100

SPECIAL REVENUE FUNDS: Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Special Revenue Fund programs include: Parks and Recreation Fund - coordinates sports and recreation programs, markets and promotes the annual summer concert series, maintains all City parks, provides social, recreational, cultural, educational

CONTINUED FROM PREVIOUS COLUMN

PERMANENT FUNDS: Permanent Funds are used to account for assets held by a government for individuals, private organizations, other governments, and/or other funds. The City of Albany maintains one Endowment Fund for an outside group of senior citizens and one Trust Fund. Trust Funds are used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments, and/or other funds. The principal amount of a Trust Fund is considered "nonexpendable." It is invested and the interest income is spent for a specified purpose.

Permanent Fund programs include: Senior Center Endowment - promotes collection of endowment funds for the operation of the Albany Senior Center. The Library Trust Fund includes the Manela Trust program- purchases scientific, educational, and technical books for the City Library with the interest earned on a donation made by Olive Manela, and the V. O. Torney Trust program - purchases children's picture books and other books for the City Library from the interest earned on a donation made by Veda O. Torney.

Resources for the Permanent Fund activities include gifts, donations, and interest earnings.

There are no Personnel Service expenditures within this fund.

	Adopted 2008-2009	Approved 2009-2010
Expenditures		
Materials and Services	$ 13,200	$ 15,700
Unappropriated	129,400	129,900
TOTAL Expenditures	$142,600	$145,600

ENTERPRISE FUNDS: Enterprise Funds are established to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the City in the management of its Enterprise Funds is that the costs of providing goods or services to the general public on a continuing basis will be financed or recovered primarily through user charges.

Enterprise Fund programs include: Sewer - accounts for all activities associated with the collection of wastewater in the City of Albany. Activities include collection, treatment, system and equipment replacement, sewer separation, economic development, and the repayment of debt incurred to make improvements to the sewer system. Water - accounts for all activities associated with the providing of water to the citizens of Albany. Activities include treatment, distribution, source (canal) maintenance, plant expansion, system improvements, equipment replacement, and repayments of debt incurred to purchase and improve the water facility.

Resources for the Enterprise activities include water and sewer service charges, system development charges and assessments, and general resources of the Water and Sewer Funds.

No significant personnel changes in this fund.

	Adopted 2008-2009	Approved 2009-2010
Expenditures		
Personnel Services	$ 3,885,800	$ 3,858,300
Materials and Services	2,376,900	12,360,100
Capital Projects	39,124,600	27,278,800
Transfers	2,766,500	11,746,700
Debt Service	5,808,400	21,275,500
Contingencies	1,168,400	1,594,000
TOTAL Expenditures	$65,130,600	$78,113,400

INTERNAL SERVICE FUNDS: Internal Service Funds are used to account for the financing of goods or services provided to various City departments on a cost-reimbursement basis. Internal Service Funds include Central Services and Public Works Services.

Central Services provides administrative services to all City departments. Programs include Council and Nondepartmental, City Manager's Office, Human Resources, Facilities Maintenance, Finance, Information Technology Services, Geographic Information Systems Services, and Permit Tracking. Public Works Services provides administrative services to the Public Works Department. Programs include PW Administration, PW Engineering Services, Operations Administration Services, Water Quality Control Services, PW Customer Services, and Facilities Maintenance & Engineering Services.

Major resources for this fund are from departmental charges and interest earnings.

Significant personnel changes include the transfer of 1 FTE from the Economic Development Fund.

	Adopted 2008-2009	Approved 2009-2010
Expenditures		
Personnel Services	$ 9,258,700	$ 9,783,200
Materials and Services	4,366,400	4,022,600
Capital Projects	16,700	-0-
Contingencies	100,000	100,000
TOTAL Expenditures	$13,741,800	$13,905,800

DEBT SERVICE

The City has a General Obligation Bond rating of "A2" from Moody's Investors Service and a rate of "A+" from Standard & Poors. The ratings reflect the City's growing tax base, stable financial position, and modest debt burden. Assessed value per capita is a respectable $62,893.

As of July 1, 2009, the City will have a number of debt issues outstanding:

Total Debt Outstanding	
General Obligation	$8,510,000
Sewer Revenue	505,000
Water Revenue	34,200,000
Limited Tax Assessments	339,099
Motel Revenue Tax	420,000
Limited Tax Pension Obligation	6,545,507

and health service needs to senior citizens, plans, and markets and promotes the annual Art & Air Festival. Grants Fund- receives monies from agencies of the state and federal governments for various projects within the City, i.e., Library Foundation Grant, Oregon Community Foundation, State Library Grant, 911 Emergency Dispatch, Title XIX Grant, Periwinkle Path and Bridge Grant, Teloh Calapooia Park Grant, Henderson Park Playground Grant, Oak Street Park Grant, ESAR Homeland Security Grant, DHS Damage Assessment Grant, 2009-2010 SHPO Historic Preservation Grant, ARRA Grant û Albany Transit System, ARRA Grant û Transit Loop System, ARRA Grant - Albany Station Park & Ride, ARRA Grant - Street Overlays, and FAA Annual Capital Grant. Building Inspection Fund - conducts inspections, enforces Americans Disability Act requirements, administers state building codes and the City's municipal code, and assists the public with information relating to building and development codes. Risk Management Fund - accumulates funds to mitigate risk factors and provide financial protection for deductible payments and liability exposure. Economic Development Fund - receives transient room tax monies to fund economic development related projects, including the Albany Airport. Ambulance Fund - provides all emergency and non-emergency ambulance transportation for the City of Albany and portions of Linn, Benton, and Marion Counties, provides ambulance billing, customer service, collection for charges related to ambulance transports, and administrative support of the FireMed Program. Public Transit Fund - operates the Albany Transit System, the Transit Loop System, which transports citizens between the cities of Albany and Corvallis, and the Paratransit System, which provides Call-A-Ride for elderly and disabled individuals. Public Safety Levy Fund - account for taxes received as a result of voter approval of a 5-year Public Safety Levy in November 2002. Capital Replacement Fund - accumulates monies from assessments to various governmental funds and activities to purchase or build needed major fixed assets or for building maintenance expenditures. Street Fund - responsible for street cleaning, pavement management, traffic control and public safety apparatus, storm drain maintenance, bridge maintenance, airport inspection, and right-of-way maintenance.

Some of the resources for the operation of Special Revenue Funds are as follows: commercial, residential, and electrical permit fees fund Building Inspection's Electrical Permit Program; FireMed and ambulance service fees fund Ambulance; State gasoline taxes, and franchise fees from the Sewer and Water Funds; State and local grants and general resources fund the Public Transit System; and property taxes, System Development Charges, service charges, donations, and concert sponsorships fund the Parks & Recreation Department.

Significant personnel changes included a reduction of 11.835 FTEs.

	Adopted 2008-2009	Approved 2009-2010
Expenditures		
Personnel Services	$ 7,672,000	$ 7,227,400
Materials and Services	10,856,300	11,801,800
Capital Projects	20,993,700	21,368,800
Transfers	5,047,800	4,637,900
Debt Service	54,100	50,700
Contingencies	78,500	82,800
TOTAL Expenditures	$44,702,400	$45,169,400

DEBT SERVICE FUND: The Debt Service Fund accumulates resources and accounts for the payment of general long-term debt principal and interest.

Debt Service Fund programs include: 2002 Limited Tax Pension Bonds- accounts for the repayment of the Limited Tax Pension Bond Debt; Fairgrounds Revenue Bonds Debt Service - accounts for the repayment of the Fairgrounds Revenue Bond Debt; 2004 Revenue Obligations; Street Improvements - financed by General Obligation Bonds; Bancroft Bond Redemption - accounts for the accumulation of resources and the payment of debt related to completed special assessment projects; and 2007 General Obligation Refunding Bonds.

Resources for the operation of these programs are from property taxes, transient room taxes, interest earnings, special assessments, charges to other funds, and Interfund transfers from the General Fund and the Parks & Recreation Fund.

There are no Personnel Service expenditures in these programs.

	Adopted 2008-2009	Approved 2009-2010
Expenditures		
Materials and Services	$ 2,400	$ 1,200
Debt Service	3,265,500	3,358,900
TOTAL Expenditures	$3,267,900	$3,360,100

CAPITAL PROJECT FUND: A Capital Project Fund accounts for financial resources used for the acquisition or construction of major capital facilities.

Capital Project Fund programs include: Albany Data Integration Project (ADIP) - provides for the acquisition and implementation of the City's new financial software and related hardware. LID Construction Projects - accounts for the construction and financing of special assessment Local Improvement District (LID) projects and the collection of assessments from benefited property owners. City Facility Projects - accounts for construction and financing of citywide facility projects. Albany Station REA - will rehabilitate the existing Rail Express Agency (REA) building and surrounding area located at the Albany Station. Albany Station Pathway û will construct a pathway along the railroad tracks from the rail depot building east to Swanson Park and will improve pedestrian access to Albany Station and the aquatic center through an area that is currently fenced and access is restricted by the railroad. North Albany Park & Ride - Provides a replacement facility for the existing park and ride area. 53rd Avenue Bridge Roadway - will design 6,700 feet of new roadway and grade separated bridge crossing.

Major resources for this fund include grants and interest earnings.

	Adopted 2008-2009	Approved 2009-2010
Expenditures		
Personnel	$ 54,200	-0-
Materials and Services	502,000	262,000
Capital Projects	21,328,000	9,489,000
TOTAL Expenditures	$21,884,200	$9,751,000

CONTINUED TO NEXT COLUMN

#2885096

PUBLISH: 06/16/09

TOTAL	$53,164,606
Other Debt:	
State Revolving Fund (SRF) Loan	$68,445,119
Certificates of Participation	215,268
	$68,660,387

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, 2009, the City's net General Obligation Bonded debt will be well below the estimated limit of $118 million.

TAX LEVY SUMMARY

The Budget Committee approved a total gross tax levy of $6.3984/$1,000 of the assessed valuation as of May 20, 2009.

The estimated assessed valuation for Fiscal Year 2009-2010 is $3,067,315,165.

	2008-2009 Current Year	2009-2010 Budget Year
Gross tax levy: Subject to the General Government Limitation	$6.3984/$1000 of Assessed Value	
Public Safety Levy	$.95/$1,000 of Assessed Value	
Debt Service: Excluded from the Limitation	$1,930,425	$2,039,692

Stewart Taylor
Budget Officer

#2885403

Publish: June 16, 2009

Account - A separate financial reporting unit for budgeting, management, or accounting purposes. All budgetary transactions, whether revenue or expenditure, are recorded in accounts.

Accounting standards - The Generally Accepted Accounting Principles (GAAP) promulgated by the Governmental Accounting Standards Board (GASB), which guides the recording and reporting of financial information by state and local governments. The standards establish such guidelines as when transactions are recognized, the types and purpose of funds, and the content and organization of the annual financial report.

Accrual basis of accounting - A method of accounting in which revenues are recorded when measurable and earned, and expenses are recognized when obligations are incurred.

Activity - A departmental effort that contributes to the accomplishment of specific identified program objectives.

ADA - Albany Downtown Association

Ad Valorem Taxes - Commonly referred to as property taxes; a property tax as a percentage of the value of taxable property; a tax based on the assessed value of the taxable property; a tax levied on both real and personal property according to the property's valuation and the tax rate.

Adopted Budget - The final budget appropriations approved by the City Council, which becomes the budget of the City.

AFSCME - American Federation of State, County, and Municipal Employees. One of the union organizations representing bargaining employees of the City of Albany.

AMBAC - American Municipal Bonds Assurance Corporation

AMC - Albany Municipal Code

AMEDC - Albany/Millersburg Economic Development Corporation. A non-profit organization that the City contracts with to provide economic development coordination.

Annexation - The incorporation of land into an existing city with a resulting change in the boundaries of that city.

APD - Albany Police Department

Appropriation - Legal authorization granted by the governing body to make expenditures and to incur obligations for specific purposes.

Approved Budget - The budget recommended by the Budget Committee for adoption by the City Council. The Council has limited authority to modify the budget. In no case may the City Council increase the tax levy approved by the Budget Committee, nor may the appropriation of any fund be increased more than 10 percent above that approved by the Budget Committee.

ARA - Albany Redevelopment Agency

Assessed Value - The value set by the County Assessor on real and personal taxable property as a basis for levying taxes.

Assessment - An amount levied against a property for improvements specifically benefiting that property.

ATS - Albany Transit System

AVA - Albany Visitors Association

Balanced Budget - A balanced budget means our total resources, including transfers in. Beginning balance equals our total requirements.

Ballot Measure 5 - A 1.5 percent Property Tax Measure passed by Oregon voters on November 6, 1990, limiting the consolidated tax rate for non-educational local governments to $10 per 1,000 of the assessed value. Effective date is July 1, 1991.

Ballot Measure 47 - A statewide property tax limitation measure approved by voters in November 1996. The measure rolls back taxes to individual properties by either amount paid in 1995 less 10 percent or the amount paid in 1994, whichever is less. It limits future tax increases to not more than 3 percent per year. It places limits on the kinds of purchases that can be made with general obligation bonds. It imposes a double majority (50 percent turnout, 50 percent approval)

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**.

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

CYF – Children, Youth, and Families

DARE - Drug Abuse Resistance Education

Depreciation – The decrease in the value of an asset due to use or becoming out of date. The depreciation of general fixed assets is calculated by using the straight-line method, which calculates annual expense by dividing the historical cost by the number of years of useful life.

Debt Service - Annual principal and interest payments that the local government owes on money that it has borrowed.

Debt Service Fund - One or more funds established to account for expenditures used to repay the principal and interest on debt.

Defeasement - Relieving the City of a particular liability (such as a specific bond series) by refunding the liability through an escrow account. Legally defeased liabilities do not need to be appropriated each year as the escrow account is removed from the control of the City.

Development-related Fees - Those fees and charges generated by building, development, and growth in a community. Included are building and street permit fees, development review fees, zoning, platting, and subdivision fees.

Disbursement - Payment for goods or services that have been delivered and invoiced.

Distinguished Budget Presentation Awards Program - A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective and exceptional budget documents. To receive this award is the highest form of recognition in governmental budgeting. Budgets are evaluated for effectiveness as a policy document, a financial plan, an operations guide, and a communication device.

DOJ – Department of Justice

DUII – Driving Under the Influence of Intoxicants

ELA – Engineering, Legal & Administrative Fees

EMS - Emergency Medical Services

EMT - Emergency Medical Technician

Encumbrances - Obligations in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. Obligations cease to be encumbrances when paid.

Enterprise Fund - A separate fund used to account for services supported primarily by service charges; examples are water and sewer funds.

Entitlement Program - A program in which funding is allocated according to eligibility criteria; all persons or governments that meet the criteria specified in law receive the benefit.

EPA – Environmental Protection Agency

Equipment Replacement Reserves - Reserves designated for the purchase of new vehicles or operating equipment as existing equipment becomes obsolete or unusable.

Equipment Replacement Schedule - A schedule of annual purchases to replace major equipment and vehicles that have met or exceeded their useful life to the City.

ESD – Educational Service District

Expenditure - If accounts are kept on the *accrual basis* the total charge incurred, whether paid or unpaid, including expense, provision for retirement of unreported debt, as a liability of a fund from which retained and capital outlay, or the modified accrual basis, decreases in net financial resources and may include encumbrances.
If accounts are kept on the *cash basis*, the term covers only actual disbursement, the drawing of the check or warrant for these purposes and not encumbrances, except that deferred employee compensation shall be included as a personal service expenditure where an approved deferred employee compensation plan is in effect for a municipal corporation.

FAA – Federal Aviation Administration

FEMA – Federal Emergency Management Agency

Fiduciary Funds -

Agency Funds - Account for resources where the governmental unit acts solely as an agent in collecting and dispersing monies such as federal payroll monies. No fund balance is maintained and no appropriations are necessitated. These funds are accounted for on a modified accrual basis.

Internal Service Funds - Account for goods and/or services provided to other funds or departments within the organization. Internal charges, set to cover costs of the goods or services, provide the revenue for these funds.

Trust Funds - Account for resources where the governmental unit acts as a trustee either formally or informally for restricted fund users. Trust funds may be expendable (and thus subscribe to a modified accrual basis of accounting) for a specific project or service. Non-expendable trusts focus on the ongoing retention of earnings and subscribe to an accrual basis of accounting.

Fiscal Year (FY) - ORS 294.311(17) "Fiscal year" means for municipal corporations with the power to impose ad valorem property taxes, the fiscal year commencing on July 1 and closing on June 30, and for all other municipal corporations, an accounting period of 12 months ending on the last day of any month. This fiscal year is referred to using both calendar years. For example, a fiscal year beginning July 1, 2008, and ending June 30, 2009, would be called Fiscal Year 2008-09, or FY 08-09.

Fixed Assets (also see Capital Assets) - Non-consumable assets of a tangible nature (such as buildings, furniture, and other equipment) that have a useful life greater than one year and cost more than $5,000.

Franchise Fees - Fees charged to utilities for the use of public right-of-way.

FTA - Federal Transit Administration

FTE - Full-Time Equivalent position. A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year

Fund - A budgetary and fiscal accounting mechanism for designating a sum of money or other resources set aside for providing services and achieving objectives in accordance with state and local laws, 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.

Special Revenue Funds - Resources received are limited to a specifically defined use; e.g., the Street Fund.

Debt Service Funds - Funds used for paying principal and interest of debt on non-enterprise funds.

Capital Project Funds - Resources are used for purchase or construction of long-term fixed assets.

Permanent Funds - Resources reported are legally restricted to the extent that only earnings, and not principal, may be used for the benefit of the government or its citizenry.

Special Assessment Funds - Resources are received from specific beneficiaries of a particular service or projects expended from these funds. Note: City of Albany does not have a Special Assessment Fund.

Internal Services Funds – Funds used to account for the financing of goods and/or services provided to various City Departments on a cost-reimbursement basis.

Agency Fund – Fund used to account for assets held by a government as an agent for individuals, private organizations, other governments, and/or other funds.

Grant - A donation or contribution of assets (usually cash) by an organization or governmental unit to another organization or governmental unit. Grants are generally made for specific purposes.

HBRR - Highway Bridge Replacement and Rehabilitation

HPF - Historical Preservation Fund

HUD - Housing and Urban Development

IAC - Information Access Corporation

IAF - Improvement Assurance Fee

Infrastructure - The physical assets of a government (e.g., streets, water facilities, sewer facilities, public buildings, and parks).

Interfund Transfers - The movement of monies between funds of the same government entity.

Intergovernmental Revenue - Funds received from federal, state, and local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

Internal Service Charges - Charges to user departments for services provided internally by the City (e.g., data processing).

IOF - Immediate Opportunity Fund

ISTEA - Intermodal Surface Transportation Efficiency Act grant to encourage various types of transportation.

JWP - Joint Water Project

LCDC - Land Conservation and Development Commission

LEML - Law Enforcement Medical Liability Assessment

Levy - The amount of ad valorem tax certified to the County Assessor by a local government for the support of governmental activities. The tax amount is spread (or levied) over the assessed value of property in that district.

Liabilities - Debt or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date. Also included are items that involve probable future sacrifices of economic benefits, arising from present obligations of a municipal corporation to transfer assets or provide services to other entities in the future as a result of past transactions or events. The term does not include encumbrances.

LID - Local Improvement District - The property that is to be assessed for the cost or part of the cost of a local improvement and the property on which the local improvement is located.

Line Item - Five-digit numerical classification of revenues and expenditures.

Local Budget Law - Oregon Revised Statutes, Chapter 294, prescribes budgeting practices for municipalities within Oregon.

Millage -Taxation stated as one tenth of a cent per dollar of valuation; as $ .001 used in calculations.

A **mill** is the property tax rate that is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each $1,000 of assessed property valuation.

Modified Accrual Basis of Accounting - The accrual basis of accounting adapted to the governmental fund types under which revenues and other financial sources (bond proceeds) are recognized when they become susceptible to accrual; that is, when they become both measurable and available to finance expenditures of the current period.

Municipal Code - A system of rules that are compiled and arranged by a municipal corporation, adopted, and used to regulate the conduct of its inhabitants and government.

Municipal Corporation - Any county, city, port, school district, union high school district, community college district, and all other public or quasi-public corporations operated by a separate board or commission.

Net Budget - The legally adopted budget less all interfund transfers and interdepartmental charges.

OAR - Oregon Administrative Rules, rules of various state agencies and program operations.

ODOT - Oregon Department of Transportation

OECD - Oregon Economic and Community Development

OEDD - Oregon Economic Development Department

OEM - Oregon Emergency Management

OHSU - Oregon Health Sciences University

OLCC - Oregon Liquor Control Commission

Operating Expenses - Costs for personnel, materials, and equipment required for a department to function.

Operating Revenue - Funds that government receives as income to pay for ongoing operations including taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Ordinance - A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, an ordinance has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or City Charter will specify or imply legislative actions which must be made by ordinance and which may be made by resolution.

ORS - Oregon Revised Statutes, laws of the State of Oregon.

OTIA – Oregon Transportation Investment Act

OWEB – Oregon Water Enhancement Board

Part-time Position - A position that has no full-time position authority. A part-time position will fit into one of the following categories:

Part-time, Regular - A position budgeted for less than 40 hours per week. The position is eligible for pro-rated City-paid benefits of the normal amount paid to full-time City employees, if the employee works more than 20 hours per week.

Part-time, Temporary - A position budgeted for up to 1,040 hours per year. The position is not eligible for benefits.

Intermittent - A position budgeted for up to 520 hours per year. The position is not eligible for benefits.

Performance Measure - Data collected to determine how effective or efficient a program is in achieving its objectives.

Effectiveness Measure - A qualitative and/or quantitative extent to which the performance of a series of related tasks achieves a desired result or objective: the ratio of actual to planned accomplishment of a specific objective.

Efficiency Measure -The extent to which the process utilized by an organization to produce goods and/or services minimizes the use of resources. The ratio of a unit of goods and/or services produced to the amount of resources required to produce it.

Input Measure - Measures the volume of resources, both monetary and non-monetary, that are used in

delivering a program or service.

Output Measure - Measures the quantity or volume of products and services provided.

PERS - Public Employees Retirement System - A state of Oregon defined benefit pension plan to which both employees and employer contribute.

Plat - The map drawing or chart on which the sub divider's plan of subdivision or partition is presented and which he/she submits for approval and intends in final form to record.

Pooled Investments (Sweep Investments) - Liquid assets of various funds and sub-funds pooled together and invested to get the maximum investment earnings potential. Earnings go to each of the funds contributing to the pool on an approved basis.

Property Tax Levy - The tax levy combining the general operating levy and the debt service levy imposed by the City.

Program Budget - A budget that allocates money to the functions or activities of a government rather than to specific items of cost or to specific departments.

Proposed Budget - A draft of the budget document to be submitted to and reviewed by the Budget Committee and City Council. This begins the formal phase of budget deliberations by the Budget Committee.

Purchase Order - A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated estimated price. Outstanding purchase orders are encumbrances.

REIL - Runway End Identifier Lights

Reserve Fund - A fund established to accumulate revenues to use for a specific purpose in the future.

Resolution - An action of the governing body which requires less legal formality and has a lower legal status than an ordinance. Ordinarily, the statutes or City Charter will specify or imply those legislative actions that must be made by ordinance and those which may be made by resolution.

Resources and Requirements – In budgeting there are Resources and Requirements. Resources turn into revenues when the money is received. Requirements turn into expenditures when the money is spent. Requirements define what is needed to perform the functions of the City (fire, police, library, sewer, water, etc.)

Revenues - The gross receipts and receivables that a governmental unit receives, such as: tax payments, licenses, fees for specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income. Excluded from revenues are appropriations, allotments, and return of principal from investment of surplus funds.

Revenue Bonds - Bonds issued pledging future revenues, usually water, sewer, or storm drainage charges, to make debt service payments.

Risk Management - An organized attempt to protect a government's assets against accidental loss in the most economical manner by identifying loss exposure, evaluating the risk, and treating the loss through risk control and financing.

RMTC - Regional Multimodal Transportation Center

RMV - Real Market Value

RRP - Rental Rehabilitation Program

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.

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.

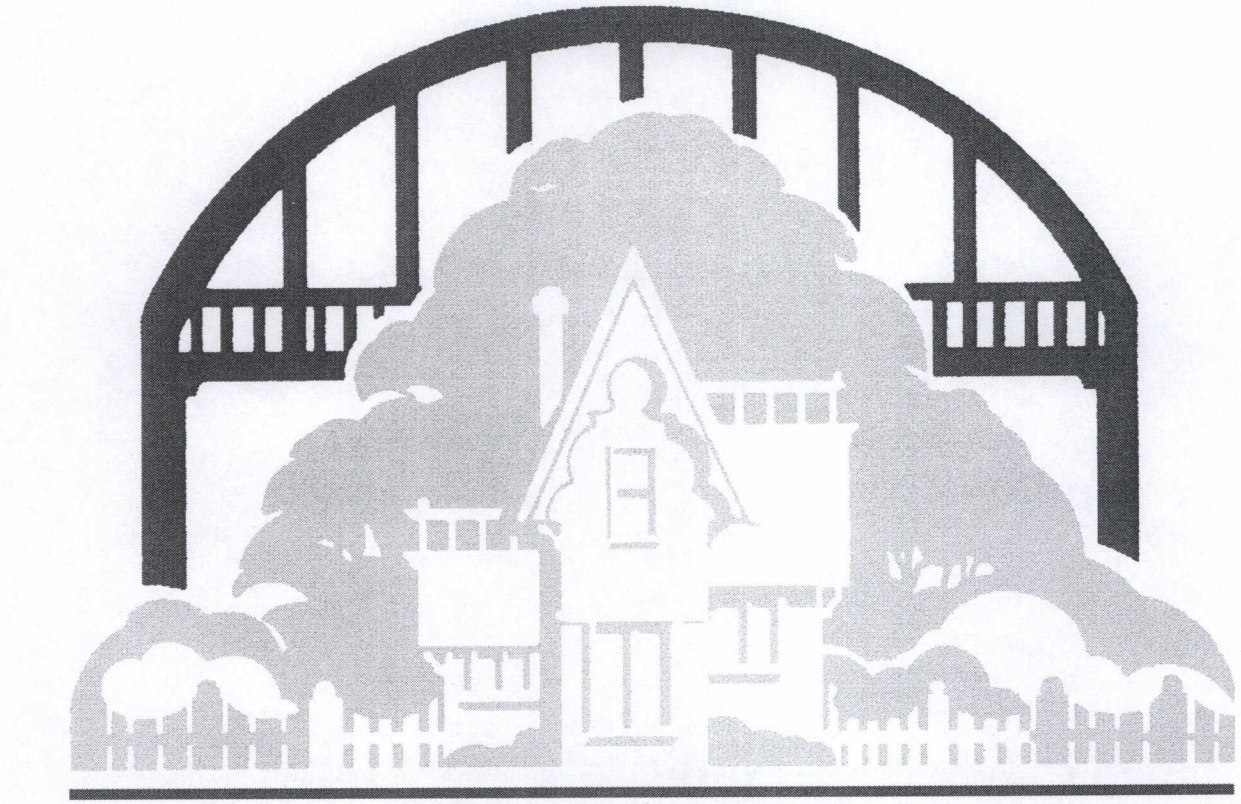
UGM - Urban Growth Management

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

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