



CITY OF ALBANY, OREGON

BUDGET

FY 2017-2018



CITYOFALBANY.NET/FINANCE

A central graphic element featuring a decorative, ornate border. Inside the border, the text "CITY OF ALBANY, OREGON" is at the top, followed by "BUDGET" in large, bold, serif font, and "FY 2017-2018" below it. At the bottom of the text area is the City of Albany logo, which depicts a building and the words "CITY OF Albany OREGON". Below the logo is the website address "CITYOFALBANY.NET/FINANCE".

**CITY OF ALBANY, OREGON
ADOPTED BUDGET**

2017-2018



BUDGET COMMITTEE

City Council

Sharon Konopa, Mayor
Bill Coburn, Councilor
Bessie Johnson, Councilor
Rich Kellum, Councilor
Ray Kopczyński, Councilor
Dick Olsen, Councilor
Mike Sykes, Councilor

Lay Members

Susan Folden, Chair
Colleen Keller
Mitch Langjahr
Scott Pierson
Will Summers
Michael Thomson
Terry Virnig

Administrative Staff

City Manager Wes Hare
..... Peter Troedsson
Urban Renewal Ed Hodney
Finance Director Stewart Taylor
Fire Chief John Bradner
Human Resources Director David Shaw
Assistant City Manager/CIO/Economic Development
..... Jorge Salinas
Library Director Ed Gallagher
Parks & Recreation Director Ed Hodney
Police Chief Mario Lattanzio
PW Director (Operations) Chris Bailey
PW Director (Engineering/CD) Jeff Blaine
Accounting Supervisor Anne Baker
Accounting Supervisor Jeanna Yeager
City Clerk Mary Dibble

TABLE OF CONTENTS

EXECUTIVE SUMMARY

Budget Message	1
Executive Summary	4
Strategic Plan:	
Introduction	7
Mission & Vision Statement.....	10
Property Taxes, Debt Management, Basis of Budgeting	33
Fund Type Summary as Proposed by the City Manager	35
Adjustments to the Proposed Budget Approved by the Budget Committee	36
Adjustments to the Approved Budget Adopted by the City Council.....	37
Citywide Organizational Chart	38
City of Albany Ward Map	39
City of Albany City Council.....	40
Personnel Change Report.....	41
Personnel and Monthly Salary Schedule	44

USER'S GUIDE

A Brief Tour of Albany.....	50
Fund Structure.....	52
Budget Document Structure.....	54
City of Albany Budget Process.....	55
Budget Calendar.....	59
Budget Assumptions	60

POLICIES

Financial Policy	61
Investment Policy.....	65
Risk Management Policy	75

FINANCIAL SUMMARIES

Summary of Resources and Requirements by Fund Type and Category (Table 1).....	79
Summary of Major Resources by Fund Type (Table 2)	80
Adopted Budget by Fund Type and Requirement Type (Table 3)	82
Budget by Fund and Requirement Type (Table 4)	84
Budget by Fund/Program and Requirement Type (Table 5).....	86
Schedule of Restricted (R) and Unrestricted (U) Reserves (Table 6).....	90
Historical Financial Information by Fund and Fund Type (Table 7).....	92
Projected Fund Balances (Table 8).....	93
Property Tax Rates – All Overlapping Districts (Table 9)	94
Property Tax Information – 2016-17 Adopted Budget (Table 10)	95
Property Tax Receipts (Current and Delinquent Taxes) Last Ten Fiscal Years (Table 11)	97
Percent of Total Current & Delinquent Taxes Received by Fund Last Ten Fiscal Years (Table 11).....	97
Net Assessed Value Used to Compute Property Tax Last Ten Fiscal Years (Table 12)	97
Property Taxes Levied, Collected, & Collection Percentage-Ten Fiscal Years from 2004-2013 (Table 13)	98
Annual Property Tax Collection Percentage – Ten Fiscal Years (Table 13).....	99
Total Property Taxes Levied per Capita, Assessed Value per Capita-Ten Fiscal Years from 2005-2014 (Table 14).....	100
Debt Management.....	101
Computation of Legal Debt Margin (Table 15)	102
Schedule of Future Debt Service Requirements Outstanding Principal and Interest – All Funds (Table 16).....	103
Summary of Debt Service by Type & Fund (Table 17).....	105
Long-Term Debt & Schedule of Future Debt Service Requirements (Table 18)	106
Revenue Bond Coverage: Enterprise Funds (Table 19).....	109

GENERAL FUND (100)

Program Functions, Revenue Trends, and Assumptions 110

General Fund Resources and Requirements 112

Property Tax Collections 113

State Shared Resources 113

Municipal Court Fines 114

Rural Fire District Revenues 114

Beginning Fund Balance 114

Other Statistics 115

2016-17 General Fund Resources including Public Safety Levy 115

Expenditures/Requirements by Year 116

Percent of Total Annual General Fund Requirements for Ten Fiscal Years 116

Franchise Fee/Privilege Tax Collections 117

Annual Percentage Change for Each Fee & Tax 117

General Fund Resource Detail 118

General Fund Resource Summary 119

Requirement/Staffing Summaries 120

10-1003 Non-departmental 121

10-1029 Municipal Court 123

25-1202 Public Safety Levy – Fire 125

25-1203 Fire & Life Safety 127

25-1208 Fire Emergency Services 129

30-1301 Police 132

30-1302 Public Safety Levy - Police 134

40-1601 Planning 136

45-1701 Library 138

SPECIAL REVENUE FUNDS

Program Functions, Revenue Trends, and Assumptions 140

Special Revenue Sources by Type 142

Special Revenue Requirements by Category 142

PARKS & RECREATION FUND - 202

Resource Detail 143

Requirement Summaries 145

Staffing Summary and Requirements by Type 146

Resources by Type, Ten Fiscal Years 147

Property Taxes, Parks SDC Fees, & Charges for Services, Ten Fiscal Years 147

Total Property Taxes Collected per Capita & Charges for Services per Capita 148

Programs Supported by Property Taxes, User Fees, and Other Resources 149

Self-Supported Special Programs 151

35-1402 Sports Services 152

35-1403 Children/Youth/Family Recreation Services 154

35-1404 Resource Development & Marketing Services 156

35-1407 Park Maintenance Services 158

35-1408 Parks & Recreation Administration 160

35-1410 Aquatic Services 162

35-1413 Adult Recreation Services 164

35-1414 Performance and Cultural Arts 166

35-1500 Parks SDC Projects 168

35-1506 Senior Center Foundation 170

35-1507 Parks Capital Improvement Projects 172

GRANTS FUND - 203

Grant Descriptions	174
Resource Detail	176
Requirement/Staffing Summaries	177
25-5099 State HMEP Grant	178
25-5117 Community Paramedic Program	179
25-5008 Department of Justice Bulletproof Vest Grant	180
30-5096 Department of Justice Equitable Sharing Grant	181
30-5110 Community Policing Donations	182
30-5119 Linn/Benton District Attorney's Asset Forfeiture	183
40-5100 CDBG Grant	184
40-5102 CDBG Activities	185
40-5118 14-15 State Historic Preservation Grant	186
45-5032 Library Foundation Grant	187
45-5033 Oregon Community Foundation	188
45-5034 Oregon State Library Grant	189
50-5003 FAA Annual Capital Grant	190
50-5014 Title XIX Grant	191

BUILDING INSPECTION FUND - 204

Resource Detail	192
Requirement/Staffing Summaries	193
Building Permit Revenues/Resources by Source	194
Residential, Commercial, and Electrical Permit Revenues/Resources by Source	194
Average Revenue per Permit	194
40-1602 Building Inspection	195
40-1603 Electrical Permit Program	197

RISK MANAGEMENT FUND - 208

Resource Detail	199
Requirement Summaries	199
10-1005 Risk Management	200
10-1037 Pepsi Settlement Proceeds	202

ECONOMIC DEVELOPMENT FUND - 211

Resource Detail	204
Requirement/Staffing Summaries	205
Transient Room Tax Collections	206
Use of Transient Room Tax Revenues	207
Percentage of Total Room Tax Revenues by Usage	207
11-1101 Economic Development Activities	208
50-1103 Albany Municipal Airport	210
50-1115 Municipal Airport Capital Projects	212

PUBLIC TRANSIT FUND - 213

Resource Detail	214
Resources by Type – Ten Fiscal Years	215
Requirement/Staffing Summaries	216
50-1106 Albany Transit System	217
50-1107 Linn-Benton Loop	219
50-1108 Paratransit System	221

PUBLIC SAFETY LEVY FUND - 215

Resource Detail	223
Requirement Summary	223
Transfers Out & Total Taxes Detail by Fiscal Year	223
Public Safety Levy Property Taxes Levied Last Ten Fiscal Years	224
Total Public Safety Levy Taxes Received Last Ten Fiscal Years	224
10-1008 Public Safety Levy	225

CAPITAL REPLACEMENT FUND - 217

Resource Detail	227
Requirement Summaries	227
10-1010 Equipment Replacement	228
10-1034 City Facilities Replacement	230
10-2002 General Fund Facilities Maintenance Projects	232
13-1031 IT Equipment Replacement	234
50-2018 Public Works Facilities Replacement	236

STREET FUND - 250

Resource Detail	238
Requirement/Staffing Summaries	239
Operation and Maintenance Combined Budget	240
Capital Projects Combined Budget	241
Summary of Capital Expenditures – Fiscal Year 2016-2017	242
Street Fund Resources – Ten Fiscal Years	243
State Gas Taxes, Licenses & Fees, and Franchise Fees – Ten Fiscal Years	243
Per Capita State Gas Tax, Franchise Fees, and Current Resources – Ten Fiscal Years	244
50-2602 Street Maintenance	245
50-2604 Street Administration	247
50-2700 Street Capital & Restoration	249
50-2701 North Albany Frontage Fee Projects	251
50-2703 Transportation SDC Improvement Fee Projects	253
50-2704 Transportation SDC Reimbursement Fee Projects	255
50-2705 ADA Capital Projects	256

DEBT SERVICE FUNDS

Program Functions, Revenue Trends, and Assumptions 259

DEBT SERVICE FUND - 301

Resource Detail 260
 Requirement Summaries 261
 10-1021 2002 Limited Tax Pension Bonds 262
 10-1022 2004 Revenue Obligations..... 264

GO DEBT SERVICE FUND - 303

Resource Detail 266
 Requirement Summaries 267
 10-1051 2015 Public Safety Facilities Bonds 268

CAPITAL PROJECTS FUNDS

Program Functions, Revenue Trends, and Assumptions 270

CAPITAL PROJECTS FUND - 402

Resource Detail 271
 Requirement/Staffing Summaries 272
 10-1012 LID Construction Projects 273
 10-1052 Public Safety Facilities 275

PERMANENT FUNDS

Program Functions, Revenue Trends, and Assumptions 277

SENIOR CENTER ENDOWMENT FUND - 501

Resource Detail 278
 Donations & Interest Earnings for Ten Fiscal Years 278
 Requirement Summaries 278
 35-1418 Senior Center Endowment 279

LIBRARY TRUST FUND - 502

Resource Detail 281
 Requirement Summaries 281
 Interest Earnings for Ten Fiscal Years..... 281
 45-1703 V.O. Torney Trust 282
 45-1704 Manela Trust..... 284

ENTERPRISE FUNDS

Program Functions, Revenue Trends, and Assumptions 286

SEWER FUND - 601

Resource Detail 287
 Requirement/Staffing Summaries 288
 Total Sewer Fund Resources by Source 289
 Total Sewer Fund Requirements by Type..... 289
 Use of Current Sewer Service Charges..... 289
 Resources Ten Fiscal Years 290
 Sewer Service Charges Revenues, Annual Percentage Change..... 290

SEWER FUND – 601 (continued)

Requirements Ten Fiscal Years	291
Debt Service Combined Budget.....	292
Operation and Maintenance Combined Budget	293
Capital & Economic Development Combined Budget	294
Summary of Capital Expenditures for Fiscal Year 2015-2016	295
50-2404 Wastewater Treatment Plant.....	297
50-2405 Wastewater Collection.....	299
50-2407 Wastewater Administration	301
50-2410 Water Re-Use and Biosolids.....	303
50-2411 TWG Wetlands	305
50-2413 Industrial Pretreatment.....	307
50-2500 Sewer System Capital Projects	309
50-2501 Sewer Equipment Replacement	311
50-2502 Sewer SDC Improvement Fee Projects	313
50-2503 Sewer SDC Reimbursement Fee Projects.....	315
50-2504 Sewer Debt Service	317
50-2506 Sewer Economic Development.....	319

WATER FUND - 615

Resource Detail.....	321
Requirement/Staffing Summaries	322
Total Water Fund Resources by Source.....	323
Total Water Fund Requirements by Type.....	323
Use of Current Water Service Charges	323
Resources Ten Fiscal Years	324
Water Service Charges Revenues, Annual Percentage Change	324
Requirements Ten Fiscal Years	325
Operation and Maintenance Combined Budget	326
Debt Service Combined Budget.....	327
Capital & Economic Development Combined Budget	328
Summary of Capital Expenditures for Fiscal Year 2014-2015	329
50-2202 Water Administration	331
50-2204 Canal Maintenance	333
50-2205 Vine Street Water Treatment Plant.....	335
50-2206 Water Distribution	337
50-2207 Albany-Millersburg Water Treatment Plant.....	339
50-2300 Water SDC Improvement Fee Projects.....	341
50-2301 Water SDC Reimbursement Fee Projects.....	343
50-2305 Water Debt Service.....	345
50-2308 Water System Capital Projects	347
50-2309 Water Economic Development.....	349
50-2310 North Albany Water Capital Projects.....	351
50-2311 Water Equipment Replacement	353

STORMWATER FUND - 625

Resource Detail.....	355
Requirement/Staffing Summaries	356
50-3003 Stormwater Operations	357
50-3004 Stormwater Administration	359
50-3100 Vine Street Water Treatment Plant.....	361
50-3101 Stormwater Equipment Replacement	363

INTERNAL SERVICE FUNDS

Program Functions, Revenue Trends, and Assumptions	365
--	-----

CENTRAL SERVICES FUND - 701

Cost Allocation Methodology for Central Service Fund Programs	366
Resource Detail	367
Requirement/Staffing Summaries	368
10-1035 Finance Department.....	369
11-1027 Council & Nondepartmental.....	371
11-1028 City Manager’s Office	373
13-1030 Information Technology Services.....	375
13-2010 Geographic Information Services	377
13-2011 Permit Tracking Services.....	379
14-1032 Human Resources	381
35-1033 Facilities Maintenance	383

PUBLIC WORKS SERVICES FUND - 705

Resource Detail	385
Requirement/Staffing Summaries	386
50-2802 Public Works Administration	387
50-2803 Public Works Engineering Services	389
50-2805 Operations Administration Services	392
50-2806 Water Quality Control Services.....	394
50-2807 Public Works Customer Services	396
50-2809 Facilities & Maintenance Engineering	398

CAPITAL BUDGET

City Manager’s Message.....	400
Introduction.....	401
Ongoing Projects.....	403
Paying for Capital Projects	407
Major Needs That Remain Unfunded	411
Schedule of Capital Equipment Fiscal Year 2014-2015	414
Summary of Capital Requirements and Capital Reserves	415
2016-2017 CIP Project Information.....	419

APPENDIX

Budget Adoption and Appropriation Resolution	472
Affidavit of Publication	477
Glossary	480
Glossary – Acronyms.....	488

EXECUTIVE SUMMARY



BUDGET MESSAGE

Fiscal Year 2017-2018

When I wrote my first budget message in 1988, I did not have a cell phone bill, a cable television bill, an internet bill, an internet security bill, an Amazon Prime bill, a life insurance deduction from my bank account, an annual Costco fee, a subscription to Ancestry.com, and a home security alarm bill. Despite having four children at home, I lived in a house about one-third the size of my current home, and I spent a lot less money. I didn't complain about my taxes then and I don't complain about them now because I still appreciate the value I receive for what I spend.

Just as my personal budget has changed over the years, so have the budgets I've prepared for the places where I've worked. New swimming pools, new libraries, new wastewater and water treatment plants, new fire stations and countless smaller projects have been funded in response to citizen concerns or the orders of regulatory agencies. Budgets have also increased as the cost of qualified workers has grown and as new technology has made services possible that we never imagined in 1988.

Forgotten amidst the changes that have taken place in local government finances over the years is the shift from federally funded projects to local government financing. The first wastewater treatment plant construction project I worked on as a young city manager received 75 percent funding from the federal government, while the last two in La Grande and Albany received no federal support. Cities also lost the Federal Revenue Sharing program in the 1980's, again shifting more of the burden of paying for services to the local level. Tax cuts at the federal level have often led to increased costs for local government.

The City of Albany adopted budget for Fiscal Year 2018 is something like my personal budget and the many budgets I've prepared over the years in the different cities where I've worked. Revenues and expenses have increased as needs and expectations have risen. This budget is intended to meet the goals and objectives of Albany's Strategic Plan by funding services and projects at levels that have been established over time. I am not aware of any expensive new priorities called for in this budget; however, the cost of maintaining what we have is growing.

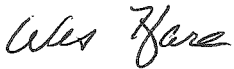
Most of the adopted increases in expenditures will be for a few new employees to replace some of those lost during the Great Recession. New fire fighters and police officers are needed to keep pace with a growing demand for services and to ensure that current crime and traffic safety standards are met. We will continue to see savings from health insurance changes made in FY 2017, but whether we can expand those savings to help meet increasing retirement costs awaits the outcome of current labor negotiations.

The City Council is aware there are many needs that will not be met in a single year's budget. Streets, storm water management, public safety equipment replacement and sewer system improvements are just a few of the very expensive projects that will not be adequately addressed in this budget. While there should be cause for concern about our deficiencies, we should also recognize that we have been planning and working toward solutions. The new storm water utility formed in the current budget year; a proposal to direct asset sale proceeds to equipment replacement; plus a series of discussions about street maintenance and funding are all important steps toward meeting future needs.

We will never have sufficient resources to meet all the expectations of every interest group or citizen, but I believe this budget will maintain current services without jeopardizing future priorities. I am also recommending to the City Council that they consider adopting a biennial budget next year in an effort to take a longer term look at financial needs while devoting less resources to simply preparing the budget. A biennial budget will, at the very least, delay the need for more administrative staff as both the community and organization continue to grow.

I am sure most of us can think of many things we pay for now we never even considered 30 years ago. I know very few people who choose to live without an internet connection or cell phone and I know many people who now do much of their shopping online. Last night, I asked a small device in my home to tell me the score of a basketball game I wasn't able to watch and immediately received the information I wanted. Each of us has to judge the value we are receiving from the investments we make. That calculation should and will change over time. My hope is that as we are tempted by the individual benefits of new services and technology we do not lose sight of the need for investment in the common good. Serving as a city manager for more than 30 years, I have seen first-hand the importance of sacrifices earlier generations made to provide the community infrastructure needed in the future. I believe that ethic is reflected in this budget and I hope it will continue to be observed in the years ahead.

Respectfully submitted,

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

Wes Hare, City Manager

EXECUTIVE SUMMARY

Overview

The budget for Fiscal Year 2017-2018 reflects moderate growth. General property taxes are expected to increase by 3.61 percent and franchise fees and privilege taxes are expected to be flat. Water and sewer revenues reflect scheduled rate increases but are tempered by conservation. The ambulance, fire, and police operating levy was increased by voters in 2012 but is expected to continue to be impacted by property tax compression. Expenditures are growing by cost-of-living adjustments and increasing benefits costs. The result is a budget that maintains minimum reserves and allocates available resources to maintain targeted levels of service.

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

Economic Conditions

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

Unemployment. In January 2017, Linn County's unemployment rate was 5.0 percent, matching its revised December rate. Linn County's seasonally adjusted unemployment rate declined 1.0 percentage point over the past 12 months. Benton County's unemployment rate was 3.2 percent in January, down from its revised rate of 3.7 percent in December. Oregon's statewide unemployment rate in January was 4.3 percent, down from its revised rate of 4.5 percent in December.

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

February Fiscal YTD	2013	2014	2015	2016	2017
New Residential Permits	74	114	92	98	94
New Commercial Permits	6	4	5	12	6
Total Number of all Permits	1,407	1,558	1,492	1,723	1,630

The increased activity over the past two years contributes to growth in revenues for the Building Inspection Division and may suggest gradual growth in other revenues such as property taxes and franchise fees.

Population Growth

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

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

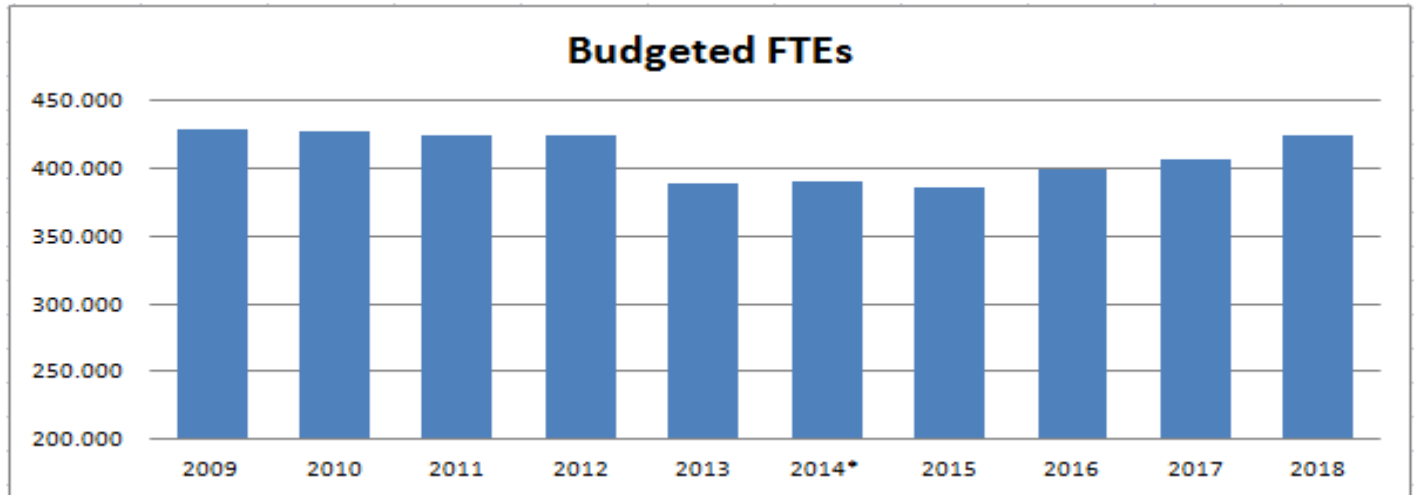
EXECUTIVE SUMMARY

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

Budgeted FTEs per 1,000 Population											
FY ending June 30	2009	2010	2011	2012	2013	2014*	2015	2016	2017	2018	10-Year % Change
Population	48,770	49,165	49,530	50,325	50,520	50,710	50,720	51,270	51,670	52,540	7.73%
Budgeted FTEs	428.825	427.425	424.925	424.925	388.825	389.775	385.875	399.508	406.558	424.118	-1.10%
Budgeted FTEs per 1,000 pop	8.793	8.694	8.579	8.444	7.696	7.686	7.608	7.792	7.868	8.072	-8.19%

*Includes six firefighter positions funded through the SAFER Grant

Population has increased over the last ten years by 7.73 percent while the number of budgeted FTEs has declined by 1.10 percent. The number of FTEs per thousand declined by 8.19 percent over the same period of time. The lower number of FTEs per thousand over the past several years reflects deliberate reductions in staffing to stay within available resources.



Cost-Saving Strategies

Department budgets for 2017-2018 were compiled in the context of current economic conditions, increasing costs, and sustainability of programs and services in future years. A lot of effort and analysis has been done to keep expenditures within estimated available resources. The following outline presents several of the cost-saving strategies that have been used to contain costs.

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

EXECUTIVE SUMMARY

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

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

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

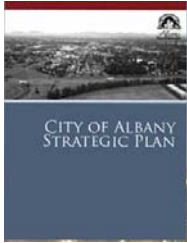
Reserves and Replacement Funds. Reserve accounts are being drawn down and contributions to vehicle and equipment replacement funds are still below desired funding levels.

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

Closing Statement

The budget includes strategies to modestly increase staffing levels and maintain levels of service in an improving economic environment. The budget also attempts to be sustainable in Fiscal Year 2018-2019, but does not solve the problem of revenues continuing to be outpaced by the growth of expenditures. A combination of increased growth and reductions in expenditures may be needed to maintain existing levels of service in future years.

Strategic Plan and Program Budgets



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

The City Council has maintained the policy direction and leadership role in the strategic planning process by reviewing the plan on a regular basis. The most recent revisions were adopted on January 25, 2017. The direction provided in the strategic plan is followed by the City Manager and Department Directors in developing the proposed budget that is presented to the Budget Committee. Through this process, the adopted budget effectively becomes the implementing document for the strategic plan.

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

Community Development Department

Strategic Plan Theme – Great Neighborhoods

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

Strategic Plan Theme – Great Neighborhoods

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

Library Department

Strategic Plan Theme – Great Neighborhoods

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

Police and Fire Departments

Strategic Plan Theme – A Safe City

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

Strategic Plan Theme – A Safe City

- Objective SC-5: Maintain the combined number of fatal and injury collisions at 2.5 per thousand residents or less annually.
- Actions: Achieve this objective through controlled traffic enforcement with an emphasis at high-collision areas.

Strategic Plan Theme – A Safe City

- Objective SC-9: Collaborate with neighboring fire departments and communities to improve emergency response reliability and provide a consistent level of emergency and life safety services.
- Actions: Collaboratively staff and maintain a single-role medic unit with other emergency response agencies; expand community risk reduction services by increasing community paramedic program capabilities; explore opportunities to provide equivalent emergency services irrespective of geographic boundary.

Strategic Plan Theme – A Safe City

- Objective SC-15: Formalize work group with a focus on identifying current issues with transitional housing.
- Actions: Identify staff that could help characterize and address transitional housing-related issues.

Public Works Department

Strategic Plan Theme – A Safe City

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

Strategic Plan Theme – A Safe City

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

Parks and Recreation

Strategic Plan Theme – An Effective Government

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

Finance Department

Strategic Plan Theme – An Effective Government

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

OUR MISSION

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

OUR VISION

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

OUR VALUES

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

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

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

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

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

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

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

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

Why Do Strategic Planning?

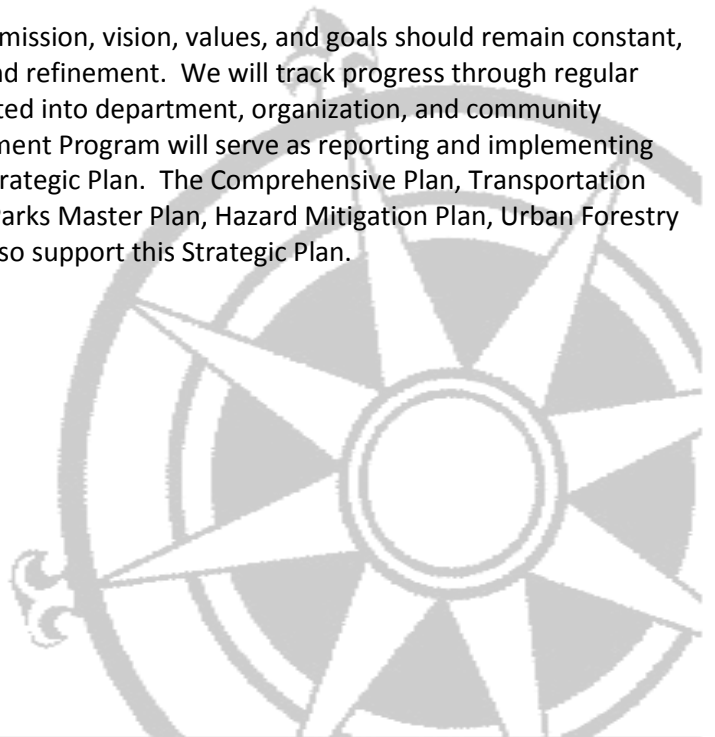
If our Mission and Vision Statements are to have any meaning, they must be accompanied by deliberate planning efforts to move the organization and the community toward a desired future. This requires clearly defined goals, proactive objectives, committed leadership, and effective management. Above all,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

STRATEGIC PLAN THEMES

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

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

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



I. GREAT NEIGHBORHOODS

Goals:

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

Great Neighborhoods Objectives:

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

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

Actions: Reduce unresolved cases.

Objective GN-1a: Maintain the value and attraction of Albany’s historic assets and seek federal funds and other sources. [Community Development]

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

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

Actions: Provide reviews and updates to the Albany Development Code (ADC).

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	COMPLETED FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
GN-1	Maintain a close to open ratio of 75% or higher on submitted cases per fiscal year.	≥75%	55%	71%	75%	75%	75%	75%	75%
GN-1a	Continue to seek grant funding from State Historic Preservation Office.	1	1	0	1		1		1
GN-2	Develop CD/Land Use Issues list.	Complete annually	Annually	Annually	Annually	Annually	Annually	Annually	Annually

I. GREAT NEIGHBORHOODS (CONTINUED)

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

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

[Community Development, Public Works]

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



Curb installation for the Oak Street construction project.

Objective GN-4: Utilize available street funding to maintain collector and arterial streets (85 total lane miles) in satisfactory or better condition and address local street needs as funding allows. Additionally, seek other sources of funding for the street system.

[Public Works]

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

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

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

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

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

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	COMPLETED FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
GN-3	Accessibility Transition Plan completed.	Complete by FY 2017			Dec 2017				
GN-4	Percentage of collector and arterial streets in satisfactory or better condition:	≥80%	89%	94%	93%	92%	91%	90%	89%
GN-5	Complete Regional Transportation Plan (RTP).	Complete by FY 2017			Nov 2017				
GN-6	Increase transit system ridership to:								
	Albany Transit System	≥96,000	86,200	79,369	87,000	87,500	88,000	88,500	89,000
	Linn-Benton Loop	≥145,000	124,800	111,595	121,000	121,500	122,000	122,500	123,000
	Paratransit	≥21,000	18,400	18,346	21,000	22,300	22,500	23,000	23,500

I. GREAT NEIGHBORHOODS (CONTINUED)

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

Objective GN-7: Continue to partner and coordinate with community groups, such as the Calapooia Watershed Council, on watershed improvement programs and projects to meet statewide planning goals (Goal 5).

[Community Development, Parks & Recreation, Public Works]

Actions: Identify City-owned open spaces, riparian corridors, and natural resources and coordinate and help fund restoration and education/outreach projects.

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	COMPLETED FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
GN-7	Coordinate and partner on restoration and education/outreach projects.	Complete annually	Annually	Annually	Annually	Annually	Annually	Annually	Annually



I. GREAT NEIGHBORHOODS (CONTINUED)

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

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

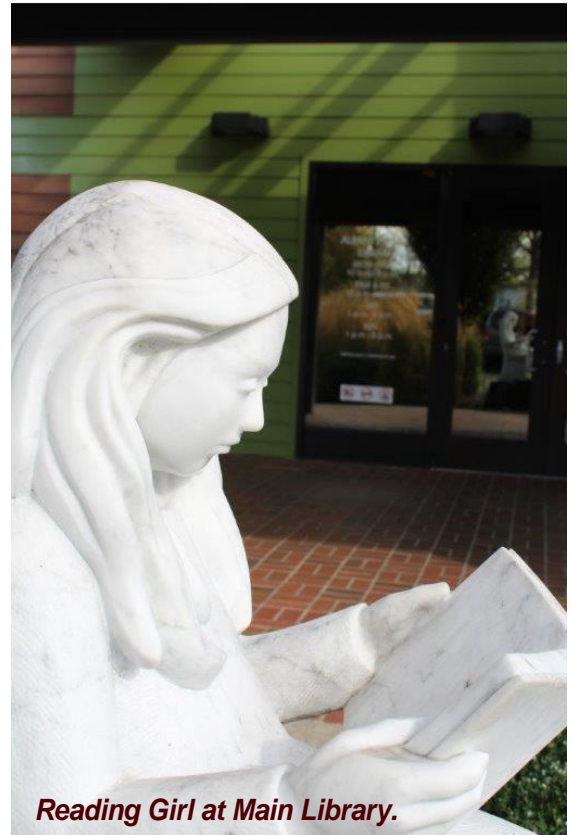
Actions: Acquire by purchase, lease, or other means enough park land to achieve and keep pace with Albany's growth and to meet the City's adopted total park acreage standards.

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

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

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

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



Reading Girl at Main Library.

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	COMPLETED FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
GN-8	Average total acres of park land per 1,000 residents.	≥17.0	17.3	17.3	17.1	17.1	16.8	16.6	16.6
GN-9	Average acres of developed parks and recreation land per 1,000 residents.	≥11.0	10.9	10.9	10.8	10.8	10.6	10.4	10.4
GN-10	Annual number of library visits.	≥371,000	346,695	331,000	340,000	345,000	345,000	348,000	350,000
GN-10	Number of discrete Library programs across all service areas.	≥19	20	21	22	23	23	25	25
GN-10	Percentage of Library operating expenditures spent on collections.	10%	6.9%	7.4%	8%	9%	10%	10%	12%

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

II. A SAFE CITY

Goals:

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

Safe City Objectives:

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

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

Actions: Complete building projects by September 2017.

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

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

Objective SC-3: Use Community Development Block Grant (CDBG) funds to provide funding to community programs that assist the vulnerable children and families in our City. [Community Development]



OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	COMPLETED FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
SC-1	Move into new Fire Station 11.	Complete by June 2017				Sept 2017			
SC-1	Move into new Police Department building.	Complete by June 2017				Sept 2017			
SC-2	Maintain CRS rating.	≤ 6	6	6	6	6	6	6	6
SC-3	Distribute CDBG funding to assist Albany's vulnerable populations and neighborhoods.	\$300,000/year	\$128,000	\$202,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000

II. A SAFE CITY (CONTINUED)



Objective SC-4: Maintain police patrol response times to Priority One calls for service from dispatch to arrival time to four minutes fifteen seconds, or less, annually. [Police]

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

Objective SC-5: Maintain the combined number of fatal and injury collisions at 2.5 per thousand residents or less annually. [Police]

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

Objective SC-6: Achieve at least a 60 percent clearance rate for violent crimes and a 20 percent clearance rate for property crimes annually. [Police]

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

Objective SC-7: Reduce Part One crimes by five percent annually with the ultimate goal of reducing the crime rate to the Oregon average per thousand. [Police]

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



Objective SC-8: Facilitate continued development of property surrounding Fire Station 12 as an emergency responder training center.

[Fire, Police, Public Works, Other Jurisdictions]

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

Objective SC-9: Collaborate with neighboring fire departments and communities to improve emergency response reliability and provide a consistent level of emergency and life safety services. [Fire]

Actions: Collaboratively staff and maintain a single-role medic unit with other emergency response agencies; expand community risk reduction services by increasing community paramedic program capabilities; explore opportunities to provide equivalent emergency services irrespective of geographic boundary.

Objective SC-10: Fund Fire Department equipment replacement and facilities maintenance to adequately address emergency equipment and vehicle needs and long-term upkeep of department facilities. [Fire]

Actions: Commit ambulance revenue received over budgeted amount to equipment replacement; pursue grants and other funding alternatives; consider a bond to fund department equipment replacement needs; consider other potential funding sources to provide both short- and long-term solutions to replace vehicles and equipment and provide for facilities maintenance; and consider sale proceeds of the Armory to fund police and fire equipment replacement.

II. A SAFE CITY (CONTINUED)

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	COMPLETED FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
SC-4	Patrol Unit: Maintain response time to priority one calls annually.	≤4:15 annually	3:12 annually	4:15 annually	4:15 annually	4:15 annually	4:15 annually	4:15 annually	4:15 annually
SC-5	Maintain the combined number of fatal and injury collisions at 2.5 per thousand residents or less annually.	≤2.5 per thousand annually			≤2.5 per thousand annually	≤2.5 per thousand annually	≤2.5 per thousand annually	≤2.5 per thousand annually	≤2.5 per thousand annually
SC-6	Achieve clearance rate for violent crimes annually.	60% annually	69% annually	60% annually	60% annually	60% annually	60% annually	60% annually	60% annually
SC-6	Achieve clearance rate for property crimes annually.	20%	28.3% annually	20% annually	20% annually	20% annually	20% annually	20% annually	20% annually
SC-7	Achieve reduction in Part I crimes annually.	≥5% annually	2.6% increase	5% annually	5% annually	5% annually	5% annually	5% annually	5% annually
SC-8	Relocate City bus storage.	Complete by FY 2019					June 2019		
SC-8	Provide improvements to training site by building training tower and training props.	Complete by FY 2018				June 2018			
SC-9	Collaborate by staffing a single-role medic unit.	≥72 hours/week		Hired and trained personnel	72 hours/week	91 hours/week	112 hours/week	112 hours/week	168 hours/week
SC-9	Increase Community Paramedic availability.	7-day coverage		5-day coverage	6-day coverage	7-day coverage	7-day coverage	7-day coverage	7-day coverage
SC-10	Provide funding to replace emergency vehicles and equipment and maintain facilities.	\$2.6 million		\$583K	\$541K	\$714K	\$645K	\$550K	\$150K

Objective SC-11: Reduce property code violations, substandard housing conditions, and inadequate infrastructure. [City Manager's Office, CARA, Community Development, Police]

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

Objective SC-12: CARA will continue to fund projects that eliminate blight and increase public safety.

[Central Albany Revitalization Area, Police, Community Development]

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



Objective SC-13: Maintain and continue to minimize the impact of fires on our community. [Fire]

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



II. A SAFE CITY (CONTINUED)

Objective SC-14: Fund to adequately staff for increasing emergency responses, response times, and community growth. [Fire]

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

Objective SC-15: Formalize work group with a focus on identifying current issues with transitional housing. [Police, Community Development, City Attorney, Fire]

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

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	COMPLETED FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
SC-11	Amount of CARA funding targeting code compliance/public safety.	\$50,000	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
SC-12	Number of blighted structures remediated within the CARA boundary.	≥3	0	3	3	3	3	3	3
SC-13	Structure fires per 1,000 residents*	≤0.9	0.86	0.81	0.80	0.80	0.75	0.75	0.75
SC-13	Percentage of population receiving fire & life safety public education presentations.	≥15%	13.2%	9%	15%	15%	15%	15%	15%
SC-13	Number of fire compliance inspections.	≥1,500	912	637	1,200	1,250	1,300	1,350	1,400
SC-13	Percentage of fire code violations corrected.	≥75%	82.4%	72.5%	80%	85%	85%	90%	90%
SC-14	Hire additional personnel to address emergency call volume, increasing response times, and community needs.	As needed	0	3 (1 DFM & 2 EMTs)	3 (3 FF/ EMTs)	3 (1 Admin & 2 EMTs)	4 (3 FF/EMTs & 1 EMT)	1 (1 Admin)	3 (3 FF/ EMTs)
SC-15	Develop and prioritize issues list and assign owners.	Complete by Feb 2017			Feb 2017				
SC-15	Provide recommendations that address high-priority items.	Ongoing until addressed		Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing

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

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

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

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

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

II. A SAFE CITY (CONTINUED)

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

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

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	COMPLETED FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
SC-16	Develop written water production management plan.	Complete by FY 2019					June 2019		
SC-17	Obtain a new discharge permit for the WRF. (DEQ DEPENDENT)	Complete by FY 2019					June 2019		
SC-17	Obtain a stormwater discharge permit. (DEQ DEPENDENT)	Complete by FY 2017			June 2017				
SC-18	Develop alternatives and funding options for new solid process at WRF.	Complete by FY 2017			June 2017				



III. A HEALTHY ECONOMY

Goals:

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

Healthy Economy Objectives:

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

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

[Economic Development/Urban Renewal]

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

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

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

Actions: Complete research and documentation of available land, work to remove barriers for developable land.

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	COMPLETED FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
HE-1	Conduct regular visits to local businesses and industries.	≥12	21	12	12	12	12	12	12
HE-1	Projects assisted: financial assistance or removal of development barriers.	≥5	19	15	8	8	8	8	8
HE-2	Complete research and documentation of significant available sites.	≥4	41	43	5	5	5	5	5

III. A HEALTHY ECONOMY (CONTINUED)

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

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

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

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	COMPLETED FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
HE-3	Respond to information inquiries within the requested timelines.	100%	100%	100%	100%	100%	100%	100%	100%

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

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

[Economic Development/Urban Renewal, Community Development]

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

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

III. A HEALTHY ECONOMY (CONTINUED)

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	COMPLETED FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
HE-4	CARA/City-funded economic development projects.	≥3	0	4	4	4	4	4	4
HE-4	Jobs (FTE) created through CARA/City-funded economic development projects.	≥5	0	10	13	17	17	17	17
HE-4	Jobs (FTE) created through CDBG-funded programs.	≥5	8	9	5	5	5	5	5
HE-4	Technical assistance provided to microenterprises.	≥10	24	25	10	10	10	10	10

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

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

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

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

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

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

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	COMPLETED FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
HE-5	Total annual value of CARA investments in public-private partnerships.	≥\$500K	\$379,500	\$500K	\$500K	\$500K	\$500K	\$500K	\$500K
HE-5	Total annual value of private investment in CARA projects.	≥\$2.5M	\$636,500	\$2.5M	\$1.77M	\$2.5M	\$2.5M	\$2.5M	\$2.5M
HE-5	Total cumulative value of CARA investments.	≥\$13.8M	\$11.8M	\$14.8M	\$23.3M	\$23.8M	\$24.2M	\$24.7M	\$25.2M
HE-5	Ratio of overall CARA contributions versus private money.	\$1:\$7	\$1:\$8.38	\$1:\$7	\$1:\$7	\$1:\$7	\$1:\$7	\$1:\$7	\$1:\$7
HE-6	Cumulative number of CARA-funded new residential units.	≥303	287	292	298	312	326	340	354

IV. AN EFFECTIVE GOVERNMENT

Goals:

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

Effective Government Objectives:

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

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

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

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

Actions: Complete and implement a Revenue Enhancement Plan by 2018, including strategies and private sector solicitations. Improve marketing and promotion efforts to communicate parks and recreation program needs to a wider audience.

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

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

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	COMPLETED FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
EG-1	Property tax as a percent of Parks Fund revenue.	≤55%	51.2%	53.6%	55%	54%	54%	52%	52%
EG-2	Parks per-capita revenue through grants, gifts, and endowments.	≥\$10.26	\$7.86	\$6.35	\$9.50	\$9.50	\$10.00	\$10.00	\$10.00
EG-3	Parks & Recreation full-time equivalents per 1,000 residents.	≤0.60	0.50	0.52	0.53	0.54	0.53	0.52	0.52

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

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

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

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

IV. AN EFFECTIVE GOVERNMENT (CONTINUED)



Water line construction on Hill Street.

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

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

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

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

Objective EG-8: Develop a full stormwater management program and identify stable funding strategy for stormwater utility functions. [Public Works]

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

Objective EG-9: Complete update of the Sewer SDC methodology. [Public Works]

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

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

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

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

Actions: Explore outsourcing processing.

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

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

IV. AN EFFECTIVE GOVERNMENT (CONTINUED)

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

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

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

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

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

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

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

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

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

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

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

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

Objective EG-19: Consider opportunities to secure additional funding for transportation system improvements with emphasis placed on maintaining and repairing the City’s 306 lane miles of local streets of which approximately 34 percent are not in satisfactory condition. [Public Works]

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

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

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

IV. AN EFFECTIVE GOVERNMENT (CONTINUED)

OBJECTIVE	MEASURE	TARGET	COMPLETED FY2015	COMPLETED FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
EG-4	Residential plan reviews completed within 10 days.	100%	100%	100%	100%	100%	100%	100%	100%
EG-4	Land use decisions issued within 120 days.	100%	100%	100%	100%	100%	100%	100%	100%
EG-4	Complete inspections within same day of request (when called in by 7:00 a.m.)	≥95%	95%	95%	95%	95%	95%	95%	95%
EG-5	Reduce water loss to 10% or less by 2019.	≤10%	13.6%	9.7%	<10%	<10%	<10%	<10%	<10%
EG-6	Annual rate reports to Council.	2	2	2	2	3	3	3	3
EG-7	APWA accreditation.	Accreditation on mid-term report by FY2017	Reaccreditation		mid-term report		Reaccreditation		mid-term report
EG-8	Complete Stormwater Master Plan.	Complete Master Plan by FY2018				June 2018			
EG-8	Implement Stormwater funding plan.	Complete by FY2017	In progress	In progress	Complete Dec 2017				
EG-9	Complete Sewer SDC methodology update.	Complete Plan by FY2017	In progress	In progress	Complete Dec 2017				
EG-10	Annual report of performance benchmarking progress.	Nov 2017	Nov 2014		Nov 2017	Nov 2018	Nov 2019	Nov 2020	Nov 2021
EG-11	Cost per library item circulated.	≤\$3.73	\$4.09	\$4.00	\$3.80	\$3.60	\$3.40	\$3.20	\$3.15
EG-12	Non-General Fund program support for the Library.	\$40,000	\$61,365	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$50,000
EG-13	Receive "Excellence in Financial Reporting" award.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
EG-13	Receive "Distinguished Budget Presentation" award.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
EG-13	Reportable audit findings of noncompliance.	None	None	None	None	None	None	None	None
EG-14	Compliance with federal and state regulations.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
EG-15	Maintain investment ratings.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
EG-16	Maintain an overall quality of service rating at 4 or 5, with 5 being excellent.	90%	88%	91.4%	90%	90%	90%	90%	90%
EG-16	Maintain an overall timeliness of service rating at 4 or 5, with 5 being excellent.	90%	92%	93.6%	90%	90%	90%	90%	90%
EG-17	Recruit and hire new City Manager.	July 2017			July 2017				
EG-17	Recruit and hire new Human Resources Director and Finance Director.	Oct 2017			Oct 2017				
EG-17	Identify and develop personnel with the potential to fill executive and other key leadership roles.	Ongoing		Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing
EG-18	Complete feasibility analysis on "portable" systems development charges.	Complete by FY 2017				June 2018			
EG-19	Consider opportunities to secure additional funding for transportation system improvements.	Ongoing until addressed		Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing
EG-20	Regular meetings.	Annually		Annually	Annually	Annually	Annually	Annually	Annually

STRATEGIC PLAN ACCOMPLISHMENTS

Under Strategic Plan FY2016 THROUGH FY2020

City Manager's Office

- Received ICMA Award of Excellence for Performance Management.

CARA and Economic Development

CARA

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

Economic Development

- Economic Development Director worked with 18 existing businesses to help remove barriers to job creation.
- Responded to information inquiries within requested time frames 100 percent of the time.

Community Development

- Successfully completed an update to the floodplain development code, including reference to the new Flood Insurance Rate Maps for North Albany as required by the National Flood Insurance Program.
- Managed Community Development Block Grant (CDBG) programs that serve Albany low- and moderate-income or at-risk residents in accordance with federal requirements. Services included infant abuse prevention services, court-appointed special advocates for children removed from their homes, shelter and case management for at-risk youth and for women and children, emergency housing assistance, housing rehabilitation, and small business development. Additionally, the City, with CDBG funds, finalized engineering for Sunrise Park storm drainage in preparation for a park remodel.
- Over the last four months, the Community Development Department has processed to a final decision approximately 30 land use applications and has held 40 land use pre-application meetings with potential applicants.

STRATEGIC PLAN ACCOMPLISHMENTS

Under Strategic Plan FY2016 THROUGH FY2020

Finance

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

Fire

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

Information Technology

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

Library

- The Library partnered with United Way and other partners to provide books to over 1,000 Albany youth under age 5.
- The Library partnered with five other Linn County libraries to provide a courier system that delivered materials amongst those libraries.
- The Library received over \$60,000 in grants and donations.
- The Library partnered with Greater Albany Public Schools (GAPS) to facilitate student IDs to function as Albany Public Library cards.

STRATEGIC PLAN ACCOMPLISHMENTS

Under Strategic Plan FY2016 THROUGH FY2020

Parks & Recreation

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

Police

- Worked with the Linn County Sheriff's Office on a Request for Proposal (RFP) for a new shared Computer-Aided Dispatch/Records Management System. The current shared system is 25+ years old. The new Computer-Aided Dispatch/Records Management System is scheduled to go live in April 2017.
- A public facilities bond was approved by voters in May 2015 for the construction of a police station and main fire station. A contractor was selected through a bid process and construction on the new police station began in August 2016. The new police station is slated to be completed in September 2017.

STRATEGIC PLAN ACCOMPLISHMENTS

Under Strategic Plan FY2016 THROUGH FY2020

Public Works

- Continued to implement an Energy Management System at the Water Reclamation Facility resulting in a predicted annual savings in energy consumption of almost one million kwh.
- Received the First Place Paving Award for an Urban Street from the Asphalt Pavement Association of Oregon for North Albany Road.
- Conducted a significant amount of public education and outreach efforts to further the creation of a stormwater utility.
- Negotiated new water sales and maintenance agreements with the City of Millersburg.
- Claim of Beneficial Use testing completed to perfect City water rights.
- Completed purchase and installation of 960 new membrane modules at the Albany-Millersburg Water Treatment Plant.
- Upgraded the Umatilla Lift Station by adding a force main and capacity to reduce unpermitted sewer overflows.
- Implemented emergency preparedness improvements, such as additional Uninterrupted Power Supplies, improved communications equipment, and installation of a repeater for the department UHF radio network.



CITY OF
Albany

O R E G O N

EXECUTIVE SUMMARY

PROPERTY TAXES

The total property taxes to be levied for operations and debt service are estimated to be \$28,840,327.

Assumptions:

- (1) The assessed valuation of the City is estimated to be \$3,850,553,389, an increase of 3.61 percent.
- (2) The City's permanent tax rate is \$6.3984 per \$1,000 of assessed value.
- (3) The Budget Committee will recommend and the City Council will adopt the full taxing authority.
- (4) The levy for the General Obligation Debt will be \$1.038,300, a tax rate of \$0.27 per \$1,000 of assessed value.
- (5) The Public Safety Local Option Levy is estimated to be \$4,583,057, an effective tax rate of \$1.15 per \$1,000 of assessed value
- (6) The Public Safety Local Option levy will have an estimated \$934,973 reduction in tax revenues due to compression.
- (7) The Fiscal Year 2017-2018 tax collection rate is estimated to be 93.47 percent.

CAPITAL EQUIPMENT

The City prepares a separate five-year Capital Improvement Program (CIP). On June 14, 2017, the City Council adopted the 2018-2022 CIP as a planning document, following a public hearing.

For Fiscal Year 2017-2018 the CIP identified capital projects totaling \$16,175,000.

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

DEBT MANAGEMENT

The City has a General Obligation Bond rating of "Aa3" from Moody's Investors Service, and a rating of "AA-" from Standard and Poor's. The ratings reflect the City's growing tax base, stable financial position, and moderate debt burden. Full true cash value of property assessed in the City, per capita, is a respectable \$80,788.

The City's direct debt burden is 0.41 percent of the true cash value, and the overall debt burden is 1.66 percent of the true cash value.

Debt Principal Outstanding as of July 1, 2017

General Obligation Bonds:
2015 Public Safety Facility \$17,235,000

Other Bonds:

Water Revenue	\$24,595,000
Revenue Obligations	500,000
Limited Tax Pension	<u>4,992,001</u>
Total Other Bonds	\$30,087,001

Other Debt:

Clean Water SRF Loan	1,464,596
2012 SRF ARRA Loan	1,450,000
SRF Loans, Sewer	<u>48,717,571</u>
Total Other Debt	\$51,632,167

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

SRF = State Revolving Funds

Oregon Revised Statutes, Chapter 287, provides a debt limit for General Obligation Bonds of three percent of the true cash value (TCV) of all taxable property within the City's boundaries. As of June 30, 2017, that limit was \$127.0 million on \$4.235 billion TCV. The City's legal debt margin for General Obligation Debt is \$109.8 million. It is anticipated that the margin will remain the same for Fiscal Year 2017-2018.

EXECUTIVE SUMMARY

BASIS OF BUDGETING

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

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

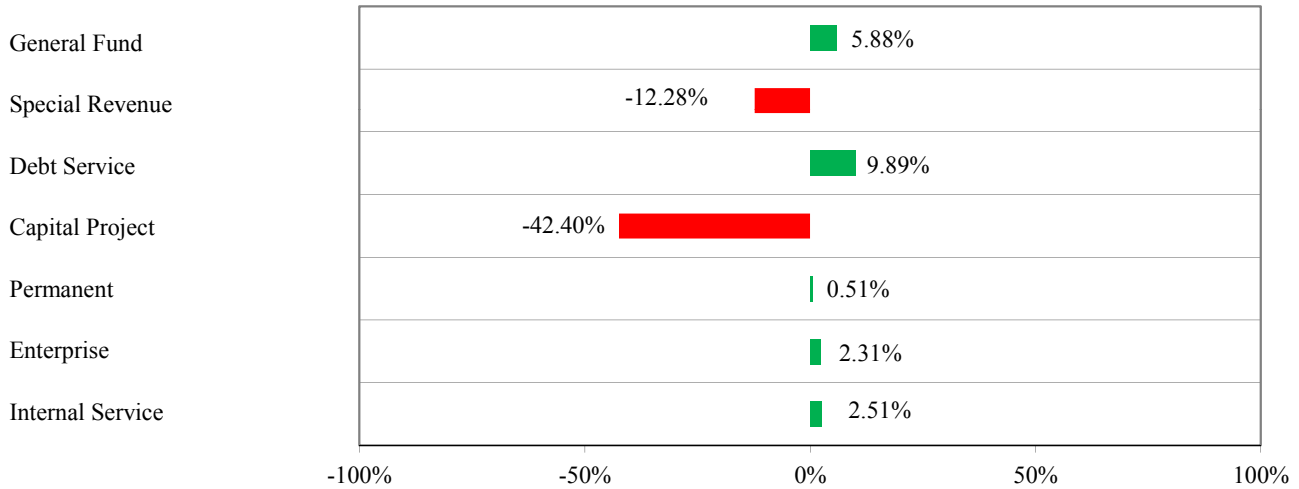
- 1) Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP), as opposed to being expended when paid (Budget).
- 2) Principal payments on long-term debt within the Enterprise Funds are applied to outstanding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

EXECUTIVE SUMMARY

FUND TYPE SUMMARY AS PROPOSED BY THE CITY MANAGER
for the 2017-18 Fiscal Year

Fund Type2016-17.....	2017-18.....			Over (under) 2016-17 Revised Budget	Percent of Total Budget
	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget	Adopted Budget		
General Fund	\$ 36,627,700	\$ 36,747,900	38,909,100	\$ -	\$ -	5.88%	20.58%
Special Revenue	56,107,400	56,107,400	49,215,700	-	-	-12.28%	26.02%
Debt Service	2,025,100	2,025,100	2,225,300	-	-	9.89%	1.18%
Capital Project	25,644,400	25,644,400	14,772,000	-	-	-42.40%	7.81%
Permanent	136,000	136,000	136,700	-	-	0.51%	0.07%
Enterprise	67,015,100	67,015,100	68,564,800	-	-	2.31%	36.25%
Internal Service	14,945,900	14,945,900	15,321,300	-	-	2.51%	8.10%
Totals, All Fund Types	\$ 202,501,600	\$ 202,621,800	\$ 189,144,900	\$ -	\$ -	-6.65%	100.00%

Percentage Change in the 2017-18 Proposed Budget from the 2016-17 Revised Budget



EXECUTIVE SUMMARY

APPROVED BUDGET
for the 2017-18 Fiscal Year

ADJUSTMENTS AS APPROVED BY THE BUDGET COMMITTEE

The City Manager and the Budget Officer have the responsibility for preparing and presenting a proposed document to the City's Budget Committee that is balanced and consistent with the Council's policies. The Budget Committee met, reviewed the proposed budget along with more current information, and considered public input.

RESOURCES:

No adjustments from the Proposed Budget were made by the Committee.

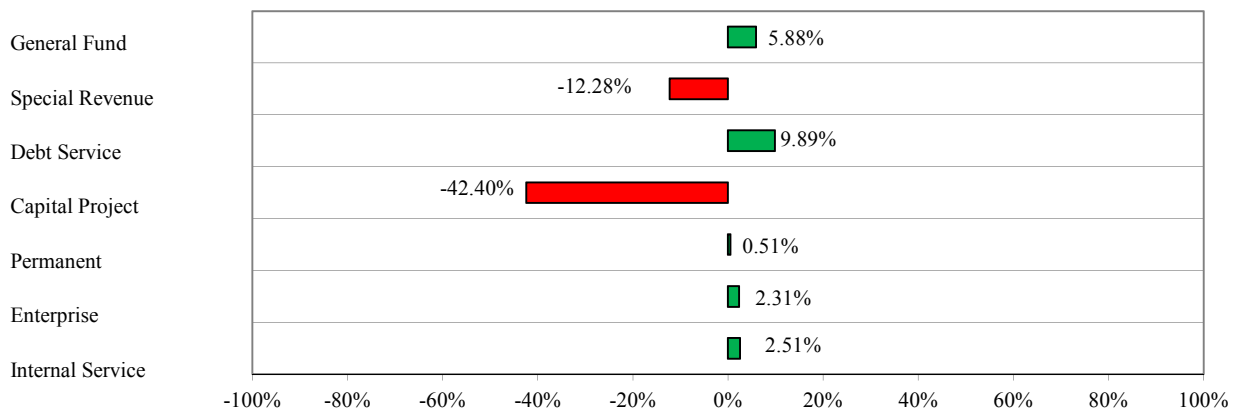
REQUIREMENTS:

No adjustments from the Proposed Budget were made by the Committee.

**COMPARISON OF 2016-17 REVISED BUDGET TO 2017-18 APPROVED BUDGET
AND PERCENT OF TOTAL BUDGET BY FUND**

Fund Type2016-17.....	2017-18.....		Adopted Budget	Over (under) 2016-17 Revised Budget	Percent of Total Budget
	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget			
General Fund	\$ 36,627,700	\$ 36,747,900	\$ 38,909,100	\$ 38,909,100	\$ -	5.88%	20.57%
Special Revenue	56,107,400	56,107,400	49,215,700	49,215,700	-	-12.28%	26.02%
Debt Service	2,025,100	2,025,100	2,225,300	2,225,300	-	9.89%	1.18%
Capital Project	25,644,400	25,644,400	14,772,000	14,772,000	-	-42.40%	7.81%
Permanent	136,000	136,000	136,700	136,700	-	0.51%	0.07%
Enterprise	67,015,100	67,015,100	68,564,800	68,564,800	-	2.31%	36.25%
Internal Service	14,945,900	14,945,900	15,321,300	15,321,300	-	2.51%	8.10%
Totals	\$ 202,501,600	\$ 202,621,800	\$ 189,144,900	\$ 189,144,900	\$ -	-6.65%	100.00%

**PERCENTAGE CHANGE IN THE 2017-18 APPROVED BUDGET
FROM THE 2016-17 REVISED BUDGET**



EXECUTIVE SUMMARY

ADOPTED BUDGET
for the 2017-18 Fiscal Year

ADJUSTMENTS AS ADOPTED BY THE CITY COUNCIL

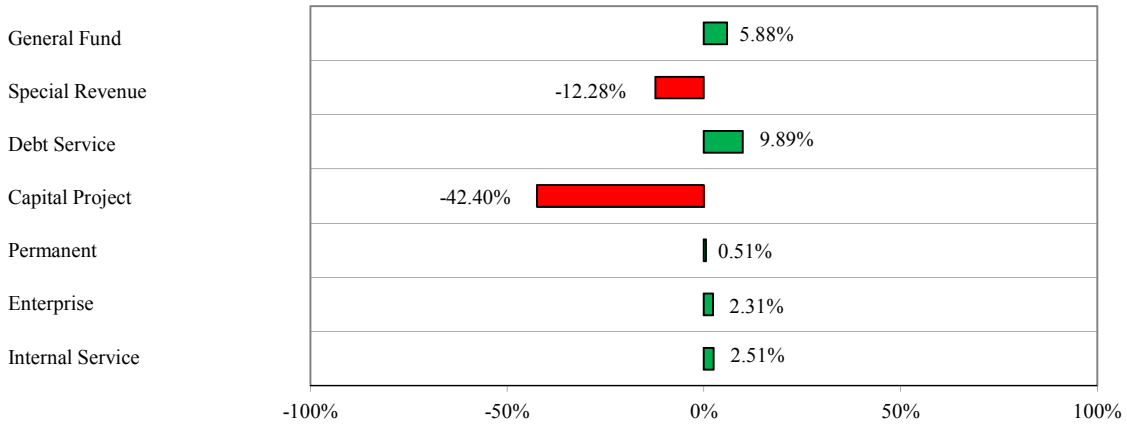
RESOURCES:
No changes from Approved.

REQUIREMENTS:
No changes from Approved.

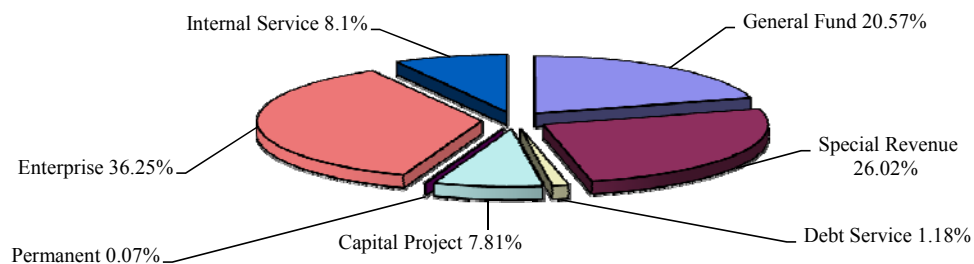
**COMPARISON OF 2016-17 REVISED BUDGET TO 2017-18 ADOPTED BUDGET
AND PERCENT OF TOTAL BUDGET BY FUND**

Fund Type2016-17.....	2017-18.....		Adopted Budget	Over (under) 2016-17 Revised Budget	Percent of Total Budget
	Adopted Budget	Revised Budget	Proposed Budget	Approved Budget			
General Fund	\$ 36,627,700	\$ 36,747,900	\$ 38,909,100	\$ 38,909,100	\$ 38,909,100	5.88%	20.57%
Special Revenue	56,107,400	56,107,400	49,215,700	49,215,700	49,215,700	-12.28%	26.02%
Debt Service	2,025,100	2,025,100	2,225,300	2,225,300	2,225,300	9.89%	1.18%
Capital Project	25,644,400	25,644,400	14,772,000	14,772,000	14,772,000	-42.40%	7.81%
Permanent	136,000	136,000	136,700	136,700	136,700	0.51%	0.07%
Enterprise	67,015,100	67,015,100	68,564,800	68,564,800	68,564,800	2.31%	36.25%
Internal Service	14,945,900	14,945,900	15,321,300	15,321,300	15,321,300	2.51%	8.10%
Totals, All Fund Types	\$ 202,501,600	\$ 202,621,800	\$ 189,144,900	\$ 189,144,900	\$ 189,144,900	-6.65%	100.00%

Percentage Change in the 2017-18 Adopted Budget from the 2016-17 Revised Budget

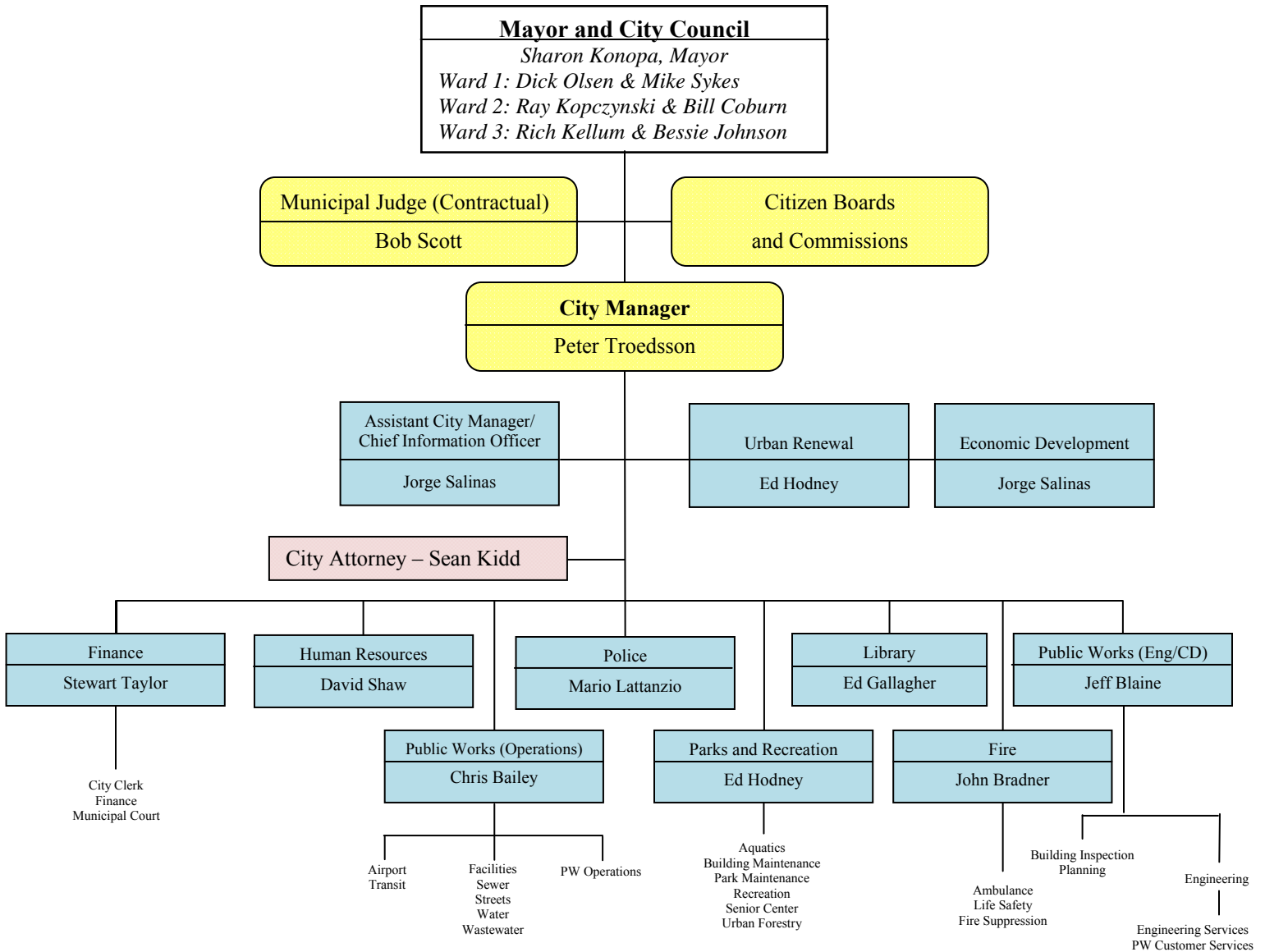


Adopted Budget by Fund Type, Percentage of Total Budget



EXECUTIVE SUMMARY

CITIZENS OF THE CITY OF ALBANY



Elected

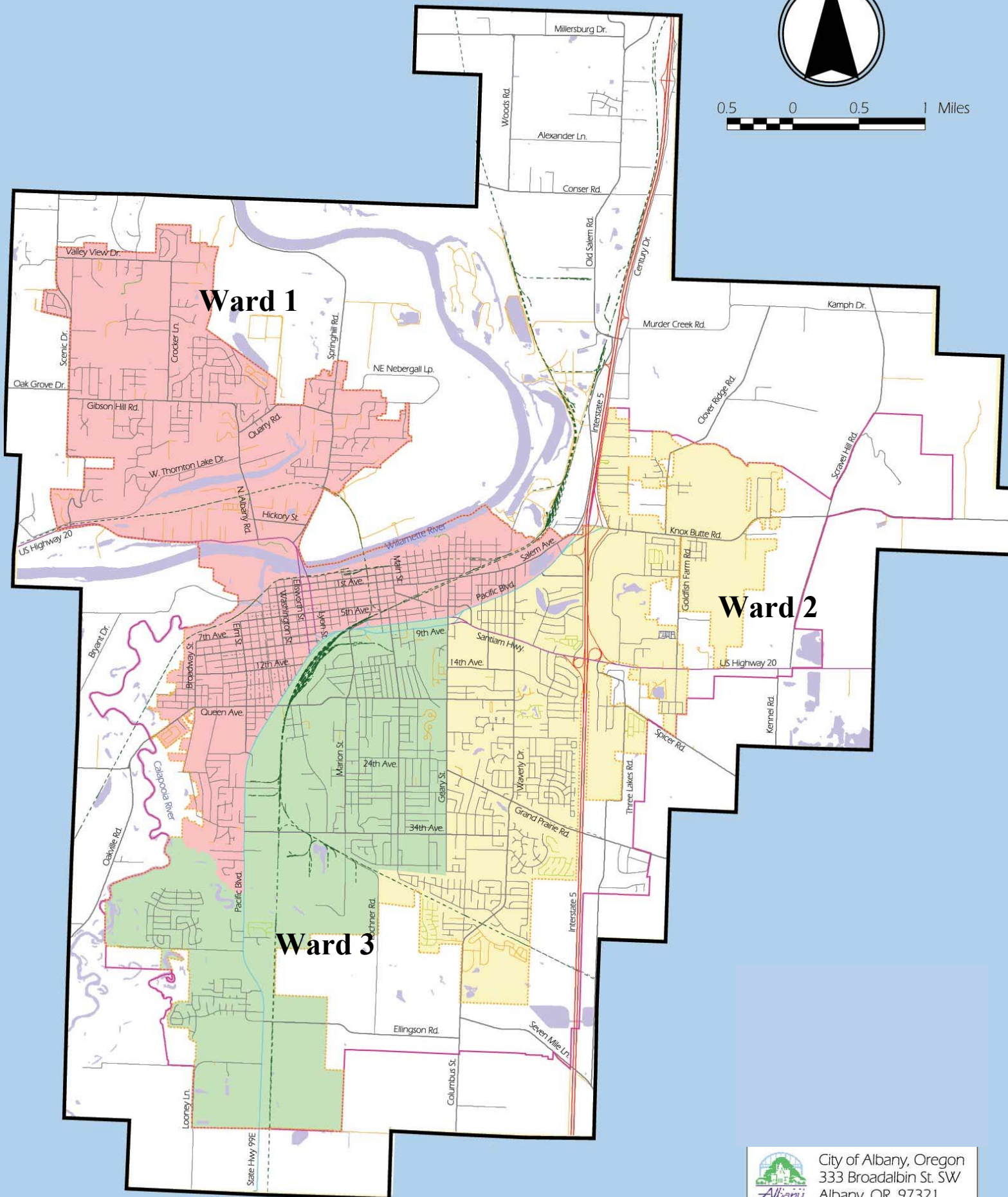
Appointed by Council


Recommended by City Manager, ratified by Council

Appointed by City Manager



0.5 0 0.5 1 Miles



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



City Council



Back Row, left to right

Mike Sykes – Councilor, Ward 1

Rich Kellum – Councilor, Ward 3

Dick Olsen – Councilor, Ward 1

Ray Kopczynski – Councilor, Ward 2

Front Row, left to right

Bill Coburn – Councilor, Ward 2

Sharon Konopa – Mayor

Bessie Johnson – Councilor, Ward 3

PERSONNEL CHANGE REPORT

Addendum: The adopted budget for Fiscal Year 2015-2016 authorized 390.20 full-time equivalent (FTE) positions. Due to a typographical error, 1.00 FTE position was not included in the 390.20. The corrected authorized FTE was 391.20 as of July 1, 2015.

Additionally, the following personnel adjustments were approved during Fiscal Year 2015-2016 but were inadvertently left out:

- Added two 0.0769 FTE Medic 71-Paramedic positions [0.1538 total FTE] (100-25-1208)
- Added two 0.0769 FTE Medic 71-EMT positions [0.1538 total FTE] (100-25-1208)

With the above adjustments and those previously listed in the Fiscal Year 2016-2017 Adopted Budget, the corrected revised authorized FTE for Fiscal Year 2015-2016 changed from 398.20 to 399.5076 FTE positions as of April 1, 2016.

The adopted budget for Fiscal Year 2016-2017 authorized 404.325 full-time equivalent (FTE) positions. In accounting for the Medic 71 positions and some Excel math errors, the corrected revised FTE was 405.8326 as of July 1, 2016.

During Fiscal Year 2016-2017, the following personnel position adjustments were approved:

1. Changed job title for Safety Division Chief position to Safety Division Chief-Fire Marshal (100-25-1203)
2. Changed job title for EMS/Operations Division Chief position to Special Operations Division Chief (100-25-1208 – 80%; 203-25-5117 – 20%)
3. Changed job title for City Emergency Manager position to City Emergency Manager/Safety Officer (100-25-1203)
4. Transferred one 1.00 FTE Administrative Assistant I position from Police bargaining unit to the Non-bargaining group as an Administrative Assistant I (confidential) position in the Police Department.
5. Reclassified 1.00 FTE Recreation Program Coordinator position to Event and Program Coordinator (202-35-1403 – 25 %; 202-35-1404 – 50%; 202-35-1413 – 25%)
6. Reclassified 1.00 FTE Administrative Services Supervisor position to Senior Administrative Supervisor in the Police Department (100-30-1301)
7. Reclassified 1.00 FTE Senior Court Clerk position to Court Supervisor in the Finance Department [Municipal Court] (100-10-1029)

8. Added a 0.725 FTE Maple Lawn Preschool Instruction position (202-35-1403)
9. Reclassified 1.00 FTE Planner II position to Planner III (100-40-1601)
10. Reclassified 1.00 FTE Police Officer position to Police Lieutenant (100-30-1301)
11. Transferred 1.00 FTE Community Paramedic position from Community Paramedic Program grant (203-25-5117) to Fire Department Emergency Services (100-25-1208)
12. Transferred 0.20 FTE Special Operations Division Chief position from Community Paramedic Program grant (203-25-5117) to Fire Department Emergency Services (100-25-1208)
13. Transferred 0.10 FTE Senior Administrative Supervisor position from Community Paramedic Program grant (203-25-5117) to Fire Department Emergency Services (100-25-1208)
14. Transferred 0.10 FTE Clerk III position from Community Paramedic Program grant (203-25-5117) to Fire Department Emergency Services (100-25-1208)
15. Reclassified one vacant 1.00 FTE Fire Lieutenant position to a Firefighter/EMT position (100-25-1208)
16. Transferred one vacant 1.00 FTE Civil Engineer II position from Engineering Services (705-50-2803) to Planning (100-40-1601) and reclassified it to a Planner II position
17. Transferred 1.00 FTE Infrastructure Analyst position from Planning (100-40-1601) to Engineering Services (705-50-2803)
18. Reclassified 1.00 FTE Recreation Program Coordinator position to Event and Program Coordinator (202-35-1402)
19. Adjusted the salary range from A144 to A149 for the Natural Treatment Systems Specialist classification (601-50-2411)
20. Reclassified one 1.0 FTE Accounting Specialist position to Senior Court Clerk in the Finance Department [Municipal Court] (100-10-1029)

With the above adjustments, the revised authorized FTE increased to 406.5576 FTE positions as of April 1, 2017.

The adopted budget for Fiscal Year 2017-2018 authorizes 424.1176 budgeted FTE positions, an increase of 17.56 FTE. The proposed FTE changes are:

City Manager's Office	+1.0000 FTE
Finance Department	+1.0000 FTE
Fire Department	+6.0000 FTE
Human Resources Department	+1.0000 FTE
Library	+0.2750 FTE
Parks & Recreation Department	+2.1875 FTE
Police Department	+6.0000 FTE
Public Works & Community Develop.	-0.9025 FTE
Public Works Operations Department	<u>+1.0000 FTE</u>
Total	+17.560 FTE

CITY MANAGER'S OFFICE

- Add 1.00 FTE Administrative Services Supervisor position

FINANCE DEPARTMENT

- Add 1.00 FTE Deputy City Clerk position

FIRE DEPARTMENT

Fire Department Emergency Services

- Add 1.00 FTE Training Division Chief position
- Add 3.00 FTE Firefighter/EMT positions
- Add 1.00 FTE Medic 71-Paramedic position
- Add 1.00 FTE Medic 71-EMT position

HUMAN RESOURCES

- Add 1.00 FTE HR Programs Coordinator position

LIBRARY

- Increase FTE for one Library Aide position from 0.875 to 1.00
- Increase FTE for one Library Aide position from 0.7375 to 0.80
- Increase FTE for one Library Aide position from 0.7125 to 0.80

PARKS & RECREATION DEPARTMENT

Sports Services

- Add 1.00 FTE Recreation Aide position

Children, Youth, & Family Recreation Services

- Add 0.4375 FTE Maple Lawn Preschool Teaching Assistant I position
- Transfer 0.50 FTE Recreation Programs Supervisor position to Adult Recreation Services
- Add 1.00 FTE Recreation Program Specialist position as a transfer from Adult Recreation Services

Resource Development/Marketing Services

- Transfer 0.25 FTE Event and Program Coordinator position to Adult Recreation Services

Park Maintenance Services

- Reclassify 0.50 FTE Parks Operations Supervisor position to Parks & Facilities Maintenance Manager
- Transfer 1.00 FTE Parks Operations Supervisor position to Park Facilities Repair & Construction
- Transfer 2.00 FTE Park Maintenance III positions to Park Facilities Repair & Construction
- Transfer 1.00 FTE Park Maintenance II position to Park Facilities Repair & Construction

Parks and Recreation Administration

- Increase FTE for one vacant Clerk II position from 0.50 to 0.75

Aquatic Services

- Add 0.50 Clerk II position

Adult Recreation Services

- Add 0.50 FTE Recreation Programs Supervisor position as a transfer from Children, Youth, & Family Recreation Services
- Add 0.25 FTE Event and Program Coordinator position as a transfer from Resource Development/Marketing Services
- Transfer 1.00 FTE Recreation Programs Specialist to Children, Youth, & Family Recreation Services

Park Facilities Repair & Construction

- Add 1.00 FTE Parks Operations Supervisor position as a transfer from Park Maintenance Services
- Add 2.00 FTE Park Maintenance III positions as a transfer from Park Maintenance Services
- Add 1.00 FTE Park Maintenance II position as a transfer from Park Maintenance Services

Facilities Maintenance

- Reclassify 0.50 FTE Parks Operations Supervisor position to Parks & Facilities Maintenance Manager
- Reclassify 1.00 FTE Building Maintenance Lead Worker to Building Maintenance Supervisor

POLICE DEPARTMENT

- Salary grade adjustment for Police Lieutenant classification from N229 to N230
- Salary grade adjustment for Police Records & Systems Supervisor classification from N221 to N223
- Salary grade adjustment for Police Communications Supervisor classification from N222 to N223
- Add 1.00 FTE Police Accreditation Manager position
- Add 3.00 FTE Police Officer positions
- Add 1.00 FTE Police Communications Specialist position
- Add 1.00 FTE Police Clerk position

PUBLIC WORKS & COMMUNITY DEVELOPMENT DEPARTMENT

Planning/CDBG Administration

- Increase FTE for a Planner III position from 0.60 to 0.6975 [100-40-1601 – 11.25%; 203-40-5100 – 58.5%]

Public Works Administration

- Delete 1.00 FTE Administrative Project Coordinator position

PUBLIC WORKS OPERATIONS DEPARTMENT

Wastewater Administration

- Reclassify 1.00 FTE Utility Superintendent position to Wastewater Superintendent

Industrial Pretreatment

- Delete 1.00 FTE Environmental Programs Supervisor position
- Reclassify vacant 1.00 FTE Environmental Services Technician II position to Lead Environmental Services Technician

Vine Street Water Treatment Plant

- Add 0.50 FTE Treatment Facilities Operator position

Albany-Millersburg Water Treatment Plant

- Add 0.50 FTE Treatment Facilities Operator position

Water Quality Control Services

- Add 1.00 FTE Environmental Services Manager position

Authorized Positions and Monthly Salary Schedule

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

Position	2015-2016 Adjusted Positions	2016-2017 Adjusted Positions	2017-2018 Adopted Positions	2017-2018 Salary Schedule	
				Minimum	Maximum
City Manager's Office					
Council & Nondepartmental – 701-11-1027					
Mayor	1.0	1.0	1.0	\$185	N/A
Councilor	6.0	6.0	6.0	\$130	N/A
TOTAL	7.0	7.0	7.0		
City Manager's Office – 701-11-1028					
City Manager	1.0	1.0	1.0	\$12,788	N/A
Management Assistant/Public Information Officer	1.0	1.0	1.0	\$5,513	\$6,782
Administrative Services Supervisor	0.0	0.0	1.0	\$4,618	\$5,679
Administrative Assistant I (confidential)	1.0	1.0	1.0	\$3,983	\$4,896
Administrative Assistant (confidential)	0.7	0.7	0.7	\$3,540	\$4,354
TOTAL	3.7	3.7	4.7		
Economic Development Activities – 211-11-1101					
Economic Development & Urban Renewal Director	1.0	1.0	1.0	\$8,274	\$10,344
Urban Renewal Officer	0.0	1.0	1.0	\$4,618	\$5,679
TOTAL	1.0	2.0	2.0		
Finance Department					
Municipal Court – 100-10-1029					
Municipal Court Judge	0.250	0.250	0.250	N/A	\$6,763
Court Supervisor	0.000	1.000	1.000	\$4,755	\$5,848
Senior Court Clerk	1.000	1.000	1.000	\$3,193	\$4,069
Accounting Specialist	1.000	0.000	0.000	N/A	N/A
Court Clerk	2.125	2.125	2.125	\$2,757	\$3,509
TOTAL	4.375	4.375	4.375		
Finance Office – 701-10-1035					
Finance Director	1.00	1.00	1.00	\$9,190	\$11,487
Accounting Supervisor	0.00	2.00	2.00	\$6,584	\$8,100
Senior Accountant	2.00	0.00	0.00	N/A	N/A
City Clerk	1.00	1.00	1.00	\$4,755	\$5,848
Deputy City Clerk	0.00	0.00	1.00	\$4,103	\$5,045
Payroll Supervisor	1.00	1.00	1.00	\$4,755	\$5,848
Purchasing Coordinator	1.00	1.00	1.00	\$4,437	\$5,734
Accounting Specialist	4.00	4.00	4.00	\$3,193	\$4,069
TOTAL	10.00	10.00	11.00		
Fire Department					
Public Safety Levy - Fire – 100-25-1202					
Firefighter/EMT	7.0	7.0	7.0	\$4,927	\$6,228
Senior Deputy Fire Marshal - Compliance	0.0	1.0	1.0	\$5,859	\$7,432
Deputy Fire Marshal - Compliance	1.0	0.0	0.0	N/A	N/A
TOTAL	8.0	8.0	8.0		
Fire & Life Safety – 100-25-1203					
Safety Division Chief - Fire Marshal	0.0	1.0	1.0	\$7,196	\$8,850
Fire Marshal	1.0	0.0	0.0	N/A	N/A
City Emergency Manager/Safety Officer	0.0	1.0	1.0	\$6,207	\$7,634
Deputy Fire Marshal - Compliance	2.0	2.0	2.0	\$5,628	\$7,134
Deputy Fire Marshal - Risk Reduction Specialist/Public Information Officer	1.0	1.0	1.0	\$5,237	\$6,579
TOTAL	4.0	5.0	5.0		
Fire Department Emergency Services – 100-25-1208					
Fire Chief	1.0000	1.0000	1.0000	\$9,190	\$11,487
Assistant Fire Chief	1.0000	1.0000	1.0000	\$7,864	\$9,672
Special Operations Division Chief	0.0000	1.0000	1.0000	\$7,196	\$8,850
EMS/Operations Division Chief	0.8000	0.0000	0.0000	N/A	N/A
Training Division Chief	0.0000	0.0000	1.0000	\$7,196	\$8,850
Training Lieutenant	1.0000	1.0000	1.0000	\$5,859	\$7,432
Battalion Chief	3.0000	3.0000	3.0000	\$6,782	\$8,342
Lieutenant	13.0000	13.0000	13.0000	\$5,859	\$7,432
Apparatus Operator	12.0000	12.0000	12.0000	\$5,285	\$6,664
Firefighter/EMT	28.0000	28.0000	31.0000	\$4,927	\$6,228
Medic 71 - Paramedic	1.1538	1.1538	2.1538	\$18.82/hr	N/A
Medic 71 - EMT	1.1538	1.1538	2.1538	\$13.59/hr	N/A
Community Paramedic	0.0000	1.0000	1.0000	\$5,234	\$6,623
Senior Administrative Supervisor	0.9000	1.0000	1.0000	\$4,896	\$6,024
Administrative Assistant I	2.0000	1.0000	1.0000	\$3,539	\$4,516
Ambulance Billing Coordinator	1.0000	1.0000	1.0000	\$3,492	\$4,331
Ambulance Billing Specialist	0.6000	0.6000	0.6000	\$2,757	\$3,509
Clerk III	0.9000	1.0000	1.0000	\$2,757	\$3,509
TOTAL	67.5076	67.9076	73.9076		

Authorized Positions and Monthly Salary Schedule

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

Position	2015-2016 Adjusted Positions	2016-2017 Adjusted Positions	2017-2018 Adopted Positions	2017-2018 Salary Schedule	
				Minimum	Maximum
Community Paramedic Program - 203-25-5117					
EMS/Operations Division Chief	0.2	0.0	0.0	N/A	N/A
Community Paramedic	1.0	0.0	0.0	N/A	N/A
Senior Administrative Supervisor	0.1	0.0	0.0	N/A	N/A
Clerk III	0.1	0.0	0.0	N/A	N/A
TOTAL	1.4	0.0	0.0		
<i>Human Resources Department</i>					
Human Resources – 701-14-1032					
Human Resources Director	1.0	1.0	1.0	\$8,274	\$10,344
Senior Human Resources Programs Coordinator	1.0	1.0	1.0	\$5,679	\$6,985
Human Resources Programs Coordinator	1.0	1.0	2.0	\$4,755	\$5,848
Human Resources Information System (HRIS) Coordinator	1.0	1.0	1.0	\$4,482	\$5,513
TOTAL	4.0	4.0	5.0		
<i>Information Technology Department</i>					
Information Technology Services – 701-13-1030					
Assistant City Manager/Chief Information Officer	1.0	1.0	1.0	\$9,190	\$11,487
Information Technology Project Manager	1.0	1.0	1.0	\$6,392	\$7,864
Security & Network Solutions Engineer	1.0	1.0	1.0	\$5,417	\$6,910
Enterprise Technology Manager	1.0	1.0	1.0	\$6,392	\$7,864
IT Infrastructure Administrator	0.0	1.0	1.0	\$4,921	\$6,265
System Administrator	3.0	2.0	2.0	\$4,709	\$6,015
Media & Applications Developer	0.0	1.0	1.0	\$4,709	\$6,015
Graphics and Web Specialist	1.0	0.0	0.0	N/A	N/A
Senior Information Systems Technician	1.0	1.0	1.0	\$3,978	\$5,079
Information Systems Technician	1.0	1.0	1.0	\$3,697	\$4,727
Application Support Specialist	0.5	0.5	0.5	\$3,614	\$4,601
TOTAL	10.5	10.5	10.5		
Geographic Information Services – 701-13-2010					
Data Systems Manager	1.0	1.0	1.0	\$6,392	\$7,864
Geographic Information System Analyst	1.0	1.0	1.0	\$4,709	\$6,015
TOTAL	2.0	2.0	2.0		
Permit Tracking Services – 701-13-2011					
Application Support Specialist	0.5	0.5	0.5	\$3,614	\$4,601
TOTAL	0.5	0.5	0.5		
<i>Library Department</i>					
Library – 100-45-1701					
Library Director	1.0000	1.0000	1.0000	\$8,274	\$10,344
Supervising Librarian	1.0000	1.0000	1.0000	\$5,513	\$6,782
Library Resources Coordinator	0.7500	0.7500	0.7500	\$4,437	\$5,734
Librarian II	3.0000	4.0000	4.0000	\$4,023	\$5,125
Librarian I	3.5000	2.5000	2.5000	\$3,575	\$4,546
Senior Library Assistant	1.0000	1.0000	1.0000	\$3,460	\$4,408
Library Assistant	2.7125	2.7125	2.7125	\$3,119	\$3,980
System Administrator	1.0000	1.0000	1.0000	\$4,709	\$6,015
Administrative Assistant I	1.0000	1.0000	1.0000	\$3,539	\$4,516
Library Aide	5.9625	5.9625	6.2375	\$2,541	\$3,230
TOTAL	20.9250	20.9250	21.2000		
<i>Parks & Recreation Department</i>					
Sports Services – 202-35-1402					
Event & Program Coordinator	0.0	1.0	1.0	\$4,437	\$5,734
Recreation Aide	0.0	0.0	1.0	\$1,978	\$2,515
Recreation Coordinator	1.0	0.0	0.0	N/A	N/A
TOTAL	1.0	1.0	2.0		
Children, Youth, & Family Recreation Services – 202-35-1403					
Recreation Programs Manager	0.200	0.200	0.2000	\$6,024	\$7,411
Recreation Programs Supervisor	1.000	1.000	0.5000	\$4,618	\$5,679
Event and Program Coordinator	0.000	0.250	0.2500	\$4,437	\$5,734
Recreation Programs Specialist	0.000	0.000	1.0000	\$3,713	\$4,741
Recreation Coordinator	0.250	0.000	0.0000	N/A	N/A
Maple Lawn Preschool Instructor	0.000	1.750	1.7500	\$2,757	\$3,509
Maple Lawn Preschool Teaching Assistant II	0.650	0.000	0.0000	N/A	N/A
Maple Lawn Preschool Teaching Assistant I	0.875	0.875	1.3125	\$1,978	\$2,515
TOTAL	2.975	4.075	5.0125		

Authorized Positions and Monthly Salary Schedule

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

Position	2015-2016 Adjusted Positions	2016-2017 Adjusted Positions	2017-2018 Adopted Positions	2017-2018 Salary Schedule	
				Minimum	Maximum
Resource Development/Marketing Services – 202-35-1404					
Recreation Programs Manager	0.20	0.20	0.20	\$6,024	\$7,411
Resource Development Coordinator	1.00	1.00	1.00	\$4,437	\$5,734
Event and Program Coordinator	1.00	1.50	1.25	\$4,437	\$5,734
Recreation Coordinator	0.50	0.00	0.00	N/A	N/A
TOTAL	2.70	2.70	2.45		
Park Maintenance Services – 202-35-1407					
Parks & Facilities Maintenance Manager	0.0	0.0	0.5	\$6,024	\$7,411
Parks Operations Supervisor	1.5	1.5	0.0	N/A	N/A
Natural Resources Specialist	1.0	1.0	1.0	\$4,081	\$5,212
Park Maintenance III	2.0	2.0	0.0	N/A	N/A
Park Maintenance II	1.0	4.0	3.0	\$3,575	\$4,546
Park Maintenance I	3.0	1.0	1.0	\$3,294	\$4,186
TOTAL	8.5	9.5	5.5		
Parks & Recreation Administration – 202-35-1408					
Parks & Recreation Director	1.00	1.00	1.0	\$8,274	\$10,344
Recreation Programs Manager	0.20	0.20	0.2	\$6,024	\$7,411
Administrative Services Coordinator	1.00	1.00	1.0	\$3,881	\$4,930
Clerk III	1.00	1.00	1.0	\$2,757	\$3,509
Clerk II	1.25	1.25	1.5	\$2,541	\$3,230
TOTAL	4.45	4.45	4.7		
Aquatic Services – 202-35-1410					
Recreation Programs Manager	1.0	1.0	1.0	\$6,024	\$7,411
Building Maintenance II	0.5	0.5	0.5	\$3,575	\$4,546
Aquatics Program Coordinator	0.0	2.0	2.0	\$3,492	\$4,439
Aquatics Program Leader	2.0	0.0	0.0	N/A	N/A
Clerk II	0.0	0.0	0.5	\$2,541	\$3,230
TOTAL	3.5	3.5	4.0		
Adult Recreation Services – 202-35-1413					
Recreation Programs Manager	0.40	0.40	0.4	\$6,024	\$7,411
Recreation Programs Supervisor	0.00	0.00	0.5	\$4,618	\$5,679
Event and Program Coordinator	0.00	0.25	0.5	\$4,437	\$5,734
Recreation Coordinator	0.25	0.00	0.0	N/A	N/A
Recreation Programs Specialist	2.00	2.00	1.0	\$3,713	\$4,741
Clerk III	1.00	1.00	1.0	\$2,757	\$3,509
TOTAL	3.65	3.65	3.4		
Park Facilities Repair & Construction – 202-35-1420					
Parks Operations Supervisor	0.00	0.00	1.00	\$4,618	\$5,679
Park Maintenance III	0.00	0.00	2.00	\$3,881	\$4,930
Park Maintenance II	0.00	0.00	1.00	\$3,575	\$4,546
TOTAL	0.00	0.00	4.00		
Facilities Maintenance – 701-35-1033					
Parks & Facilities Maintenance Manager	0.0	0.0	0.5	\$6,024	\$7,411
Parks Operations Supervisor	0.5	0.5	0.0	N/A	N/A
Building Maintenance Supervisor	0.0	0.0	1.0	\$4,618	\$5,679
Building Maintenance Lead Worker	1.0	1.0	0.0	N/A	N/A
Building Maintenance II	2.0	2.0	2.0	\$3,575	\$4,546
TOTAL	3.5	3.5	3.5		
Police Department					
Police – 100-30-1301					
Police Chief	1.000	1.00	1.00	\$9,190	\$11,487
Police Captain	2.000	2.00	2.00	\$7,634	\$9,390
Police Lieutenant (changed from Sergeant to Lieutenant)	7.000	8.00	8.00	\$6,392	\$7,864
Police Sergeant (changed from Corporal to Sergeant)	6.000	6.00	6.00	\$5,327	\$6,725
Police Officer	41.000	41.00	44.00	\$4,632	\$5,833
Police Records & Systems Supervisor	1.000	1.00	1.00	\$5,195	\$6,392
Police Communications Supervisor	1.000	1.00	1.00	\$5,195	\$6,392
Police Accreditation Manager	0.000	0.00	1.00	\$4,814	\$6,221
Police Communications Specialist	9.000	9.00	10.00	\$3,769	\$4,787
Code Compliance Officer	0.000	1.00	1.00	\$4,437	\$5,734
Crime Prevention Specialist	1.000	1.00	1.00	\$4,006	\$5,132
Community Service Officer	1.000	1.00	1.00	\$3,889	\$4,984
Property and Evidence Specialist	1.625	2.00	2.00	\$3,447	\$4,314
Senior Administrative Supervisor	0.000	1.00	1.00	\$4,896	\$6,024
Administrative Services Supervisor	1.000	0.00	0.00	N/A	N/A
Administrative Assistant I (confidential)	1.000	2.00	2.00	\$3,983	\$4,896
Administrative Assistant I	1.000	0.00	0.00	N/A	N/A
Police Clerk	6.250	6.25	7.25	\$2,976	\$3,791
TOTAL	80.875	83.25	89.25		

Authorized Positions and Monthly Salary Schedule

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

Position	2015-2016 Adjusted Positions	2016-2017 Adjusted Positions	2017-2018 Adopted Positions	2017-2018 Salary Schedule	
				Minimum	Maximum
Public Safety Levy - Police – 100-30-1302					
Police Officer	4.0	4.0	4.0	\$4,632	\$5,833
Crime Analyst	1.0	1.0	1.0	\$4,509	\$5,755
Community Service Officer	3.0	3.0	3.0	\$3,889	\$4,984
Police Communications Specialist	1.0	1.0	1.0	\$3,769	\$4,787
TOTAL	9.0	9.0	9.0		
Public Works Engineering & Community Development Department					
Planning – 100-40-1601					
Planning Manager	1.00	1.00	1.0000	\$6,584	\$8,100
Planner III	1.00	2.00	2.1125	\$5,417	\$6,910
Planner II	1.00	1.00	1.0000	\$4,921	\$6,265
Planner I	1.00	1.00	1.0000	\$4,081	\$5,212
Infrastructure Analyst	1.00	0.00	0.0000	N/A	N/A
Permit Technician	0.50	0.50	0.5000	\$3,539	\$4,516
Senior Code Compliance Inspector	0.32	0.32	0.3200	\$4,437	\$5,734
TOTAL	5.82	5.82	5.9325		
CDBG Administration 203-40-5100					
Planner III	0.00	0.60	0.585	\$5,417	\$6,910
TOTAL	0.00	0.60	0.585		
CDBG Administration Odd Year – 203-40-5113					
Planner III	0.60	0.00	0.00	N/A	N/A
TOTAL	0.60	0.00	0.00		
Building Inspection – 204-40-1602					
Building Official Manager	1.00	1.00	1.00	\$6,584	\$8,100
Building Inspector	3.25	3.25	3.25	\$4,365	N/A
Senior Code Compliance Inspector	0.68	0.68	0.68	\$4,437	\$5,734
Permit Technician	1.50	1.50	1.50	\$3,539	\$4,516
TOTAL	6.43	6.43	6.43		
Electrical Permit Program – 204-40-1603					
Building Inspector	0.75	0.75	0.75	\$4,365	N/A
TOTAL	0.75	0.75	0.75		
Public Works Administration – 705-50-2802					
Public Works Engineering & Community Development Director	1.0	1.0	1.0	\$9,190	\$11,487
Public Works/Community Development Business Manager	0.0	1.0	1.0	\$6,584	\$8,100
Senior Accountant	1.0	0.0	0.0	N/A	N/A
Public Works Executive Assistant	1.0	0.0	0.0	N/A	N/A
Senior Administrative Supervisor	1.0	1.0	1.0	\$4,896	\$6,024
Administrative Project Coordinator	1.0	1.0	0.0	N/A	N/A
Public Works Project Coordinator	1.0	1.0	1.0	\$3,978	\$5,079
Administrative Assistant I	2.0	3.0	3.0	\$3,539	\$4,516
Clerk III	2.0	2.0	2.0	\$2,757	\$3,509
TOTAL	10.0	10.0	9.0		
Engineering Services – 705-50-2803					
City Engineer	1.0	1.0	1.0	\$7,196	\$8,850
Utilities Services Manager	1.0	0.0	0.0	N/A	N/A
Engineering Manager/Assistant City Engineer	1.0	1.0	1.0	\$6,782	\$8,342
Development Services Manager	0.0	1.0	1.0	\$7,196	\$8,850
Engineering Manager/Regulatory Affairs	1.0	0.0	0.0	N/A	N/A
Transportation Systems Analyst	1.0	1.0	1.0	\$5,417	\$6,910
Civil Engineer III	4.0	5.0	5.0	\$6,059	\$7,732
Civil Engineer II	2.0	2.0	2.0	\$5,417	\$6,910
Lead Engineering Technician	1.0	1.0	1.0	\$4,921	\$6,265
Infrastructure Analyst	0.0	1.0	1.0	\$4,921	\$6,265
Engineering Associate I	1.0	0.0	0.0	N/A	N/A
Engineering Technician IV	2.0	2.0	2.0	\$4,709	\$6,015
Engineering Technician III	2.0	1.0	1.0	\$4,283	\$5,456
Engineering Technician II	2.0	2.0	2.0	\$3,780	\$4,813
Public Works Project Accountant	1.0	1.0	1.0	\$3,756	\$4,780
TOTAL	20.0	19.0	19.0		
Public Works Customer Services – 705-50-2807					
Public Works Customer Services Supervisor	1.0	1.0	1.0	\$5,513	\$6,782
Field Representative II	2.0	2.0	2.0	\$3,271	\$4,180
Billing/Collection Specialist II	4.0	4.0	4.0	\$2,892	\$3,749
Public Works Customer Service Representative	2.0	2.0	2.0	\$2,757	\$3,509
TOTAL	9.0	9.0	9.0		

Authorized Positions and Monthly Salary Schedule

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

Position	2015-2016 Adjusted Positions	2016-2017 Adjusted Positions	2017-2018 Adopted Positions	2017-2018 Salary Schedule	
				Minimum	Maximum
Public Works Operations Department					
Albany Municipal Airport – 211-50-1103					
Utility Superintendent - Transportation	0.1	0.1	0.1	\$6,207	\$7,634
TOTAL	0.1	0.1	0.1		
Albany Transit System – 213-50-1106					
Utility Superintendent - Transportation	0.15	0.15	0.15	\$6,207	\$7,634
Transit Programs Supervisor	0.50	0.50	0.50	\$4,896	\$6,024
Operations Maintenance I	0.25	0.25	0.25	\$3,294	\$4,186
Transit Operator	2.68	2.68	2.68	\$3,193	\$4,069
Clerk III	0.33	0.33	0.33	\$2,757	\$3,509
TOTAL	3.91	3.91	3.91		
Linn-Benton Transit Loop – 213-50-1107					
Utility Superintendent - Transportation	0.150	0.150	0.150	\$6,207	\$7,634
Transit Programs Supervisor	0.500	0.500	0.500	\$4,896	\$6,024
Operations Maintenance I	0.250	0.250	0.250	\$3,294	\$4,186
Transit Operator	2.745	3.245	3.245	\$3,193	\$4,069
Clerk III	0.330	0.330	0.330	\$2,757	\$3,509
TOTAL	3.975	4.475	4.475		
Paratransit System – 213-50-1108					
Utility Superintendent - Transportation	0.150	0.15	0.15	\$6,207	\$7,634
Paratransit Services Supervisor	1.000	1.00	1.00	\$4,618	\$5,679
Transportation Assistant	1.925	3.00	3.00	\$2,757	\$3,509
Clerk III	0.340	0.34	0.34	\$2,757	\$3,509
TOTAL	3.415	4.49	4.49		
Street Maintenance – 250-50-2602					
Street Maintenance Lead Worker	1.0	1.0	1.0	\$4,180	\$5,331
Street Maintenance II	6.0	6.0	6.0	\$3,575	\$4,546
TOTAL	7.0	7.0	7.0		
Street Administration - 250-50-2604					
Utility Superintendent - Transportation	0.45	0.45	0.45	\$6,207	\$7,634
TOTAL	0.45	0.45	0.45		
Wastewater Treatment Plant – 601-50-2404 (A-M Water Reclamation Facility)					
Treatment Plant Supervisor	1.0	1.0	1.0	\$5,679	\$6,985
Treatment Facilities Operator	5.0	5.0	5.0	\$3,649	\$4,651
Treatment Facilities Technician	0.0	1.0	1.0	\$3,294	\$4,186
Treatment Facilities Maintenance Technician	1.0	0.0	0.0	N/A	N/A
TOTAL	7.0	7.0	7.0		
Wastewater Collection – 601-50-2405					
Wastewater Collections Supervisor	1.0	1.0	1.0	\$5,679	\$6,985
Lead Wastewater Operator	1.0	1.0	1.0	\$4,180	\$5,331
Wastewater Maintenance II	8.0	8.0	8.0	\$3,575	\$4,546
Water Maintenance II	0.5	0.5	0.5	\$3,575	\$4,546
TOTAL	10.5	10.5	10.5		
Wastewater Administration – 601-50-2407					
Wastewater Superintendent	0.0	0.0	1.0	\$6,584	\$8,100
Utility Superintendent - Wastewater	1.0	1.0	0.0	N/A	N/A
TOTAL	1.0	1.0	1.0		
Wetlands – 601-50-2411					
Natural Treatment Systems Specialist	1.0	1.0	1.0	\$4,709	\$6,015
TOTAL	1.0	1.0	1.0		
Industrial Pretreatment – 601-50-2413					
Environmental Programs Supervisor	1.0	1.0	0.0	N/A	N/A
Lead Environmental Services Technician	0.0	0.0	1.0	\$4,437	\$5,734
Environmental Services Technician II	3.0	3.0	2.0	\$4,223	\$5,381
TOTAL	4.0	4.0	3.0		
Water Administration – 615-50-2202					
Utility Superintendent - Water	1.0	1.0	1.0	\$6,207	\$7,634
TOTAL	1.0	1.0	1.0		
Water Canal Maintenance – 615-50-2204					
Water Operations Supervisor	0.5	0.5	0.5	\$5,679	\$6,985
Lead Water Operator	1.0	1.0	1.0	\$4,180	\$5,331
Water Maintenance II	2.0	2.0	2.0	\$3,575	\$4,546
TOTAL	3.5	3.5	3.5		

Authorized Positions and Monthly Salary Schedule

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

Position	2015-2016 Adjusted Positions	2016-2017 Adjusted Positions	2017-2018 Adopted Positions	2017-2018 Salary Schedule	
				Minimum	Maximum
Vine Street Water Treatment Plant – 615-50-2205					
Treatment Plant Supervisor	0.5	0.5	0.5	\$5,679	\$6,985
Treatment Facilities Operator	2.8	3.5	4.0	\$3,649	\$4,651
TOTAL	3.3	4.0	4.5		
Water Distribution – 615-50-2206					
Water Operations Supervisor	0.5	0.5	0.5	\$5,679	\$6,985
Lead Water Operator	1.0	1.0	1.0	\$4,180	\$5,331
Water Maintenance III	0.0	1.0	1.0	\$3,780	\$4,813
Water Maintenance II	7.5	6.5	6.5	\$3,575	\$4,546
TOTAL	9.0	9.0	9.0		
Albany-Millersburg Water Treatment Plant – 615-50-2207					
Treatment Plant Supervisor	0.50	0.50	0.5	\$5,679	\$6,985
Treatment Facilities Operator	4.25	3.50	4.0	\$3,649	\$4,651
TOTAL	4.75	4.00	4.5		
Operations Administration – 705-50-2805					
Public Works Operations Director	1.0	1.0	1.0	\$9,190	\$11,487
Inventory Specialist	1.0	0.0	0.0	N/A	N/A
TOTAL	2.0	1.0	1.0		
Water Quality Control Services – 705-50-2806					
Environmental Services Manager	0.0	0.0	1.0	\$5,848	\$7,196
Environmental Services Technician II	2.0	2.0	2.0	\$4,223	\$5,381
WWTP Laboratory Technician	1.0	1.0	1.0	\$4,180	\$5,331
TOTAL	3.0	3.0	4.0		
Facilities & Maintenance Engineering – 705-50-2809					
Public Works Technical Services Manager	0.0	1.0	1.0	\$6,207	\$7,634
Facilities Maintenance & Control Manager	1.0	0.0	0.0	N/A	N/A
Public Works Technical Services Supervisor	0.0	1.0	1.0	\$5,679	\$6,985
Lead Computerized Maintenance Management Systems Analyst	1.0	0.0	0.0	N/A	N/A
Facilities Automation Analyst	3.0	3.0	3.0	\$5,026	\$6,411
System Administrator	0.0	1.0	1.0	\$4,709	\$6,015
Computerized Maintenance Management Systems Analyst	3.0	3.0	3.0	\$4,081	\$5,212
Facilities Maintenance Electrician	1.0	1.0	1.0	\$4,025	\$5,129
Facilities Automation Technician	1.0	1.0	1.0	\$3,697	\$4,727
Facilities Mechanic I	3.0	3.0	3.0	\$3,614	\$4,601
Inventory Specialist	0.0	1.0	1.0	\$3,066	\$3,903
TOTAL	13.0	15.0	15.0		
ALL DEPARTMENTS TOTAL	399.5076	406.5576	424.1176		

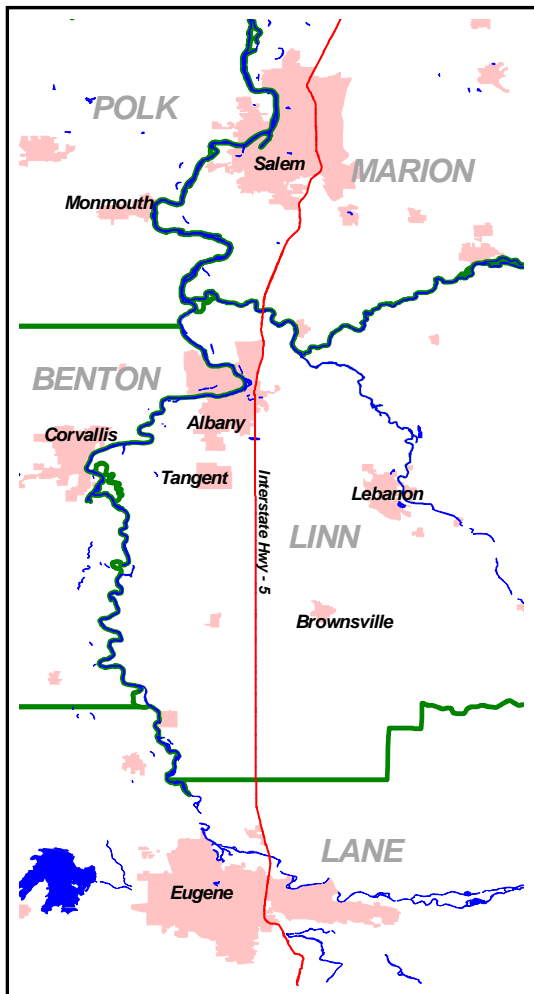
FTE = Full-Time Equivalency

USER'S GUIDE

A BRIEF TOUR OF ALBANY

Location

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



Population

Albany has a population of 52,540. Nearly 86 percent of the City’s population resides in Linn County, with the remainder in Benton County. The City came close to matching the record growth in population of the 1960s and 1970s (over 40 percent) in the 1990s, at around 39 percent. In the 2000s, the total increase was approximately 17 percent. The increases for the last six years are:

<u>As of</u>	<u>Population</u>	<u>% Change</u>
2012	50,325	0.4%
2013	50,520	0.4%
2014	50,710	0.0%*
2015	50,720	1.1%
2016	51,270	0.9%
2017	51,670	1.6%

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

Demographics

City Boundary Land Area

2014	17.70 sq. mi.
2015	17.70 sq. mi.
2016	17.70 sq. mi.

Urban Growth Boundary Land Area

2014	21.72 sq. mi.
2015	21.72 sq. mi.
2016	21.72 sq. mi.

Assessed Value (\$Millions)

2014-15	3,416
2015-16	3,552
2016-17	3,663

Source: Linn and Benton County Assessor’s Offices

School Enrollment

2014	9,108
2015	9,600
2016	9,600

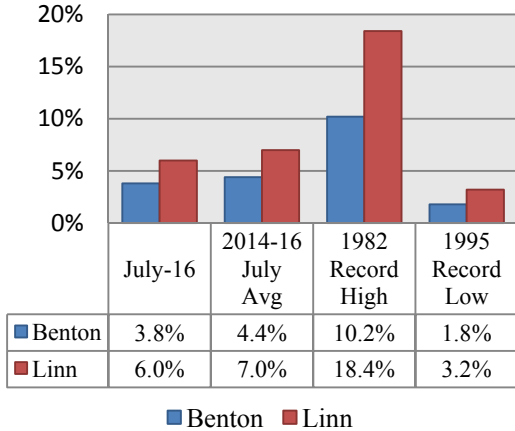
Infrastructure (as of June 30, 2017)

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

Economics

Unemployment Rate, Linn County

2015	6.4%
2016	6.0%
2017	5.0%



Unemployment Rate, Benton County

2015	4.1%
2016	3.8%
2017	3.2%

Source: State of Oregon Employment Division – July 2017.

Top Ten Taxpayers to the City of Albany in 2016

<u>Taxpayer</u>	<u>Tax Imposed</u>
Target Corporation	\$1,189,955
Oregon Freeze Dry Inc	594,661
Oregon Metallurgical Corp	479,247
Comcast Corporation	449,859
Pacific Cast Technologies Inc	422,810
PacifiCorp (P P & L)	359,428
Mennonite Home of Albany, Inc	340,989
Wal-Mart Real Estate Business Trust	334,012
Eugene Freezing & Storage Co	316,697
Northwest Natural Gas Co	314,860

Major Employers

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

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

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

Government

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

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

FUND STRUCTURE

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

General Fund

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

Major Revenues

- Property tax
- Franchise fees
- Privilege tax
- 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
- Intergovernmental (federal, state)
- Charges for services

Primary Services

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

Debt Service Funds

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

Major Revenues

- Property tax
- Department charges
- Special assessments

Primary Services

- Payment of principal and interest on outstanding bonds.

Capital Projects Fund

This fund is created to record all revenues and expenditures used to finance the building or acquisition of capital facilities.

Major Revenues

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

Primary Services

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

Permanent Funds

These funds are created to account for assets that have been given to the City, of which the City acts as trustee. The assets are legally restricted to the extent that only earnings, and not principal, may be used for the benefit of the government or its citizenry.

Major Revenues

- Endowments
- Gifts and donations

Primary Services

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

FUND STRUCTURE (cont.)

Enterprise Funds

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

Major Revenues

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

Primary Services

- Water treatment and distribution
- Wastewater collection and disposal
- Wastewater and water infrastructure maintenance and improvements

Internal Services Funds

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

Major Revenues

- Charges to other City departments

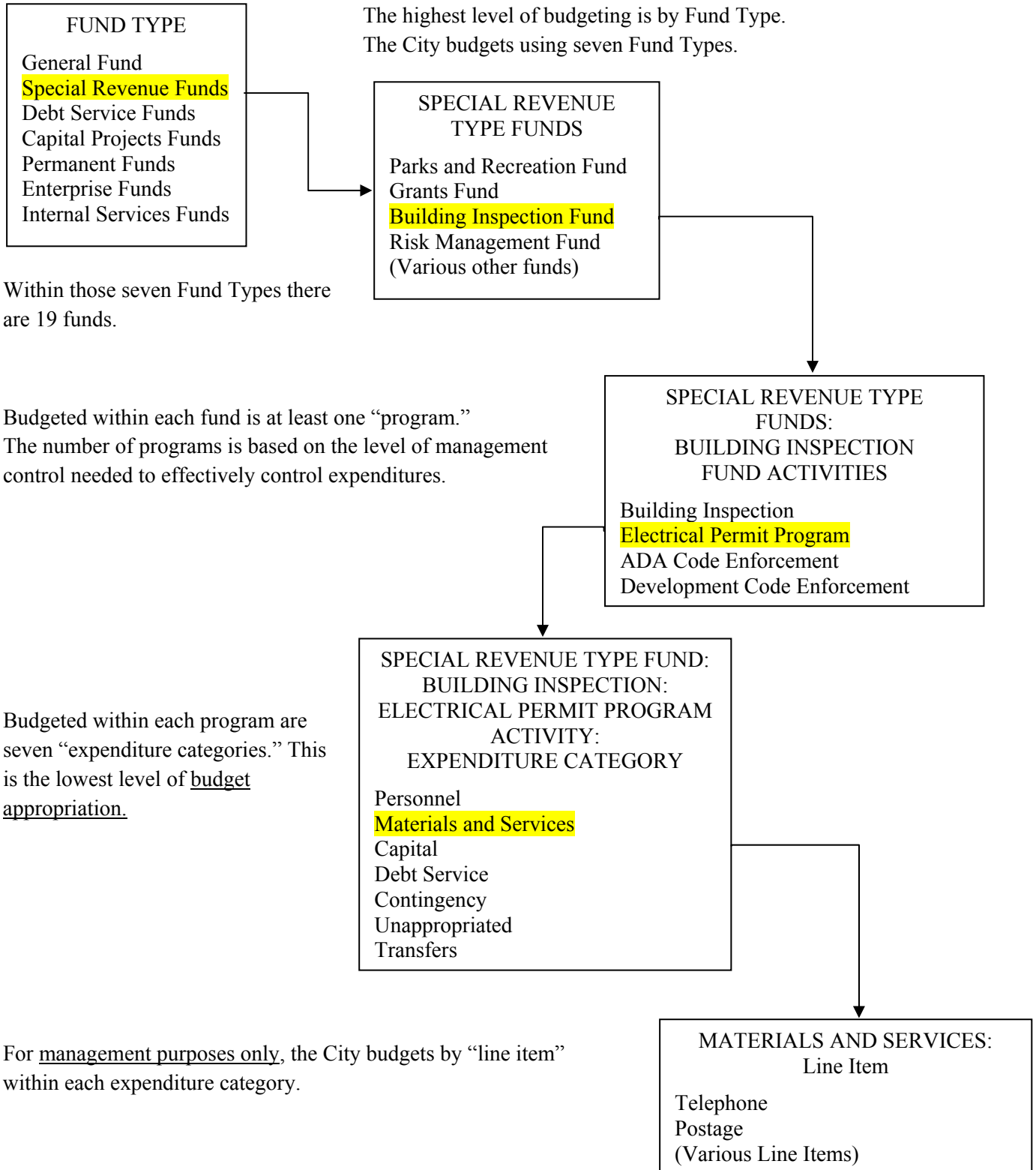
Primary Services

- General administrative services (e.g., City manager, finance, and legal)
- Human resources
- Information technology services
- Geographical information services
- Facilities maintenance
- Permit tracking services
- Public works administration

USER'S GUIDE

BUDGET DOCUMENT STRUCTURE

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



CITY OF ALBANY BUDGET PROCESS

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

Revenue Forecast

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

Council's Strategic Plan Themes

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

Department Strategies/Actions

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

Oregon Local Budget Law

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

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

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

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

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

USER'S GUIDE

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

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

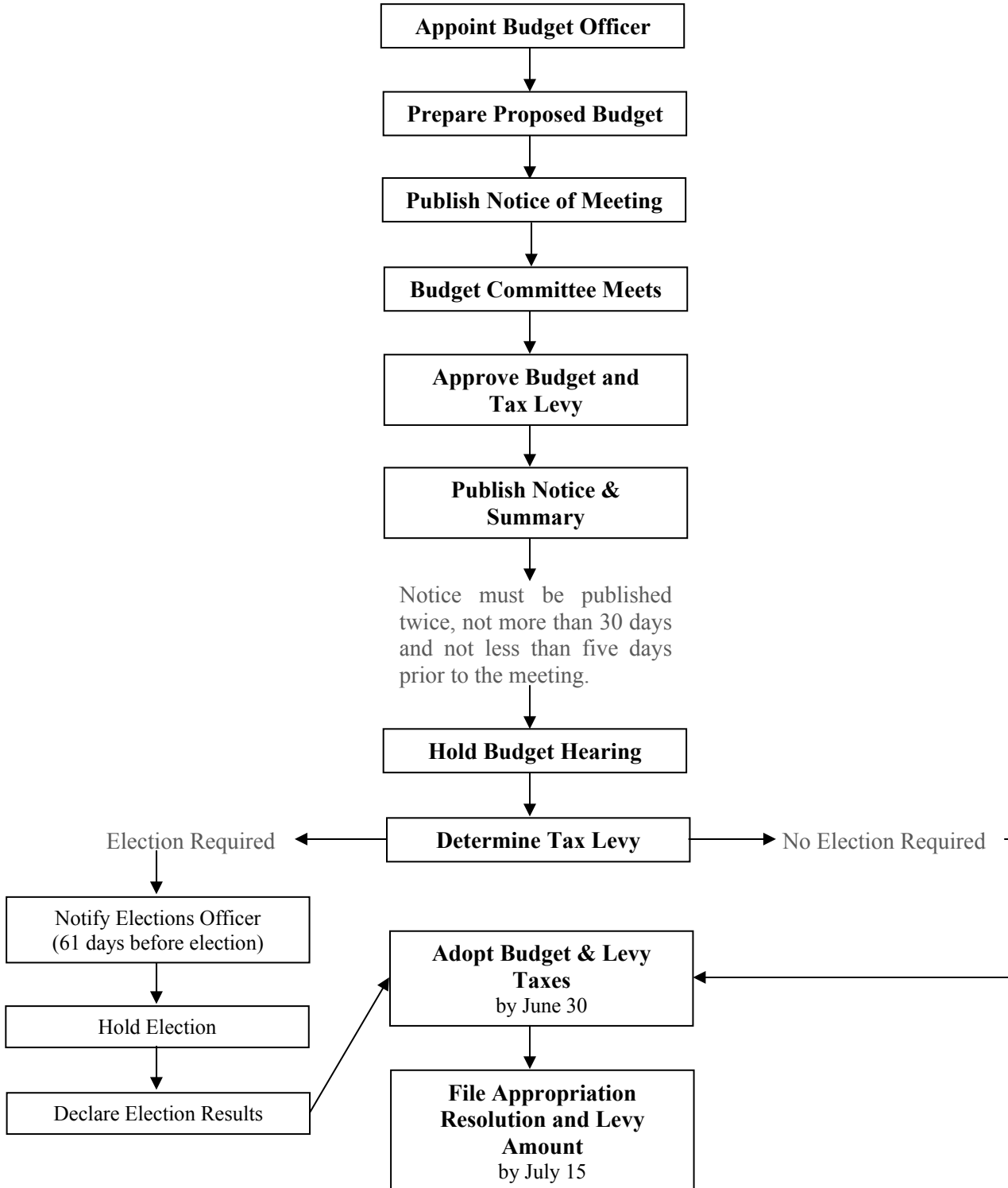
After considering any public testimony, the City Council will then adopt a resolution that appropriates expenditures, levies the ad valorem tax rate, and categorizes the levy. The resolution must be adopted by June 30 before the next fiscal year.

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

USER'S GUIDE

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

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.



CITY OF
Albany

O R E G O N

**FISCAL YEAR 2017-2018
BUDGET CALENDAR**

<i>Council/Budget Committee Work Session</i>	<i>6:30 p.m. Thursday, January 26</i>
Central Services budget review with City Manager/Finance Director.....	January 25
Supervisors Meeting: Review of Budget Process	11:00 a.m., January 27
Departmental budget reviews with City Manager and Finance Director	March 01-03
Dept's submit final Requested Budget, if changes occurred after Director's review	March 15
<i>Council, Budget Committee, Planning Commission, and staff review of the Capital Improvement Program (CIP) and budget update</i>	<i>April 04</i>
Publish Notice of Budget Committee Meeting	April 10
<i>Budget Committee Meetings</i>	<i>6:30 p.m., April 27, May 04, 11, & 12</i>
Publish CIP Public Hearing Notice, and Approved Budget and Public Hearing Notice	May 31
<i>CIP Public Hearing and adoption by City Council</i>	<i>June 14</i>
<i>Public Hearing on 2017-2018 Approved Budget</i>	<i>June 14</i>
If necessary:	
<i>Public Hearing on 2017-2018 Supplemental Budget</i>	<i>June 28</i>
<i>Adoption of FY 2017-2018 Supplemental Budget</i>	<i>June 28</i>

USER'S GUIDE

BUDGET ASSUMPTIONS

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

Economic

- **Interest:** The average rate of return for City investments will be 1.0 percent.
- **Assessed Value Growth:** The assessed value of property within the City of Albany will increase by 3.49 percent.

Personnel

- **Salaries:** Salaries will be adjusted per union contracts (e.g., Fire, Police, and AFSCME bargaining units).
- **PERS:** The cost per employee for retirement benefits for the Public Employee Retirement System (PERS) will be calculated at 24 percent of the monthly salary.
- **PERS Pick-Up:** The City of Albany will continue the PERS pick-up of six percent.
- **Health Benefits:** An increase in health insurance premiums will be calculated at eight percent.

REVENUE TRENDS AND ASSUMPTIONS

General Fund

- The Local Option Public Safety Levy for this budget will continue to be impacted by compression. The City's permanent tax rate will be \$6.3984/\$1,000 valuation.

Special Revenue Funds

- New housing and commercial development is growing slowly.
- The City will continue to receive state revenue sharing funds at a slightly higher level than the prior year.

Capital Projects Funds

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

Enterprise Funds

- The funds will operate without an increase for the 2017-18 fiscal year

POLICIES

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

I. POLICY STATEMENT

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

II. GENERAL GUIDELINES

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

III. REVENUES

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

IV. EXPENDITURES

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

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

V. CAPITAL IMPROVEMENT PROGRAM (CIP)

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

VI. CAPITAL ASSETS

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

VII. DEBT

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

- statement, and bond prospectus.
3. The City Manager will ensure that continuing disclosure policies and procedures are in place and include the following:
 - a. The City's bond counsel will advise the City in developing appropriate policies and procedures.
 - b. The Finance Director is primarily responsible for meeting all post-issuance and continuing disclosure requirements of all bonds issued by the City.
 - c. The Finance Director will participate in timely and appropriate training to be familiar with any changes in continuing disclosure requirements.
 - d. Records will be maintained to substantiate compliance for three years after securities have matured.
 - e. The City will take timely steps to correct any instances of noncompliance.
 4. The City will strive to maintain its high bond ratings, currently AA- from Standard & Poor's and A1 from Moody's, and will receive credit ratings on all its bond issues.
 5. General obligation debt will not be used for self-supporting enterprise activities unless the activity provides a community-wide benefit.
 6. The City shall ensure that its general obligation debt margins are within the 3% true cash value limitation as set forth in ORS Section 287.004.
 7. Funding strategies that are necessary to support debt obligations should be implemented prior to debt payments becoming due so that debt obligations can be met from current revenues.
 8. The City will use voter-approved general obligation debt to fund general-purpose public improvements that cannot be financed from current revenues. Special purpose debt including certificates of participation, revenue bonds, and loans will be linked to specific funding sources.

VIII. Grants

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

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

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

2. City departments are encouraged to seek grants and other financial support from private, nonprofit, and government agencies that would supplement City resources in meeting adopted goals and objectives. Grants that are available on an annual basis should be included in the proposed budget and do not require further City Council action once the budget is adopted, unless required by the granting agency. The City

Manager is responsible to oversee other grant applications. All awarded grants must be accepted and appropriated by resolution of the City Council as required by Oregon Local Government Budget Law (ORS 294.326(3)).

IX. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

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

Supersedes: Res. No. 6461	Created/Amended by/date: November 7, 2016	Effective Date: November 9, 2016	Reviewed by Council: November 7, 2016
------------------------------	--	-------------------------------------	--

TABLE OF CONTENTS

I. INTRODUCTION	3
II. GOVERNING BODY	3
III. SCOPE.....	3
IV. OBJECTIVES AND STRATEGY	3
1. Safety of Principal	
2. Liquidity	
3. Yield-Return	
V. STANDARDS OF CARE	4
1. Delegation of Investment Authority	
2. Prudence	
3. Ethics and Conflict of Interest	
VI. AUTHORIZED FINANCIAL INSTITUTIONS	5
1. Broker/Dealer Approval Process	
2. Investment Adviser Process	
3. Financial bank Institutions	
4. Competitive Transactions	
VII. SAFEKEEPING AND CUSTODY, CONTROLS	6
1. Safekeeping and Custody Securities	
2. Safekeeping of Funds at Bank Depositories	
3. Accounting Methods	
4. Pooling of Funds	
5. Internal Controls	
VIII. AUTHORIZED AND SUITABLE INVESTMENTS	7
1. Authorized Investments	
2. Suitable Investments	
3. Collateralization	
IX. INVESTMENT PARAMETERS.....	9
1. Diversification	
2. Investment Maturity	
3. Prohibited Investments	
X. POLICY COMPLIANCE AND PERFORMANCE EVALUATION.....	10

1. Compliance Report	
2. Compliance Measurement and Adherence	
3. Performance Measurement	
XI. REPORTING REQUIREMENTS	11
XII. INVESTMENT POLICY ADOPTION BY GOVERNING BOARD	11

I. INTRODUCTION

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

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

II. GOVERNING BODY

It is the policy of the City of Albany that the administration of its funds and the investment of those funds shall be handled with the highest public trust. Investments shall be made in a manner that will assure security of principal. Parameters will be set to limit maturities and increase diversification of the portfolio while meeting the daily cash flow needs of the City and conforming to all applicable state and City requirements governing the investment of public funds. The receipt of a market rate of return will be secondary to safety and liquidity requirements. It is the intent of the City to be in complete compliance with local, state, and federal law. The earnings from investments will be used in a manner that best serves the public trust and interests of the City.

III. SCOPE

This policy applies to activities of the City of Albany with regard to investing the financial assets of all funds. Funds held by trustees or fiscal agents are excluded from these rules; however, all funds are subject to regulations established by the state of Oregon.

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

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

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

IV. OBJECTIVES AND STRATEGY

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

1. Safety of Principal

- Safety of principal is the foremost objective of the City. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.
- Diversification of the portfolio will include diversification by maturity and market sector and will include the use of multiple broker/dealers for diversification and market coverage.

2. Liquidity

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

3. Yield-Return

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

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

V. STANDARDS OF CARE

1. Delegation of Investment Authority

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

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

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

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

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

2. Prudence

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

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

3. Ethics and Conflict of Interest

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

VI. AUTHORIZED FINANCIAL INSTITUTIONS

1. Broker/Dealer Approval Process

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

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

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

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

2. Investment Adviser

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

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

3. Financial Bank Institutions

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

4. Competitive Transactions

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

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

VII. Safekeeping and Custody, Controls

1. Safekeeping and Custody Securities

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

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

2. Safekeeping of Funds at Bank Depositories

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

3. Accounting Methods

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

4. Pooling of Funds

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

5. Internal Controls

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

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

The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and staff. No officer or designee may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Investment Officer and approved by the Council.

VIII. AUTHORIZED AND SUITABLE INVESTMENTS

1. Authorized Investments

All investments of the City shall be made in accordance with Oregon Revised Statutes: ORS 294.035 (Investment of surplus funds of political subdivisions; approved investments), ORS 294.040 (Restriction on investments under ORS 294.035), ORS 294.052 (Definitions; investment by municipality of proceeds of bonds), ORS 294.135 (Investment maturity dates), ORS 294.145 (Prohibited conduct for custodial officer), ORS 294.805 to 294.895 (Local Government Investment Pool). Any revisions or extensions of these sections of the ORS shall be assumed to be part of this Investment Policy immediately upon being enacted.

2. Suitable Investments

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

TYPE	DEFINITION
U.S. Treasury Obligation	Direct obligations of the United States Treasury whose payment is guaranteed by the United States. [ORS Section 294.035(3)(a)]
GSE – Agency Obligations	US Government Agencies, Government Sponsored Enterprises (GSEs), Corporations or Instrumentalities of the US Government - Federal Instrumentality Securities include, but are not limited to Federal National Mortgage Association (FNMA), the Federal Home Loan Mortgage Corporation (FHLMC), Federal Home Loan Banks (FHLB), and the Federal Farm Credit Bureau (FFCB). [ORS 294.035(3)(a)]
Commercial Paper	Commercial Paper* that is rated A1+/P1 and has long term bonds which have a minimum rating of AA- by Standard and Poor’s and Aa3 by Moody’s. In the case where both rating agencies provide ratings on the corporation, the lowest rating will be used.
Corporate Indebtedness	Corporate indebtedness must be rated on the settlement date Aa3 or better by Moody’s Investors Service or AA- or better by S&P [ORS Section 294.035 (3) (B)]. In the case of a split rating, the lower rating will be used.
Local Government Investment Pool	State Treasurer’s local short-term investment fund up to the statutory limit per ORS Section 294.810.
Oregon Intermediate Fund	The Oregon Local Government Intermediate Fund (OLGIF) is a commingled investment pool for local governments offered by Oregon State Treasury due to Legislation HB2140 and pursuant to ORS Chapter 294. OLGIF provides qualified local government participants with a vehicle to invest assets over

	an intermediate time horizon (three to five years).
Certificates of Deposit	Certificates of deposit in insured institutions as defined in ORS Section 706.008, in credit unions as defined in ORS Section 723.006, or in federal credit unions, if the institution or credit union maintains a head office or a branch in this state [ORS Section 294.035(3)(d)].
Bank Time Deposit/Savings Account	Time deposit open accounts or savings accounts in insured institutions as defined in ORS Section 706.008, in credit unions as defined in ORS Section 723.006 or in federal credit unions, if the institution or credit union maintains a head office or a branch in this state [ORS Section 294.035(3)(d)].
Municipal Debt	Lawfully insured debt obligations of the States of Oregon, California, Idaho, and Washington and political subdivisions of those states if the obligations have a long-term rating on the settlement date of AA- or better by S&P or Aa3 or better by Moody's. In the case of a split rating, the lower rating of these two rating agencies will be used.
Bankers' Acceptance	<p>A short-term credit investment created by a non-financial firm and guaranteed by a qualified financial institution* whose long-term letter of credit rating is at least AA- by Standard and Poor's or Aa3 by Moody's at the time of purchase. [ORS 294.035(3)(h)(A)]</p> <p>*For the purposes of this paragraph, "qualified financial institution" means: (i) A financial institution that is located and licensed to do banking business in the State of Oregon; or (ii) A financial institution that is wholly owned by a financial holding company or a bank holding company that owns a financial institution that is located and licensed to do banking business in the State of Oregon [ORS Section 294.035(3)(h)].</p>

3. Collateralization

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

IX. INVESTMENT PARAMETERS

1. Diversification

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

DIVERSIFICATION CONSTRAINTS ON TOTAL HOLDINGS: LIQUIDITY AND CORE FUNDS*				
Issuer Type	Maximum % Holdings	Maximum % Per Issuer	Ratings S&P	Ratings Moody's
US Treasury Obligations	100%	None	N/A	N/A
US Agency Primary Securities FHLB, FNMA, FHLMC, FFCB	100%	33%	N/A	N/A
US Agency Secondary Securities FICO, FARMER MAC etc.	10%	10%	Must be rated	Must be rated
Oregon Short Term Fund	ORS 294.810 Limit	None	N/A	N/A
Oregon Intermediate Fund	10%	None	N/A	N/A
Bank Time Deposits/Savings Accounts	20%	10%	OR Public Depository	OR Public Depository
Certificates of Deposit	10%	5%	OR Public Depository	OR Public Depository
Corporate Bonds	20%	5%	AA-	Aa3
Municipal Bonds (OR, CA, ID, WA)	10%	5%	AA-	Aa3
Commercial Paper	10%	5%	A1+	P1
Banker's Acceptance	10%	5%	A1+ AA- Long Term	P1 Aa3 Long Term
Local Government Investment Pool	ORS 294.810 Limit			

2. Investment Maturity

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

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

Total Portfolio Maturity Constraints:

Maturity Constraints	Minimum % of Total Portfolio
Under 30 days	10%
Under 1 year	25%
Under 5 years	100%
WAM (Weighted Average Maturity)	2 years
Security Structure Constraint	Maximum % of Total Portfolio
Callable Agency Securities	25%

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

3. Prohibited Investments

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

X. POLICY COMPLIANCE AND PERFORMANCE EVALUATION

1. Compliance Report

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

2. Compliance Measurement and Adherence

- a. Compliance Measurement: Guideline measurements will use [par/market] value of investments.
- b. Compliance Procedures: If the portfolio falls outside of compliance with adopted investment policy guidelines or is being managed inconsistently with this policy, the Investment Officer shall bring the portfolio back into compliance in a prudent manner and as soon as prudently feasible.
- c. Violations of portfolio guidelines as a result of transactions; actions to bring the portfolio back into compliance and; reasoning for actions taken to bring the portfolio back into compliance shall be documented and reported to the City Council.
- d. Due to fluctuations in the aggregate surplus funds balance, maximum percentages for a particular issuer or investment type may be exceeded at a point in time. Securities need not be liquidated to realign the portfolio; however, consideration should be given to this matter when future purchases are made to ensure that appropriate diversification is maintained.
- e. As determined on any date that the security is held within the portfolio. If the credit rating of a security is subsequently downgraded below the minimum rating level for a new investment of that security, the Investment Officer shall evaluate the downgrade on a case-by-case basis in order to determine if the security should be held or sold. The Investment Officer will apply the general objectives of Safety, Liquidity, Yield, and Legality to make the decision. If the City has hired the services of an Investment Adviser, the Investment Officer will act on the recommendation of the Adviser.

3. Performance Measurement

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

Additionally, a market benchmark will be determined that is appropriate for longer term investments based on the City's risk and return profile. The investment adviser will provide return comparisons of the portfolio to the benchmark on a monthly basis. When comparing the performance of the City's portfolio, all fees and expenses involved with managing the portfolio shall be included in the computation of the portfolio's rate of return. This would include any in-house management of the funds, as well as outside management.

XI. REPORTING REQUIREMENTS

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

Minimum quarterly reporting requirements for total portfolio:

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

XII. INVESTMENT POLICY ADOPTION BY GOVERNING BOARD


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

Supersedes: Res No. 6459	Created/Amended by/date: November 7, 2016	Effective Date: November 9, 2016	Reviewed by Council: November 7, 2016
-----------------------------	--	-------------------------------------	--



CITY OF
Albany

O R E G O N

	<p>City of Albany Finance Policy Policy #: F-08-08-005 Title: Risk Management</p>	
---	---	--

I. POLICY STATEMENT

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

II. GENERAL RESPONSIBILITIES

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

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

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

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

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

III. SPECIFIC RESPONSIBILITIES

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

2. **Finance Director.**
 - a. Recommend appropriate levels of property and general liability insurance to the City Manager and City Council.
 - b. Coordinate periodic inventories of all property, buildings, equipment, vehicles, and other capital assets and verify that appropriate insurance is in place.
 - c. Maintain policies, bonds, and other legal documentation of insurance.

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

IV. RETAINING AND TRANSFERING RISK

1. Reserve Account.

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

2. Insurance Coverages.

The following minimum policy limits and deductibles will be maintained:

Property/Boiler & Machinery

Limit: Determined each year by the filed value of insured property.

Deductibles:	Buildings/Contents	\$10,000
	Boiler & Machinery	\$10,000
	Mobile Equipment	\$10,000
	Earthquake	3% of value
		\$100,000 min
	Limit	\$25,000,000
	Flood	\$100,000
	Limit	\$10,000,000

Tort Liability

Limit: \$5,000,000

Auto Liability

Limit: \$5,000,000

Auto Physical Damage

Deductibles:	Comprehensive	\$100
	Collision	\$500

Senior Center Trips

Limit: \$5,250

3. Self Insurance.

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

V. ALLOCATION OF INSURANCE COSTS

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

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

VI. CONFIDENTIALITY OF RECORDS

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

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

VII. REPORTING PROPERTY/CASUALTY ACCIDENTS AND LOSSES

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

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

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

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

2. The Risk Manager will process all accident/loss notices, except workers' compensation, and will notify the appropriate insurance company.
3. The Human Resources Department will file workers' compensation accident reports with the appropriate insurance company. Workers' compensation incidents will be

processed in accordance with Human Resources Policy HR-SF-03-001 (Reporting On-the-Job Injuries).

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

VIII. REPORTS TO BE FILED

1. All Property/Casualty claims reports will be filed with the Risk Manager.
2. Minutes of City Council meetings, safety meetings, and all other City committee meetings in which Risk Management policy or procedure decisions are made will be filed as appropriate.
3. Inspection reports when the building inspector or Fire Department inspects City premises will be filed with the Risk Manager or the Fire Department.
4. Long-term disability and life insurance claims and workers' compensation claims and reports will be filed with the Human Resources Department.

IX. RISK MANAGER RECORDS

The Risk Manager shall keep the following records:

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

Supersedes: Res No. 6460	Created/Amended by/date: November 7, 2016	Effective Date: November 9, 2016	Reviewed by Council: November 7, 2016
-----------------------------	--	-------------------------------------	--

FINANCIAL SUMMARIES

Table 1
SUMMARY OF RESOURCES AND REQUIREMENTS BY FUND TYPE AND CATEGORY
 Adopted for Fiscal Year 2017-18

Fund/Program	General	Special Revenue	Debt Service	Capital Projects	Permanent	Enterprise	Internal Service	Totals
RESOURCES								
Property taxes	\$18,694,100	8,082,400	\$1,071,500	\$ -	\$ -	\$ -	\$ -	\$ 27,848,000
Transient room taxes	-	1,237,400	-	-	-	-	-	1,237,400
Franchise fees/privilege taxes	5,139,000	-	-	-	-	-	-	5,139,000
Licenses & fees	318,100	2,378,400	-	-	-	1,301,800	-	3,998,300
Intergovernmental resources	3,497,500	7,669,000	-	-	-	796,900	-	11,963,400
Charges for service	3,309,200	2,972,000	675,000	-	-	30,247,200	14,945,200	52,148,600
Fines & forfeitures	636,100	-	-	-	-	-	-	636,100
Assessment payments	-	-	-	85,000	-	-	-	85,000
Other resources	88,400	1,365,100	-	-	-	248,000	40,000	1,741,500
Investment earnings	18,000	137,500	3,100	10,000	700	178,200	6,900	354,400
Total Current Resources	31,700,400	23,841,800	1,749,600	95,000	700	32,772,100	14,992,100	105,151,700
Transfers in	3,625,200	3,316,100	180,400	1,002,000	-	1,906,000	17,100	10,046,800
Beginning balance	3,583,500	22,005,300	106,700	13,675,000	56,500	32,284,700	312,100	72,023,800
Reserved beginning balance	-	52,500	188,600	-	-	1,602,000	-	1,843,100
Beginning balance held in trust	-	-	-	-	79,500	-	-	79,500
TOTAL RESOURCES	\$38,909,100	\$ 49,215,700	\$2,225,300	\$14,772,000	\$136,700	\$68,564,800	\$15,321,300	\$189,144,900

REQUIREMENTS								
Personnel	\$28,964,300	\$ 6,533,900	\$ -	\$ -	\$ -	\$ 4,927,400	\$11,512,600	\$ 51,938,200
Materials & Services	7,329,100	14,529,700	1,700	100,000	4,800	14,270,200	3,808,700	40,044,200
Capital	128,000	21,901,700	-	14,638,700	-	31,664,000	-	68,332,400
Transfers Out	882,900	5,671,300	-	33,300	52,400	3,146,900	-	9,786,800
Debt Service	-	-	2,223,600	-	-	12,549,200	-	14,772,800
Contingency	1,604,800	579,100	-	-	-	2,007,100	-	4,191,000
Unappropriated	-	-	-	-	79,500	-	-	79,500
TOTAL REQUIREMENTS	\$38,909,100	\$ 49,215,700	\$2,225,300	\$14,772,000	\$136,700	\$68,564,800	\$15,321,300	\$189,144,900

SELECTED FINANCIAL RATIOS

Fund/Ratio Description	General	Special Revenue	Debt Service	Capital Projects	Permanent	Enterprise	Internal Service	Totals
Property taxes as a percentage of the total fund type budget.	48.05%	16.42%	48.15%	-	-	-	-	14.72%
Current resources as a percentage of Personnel and Materials & Services.	87.34%	113.19%	-	-	14.58%	170.71%	97.85%	114.32%
Personnel as a percentage of the total fund type budget.	74.44%	13.28%	-	-	-	7.19%	75.14%	27.46%
Personnel and Materials & Services as a percentage of the total fund type budget.	93.28%	42.80%	0.08%	0.68%	3.51%	28.00%	100.00%	48.63%
Capital as a percentage of the total fund budget.	0.33%	44.50%	-	99.10%	-	46.18%	-	36.13%

Table 2
SUMMARY OF MAJOR RESOURCES BY FUND TYPE
 Adopted Budget for Fiscal Year 2017-18

Fund type/Fund name		2016-17.....		Adopted 2017-18 Budget	% Change from 2016-17	Percent of Fund Type Budget
	2014-15 Actual	2015-16 Actual	Adopted Budget	Revised Budget			
GENERAL FUND							
Property taxes	\$ 17,068,822	\$ 17,726,277	\$ 18,281,400	\$ 18,281,400	\$ 18,694,100	2.26%	48.04%
Franchise fees/privilege taxes	4,138,028	4,882,455	5,000,900	5,000,900	5,139,000	2.76%	13.21%
Licenses & fees	333,662	319,107	362,100	362,100	318,100	(12.15%)	0.82%
Intergovernmental resources	2,949,436	3,210,629	3,240,400	3,240,400	3,497,500	7.93%	8.99%
Charges for service	2,700,634	2,856,110	2,674,800	2,674,800	3,309,200	23.72%	8.50%
Fines & forfeitures	713,592	718,892	671,500	671,500	636,100	(5.27%)	1.63%
Other resources	95,750	106,705	105,500	105,500	88,400	(16.21%)	0.23%
Investment earnings	21,345	16,807	25,500	25,500	18,000	(29.41%)	0.05%
Total Current Resources	28,021,269	29,836,982	30,362,100	30,362,100	31,700,400	4.41%	81.47%
Transfers in	2,970,400	2,805,200	3,395,500	3,395,500	3,625,200	6.76%	9.32%
Beginning balance	2,065,529	2,681,904	2,870,100	2,990,300	3,583,500	19.84%	9.21%
Reserved beginning balance	-	-	-	-	-	-	-
Total General Fund	33,057,198	35,324,086	36,627,700	36,747,900	38,909,100	5.88%	100.00%
SPECIAL REVENUE FUNDS							
Property taxes	6,712,275	7,182,178	7,698,600	7,698,600	8,082,400	4.99%	16.43%
Transient room taxes	927,172	1,058,892	1,104,300	1,104,300	1,237,400	12.05%	2.51%
Licenses & fees	3,081,098	3,030,720	2,291,600	2,291,600	2,378,400	3.79%	4.83%
Intergovernmental resources	6,361,102	5,902,551	6,238,300	6,238,300	7,669,000	22.93%	15.58%
Charges for service	2,093,851	2,120,041	2,065,600	2,065,600	2,972,000	43.88%	6.04%
Other resources	567,734	2,622,873	406,100	406,100	1,365,100	236.15%	2.77%
Investment earnings	148,495	215,041	132,000	132,000	137,500	4.17%	0.28%
Total Current Resources	19,891,727	22,132,296	19,936,500	19,936,500	23,841,800	19.59%	48.44%
Transfers in	3,528,044	2,993,554	3,133,900	3,133,900	3,316,100	5.81%	6.74%
Beginning balance	28,139,552	25,267,450	20,051,600	20,051,600	22,005,300	9.74%	44.71%
Reserved beginning balance	279,918	281,902	118,700	118,700	52,500	(55.77%)	0.11%
Total Special Revenue Funds	51,839,241	50,675,202	43,240,700	43,240,700	49,215,700	13.82%	100.00%
DEBT SERVICE FUND							
Property taxes	1,237,003	1,021,280	1,008,100	1,008,100	1,071,500	6.29%	48.15%
Charges for service	454,000	615,300	645,900	645,900	675,000	4.51%	30.33%
Investment earnings	4,632	26,596	2,800	2,800	3,100	10.71%	0.14%
Total Current Resources	1,695,635	1,663,176	1,656,800	1,656,800	1,749,600	5.60%	78.62%
Transfers in	180,100	180,304	183,300	183,300	180,400	(1.58%)	8.11%
Beginning balance	439,831	161,727	-	-	106,700	-	4.79%
Reserved beginning balance	-	-	185,000	185,000	188,600	1.95%	8.48%
Total Debt Service Fund	2,315,566	2,005,207	2,025,100	2,025,100	2,225,300	9.89%	100.00%
CAPITAL PROJECT FUND							
Intergovernmental resources	320	-	-	-	-	-	-
Assessment payments	848,354	527,492	50,800	50,800	85,000	67.32%	0.58%
Other resources	55	18,636,761	-	-	-	-	-
Investment earnings	5,176	154,732	32,500	32,500	10,000	(69.23%)	0.07%
Total Current Resources	853,905	19,318,985	83,300	83,300	95,000	14.05%	0.65%
Transfers in	-	6,455,000	790,800	790,800	1,002,000	26.71%	6.78%
Beginning balance	765,461	892,338	24,770,300	24,770,300	13,675,000	(44.79%)	92.57%
Total Capital Project Fund	1,619,366	26,666,323	25,644,400	25,644,400	14,772,000	(42.40%)	100.00%

continued

Table 2
SUMMARY OF MAJOR RESOURCES BY FUND TYPE, continued

Adopted Budget for Fiscal Year 2017-18

Fund type/Fund name		2016-17.....		Adopted 2017-18 Budget	% Change from 2016-17	Percent of Fund Type Budget
	2014-15 Actual	2015-16 Actual	Adopted Budget	Revised Budget			
PERMANENT FUNDS							
Other resources	\$ 103	\$ 25	\$ 100	\$ 100	\$ -	\$ (1)	-
Investment earnings	706	905	600	600	700	16.67%	0.51%
Total Current Resources	809	930	700	700	700	-	0.51%
Beginning balance	51,259	51,627	55,800	55,800	56,500	1.25%	41.33%
Beginning balance held in trust	84,036	83,485	79,500	79,500	79,500	-	58.16%
Total Permanent Funds	136,104	136,042	136,000	136,000	136,700	0.51%	100.00%
ENTERPRISE FUNDS							
Property taxes	3,588	263	-	-	-	-	-
Licenses & fees	1,769,422	1,486,176	1,014,500	1,014,500	1,301,800	28.32%	1.90%
Intergovernmental resources	483,711	497,022	1,048,200	1,048,200	796,900	(23.97%)	1.16%
Charges for service	27,538,349	29,565,492	29,717,100	29,717,100	30,247,200	1.78%	44.11%
Assessment payments	19,141	-	5,100	5,100	-	(100.00%)	-
Other resources	319,314	308,386	365,200	365,200	248,000	(32.09%)	0.36%
Investment earnings	173,421	314,179	159,400	159,400	178,200	11.79%	0.26%
Total Current Resources	30,306,946	32,171,518	32,309,500	32,309,500	32,772,100	1.43%	47.79%
Transfers in	499,952	1,129,400	2,746,100	2,746,100	1,906,000	(30.59%)	2.78%
Beginning balance	29,453,736	33,007,992	30,352,100	30,352,100	32,284,700	6.37%	47.09%
Reserved beginning balance	1,621,904	1,632,354	1,607,400	1,607,400	1,602,000	(0.34%)	2.34%
Total Enterprise Funds	61,882,538	67,941,264	67,015,100	67,015,100	68,564,800	2.31%	100.00%
INTERNAL SERVICE FUNDS							
Charges for service	12,333,465	12,988,402	14,754,100	14,754,100	14,945,200	1.30%	97.54%
Other resources	50,071	66,835	40,000	40,000	40,000	-	0.26%
Investment earnings	4,616	11,064	1,000	1,000	6,900	590.00%	0.05%
Total Current Resources	12,388,152	13,066,301	14,795,100	14,795,100	14,992,100	1.33%	97.85%
Transfers in	-	-	-	-	17,100	-	0.11%
Beginning balance	922,187	670,553	150,800	150,800	312,100	106.96%	2.04%
Total Internal Service Funds	13,310,339	13,736,854	14,945,900	14,945,900	15,321,300	2.51%	100.00%
ALL FUNDS							
Property taxes	25,021,688	25,929,999	26,988,100	26,988,100	27,848,000	3.19%	14.73%
Transient room taxes	927,172	1,058,892	1,104,300	1,104,300	1,237,400	12.05%	0.65%
Franchise fees/privilege taxes	4,138,028	4,882,455	5,000,900	5,000,900	5,139,000	2.76%	2.72%
Licenses & fees	5,184,182	4,836,003	3,668,200	3,668,200	3,998,300	9.00%	2.11%
Intergovernmental resources	9,794,569	9,610,380	10,526,900	10,526,900	11,963,400	13.65%	6.32%
Charges for service	45,120,299	48,145,345	49,857,500	49,857,500	52,148,600	4.60%	27.58%
Fines & forfeitures	713,592	718,892	671,500	671,500	636,100	(5.27%)	0.34%
Assessment payments	868,105	527,492	55,900	55,900	85,000	52.06%	0.04%
Other resources	1,033,027	21,741,586	916,900	916,900	1,741,500	89.93%	0.92%
Investment earnings	358,390	739,324	353,800	353,800	354,400	0.17%	0.19%
Total Current Resources	93,159,052	118,190,368	99,144,000	99,144,000	105,151,700	6.06%	55.60%
Transfers in	7,178,496	13,563,458	10,249,600	10,249,600	10,046,800	(1.98%)	5.31%
Beginning balance	61,837,555	62,733,592	78,250,700	78,370,900	72,023,800	(8.10%)	38.08%
Reserved beginning balance	1,901,822	1,914,256	1,911,100	1,911,100	1,843,100	(3.56%)	0.97%
Beginning balance held in trust	84,036	83,485	79,500	79,500	79,500	-	0.04%
TOTALS, ALL FUNDS	\$ 164,160,961	\$ 196,485,159	\$ 189,634,900	\$ 189,755,100	\$ 189,144,900	(0.32%)	100.00%

Table 3
ADOPTED BUDGET BY FUND TYPE AND REQUIREMENT TYPE
 Adopted Budget for Fiscal Year 2017-18

Fund type/Requirement type	2014-15 Actual	2015-16 Actual2016-17.....		2017-18 Adopted Budget	% Change from 2016-17	% of Fund Type Budget
			Adopted Budget	Revised Budget			
GENERAL FUND							
Personnel	\$ 23,632,707	\$ 25,235,381	\$ 27,438,300	\$ 27,438,300	\$ 28,964,300	5.56%	74.44%
Materials & Services	5,949,917	5,919,804	6,872,400	6,872,400	7,329,100	6.65%	18.84%
Capital	25,888	5,200	18,500	138,700	128,000	(7.71%)	0.33%
Transfers Out	696,497	882,712	783,600	783,600	882,900	12.67%	2.27%
Contingency	-	-	1,514,900	1,514,900	1,604,800	5.93%	4.12%
Total General Fund	30,305,009	32,043,097	36,627,700	36,747,900	38,909,100	5.88%	100.00%
SPECIAL REVENUE FUNDS							
Personnel	5,555,077	5,662,984	6,398,300	6,398,300	6,533,900	2.12%	13.28%
Materials & Services	8,815,728	9,098,331	13,847,800	13,847,800	14,529,700	4.92%	29.52%
Capital	7,773,569	6,348,983	17,276,300	17,276,300	21,901,700	26.77%	44.50%
Transfers Out	4,106,062	8,573,664	5,369,600	5,369,600	5,671,300	5.62%	11.52%
Debt Service	39,908	38,184	-	-	-	-	-
Contingency	-	-	348,700	348,700	579,100	66.07%	1.18%
Total Special Revenue Funds	26,290,344	29,722,146	43,240,700	43,240,700	49,215,700	13.82%	100.00%
DEBT SERVICE FUND							
Materials & Services	750	1,600	2,300	2,300	1,700	(26.09%)	0.08%
Debt Service	2,153,090	1,727,420	2,022,800	2,022,800	2,223,600	9.93%	99.92%
Total Debt Service Fund	2,153,840	1,729,020	2,025,100	2,025,100	2,225,300	9.89%	100.00%
CAPITAL PROJECT FUND							
Materials & Services	41,472	2,057,050	-	-	100,000	-	0.68%
Capital	40,523	92,063	25,611,100	25,611,100	14,638,700	(42.84%)	99.09%
Transfers Out	645,032	196,877	33,300	33,300	33,300	-	0.23%
Total Capital Project Fund	727,027	2,345,990	25,644,400	25,644,400	14,772,000	(42.40%)	100.00%
PERMANENT FUNDS							
Materials & Services	992	1,366	4,700	4,700	4,800	2.13%	3.51%
Transfers Out	-	-	-	-	52,400	-	38.33%
Unappropriated	-	-	131,300	131,300	79,500	(39.45%)	58.16%
Total Permanent Funds	992	1,366	136,000	136,000	136,700	0.51%	100.00%
ENTERPRISE FUNDS							
Personnel	4,272,158	4,593,445	5,134,700	5,134,700	4,927,400	(4.04%)	7.19%
Materials & Services	11,408,316	12,823,839	14,072,600	14,072,600	14,270,200	1.40%	20.81%
Capital	2,555,291	7,126,979	29,467,400	29,467,400	31,664,000	7.45%	46.18%
Transfers Out	1,583,405	2,325,505	3,803,200	3,803,200	3,146,900	(17.26%)	4.59%
Debt Service	7,423,020	7,561,583	12,546,900	12,546,900	12,549,200	0.02%	18.30%
Contingency	-	-	1,990,300	1,990,300	2,007,100	0.84%	2.93%
Total Enterprise Funds	27,242,190	34,431,351	67,015,100	67,015,100	68,564,800	2.31%	100.00%

continued

Table 3
ADOPTED BUDGET BY FUND TYPE AND REQUIREMENT TYPE, continued
 Adopted Budget for Fiscal Year 2017-18

Fund type/Requirement type	2014-15 Actual	2015-16 Actual2016-17.....		2017-18 Adopted Budget	% Change from 2016-17	% of Fund Type Budget
			Adopted Budget	Revised Budget			
INTERNAL SERVICE FUNDS							
Personnel	\$ 9,495,535	\$ 9,940,931	\$ 11,171,500	\$ 11,171,500	\$ 11,512,600	3.05%	75.14%
Materials & Services	3,143,628	3,430,638	3,774,400	3,774,400	3,808,700	0.91%	24.86%
Total Internal Service Funds	12,639,163	13,371,569	14,945,900	14,945,900	15,321,300	2.51%	100.00%
Total All Fund Types	\$ 99,358,565	\$ 113,644,539	\$ 189,634,900	\$ 189,755,100	\$ 189,144,900	(0.32%)	
ALL FUND TYPES							
Personnel	\$ 42,955,477	\$ 45,432,741	\$ 50,142,800	\$ 50,142,800	\$ 51,938,200	3.58%	27.46%
Materials & Services	29,360,805	33,332,628	38,574,200	38,574,200	40,044,200	3.81%	21.17%
Capital	10,395,270	13,573,225	72,373,300	72,493,500	68,332,400	(5.74%)	36.13%
Transfers Out	7,030,996	11,978,758	9,989,700	9,989,700	9,786,800	(2.03%)	5.17%
Debt Service	9,616,017	9,327,187	14,569,700	14,569,700	14,772,800	1.39%	7.81%
Contingency	-	-	3,853,900	3,853,900	4,191,000	8.75%	2.22%
Unappropriated	-	-	131,300	131,300	79,500	(39.45%)	0.04%
Total All Fund Types	\$ 99,358,565	\$ 113,644,539	\$ 189,634,900	\$ 189,755,100	\$ 189,144,900	(0.32%)	100.00%

2017-18 Adopted Budget by Requirement Type

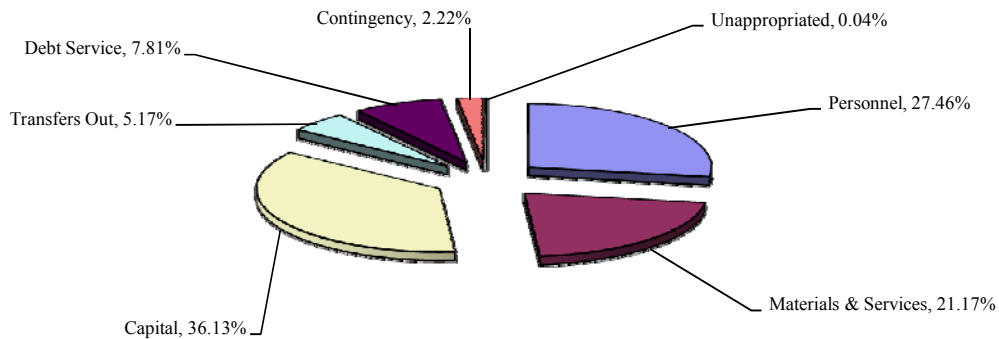


Table 4
BUDGET BY FUND AND REQUIREMENT TYPE

Adopted Budget for Fiscal Year 2017-18

RESOURCES.....		
	Beginning Fund Balance	Resources	Total Resources
GENERAL FUND	\$ 3,583,500	\$ 35,325,600	\$ 38,909,100
SPECIAL REVENUE FUNDS			
Parks & Recreation	2,602,400	6,842,700	9,445,100
Grants	183,400	1,511,600	1,695,000
Building	1,415,900	1,474,900	2,890,800
Risk Management	3,032,700	59,300	3,092,000
Economic Development	678,300	1,631,200	2,309,500
Public Transit	223,000	3,116,700	3,339,700
Public Safety Levy	3,800	3,460,800	3,464,600
Capital Replacement	6,142,600	2,295,100	8,437,700
Streets	7,775,700	6,765,600	14,541,300
Total Special Revenue Funds	22,057,800	27,157,900	49,215,700
DEBT SERVICE FUND			
Debt Service	188,600	857,600	1,046,200
General Obligation Debt Service	106,700	1,072,400	1,179,100
Total Debt Service Fund	295,300	1,930,000	2,225,300
CAPITAL PROJECT FUND			
Capital Projects	13,675,000	1,097,000	14,772,000
Total Capital Project Fund	13,675,000	1,097,000	14,772,000
PERMANENT FUNDS			
Senior Center Endowment	52,400	-	52,400
Library Trust	83,600	700	84,300
Total Permanent Funds	136,000	700	136,700
ENTERPRISE FUNDS			
Sewer	21,001,500	18,833,600	39,835,100
Water	12,586,900	13,951,700	26,538,600
Stormwater	298,300	1,892,800	2,191,100
Total Enterprise Funds	33,886,700	34,678,100	68,564,800
INTERNAL SERVICE FUNDS			
Central Services	248,500	6,423,800	6,672,300
Public Works Central Services	63,600	8,585,400	8,649,000
Total Internal Service Funds	312,100	15,009,200	15,321,300
ADOPTED BUDGET FOR 2017-18	\$ 73,946,400	\$ 115,198,500	\$ 189,144,900
Percent change from 2016-17	-7.98%	5.31%	-0.32%
Percent of 2017-18 budget	39.10%	60.90%	100.00%
REVISED BUDGET FOR 2016-17	\$ 80,361,500	\$ 109,393,600	\$ 189,755,100
Percent of 2016-17 budget	42.35%	57.65%	100.00%

Table 4 summarizes resources and requirements by fund. The revised budget amounts for 2016-17 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	Contingency	Unappropriated	Total Requirements
\$ 28,964,300	\$ 7,329,100	\$ 128,000	\$ 882,900	\$ -	\$ 1,604,800	\$ -	\$ 38,909,100
3,124,600	3,957,500	1,872,600	290,400	-	200,000	-	9,445,100
173,500	788,100	733,400	-	-	-	-	1,695,000
934,600	1,896,200	-	60,000	-	-	-	2,890,800
-	2,905,400	186,600	-	-	-	-	3,092,000
202,600	936,300	520,700	649,900	-	-	-	2,309,500
1,265,800	1,102,600	971,300	-	-	-	-	3,339,700
-	-	-	3,464,600	-	-	-	3,464,600
-	575,900	7,682,400	179,400	-	-	-	8,437,700
832,800	2,367,700	9,934,700	1,027,000	-	379,100	-	14,541,300
6,533,900	14,529,700	21,901,700	5,671,300	-	579,100	-	49,215,700
-	800	-	-	1,045,400	-	-	1,046,200
-	900	-	-	1,178,200	-	-	1,179,100
-	1,700	-	-	2,223,600	-	-	2,225,300
-	100,000	14,638,700	33,300	-	-	-	14,772,000
-	100,000	14,638,700	33,300	-	-	-	14,772,000
-	-	-	52,400	-	-	-	52,400
-	4,800	-	-	-	-	79,500	84,300
-	4,800	-	52,400	-	-	79,500	136,700
2,109,000	6,655,800	19,001,700	2,063,500	9,010,600	994,500	-	39,835,100
2,515,400	6,023,700	12,461,900	1,043,700	3,538,600	955,300	-	26,538,600
303,000	1,590,700	200,400	39,700	-	57,300	-	2,191,100
4,927,400	14,270,200	31,664,000	3,146,900	12,549,200	2,007,100	-	68,564,800
4,742,700	1,929,600	-	-	-	-	-	6,672,300
6,769,900	1,879,100	-	-	-	-	-	8,649,000
11,512,600	3,808,700	-	-	-	-	-	15,321,300
\$ 51,938,200	\$ 40,044,200	\$ 68,332,400	\$ 9,786,800	\$ 14,772,800	\$ 4,191,000	\$ 79,500	\$ 189,144,900
3.58%	3.81%	-5.74%	-2.03%	1.39%	8.75%	-39.45%	-0.32%
27.46%	21.17%	36.13%	5.17%	7.81%	2.22%	0.04%	100.00%
\$ 50,142,800	\$ 38,574,200	\$ 72,493,500	\$ 9,989,700	\$ 14,569,700	\$ 3,853,900	\$ 131,300	\$ 189,755,100
26.43%	20.33%	38.20%	5.26%	7.68%	2.03%	0.07%	100.00%

Table 5
BUDGET BY FUND/PROGRAM AND REQUIREMENT TYPE
 Adopted Budget for Fiscal Year 2017-18

Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Conti- gency	Unappro- priated	Totals
GENERAL FUND								
Nondepartmental	-	326,500	-	882,900	-	1,604,800	-	\$ 2,814,200
Municipal Court	415,000	355,500	-	-	-	-	-	770,500
Code Enforcement	-	-	-	-	-	-	-	-
Public Safety Levy: Fire	1,115,400	199,600	-	-	-	-	-	1,315,000
Fire & Life Safety	790,200	181,900	-	-	-	-	-	972,100
Fire Emergency Services	10,872,600	2,193,500	100,000	-	-	-	-	13,166,100
Police	12,167,400	2,456,900	28,000	-	-	-	-	14,652,300
Public Safety Levy: Police	1,072,800	283,200	-	-	-	-	-	1,356,000
Planning	710,800	346,400	-	-	-	-	-	1,057,200
Library	1,820,100	985,600	-	-	-	-	-	2,805,700
Total General Fund	28,964,300	7,329,100	128,000	882,900	-	1,604,800	-	38,909,100
PARKS & RECREATION FUND								
Sports Services	161,500	146,500	-	-	-	-	-	308,000
Children/Youth/Family Rec Services	337,600	81,900	-	-	-	-	-	419,500
Resource Development Marketing Services	288,100	70,900	-	-	-	-	-	359,000
Park Maintenance Services	496,400	1,159,200	-	-	-	-	-	1,655,600
Parks & Recreation Administration	478,500	836,300	-	240,400	-	200,000	-	1,755,200
Aquatic Services	574,200	275,600	29,000	-	-	-	-	878,800
Adult Recreation Services	361,300	257,200	-	-	-	-	-	618,500
Performance and Cultural Arts	6,000	667,500	-	-	-	-	-	673,500
Park Facilities Repair & Construction	421,000	126,800	197,000	-	-	-	-	744,800
Park SDC Projects	-	265,300	1,536,600	50,000	-	-	-	1,851,900
Senior Center Foundation	-	70,300	-	-	-	-	-	70,300
Parks Capital Improvement Program	-	-	110,000	-	-	-	-	110,000
Total Parks & Recreation Fund	3,124,600	3,957,500	1,872,600	290,400	-	200,000	-	9,445,100
GRANTS FUND								
State HMEP Grant	-	9,000	-	-	-	-	-	9,000
Community Paramedic Program	-	30,000	-	-	-	-	-	30,000
Ground Emergency Transport	50,000	50,000	-	-	-	-	-	100,000
DOJ Bulletproof Vest	-	8,000	-	-	-	-	-	8,000
DOJ Equitable Sharing	-	52,100	-	-	-	-	-	52,100
Community Policing Donations	-	11,000	-	-	-	-	-	11,000
Asset Forfeiture	-	35,100	-	-	-	-	-	35,100
LINE	36,500	23,500	-	-	-	-	-	60,000
CDBG	79,000	2,300	-	-	-	-	-	81,300
CDBG Activities	-	386,500	364,300	-	-	-	-	750,800
SHPO Historic Preservation	-	12,000	-	-	-	-	-	12,000
Library Foundation	-	-	36,100	-	-	-	-	36,100
Oregon Community Foundation	3,000	158,500	-	-	-	-	-	161,500
State Library Grant	-	10,100	-	-	-	-	-	10,100
FAA Annual Capital Grant	-	-	333,000	-	-	-	-	333,000
Title XIX Grant	5,000	-	-	-	-	-	-	5,000
Total Grants Fund	173,500	788,100	733,400	-	-	-	-	1,695,000
BUILDING FUND								
Building Inspection	827,900	1,751,200	-	60,000	-	-	-	2,639,100
Electrical Permit Program	106,700	145,000	-	-	-	-	-	251,700
ADA Code Enforcement	-	-	-	-	-	-	-	-
Total Building Fund	934,600	1,896,200	-	60,000	-	-	-	2,890,800
RISK MANAGEMENT FUND								
Risk Management Reserve	-	1,099,200	-	-	-	-	-	1,099,200
PepsiCo Settlement Projects	-	1,806,200	186,600	-	-	-	-	1,992,800
Total Risk Management Fund	-	2,905,400	186,600	-	-	-	-	3,092,000

continued

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

Adopted Budget for Fiscal Year 2017-18

Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Conti- gency	Unappro- priated	Totals
ECONOMIC DEVELOPMENT FUND								
Target Utilities	-	-	-	-	-	-	-	-
Economic Development Activities	186,600	855,900	-	647,200	-	-	-	1,689,700
Albany Municipal Airport	16,000	79,500	220,000	-	-	-	-	315,500
Municipal Airport Capital Projects	-	900	300,700	2,700	-	-	-	304,300
Total Economic Development Fund	202,600	936,300	520,700	649,900	-	-	-	2,309,500
PUBLIC TRANSIT FUND								
Albany Transit System	396,600	657,300	451,300	-	-	-	-	1,505,200
Linn-Benton Loop	429,100	271,700	420,000	-	-	-	-	1,120,800
Paratransit System	440,100	173,600	100,000	-	-	-	-	713,700
Total Public Transit Fund	1,265,800	1,102,600	971,300	-	-	-	-	3,339,700
PUBLIC SAFETY LEVY FUND								
Public Safety Levy	-	-	-	3,464,600	-	-	-	3,464,600
Total Public Safety Levy Fund	-	-	-	3,464,600	-	-	-	3,464,600
CAPITAL REPLACEMENT FUND								
Equipment Replacement	-	325,000	5,574,800	179,400	-	-	-	6,079,200
City Facilities Replacement	-	18,700	125,600	-	-	-	-	144,300
GF Facilities Maintenance Projects	-	32,200	43,100	-	-	-	-	75,300
IT Equipment Replacement	-	200,000	1,290,400	-	-	-	-	1,490,400
Facilities Replacement	-	-	648,500	-	-	-	-	648,500
Total Capital Replacement Fund	-	575,900	7,682,400	179,400	-	-	-	8,437,700
STREETS FUND								
Street Maintenance	760,900	1,191,500	-	-	-	-	-	1,952,400
Street Administration	71,900	887,900	-	80,000	-	379,100	-	1,418,900
Stormwater Operations	-	-	-	-	-	-	-	-
Street Capital & Restoration	-	280,000	5,743,100	210,600	-	-	-	6,233,700
N. Albany Frontage Fee Projects	-	-	104,600	29,000	-	-	-	133,600
Transportation SDC Imp Fee	-	8,000	3,528,500	382,500	-	-	-	3,919,000
Transportation SDC Reimb Fee	-	300	470,100	324,900	-	-	-	795,300
ADA Capital projects	-	-	88,400	-	-	-	-	88,400
Total Streets Fund	832,800	2,367,700	9,934,700	1,027,000	-	379,100	-	14,541,300
DEBT SERVICE FUND								
2002 LTD Tax Pension Bonds	-	-	-	-	865,800	-	-	865,800
2004 Revenue Obligations	-	800	-	-	179,600	-	-	180,400
Total Debt Service Fund	-	800	-	-	1,045,400	-	-	1,046,200
GENERAL OBLIGATION DEBT SERVICE FUND								
2015 Public Safety Facilities Bonds	-	900	-	-	1,178,200	-	-	-
Total General Obligation Debt Service Fund	-	900	-	-	1,178,200	-	-	1,179,100
CAPITAL PROJECTS FUND								
LID Construction Projects	-	-	2,233,700	33,300	-	-	-	2,267,000
Public Safety Facilities	-	-	12,005,000	-	-	-	-	12,005,000
Total Capital Projects Fund	-	100,000	14,638,700	33,300	-	-	-	14,772,000
SENIOR CENTER ENDOWMENT FUND								
Senior Center Endowment	-	-	-	52,400	-	-	-	52,400
Total Senior Center Endowment Fund	-	-	-	52,400	-	-	-	52,400
LIBRARY TRUST FUND								
V. O. Torney Trust	-	3,600	-	-	-	-	10,000	13,600
Manela Trust	-	1,200	-	-	-	-	69,500	70,700
Total Library Trust Fund	-	4,800	-	-	-	-	79,500	84,300

continued

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

Adopted Budget for Fiscal Year 2017-18

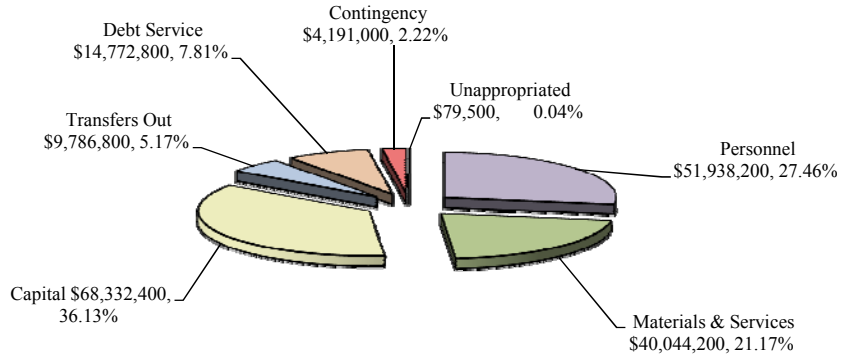
Fund/Program	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Conti- gency	Unappro- priated	Totals
SEWER FUND								
Wastewater Treatment Plant	737,400	1,833,500	67,000	-	-	-	-	2,637,900
Wastewater Collection	767,900	721,000	11,000	-	-	-	-	1,499,900
Wastewater Administration	151,800	3,396,100	-	596,100	-	994,500	-	5,138,500
Water Reuse and Biosolids	-	8,600	-	-	-	-	-	8,600
TWG Wetlands	110,300	149,600	7,000	-	-	-	-	266,900
Stormwater Operations	-	-	-	-	-	-	-	-
Industrial Pretreatment	341,600	142,000	-	-	-	-	-	483,600
Sewer System Capital Projects	-	405,000	15,487,600	-	-	-	-	15,892,600
Sewer Equipment Replacement	-	-	726,200	-	-	-	-	726,200
Sewer SDC Improvement Fee Projects	-	-	1,627,100	1,467,400	-	-	-	3,094,500
Sewer SDC Reimbursement Fee Projects	-	-	536,600	-	-	-	-	536,600
Sewer Debt Service	-	-	-	-	9,010,600	-	-	9,010,600
Sewer Economic Development	-	-	539,200	-	-	-	-	539,200
Wetlands Treatment Project	-	-	-	-	-	-	-	-
Stormwater Capital	-	-	-	-	-	-	-	-
Total Sewer Fund	2,109,000	6,655,800	19,001,700	2,063,500	9,010,600	994,500	-	39,835,100
WATER FUND								
Water Administration	156,100	3,047,600	-	530,100	-	955,300	-	4,689,100
Water Canal Maintenance	440,300	398,600	48,000	-	-	-	-	886,900
Vine Street Water Treatment Plant	476,600	498,600	18,000	-	-	-	-	993,200
Water Distribution	965,800	992,500	81,500	-	-	-	-	2,039,800
Albany-Millersburg WTP	476,600	889,900	533,000	-	-	-	-	1,899,500
Water SDC Improvement Fee Projects	-	-	143,600	214,300	-	-	-	357,900
Water SDC Reimbursement Fee Projects	-	-	847,200	224,300	-	-	-	1,071,500
Water Debt Service	-	-	-	-	3,538,600	-	-	3,538,600
Water System Capital Projects	-	196,500	8,768,100	75,000	-	-	-	9,039,600
Water Economic Development	-	-	591,300	-	-	-	-	591,300
N. Albany Water Capital Projects	-	-	792,500	-	-	-	-	792,500
Water Equipment Replacement	-	-	638,700	-	-	-	-	638,700
Total Water Fund	2,515,400	6,023,700	12,461,900	1,043,700	3,538,600	955,300	-	26,538,600
STORMWATER FUND								
Stormwater Operations	303,000	251,900	-	-	-	-	-	554,900
Stormwater Administration	-	1,323,800	-	-	-	57,300	-	1,381,100
Stormwater Capital	-	15,000	123,000	39,700	-	-	-	177,700
Stormwater Equipment Replacement	-	-	77,400	-	-	-	-	77,400
Total Stormwater Fund	303,000	1,590,700	200,400	39,700	-	57,300	-	2,191,100
CENTRAL SERVICES FUND								
Finance Department	1,353,000	263,800	-	-	-	-	-	1,616,800
Council & Nondepartmental	17,800	187,600	-	-	-	-	-	205,400
City Manager's Office	632,000	340,300	-	-	-	-	-	972,300
Information Technology Services	1,312,500	359,200	-	-	-	-	-	1,671,700
GIS Services	310,400	147,000	-	-	-	-	-	457,400
Permit Tracking	50,700	70,100	-	-	-	-	-	120,800
Human Resources	691,300	147,600	-	-	-	-	-	838,900
Facilities Maintenance	375,000	414,000	-	-	-	-	-	789,000
Total Central Services Fund	4,742,700	1,929,600	-	-	-	-	-	6,672,300
PUBLIC WORKS CENTRAL SERVICES FUND								
PW Administration	996,900	187,200	-	-	-	-	-	1,184,100
Engineering Services	2,540,300	405,300	-	-	-	-	-	2,945,600
Operations Admin	223,100	343,000	-	-	-	-	-	566,100
Water Quality Control Service	461,900	61,800	-	-	-	-	-	523,700
PW Customer Services	787,800	603,300	-	-	-	-	-	1,391,100
Facilities & Maintenance Engineering	1,759,900	278,500	-	-	-	-	-	2,038,400
Total Engineering/Water Quality Fund	6,769,900	1,879,100	-	-	-	-	-	8,649,000
Grand Totals	\$ 51,938,200	\$40,044,200	\$68,332,400	\$ 9,786,800	\$14,772,800	\$4,191,000	\$ 79,500	\$189,144,900

Table 5 summarizes the 2017-18 budget by fund, program, and requirement type.

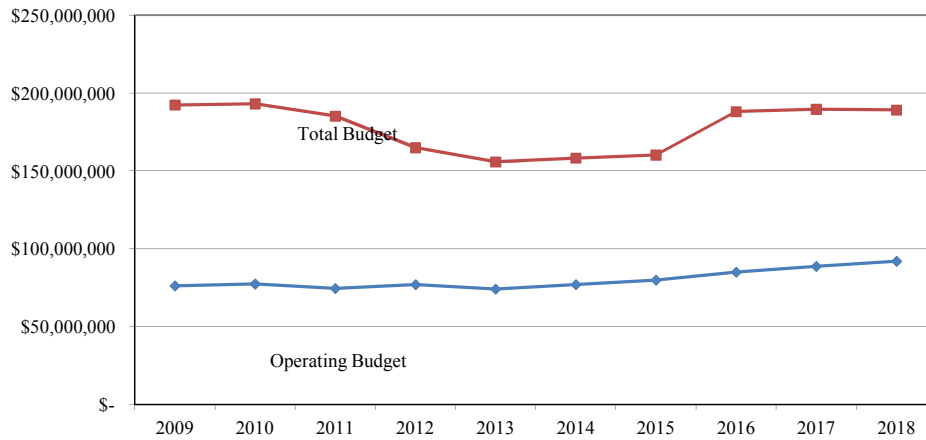
continued

Table 5
BUDGET BY FUND/PROGRAM AND REQUIREMENT TYPE, continued
 Adopted Budget for Fiscal Year 2017-18

2017-18 Budget by Requirement Type



**Operating Budget and Total Budget for Fiscal Years
 Ended/Ending June 30, 2009, through 2018**



Fiscal Year June 30,	Personnel	Materials & Supplies	Total Operating Budget	Total Budget	Operating Budget as % of Total Budget
2009	\$ 40,624,700	\$35,604,900	\$76,229,600	\$192,372,900	39.63%
2010	41,588,200	35,839,800	77,428,000	193,109,200	40.10%
2011	42,325,800	32,220,300	74,546,100	185,224,500	40.25%
2012	43,782,600	33,176,500	76,959,100	164,966,200	46.65%
2013	42,547,700	31,666,800	74,214,500	155,830,600	47.63%
2014	44,754,400	32,270,000	77,024,400	158,291,600	48.66%
2015	46,014,900	33,859,600	79,874,500	160,228,600	49.85%
2016	47,265,300	37,828,100	85,093,400	188,088,000	45.24%
2017	50,142,800	38,574,200	88,717,000	189,634,900	46.78%
2018	51,938,200	40,044,200	91,982,400	189,144,900	48.63%

Table 6

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

Adopted Budget for Fiscal Year 2017-18

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	\$ 1,604,800	U Designated for General Fund activities
Total General Fund	1,604,800	4.12% of General Fund budget
PARKS & RECREATION FUND		
202-35-1407-69026 Reserve: Lumber to Legacy	4,000	U Designated for Parks activities
202-35-1408-69027 Reserve: Public Art	1,000	U Designated for Parks activities
202-35-1408-99005 Contingencies	200,000	U Designated for Parks activities
202-35-1500-90012 Reserve: Capital Projects	1,536,600	R Restricted to Parks SDC projects
202-35-1506-69028 Reserve: Senior Center Foundation	52,400	R Restricted to Parks SDC projects
202-35-1507-90014 Reserve: Parks Capital Projects	50,000	U Designated for Parks capital projects
Total Parks & Recreation Fund	1,844,000	19.52% of Parks & Recreation Fund budget
GRANTS FUND		
203-30-5096-69023 Reserve: DOJ Equitable Sharing	52,100	R Restricted to Police
203-30-5119-69023 Reserve: DOJ Equitable Sharing	15,000	R Restricted to Police
Total Grants Fund	67,100	3.96% of Grants Fund budget
BUILDING FUND		
204-40-1602-69015 Reserve: Operating	972,100	U Designated for Building Inspection activities
204-40-1603-69015 Reserve: Operating	86,500	U Designated for Building Inspection activities
Total Building Fund	1,058,600	37.4% of Building Fund budget
RISK MANAGEMENT FUND		
208-10-1005-69016 Reserve: Risk Management	1,099,200	U Designated for potential risk management liabilities
208-10-1037-90015 Reserve: PepsiCo Settlement	186,600	U Designated for City Council-approved projects
Total Risk Management Fund	1,285,800	41.58% of Risk Management Fund budget
ECONOMIC DEVELOPMENT FUND		
211-11-1101-69020 Reserve: Economic Development	100,000	U Designated for economic development activities
211-50-1103-90017 Reserve: Facilities Maintenance	220,000	U Designated for airport facilities maintenance
211-50-1115-90012 Reserve: Capital Projects	300,700	U Designated for airport capital projects
Total Economic Development Fund	620,700	26.88% of Economic Development Fund budget
PUBLIC TRANSIT FUND		
213-50-1106-69015 Reserve: Operating	14,900	U Designated for Albany Transit operations
213-50-1107-69015 Reserve: Operating	30,600	U Designated for Loop operations
213-50-1108-69015 Reserve: Operating	17,900	U Designated for Paratransit operations
Total Public Transit Fund	63,400	1.9% of Public Transit Fund budget
CAPITAL REPLACEMENT FUND		
217-10-1010-90004 Reserve: Replacement	4,848,800	U Designated for equipment replacement
217-10-1034-90008 Reserve: Building Replacement	93,400	U Designated for building replacement
217-10-1034-90035 Reserve: Energy Trust	32,200	U Designated for building replacement
217-10-2002-90010 Reserve: Building Maintenance	31,400	U Designated for building maintenance projects
217-10-2002-90020 Reserve: Monteith House	11,700	U Designated for Monteith House projects
217-13-1031-90004 Reserve: Replacement	1,290,400	U Designated for Fire Property Management Expenses
217-50-2018-90019 Reserve: Facilities Replacement	248,500	U Designated for Information Technology equipment
217-50-2018-90038 Reserve: Bus Barn	350,000	U Designated for Public Works facilities replacement
Total Capital Replacement Fund	6,906,400	81.85% of Capital Replacement Fund budget
STREETS FUND		
250-50-2604-99005 Contingencies	379,100	U Designated for street capital projects
250-50-2700-90009 Reserve: Street Connection Fees	163,900	U Designated for street capital projects
250-50-2700-90012 Reserve: Capital Projects	1,362,600	U Designated for street capital projects
250-50-2700-90021 Reserve: Waverly RH Land Mod Dep - WM	203,300	U Designated for street capital projects
250-50-2700-90032 Reserve: ODOT Safety Grant Match	30,000	U Designated for street capital projects
250-50-2701-90012 Reserve: Capital Projects	104,600	U Designated for capital projects
250-50-2703-90012 Reserve: Capital Projects	1,590,300	U Designated for capital projects
250-50-2703-90033 Reserve: Lochner Road Imp	400,000	U Designated for capital projects
250-50-2703-90034 Reserve: ODOT I-5 EA	200,000	U Designated for capital projects
250-50-2704-90012 Reserve: Capital Projects	470,100	U Designated for capital projects
250-50-2705-90012 Reserve: Capital Projects	1,200	U Designated for capital projects
250-50-2705-90023 Reserve: Albany Transit	15,000	U Designated for capital projects
250-50-2705-90025 Reserve: Street Capital	72,200	U Designated for capital projects
Total Streets Fund	4,992,300	34.33% of Streets Fund budget
DEBT SERVICE FUND		
301-10-1021-95000 Reserve: Debt Service	190,500	R Restricted to debt service
Total Debt Service Fund	190,500	18.21% of Debt Service Fund budget

continued

Table 6
SCHEDULE OF RESTRICTED (R) AND UNRESTRICTED (U) RESERVES, continued
 Adopted Budget for Fiscal Year 2017-18

Fund/Account#/Description	Reserved Amount	Description/Percent of Fund Budget
GENERAL OBLIGATION DEBT SERVICE FUND		
303-10-1051-95000 Reserve: Debt Service	139,900	R Designated for capital projects
Total General Obligation Debt Service Fund	139,900	0.95% of General Obligation Debt Service Fund budget
CAPITAL PROJECTS FUND		
402-10-1012-90012 Reserve: Capital Projects	773,700	U Designated for capital projects
402-10-1052-90012 Reserve: Capital Projects	12,005,000	U Designated for capital projects
Total Capital Projects Fund	12,778,700	86.51% of Capital Projects Fund budget
LIBRARY TRUST FUND		
502-45-1703-99505 Unappropriated Surplus	10,000	R Restricted endowment donations
502-45-1704-99505 Unappropriated Surplus	69,500	R Restricted endowment donations
Total Library Trust Fund	79,500	94.31% of Library Trust Fund budget
SEWER FUND		
601-50-2407-99005 Contingencies	994,500	U Designated for sewer operations
601-50-2500-90003 Reserve: Connection Fees	462,700	U Designated for sewer system capital projects
601-50-2500-90012 Reserve: Capital Projects	3,614,700	U Designated for sewer system capital projects
601-50-2500-90022 Reserve: Siemens Settlement	3,753,000	U Designated for sewer system capital projects
601-50-2501-90007 Reserve: Equipment Replacement	726,200	U Designated for sewer equipment replacement
601-50-2502-90001 Reserve: Pipe Over-sizing	10,000	R Restricted SDC - capacity increasing projects
601-50-2502-90012 Reserve: Capital Projects	1,076,400	R Restricted SDC - capacity increasing projects
601-50-2503-90012 Reserve: Capital Projects	536,600	R Restricted SDC - general capital improvements
601-50-2504-95002 Reserve: Rates	960,000	U Designated for debt service
601-50-2504-95009 Reserve: SRF Requirements (WWTP)	2,403,000	U Designated for debt service
601-50-2504-95010 Reserve: SRF Requirements (Wetlands)	50,000	U Designated for debt service
601-50-2506-90012 Reserve: Capital Projects	539,200	U Designated for sewer capital projects
Total Sewer Fund	15,126,300	37.97% of Sewer Fund budget
WATER FUND		
615-50-2202-99005 Contingencies	955,300	U Designated for water operations
615-50-2300-90001 Reserve: Pipe Over-sizing	10,000	U Designated for water system pipe over-sizing
615-50-2300-90012 Reserve: Capital Projects	20,000	R Restricted to SDC - improvement fee projects
615-50-2301-90012 Reserve: Capital Projects	387,200	R Restricted to SDC - reimbursement fee projects
615-50-2305-95002 Reserve: Rates	500,100	U Designated for debt service
615-50-2305-95007 Bond Payment Stabilization Reserve	1,100,000	U Designated for water canal maintenance
615-50-2308-90003 Reserve: Connection Fees	281,400	U Designated for water capital projects
615-50-2308-90012 Reserve: Capital Projects	1,333,300	U Designated for water capital projects
615-50-2309-90012 Reserve: Capital Projects	501,300	U Designated for water economic development projects
615-50-2310-90012 Reserve: Capital Projects	792,500	R Restricted to North Albany water projects
615-50-2311-90007 Reserve: Equipment Replacement	408,700	U Designated for water equipment replacement
Total Water Fund	6,289,800	23.7% of Water Fund budget
STORMWATER FUND		
Contingencies	57,300	U Designated for stormwater
Reserve: Stormwater Capital	200	U Designated for stormwater
Reserve: Stormwater Deferred Planting	5,000	U Designated for stormwater
Reserve: Stormwater In-Lieu-of Planting	5,000	U Designated for stormwater
Reserve: Stormwater Drain Connection Fee	112,800	U Designated for stormwater
Reserve: Equipment Replacement	77,400	U Designated for equipment purchase
Total Stormwater Fund	257,700	0.97% of Stormwater Fund budget
PUBLIC WORKS CENTRAL SERVICES FUND		
705-50-2802-69015 Reserve: Operating	10,000	U Designated for Public Works Operations
705-50-2803-69015 Reserve: Operating	14,600	U Designated for Public Works Operations
705-50-2805-69015 Reserve: Operating	10,700	U Designated for Public Works Operations
705-50-2806-69015 Reserve: Operating	5,500	U Designated for Public Works Operations
705-50-2807-69015 Reserve: Operating	10,000	U Designated for Public Works Operations
705-50-2809-69015 Reserve: Operating	23,200	U Designated for Public Works Operations
Total Public Works Central Services Fund	74,000	0.86% of Public Works Central Services Fund budget
TOTAL RESTRICTED RESERVES	4,888,700	
TOTAL DESIGNATED RESERVES	48,490,800	
TOTAL RESERVES	\$53,379,500	

Table 7

HISTORICAL FINANCIAL INFORMATION BY FUND AND FUND TYPE

Adopted Budget for Fiscal Year 2017-18

Fund type/Fund name	2014-15 Actual	2015-16 Actual2016-17.....		2017-18 Adopted Budget	% Change from 2016-17
			Adopted Budget	Revised Budget		
GENERAL FUND	\$ 30,305,009	\$ 32,043,099	\$ 36,627,700	\$ 36,747,900	\$ 38,909,100	5.88%
SPECIAL REVENUE FUNDS						
Parks & Recreation	6,019,363	6,311,067	8,797,800	8,797,800	9,445,100	7.36%
Grants	1,879,333	1,120,576	1,592,600	1,592,600	1,695,000	6.43%
Building	1,232,979	1,530,147	2,835,400	2,835,400	2,890,800	1.95%
Risk Management	1,972,865	5,084,340	3,910,500	3,910,500	3,092,000	(20.93%)
Economic Development	1,205,916	1,493,192	2,128,000	2,128,000	2,309,500	8.53%
Public Transit	2,302,966	1,653,226	2,878,600	2,878,600	3,339,700	16.02%
Public Safety Levy	2,422,600	2,756,000	3,236,300	3,236,300	3,464,600	7.05%
Capital Replacement	894,426	3,412,634	7,908,600	7,908,600	8,437,700	6.69%
Streets	8,359,897	6,360,962	9,952,900	9,952,900	14,541,300	46.10%
Total Special Revenue Funds	26,290,345	29,722,144	43,240,700	43,240,700	49,215,700	13.82%
DEBT SERVICE FUNDS						
Debt Service	2,153,840	1,729,020	1,016,100	1,016,100	1,046,200	2.96%
General Obligation Debt Service	-	-	1,009,000	1,009,000	1,179,100	16.86%
Total Debt Service Funds	2,153,840	1,729,020	2,025,100	2,025,100	2,225,300	9.89%
CAPITAL PROJECT FUND						
Capital Projects	727,027	2,345,990	25,644,400	25,644,400	14,772,000	(42.40%)
Total Capital Project Fund	727,027	2,345,990	25,644,400	25,644,400	14,772,000	(42.40%)
PERMANENT FUNDS						
Senior Center Endowment	-	-	52,000	52,000	52,400	0.77%
Library Trust	992	1,366	84,000	84,000	84,300	0.36%
Total Permanent Funds	992	1,366	136,000	136,000	136,700	0.51%
ENTERPRISE FUNDS						
Sewer	15,685,695	18,540,600	39,902,900	39,902,900	39,835,100	(0.17%)
Water	11,556,495	15,890,751	25,955,300	25,955,300	26,538,600	2.25%
Stormwater	-	-	1,156,900	1,156,900	2,191,100	89.39%
Total Enterprise Funds	27,242,190	34,431,351	67,015,100	67,015,100	68,564,800	2.31%
INTERNAL SERVICE FUNDS						
Central Services	5,533,625	5,931,898	6,367,200	6,367,200	6,672,300	4.79%
Public Works Central Services	7,105,538	7,439,671	8,578,700	8,578,700	8,649,000	0.82%
Total Internal Service Funds	12,639,163	13,371,569	14,945,900	14,945,900	15,321,300	2.51%
Totals for All Fund Types	\$ 99,358,566	\$ 113,644,539	\$ 189,634,900	\$ 189,755,100	\$ 189,144,900	(0.32%)

Table 7 summarizes the 2017-18 Budget by fund and fund type. Also included are the actual expenditures for the 2014-15 and the 2015-16 fiscal years as well as the 2016-17 adopted and revised budgets.

Table 8
PROJECTED FUND BALANCES
 Adopted Budget for Fiscal Year 2017-18

Fund Type/Fund Name	July 1, 2017 Fund BalanceResources.....		Operating: Personnel, Materials & Services (1)	Capital (2)	Transfers Out	Debt Service (3)	Projected June 30, 2018, Fund Balance
		Current	Transfers In					
GENERAL FUND	3,583,500	31,700,400	3,625,200	36,293,400	128,000	882,900	-	\$ 1,604,800
SPECIAL REVENUE FUNDS								
Parks & Recreation	2,602,400	6,189,100	653,600	7,024,700	286,000	290,400	-	1,844,000
Grants	183,400	1,508,900	2,700	894,500	733,400	-	-	67,100
Building	1,415,900	1,474,900	-	1,772,200	-	60,000	-	1,058,600
Risk Management	3,032,700	26,000	33,300	1,806,200	-	-	-	1,285,800
Economic Development	678,300	1,347,300	283,900	1,038,900	-	649,900	-	620,700
Public Transit	223,000	2,241,600	875,100	2,305,000	971,300	-	-	63,400
Public Safety Levy	3,800	3,460,800	-	-	-	3,464,600	-	-
Capital Replacement	6,142,600	2,016,300	278,800	575,900	275,000	179,400	-	7,407,400
Streets	7,775,700	5,576,900	1,188,700	3,200,500	5,321,500	1,027,000	-	4,992,300
Total Special Revenue Funds	22,057,800	23,841,800	3,316,100	18,617,900	7,587,200	5,671,300	-	17,339,300
DEBT SERVICE FUNDS								
Debt Service	188,600	677,200	180,400	800	(190,500)	-	1,045,400	190,500
General Obligation Debt Service	106,700	1,072,400	-	900	(139,900)	-	1,178,200	139,900
Total Debt Service Funds	295,300	1,749,600	180,400	1,700	(330,400)	-	2,223,600	330,400
CAPITAL PROJECT FUND								
Capital Projects	13,675,000	95,000	1,002,000	100,000	1,860,000	33,300	-	12,778,700
Total Capital Project Fund	13,675,000	95,000	1,002,000	100,000	1,860,000	33,300	-	12,778,700
PERMANENT FUNDS								
Senior Center Endowment	52,400	0	-	-	-	52,400	-	-
Library Trust	83,600	700	-	4,800	-	-	-	79,500
Total Permanent Funds	136,000	700	-	4,800	-	52,400	-	79,500
Total Governmental Fund Types	39,747,600	57,387,500	8,123,700	55,017,800	9,244,800	6,639,900	2,223,600	32,132,700
ENTERPRISE FUNDS								
Sewer	21,001,500	17,366,200	1,467,400	8,764,800	4,869,900	2,063,500	9,010,600	15,126,300
Water	12,586,900	13,513,100	438,600	8,539,100	7,127,400	1,043,700	3,538,600	6,289,800
Stormwater	298,300	1,892,800	-	1,893,700	-	39,700	-	257,700
Total Enterprise Funds	33,886,700	32,772,100	1,906,000	19,197,600	11,997,300	3,146,900	12,549,200	21,673,800
INTERNAL SERVICE FUNDS								
Central Services	248,500	6,406,700	17,100	6,672,300	-	-	-	-
Public Works Central Services	63,600	8,585,400	-	8,575,000	-	-	-	74,000
Total Internal Service Funds	312,100	14,992,100	17,100	15,247,300	-	-	-	74,000
Total Proprietary Fund Types	34,198,800	47,764,200	1,923,100	34,444,900	11,997,300	3,146,900	12,549,200	21,747,800
Total All Fund Types	\$73,946,400	\$105,151,700	\$10,046,800	\$89,462,700	\$21,242,100	\$9,786,800	\$14,772,800	\$53,880,500

The projected June 30, 2018, fund balance is determined by subtracting the total requirements from the sum of the total resources and the Beginning Balance for July 1, 2017. Amounts held in reserve for future operating requirements, debt service, and capital projects total \$2,519,700, \$47,090,300, and \$5,343,500, respectively. The reserved amounts are included in the projected June 30, 2018, fund balance.

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



CITY OF
Albany

O R E G O N

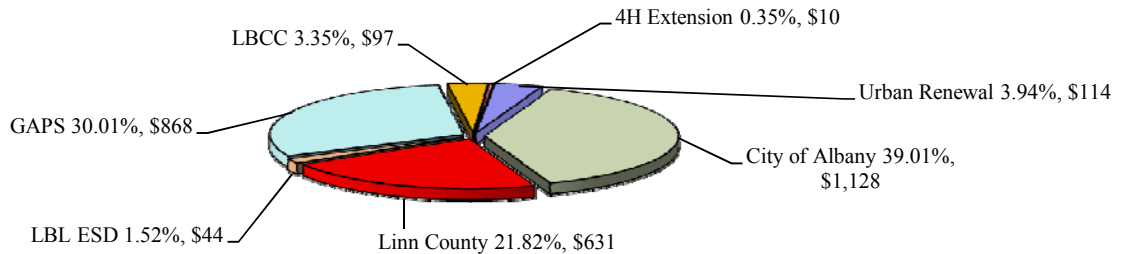
Table 9

PROPERTY TAX RATES - ALL OVERLAPPING DISTRICTS

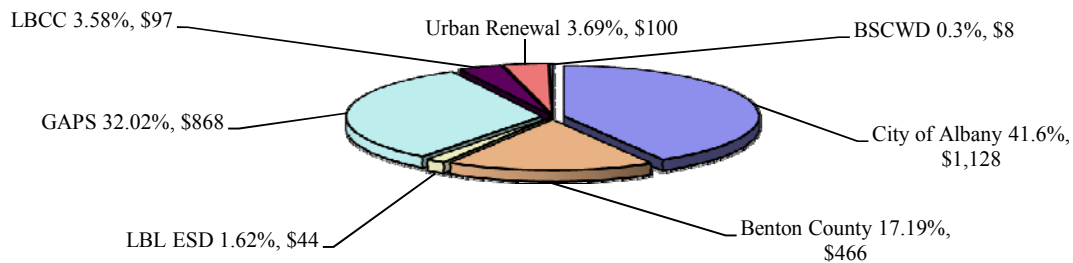
Per \$1,000 of Assessed Value

Fiscal Year Ended/ Ending June 30,	County	City of Albany	Linn & Benton Counties	Linn/ Benton/ Lincoln Counties ESD	Greater Albany Public School District	Linn- Benton Community College	4H Extension	Albany Urban Renewal	Benton County Soil & Water District (BCSWD)	Total Effective Rate ¹
2008	Linn	7.8618	3.5969	0.2984	6.0328	0.6589	-	0.4229	-	18.87
	Benton	7.8618	2.4652	0.2984	6.0328	0.6589	-	0.2608	0.0500	17.63
2009	Linn	7.7737	3.5129	0.2964	6.0349	0.6577	-	0.5233	-	18.80
	Benton	7.7994	3.1052	0.2977	6.0552	0.6606	-	0.5475	0.0500	18.52
2010	Linn	7.7811	3.4893	0.2962	6.0520	0.6628	0.0503	0.5619	-	18.89
	Benton	7.7811	2.7952	0.2962	6.0520	0.6628	-	0.5475	0.0500	18.18
2011	Linn	7.8092	3.6136	0.3049	6.2160	0.6736	0.0520	0.6059	-	19.2752
	Benton	8.0572	2.8452	0.3049	6.2160	0.6736	-	0.5475	0.0500	18.6944
2012	Linn	7.1465	4.0436	0.3049	6.1893	0.6814	0.0520	0.6059	-	19.0236
	Benton	7.5155	2.8852	0.3049	6.1823	0.6814	-	0.5475	0.0500	18.1668
2013	Linn	7.4970	4.0436	0.3049	6.2006	0.6736	0.0520	0.7309	-	19.5026
	Benton	7.5132	2.9665	0.3049	6.2006	0.6754	-	0.5475	0.0500	18.2581
2014	Linn	7.6592	3.8492	0.2930	6.0682	0.6644	0.0495	0.7967	-	19.3802
	Benton	7.6592	3.1052	0.2930	6.0682	0.6644	-	0.5475	0.0500	18.3875
2015	Linn	7.5890	4.2189	0.2923	6.0551	0.6491	0.0494	0.7085	-	19.5623
	Benton	7.5890	3.1052	0.2923	6.0551	0.6491	-	0.5475	0.0500	18.2882
2016	Linn	7.4880	4.2936	0.3049	6.2923	0.6794	0.0700	0.6059	-	19.7341
	Benton	7.7875	3.1052	0.3049	6.2159	0.6794	-	0.5475	0.0500	18.6904
2017	Linn	7.5172	4.2052	0.2901	5.7858	0.6438	0.0658	0.7618	-	19.2697
	Benton	7.5175	3.1052	0.2901	5.7858	0.6438	-	0.6689	0.0500	18.0613

**City of Albany (Linn County)
2016-17 Property Taxes, \$150,000 Assessed Value
Total Property Tax Imposed \$2,892**



**City of Albany (Benton County)
2016-17 Property Taxes, \$150,000 Assessed Value
Total Property Tax Imposed \$2,711**



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

Table 10

PROPERTY TAX INFORMATION - 2017-18 ADOPTED BUDGET**2017-18 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
2016-17 Actual tax to be collected (amount levied)	\$ 18,850,651	\$ 4,587,793	\$ 23,438,444
Estimated increase in the amount to be levied in 2017-18	2.78%	6.41%	3.49%
Estimated 2017-18 tax levy	\$ 19,375,622	\$ 4,881,648	\$ 24,257,270
Estimated collection rate	93.47%	93.47%	93.47%
Total Estimated Tax Collections (General & Parks Funds)	\$ 18,110,394	\$ 4,562,876	\$ 22,673,270
Allocation of Estimated Tax to be collected			
General Fund (80%)			\$ 18,138,616
Parks Fund (20%)			\$ 4,534,654
Estimated Rate per \$1,000 of assessed value (AV)			\$ 6.08

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

Public Safety Levy Property Tax Data	Linn	Benton	Total
2016-17 Actual tax to be collected (levied before compression)	\$ 3,561,392	\$ 866,748	\$ 4,428,140
Estimated % increase in the amount to be levied in 2017-18	2.82%	6.29%	3.50%
Estimated 2017-18 tax levy*	\$ 3,661,822	\$ 921,235	\$ 4,583,057
Estimated 2017-18 compression loss	(794,392)	(140,581)	(934,973)
Estimated 2017-18 tax levy after compression	\$ 2,867,430	\$ 780,654	\$ 3,648,084
Estimated collection rate	93.47%	93.47%	93.47%
Total estimated tax collections for the Public Safety Levy	\$ 2,680,187	\$ 729,677	\$ 3,409,864
Estimated Rate per \$1,000 of assessed value (AV)			\$ 1.15

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

General Obligation Debt Service Property Tax Requirements for Fiscal Year 2017-18

General Obligation Debt Service Requirements	Levy Amount*	Budget
Debt Service Fund: 2015 GO Public Safety Facilities Bonds	\$ 1,110,838	1,038,300
Total General Obligation Debt Service Requirements	\$ 1,110,838	\$ 1,038,300

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

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

2015 GO Bonds	\$ 0.27844
Total estimated rate per \$1,000 of assessed value	\$ 0.27844

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

General Fund	\$ 19,405,816
Parks & Recreation Fund	4,851,454
Public Safety Levy	3,648,084
General Obligation Debt Service	1,110,838
Estimated total taxes to be levied	\$ 29,016,192
Estimated collection rate	93.47%
Estimated Current Tax Collections	\$ 27,121,435

Table 10

PROPERTY TAX INFORMATION - 2017-18 ADOPTED BUDGET, continued**Estimated 2017-18 City Assessed Value for Linn and Benton Counties**

Assessed Value	Linn	Benton	Total
2016-17 actual assessed value	\$ 3,096,858,647	\$ 753,694,742	\$3,850,553,389
Estimated increase in assessed value	2.82%	6.84%	3.61%
Estimated 2017-18 assessed value	\$ 3,184,190,061	\$ 805,247,462	\$3,989,437,523

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

2016-17 Actual Assessed Value

County	City AV	Percent of Total
Linn	\$ 3,096,858,647	80.43%
Benton	753,694,742	19.57%
Totals	\$ 3,850,553,389	100.00%

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

2016-17 Actual Assessed Value

County	Total City AV	Total County AV	City % of Total County AV
Linn	\$3,096,858,647	\$ 6,127,581,961	50.54%
Benton	753,694,742	7,568,954,695	9.96%
Totals	\$3,850,553,389	\$13,696,536,656	28.11%

Budgeted Current and Delinquent Property Tax Collections for 2017-18

Fund Name (Percent of Total Collections)	Current	Delinquent	Total
General Fund (69.82%)	\$ 18,138,600	\$ 555,500	\$ 18,694,100
Parks & Recreation Fund (17.26%)	4,534,600	88,000	4,622,600
Public Safety Levy Fund (12.92%)	3,409,800	50,000	3,459,800
Total budgeted property tax collections	\$ 26,083,000	\$ 693,500	\$ 26,776,500

Use of Property Tax Resources for 2017-18

Description	Total Taxes	Percent of Total
General Fund, Parks & Recreation Fund	23,316,700	87.08%
Public Safety Local Option Levy	3,459,800	12.92%
Totals	\$ 26,776,500	100.00%

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

Fiscal Year June 30,	Total Property Taxes Received ²	General Fund	Parks & Recreation	Public Safety Levy	General Obligation Debt Service	General Obligation Debt-Water
2009	\$ 22,525,645	\$ 14,577,623	\$ 3,643,784	\$ 2,547,957	\$ 955,531	\$ 800,750
2010	23,609,154	15,223,744	3,806,006	2,628,400	1,294,417	656,587
2011	24,504,571	15,811,249	3,952,833	2,571,987	2,141,144	27,358
2012	23,936,714	16,204,832	4,051,531	2,321,263	1,333,190	25,898
2013	23,693,704	16,174,909	4,043,730	2,137,956	1,326,121	10,988
2014	24,273,951	16,376,958	4,150,416	2,429,127	1,315,152	2,298
2015	25,021,688	17,068,822	4,256,772	2,455,503	1,237,003	3,588
2016	25,929,999	17,726,277	4,431,550	2,750,629	1,021,280	263
2017	25,980,000	18,281,400	4,513,300	3,185,300	-	-
2018	27,954,700	18,694,100	4,622,600	3,459,800	1,178,200	-

(1) Actual tax receipts for fiscal years ended June 30, 2009, through 2016. Budgeted receipts for fiscal years ending June 30, 2017 and 2018.

(2) Current plus delinquent taxes.

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

Fiscal Year June 30,	Total Property Taxes Received	General Fund	Parks & Recreation	Public Safety Levy	General Obligation Debt Service	General Obligation Debt-Water
2009	100.01%	64.73%	16.18%	11.31%	4.24%	3.55%
2010	99.98%	64.47%	16.12%	11.13%	5.48%	2.78%
2011	100.00%	64.52%	16.13%	10.50%	8.74%	0.11%
2012	100.02%	67.71%	16.93%	9.70%	5.57%	0.11%
2013	100.01%	68.27%	17.07%	9.02%	5.60%	0.05%
2014	100.00%	67.46%	17.10%	10.01%	5.42%	0.01%
2015	99.98%	68.21%	17.01%	9.81%	4.94%	0.01%
2016	99.99%	68.35%	17.09%	10.61%	3.94%	0.00%
2017	100.00%	70.37%	17.37%	12.26%	0.00%	0.00%
2018	100.00%	66.87%	16.54%	12.38%	4.21%	0.00%

**Percent of Estimated Total Current and Delinquent Taxes
to be Received by Fund for Fiscal Year 2017-18**

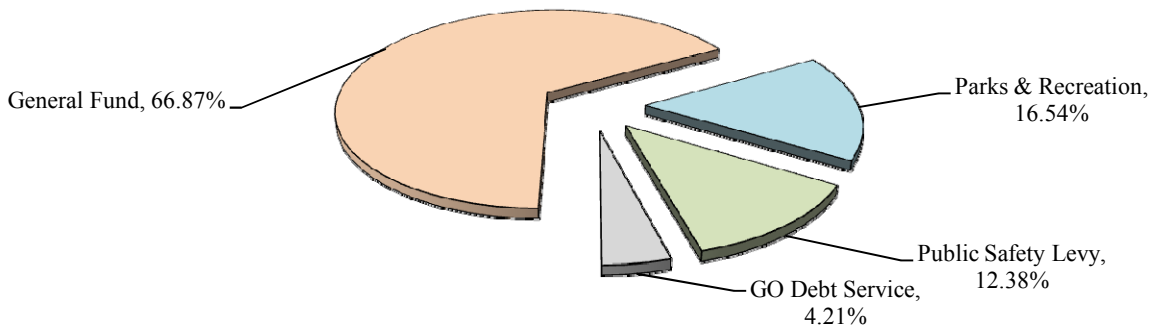
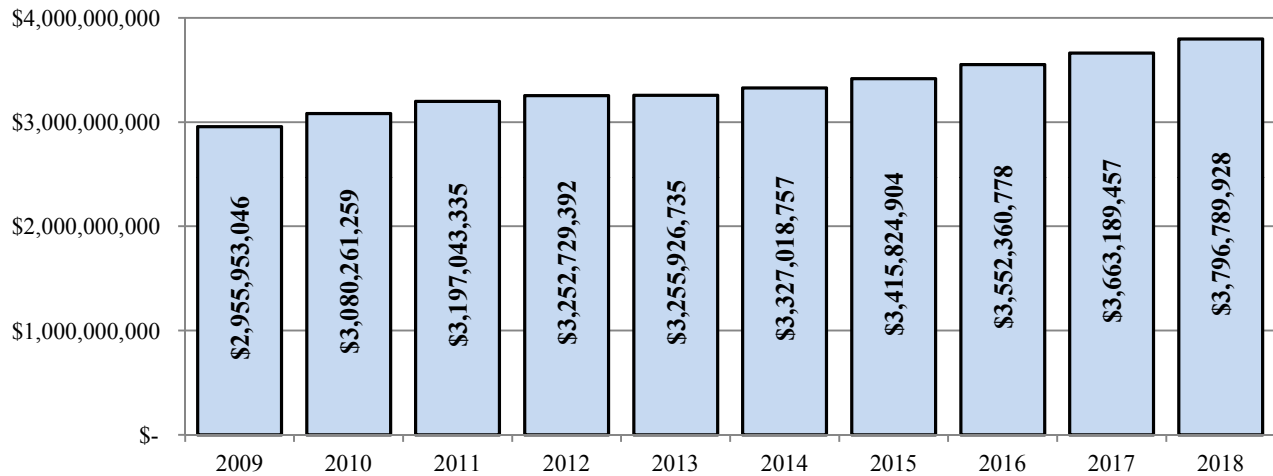


Table 12
Net Assessed Value Used to Compute Property Tax
Last Ten Fiscal Years ¹

Fiscal Year June 30,Linn County.....		Value Used to Compute the Tax	Benton County Value Used to Compute the Tax	Total Value Used to Compute the Tax	Linn & Benton Counties Combined Annual Percentage Change
	Total Assessed Value	Adjustments				
2009	\$ 2,512,935,769	\$ (83,900,206)	\$ 2,429,035,563	\$ 526,917,483	\$ 2,955,953,046	na
2010	2,619,857,693	(90,157,811)	2,529,699,882	550,561,377	3,080,261,259	4.21%
2011	2,720,366,416	(101,564,871)	2,618,801,545	578,241,790	3,197,043,335	3.79%
2012	2,760,000,798	(111,196,690)	2,648,804,108	603,925,284	3,252,729,392	1.74%
2013	2,762,432,910	(123,803,553)	2,638,629,357	617,297,378	3,255,926,735	0.10%
2014	2,826,866,390	(135,999,495)	2,690,866,895	636,151,862	3,327,018,757	2.18%
2015	2,895,358,204	(147,927,166)	2,747,431,038	668,393,866	3,415,824,904	2.67%
2016	3,010,149,432	(166,529,559)	2,843,619,873	708,740,905	3,552,360,778	4.00%
2017	3,096,858,647	(187,363,932)	2,909,494,715	753,694,742	3,663,189,457	3.12%
2018	3,184,190,061	(192,647,595)	2,991,542,466	805,247,462	3,796,789,928	3.65%

(1) Actual assessed values for Fiscal Years 2009 through 2017. Estimated value for Fiscal Year 2018.



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

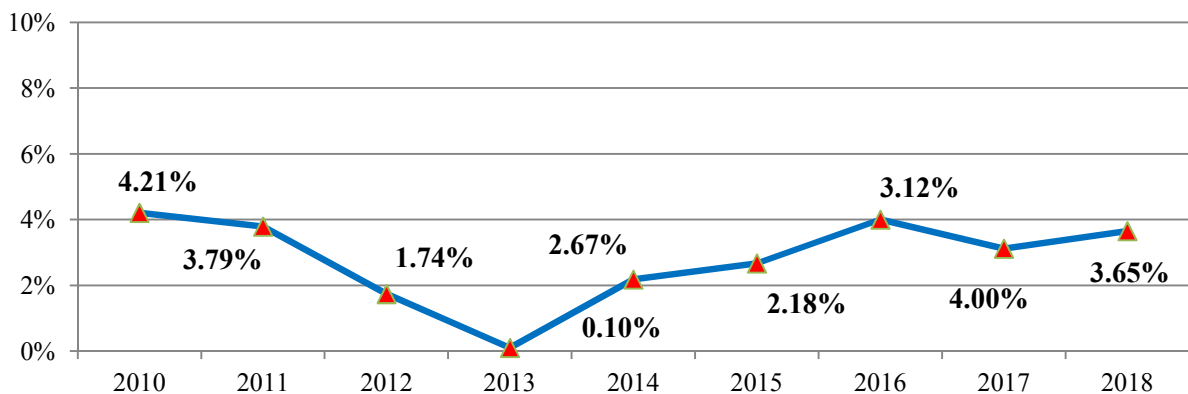
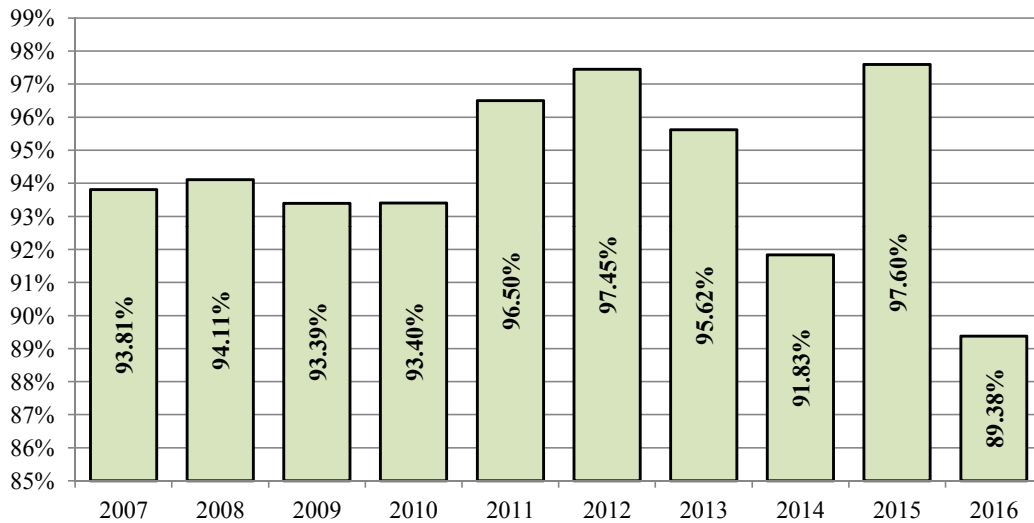


Table 13
Property Taxes Levied, Collected, and Collection Percentage
Ten Fiscal Years from 2007-2016

Fiscal Year Ended June 30,	Property Taxes Levied	Property Taxes Collected in the Year Levied	Annual Collection Percentage	Running Collection Percentage Average
2007	\$21,270,329	\$19,954,676	93.81%	93.39%
2008	22,492,032	21,166,331	94.11%	93.68%
2009	23,516,147	21,961,902	93.39%	93.59%
2010	24,350,079	22,743,124	93.40%	93.55%
2011	25,400,423	24,511,822	96.50%	94.13%
2012	24,567,501	23,941,988	97.45%	94.66%
2013	24,283,889	23,220,370	95.62%	94.79%
2014	25,235,167	23,174,341	91.83%	94.42%
2015	25,632,561	25,018,102	97.60%	94.78%
2016	27,866,584	24,908,456	89.38%	94.19%

Annual Property Tax Collection Percentage
Ten Fiscal Years from 2007-2016



Running Collection Percentage Average

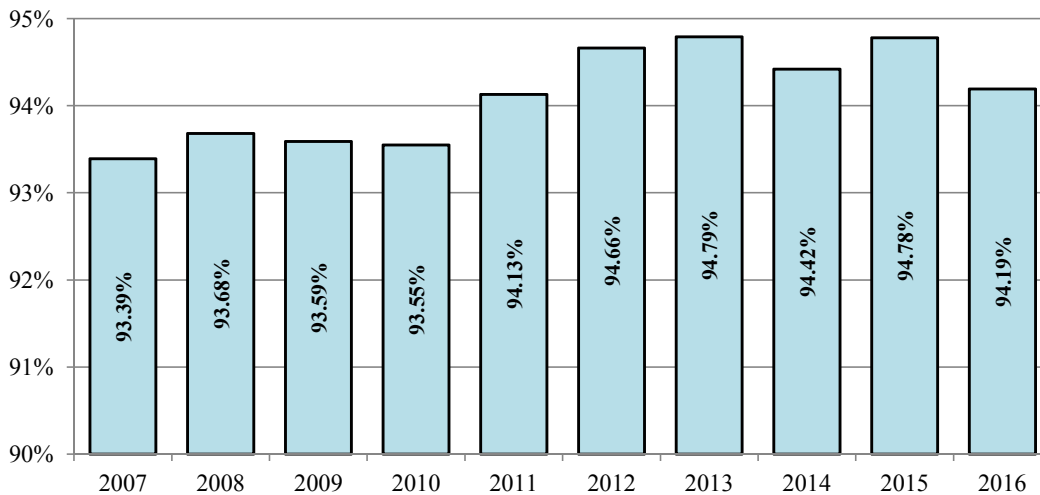


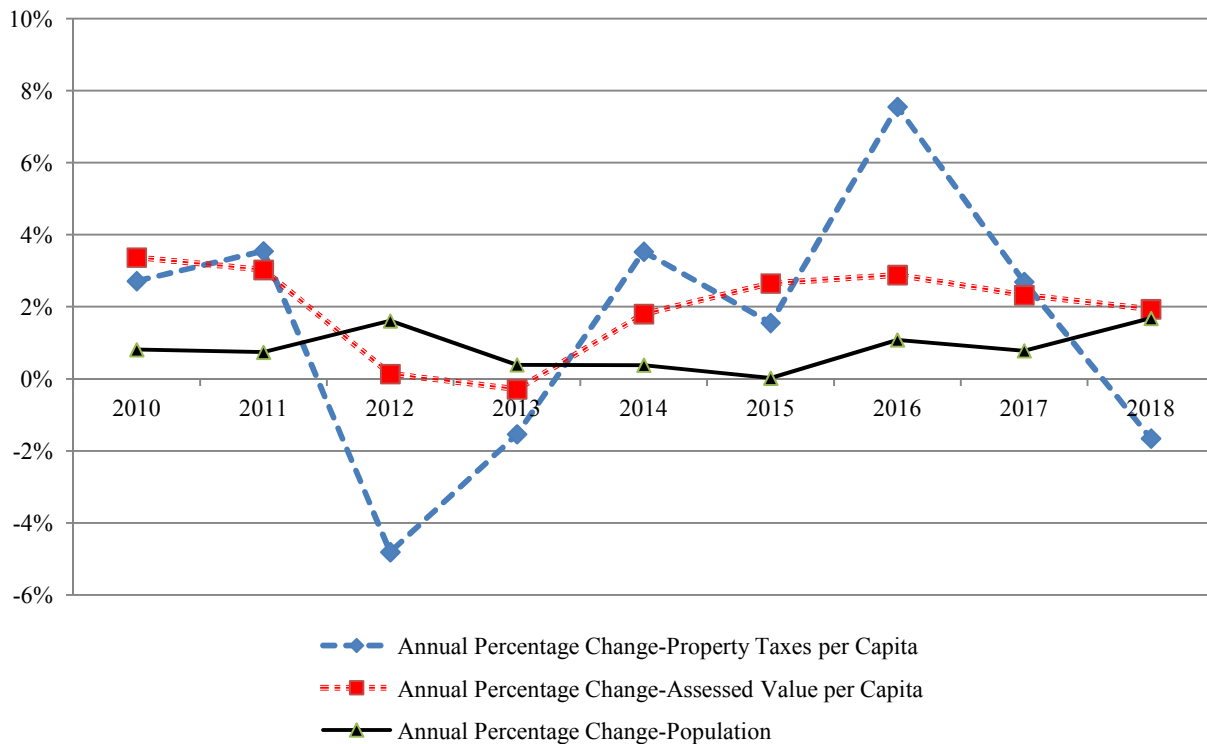
Table 14

**Total Property Taxes Levied per Capita and Assessed Value per Capita
Ten Fiscal Years from 2009-2018 (1)**

Fiscal Year Ended June 30,	POPULATION		PROPERTY TAXES			ASSESSED VALUE		
	Amount	Annual Percentage Change	Amount Levied	per Capita	Annual Percentage Change	Value Used to Compute the Tax	per Capita	Annual Percentage Change
2009	48,770		\$23,516,147	\$ 482.18	n/a	\$2,955,953,046	\$ 60,610.07	n/a
2010	49,165	0.81%	24,350,079	495.27	2.71%	3,080,261,259	62,651.51	3.37%
2011	49,530	0.74%	25,400,423	512.83	3.55%	3,197,043,335	64,547.61	3.03%
2012	50,325	1.61%	24,567,501	488.18	(4.81%)	3,252,729,392	64,634.46	0.13%
2013	50,520	0.39%	24,283,889	480.68	(1.54%)	3,255,926,735	64,448.27	(0.29%)
2014	50,710	0.38%	25,235,167	497.64	3.53%	3,327,018,757	65,608.73	1.80%
2015	50,720	0.02%	25,632,561	505.37	1.55%	3,415,824,904	67,346.71	2.65%
2016	51,270	1.08%	27,866,584	543.53	7.55%	3,552,360,778	69,287.32	2.88%
2017	51,670	0.78%	28,840,327	558.16	2.69%	3,663,189,457	70,895.87	2.32%
2018	52,540	1.68%	28,840,327	548.92	(1.66%)	3,796,789,928	72,264.75	1.93%

(1) Actual amounts for fiscal years ended June 30, 2009, through 2016. Budgeted amounts for fiscal years ending June 30, 2017 and 2018.

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



DEBT MANAGEMENT

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

Debt Summary

Outstanding debt as of July 1, 2017:

Short-term	None
Long-term:	
Gross bonded debt (all debt with a General Obligation pledge)	
2015 General Obligation Public Facilities Bonds	\$ 17,235,000
Pledged from the general revenues of the City	
2002 Limited Tax Pension Obligations	4,992,001
Payable from unobligated, non-property tax revenues of the City	
2004 Revenue Obligations	500,000
2010 Wetlands Loan	1,464,596
2012 SRF ARRA Loan	1,450,000
Gross Debt (General obligation and general revenue and pledge)	\$ 25,641,597
Net direct debt (all debt paid in whole or in part by taxes)	\$ 17,235,000
Net overlapping debt as of June 30, 2016	44,765,676
Total net direct debt and overlapping debt	\$ 62,000,676

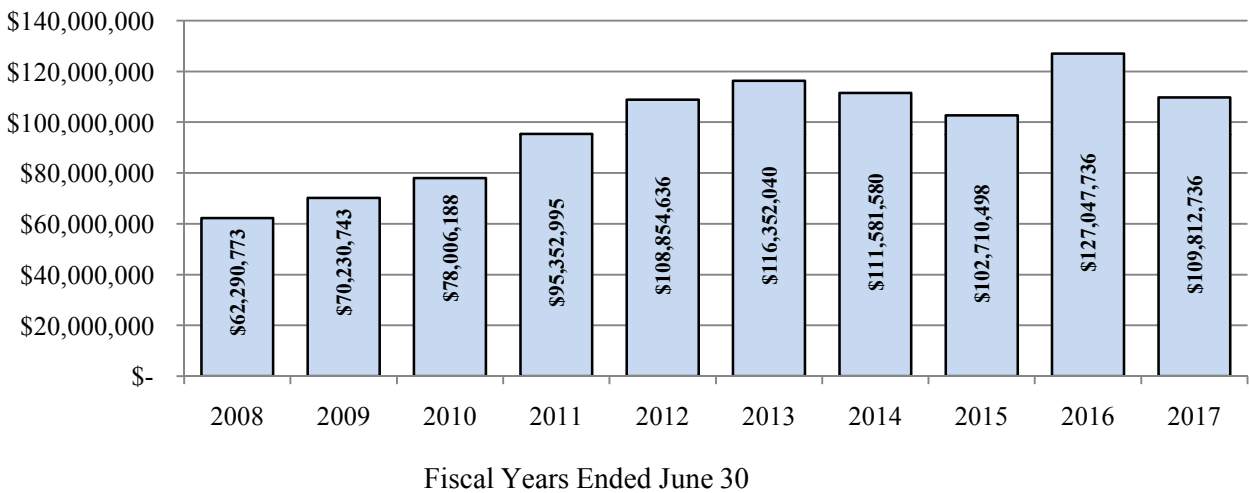
Debt Ratios

		Per Capita	Percent of True Cash Value
2018 Population	52,540		
True Cash Value as of June 30, 2017	\$ 4,234,924,544	\$ 80,603.82	
Gross Bonded Debt	17,235,000	328.04	0.41%
Gross Debt including General Fund Obligations	25,641,597	488.04	0.61%
Overlapping Debt	44,765,676	852.03	1.06%
Net Direct (General Obligation) and Overlapping Debt	62,000,676	1,180.07	1.46%
Gross Debt and Overlapping Debt	70,407,273	1,340.07	1.66%

Debt Service Schedule - Table 15
COMPUTATION OF LEGAL DEBT MARGIN

True Cash Value for the City of Albany (1)	\$ 4,234,924,544
3% Limitation	<u>3%</u>
General Obligation Debt Limit - 3% of True Cash Value	<u>127,047,736</u>
Gross bonded debt principal:	
	\$ 17,235,000
Net debt subject to 3% limitation	<u>17,235,000</u>
Legal Debt Margin for General Obligation Debt	<u><u>\$ 109,812,736</u></u>

Historical Trend of Legal Debt Margin



(1) Source: Tax Rolls - Linn and Benton County Tax Assessors as of June 30, 2016.

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

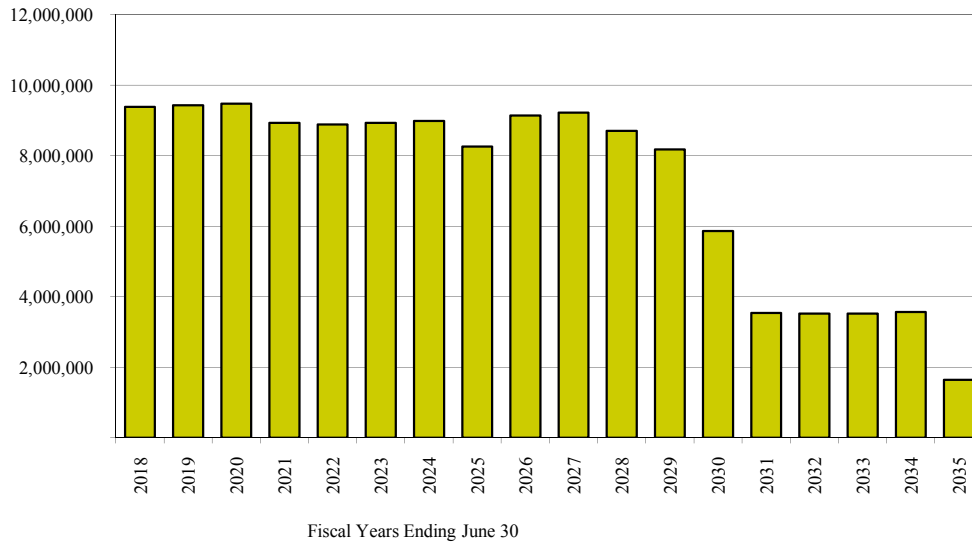
Debt Service Schedule - Table 16

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

as of June 30, 2017

Years of Maturity	Total Requirements.....			2015 Public Safety General Obligation Bonds		2002 Limited Tax Pension Obligations		2004 General Revenue Obligations	
	Total	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2017-2018	9,383,184	5,508,460	3,874,724	415,000	614,975	111,140	564,098	160,000	19,553
2018-2019	9,426,020	5,720,522	3,705,498	465,000	597,375	111,257	593,980	165,000	13,394
2019-2020	9,479,426	5,994,548	3,484,878	520,000	577,675	159,604	580,634	175,000	7,000
2020-2021	8,927,898	5,929,615	2,998,283	575,000	555,775	460,000	315,785		
2021-2022	8,886,510	6,126,596	2,759,914	625,000	531,775	530,000	284,275		
2022-2023	8,931,422	6,413,561	2,517,861	685,000	505,575	600,000	247,970		
2023-2024	8,982,955	6,723,943	2,259,012	745,000	473,250	685,000	206,870		
2024-2025	8,257,585	6,282,843	1,974,742	815,000	434,250		159,947		
2025-2026	9,140,223	7,420,371	1,719,852	890,000	391,625	865,000	159,947		
2026-2027	9,217,594	7,811,636	1,405,958	970,000	349,975	970,000	100,695		
2027-2028	8,702,940	7,611,754	1,091,186	1,050,000	314,825	500,000	34,250		
2028-2029	8,180,007	7,375,842	804,165	1,115,000	282,350				
2029-2030	5,864,632	5,314,477	550,155	1,190,000	247,775				
2030-2031	3,538,403	3,125,000	413,403	1,265,000	210,159				
2031-2032	3,527,359	3,210,000	317,359	1,345,000	169,375				
2032-2033	3,520,202	3,305,000	215,202	1,430,000	125,125				
2033-2034	3,572,578	3,465,000	107,578	1,520,000	77,188				
2034-2035	1,641,244	1,615,000	26,244	1,615,000	26,244				
Totals	\$ 129,180,182	\$ 98,954,168	\$ 30,226,014	\$ 17,235,000	\$ 6,485,291	\$ 4,992,001	\$ 3,248,451	\$ 500,000	\$ 39,947

Annual Principal and Interest Requirements - All Funds



continued

Debt Service Schedule - Table 16, continued

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

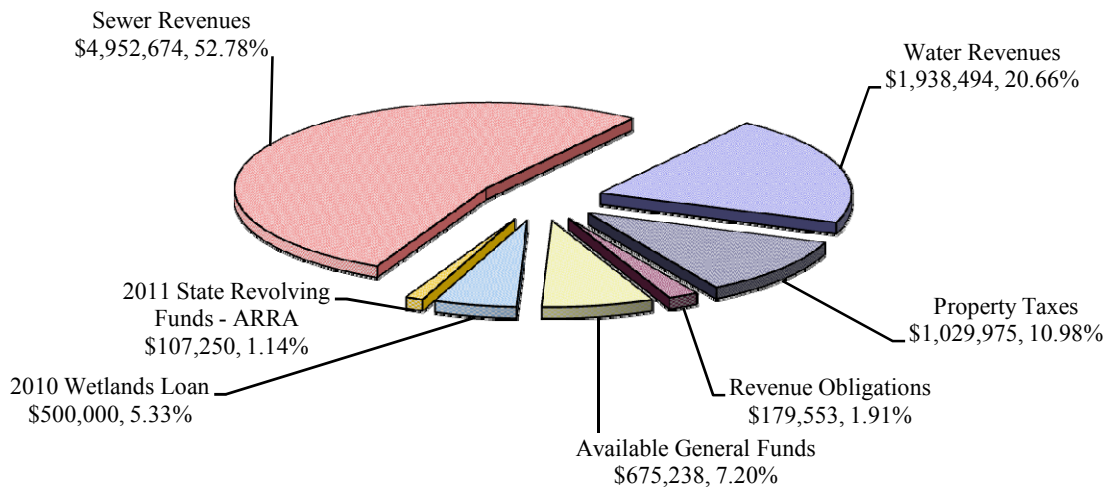
as of June 30, 2017

Years of Maturity	2013 Water Revenue Bonds		2007 State Revolving Fund Loans - Sewer		2010 Wetlands Loan		2012 SRF ARRA Loan	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Fee
2017-2018	1,020,000	918,494	3,260,904	1,691,770	441,416	58,584	100,000	7,250
2018-2019	1,060,000	876,894	3,360,192	1,576,178	459,073	40,927	100,000	6,750
2019-2020	1,100,000	833,694	3,462,508	1,457,061	477,436	22,564	100,000	6,250
2020-2021	1,140,000	783,194	3,567,944	1,334,312	86,671	3,467	100,000	5,750
2021-2022	1,195,000	730,794	3,676,596	1,207,820			100,000	5,250
2022-2023	1,240,000	682,094	3,788,561	1,077,472			100,000	4,750
2023-2024	1,290,000	631,494	3,903,943	943,148			100,000	4,250
2024-2025	1,345,000	572,068	4,022,843	804,727			100,000	3,750
2025-2026	1,420,000	502,944	4,145,371	662,086			100,000	3,250
2026-2027	1,500,000	437,444	4,271,636	515,094			100,000	2,750
2027-2028	1,560,000	376,244	4,401,754	363,617			100,000	2,250
2028-2029	1,625,000	312,544	4,535,842	207,521			100,000	1,750
2029-2030	1,705,000	254,468	2,319,477	46,662			100,000	1,250
2030-2031	1,760,000	202,494					100,000	750
2031-2032	1,815,000	147,734					50,000	250
2032-2033	1,875,000	90,077						
2033-2034	1,945,000	30,390						
2034-2035								
Totals	\$24,595,000	\$ 8,383,065	\$48,717,571	\$11,887,468	\$ 1,464,596	\$ 125,542	\$1,450,000	\$ 56,250

Debt Service Schedule - Table 17
SUMMARY OF DEBT SERVICE BY TYPE AND FUND
 2017-2018 Fiscal Year Requirements

Fund/Source/Debt Description	Principal	Interest	Total for 2017-2018
DEBT SERVICE FUND:			
General Obligation Bonds			
2015 Public Safety Facilities	\$ 415,000	\$ 614,975	\$ 1,029,975
Revenue Obligation Bonds			
2004 General Revenue Obligations	160,000	19,553	179,553
Limited Tax Pension Obligations			
2002 Limited Tax Pension Obligations	111,140	564,098	675,238
Total Debt Service Fund	686,140	1,198,626	1,884,766
SEWER FUND:			
State Revolving Fund Loans			
2007 State Revolving Fund Loans - Sewer Treatment Plant	3,260,904	1,691,770	4,952,674
2010 Wetlands Loan	441,416	58,584	500,000
2012 SRF ARRA Loan	100,000	7,250	107,250
Total Sewer Fund:	3,802,320	1,757,604	5,559,924
WATER FUND:			
Water Revenue Bonds			
2013 Full Faith and Credit Refunding Bonds	1,020,000	918,494	1,938,494
Total Water Fund:	1,020,000	918,494	1,938,494
Total Requirements for Fiscal Year 2017-2018	\$ 5,508,460	\$ 3,874,724	\$ 9,383,184

Debt Service Requirements, Summary by Funding Source



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

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

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

Years Ending June 30,	Principal	Interest	Totals
2018	415,000	614,975	1,029,975
2019	465,000	597,375	1,062,375
2020	520,000	577,675	1,097,675
2021	575,000	555,775	1,130,775
2022-2026	3,760,000	2,336,475	5,860,775
2027-2031	5,590,000	1,405,084	6,707,525
2032-2036	5,910,000	397,932	7,686,194
Totals	\$ 17,235,000	\$ 6,485,291	\$ 23,720,291

Limited Tax Pension Obligations

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

Years Ending June 30,	Principal	Interest	Totals
2018	111,140	564,098	675,238
2019	111,257	593,980	705,237
2020	159,604	580,634	740,238
2021	460,000	315,785	775,785
2022-2026	2,680,000	1,059,009	3,739,009
2027-2029	1,470,000	134,945	1,604,945
Totals	\$ 4,992,001	\$ 3,248,451	\$ 8,240,452

General Revenue Obligations

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

Years Ending June 30,	Principal	Interest	Totals
2017	160,000	19,553	179,553
2018	165,000	13,394	178,394
2019	175,000	7,000	182,000
Totals	\$ 500,000	\$ 39,947	\$ 539,947

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

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

Years Ending June 30,	Principal	Interest	Totals
2017	1,020,000	918,494	1,938,494
2018	1,060,000	876,894	1,936,894
2019	1,100,000	833,694	1,933,694
2020	1,140,000	783,194	1,923,194
2021-2025	6,490,000	3,119,394	9,609,394
2026-2030	8,150,000	1,583,194	9,733,194
2031-2035	5,635,000	268,201	5,903,201
Totals	\$ 24,595,000	\$ 8,383,065	\$ 32,978,065

State Revolving Fund (SRF) Loans, Sewer Fund

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

Years Ending June 30,	Principal	Interest	Totals
2017	3,260,904	1,691,770	4,952,674
2018	3,360,192	1,576,178	4,936,370
2019	3,462,508	1,457,061	4,919,569
2020	3,567,944	1,334,312	4,902,256
2021-2025	19,537,314	4,695,253	24,232,567
2026-2030	15,528,709	1,132,894	16,661,603
Totals	\$ 48,717,571	\$ 11,887,468	\$ 60,605,039

State Revolving Fund (SRF) ARRA Loans, Sewer Fund

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

Years Ending June 30,	Principal	Interest	Totals
2017	100,000	7,250	107,250
2018	100,000	6,750	106,750
2019	100,000	6,250	106,250
2020	100,000	5,750	105,750
2021-2025	500,000	21,250	521,250
2026-2030	500,000	8,750	508,750
2031-2032	50,000	250	50,250
Totals	\$ 1,450,000	\$ 56,250	\$ 1,506,250

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

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

Years Ending June 30,	Principal	Interest	Totals
2017	441,416	58,584	500,000
2018	459,073	40,927	500,000
2019	477,436	22,564	500,000
2020	86,671	3,467	90,138
Totals	\$ 1,464,596	\$ 125,542	\$ 1,590,138

TOTAL OUTSTANDING BONDS, CERTIFICATES OF PARTICIPATION, AND SRF LOANS

Years Ending June 30,	Principal	Interest	Totals
2017	5,508,460	3,874,724	9,383,184
2018	5,720,522	3,705,498	9,426,020
2019	5,994,548	3,484,878	9,479,426
2020	5,929,615	2,998,283	8,927,898
2021-2025	32,967,314	11,231,381	44,198,695
2026-2030	31,238,709	4,264,867	35,503,576
2031-2035	11,595,000	666,383	12,261,383
Totals	\$ 98,954,168	\$ 30,226,014	\$ 129,180,182

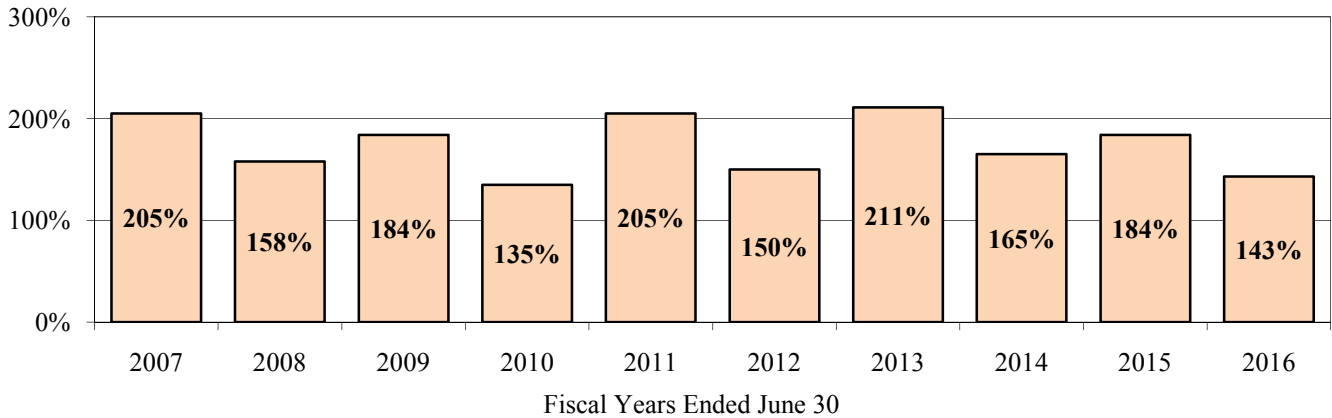
Debt Service Schedule - Table 19
REVENUE BOND COVERAGE: ENTERPRISE FUNDS
 last 10 fiscal years

Fiscal Year Ended June 30,	Operating Revenue	Operating Expense ¹	Net		Total Debt		Coverage
			Operating Revenue	Debt Requirements ² Principal	Interest	Requirements	
2007	21,830,693	13,935,942	7,894,751	1,772,704	2,072,517	3,845,221	205.31%
2008	22,970,160	14,999,807	7,970,353	1,976,955	3,072,934	5,049,889	157.83%
2009	23,806,995	14,591,520	9,215,475	2,030,396	2,977,014	5,007,410	184.04%
2010	26,188,307	15,032,412	11,155,895	2,401,143	5,881,196	8,282,339	134.69%
2011	30,059,038	14,284,897	15,774,141	3,770,148	3,938,971	7,709,119	204.62%
2012	26,697,590	15,330,041	11,367,549	3,759,599	3,808,017	7,567,616	150.21%
2013	30,855,527	15,444,084	15,411,443	3,636,835	3,675,970	7,312,805	210.75%
2014	27,175,162	15,923,044	11,252,118	3,897,278	2,930,937	6,828,215	164.79%
2015	28,489,572	14,884,999	13,604,573	4,367,742	3,018,747	7,386,489	184.18%
2016	29,096,871	19,234,576	9,862,295	4,006,056	2,909,389	6,915,445	142.61%

¹ Operating expenses less depreciation.

² 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 financial resources except those accounted for in another fund. The City has one General Fund. General Fund programs include:

Nondepartmental

Expenditures which cannot be attributed to other General Fund programs are accounted for in this program. City Hall building maintenance charges are expected to be \$213,200. Major interfund transfers include: \$488,400 of State Revenue Sharing proceeds to the Albany Transit System; \$104,400 of State Revenue Sharing proceeds to the Paratransit System; and \$187,200 to the Parks & Recreation Fund. \$85,400 is for Urban Forestry Management and \$101,800 to outside agencies.

Municipal Court

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

Fire Emergency Services

Fire Emergency Services responds to emergencies including fires, rescues, hazardous materials incidents, vehicle accidents, health difficulties, and natural or other disasters. This program is responsible for the production and maintenance of the Emergency Operations Plan. It also provides emergency and non-emergency ambulance transportation for Albany and portions of Linn, Benton, and Marion Counties. Included are ambulance billing, customer service, collection for charges related to ambulance transports, and administrative support of the FireMed program. The primary source of revenue is ambulance service charges. Service charge revenue is expected to be \$2,300,000. Fire Med revenues are limited by federal reimbursement rates and have been budgeted at \$170,000.

Public Safety Levy-Fire

This program accounts for the Fire personnel and materials funded by the five-year Public Safety Levy passed by the voters in May 2016. Fiscal Year 2017-18 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 prosecutorial services, community service assistance, City regulatory services, traffic enforcement, and accident investigation. In addition, the Department provides animal control, community policing, crime prevention programs, and maintains records in accordance with state statutes and departmental policies.

Public Safety Levy-Police

This program accounts for the Police personnel and materials funded by the five-year Public Safety Levy passed by the voters in May 2016. Fiscal Year 2017-18 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.

Library

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

GENERAL FUND
PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

REVENUE TRENDS AND ASSUMPTIONS

Property Taxes

The estimated 2017-18 collection of current property taxes for the General Fund will be \$17,701,400. Provisions of Ballot Measure 50 and subsequent legislation have combined to set the permanent tax rate for the City of Albany at \$6.3984 per \$1,000 of assessed value. Ballot Measure 50 limits the annual increase in assessed value of each property to three percent. The increase is not automatic and can only increase as much as the real market value up to the three percent limit. The value of new construction is added to the assessed value, which may result in property tax revenues increasing more than three percent. For 2017-18, tax collections are estimated to rise by 4.15.0 percent. The collection rate is estimated to be 93.47 percent of the taxes levied.

In May of 2016, Albany voters passed a new local option levy to support public safety. The levy is for five years at \$1.15 per \$1,000 of assessed value starting in 2016-17. For 2017-18, the first year of the levy, current tax collections are estimated to be \$3,117,300. The tax revenues will be received into the Public Safety Fund (215) and distributed to the General Fund (100) throughout the year.

Franchise Fees and Privilege Taxes

Franchise fees and privilege taxes account for 13.65 percent of the General Fund budget. It is projected that the 2017-18 level of actual receipts will be more than those of 2016-17.

Licenses and Fees

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

Intergovernmental Revenues

Intergovernmental revenues are projected to increase by 6.26 percent for Fiscal Year 2017-18. Rural fire district payments will increase by \$26,000 (1.71 percent). Liquor taxes, cigarette taxes, and state revenue sharing are forecast to increase by \$111,700 (7.99 percent).

Charges for Services

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

Fines and Forfeitures

Court fines are estimated to increase by 5.87 percent from the 2016-17 estimate.

Other Revenues

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

Investment Earnings

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

GENERAL FUND

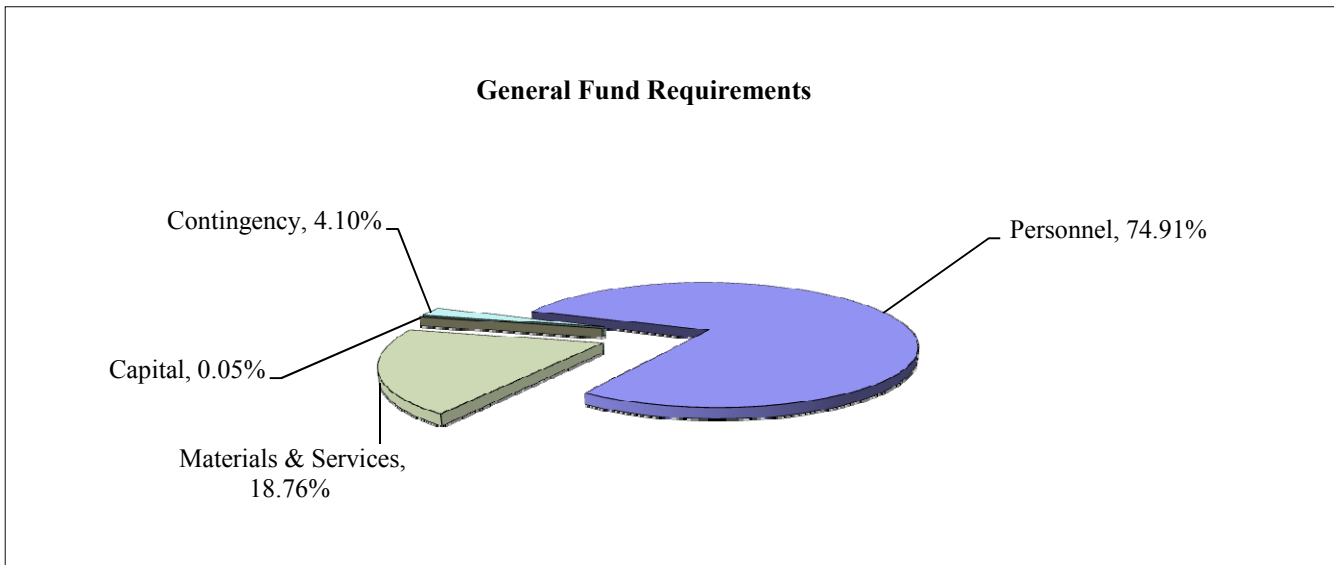
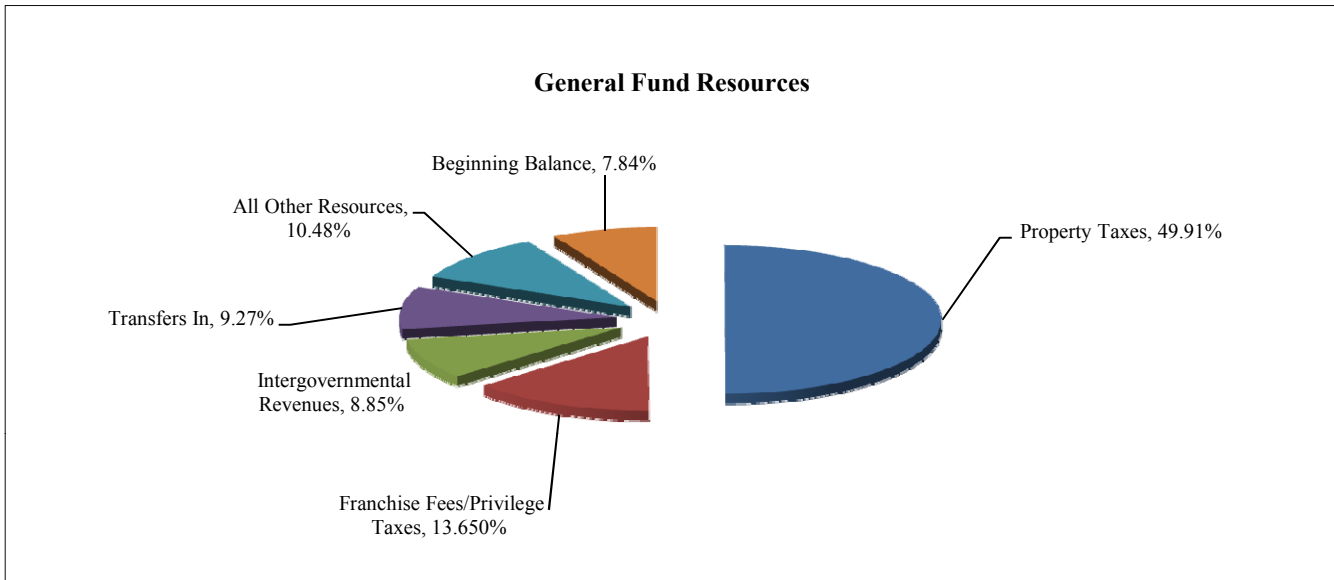
Adopted for the Fiscal Year 2017-18

RESOURCES

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

REQUIREMENTS

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



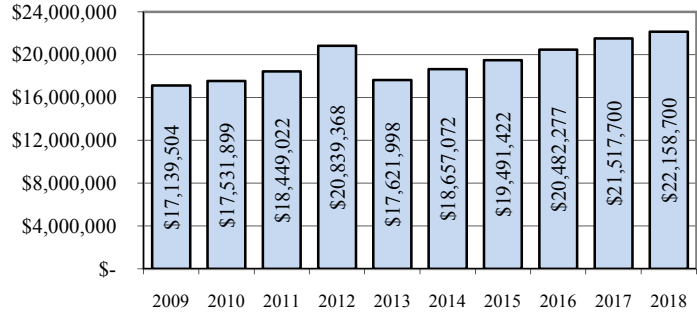
GENERAL FUND

(Amounts for 2009 through 2016 are actual. Budgeted amounts have been used for 2017 and 2018.)

Property Tax Collections

Year Ended/ Ending June 30,	Property Tax Collections	Percentage Increase
2009	\$ 17,139,504	-
2010	17,531,899	2.29%
2011	18,449,022	5.23%
2012	20,839,368	12.96%
2013	17,621,998	(15.44%)
2014	18,657,072	5.87%
2015	19,491,422	4.47%
2016	20,482,277	5.08%
2017	21,517,700	5.06%
2018	22,158,700	2.98%

Property Tax Collections (Ten Years)



Property tax collections include amounts collected in the Public Safety Levy Fund that were reported in the General Fund as transfers in.

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

2009	\$ 2,561,881
2010	2,308,154
2011	2,637,773
2012	2,317,268
2013	1,833,900
2014	2,250,300
2015 ¹	2,422,600
2016	2,756,000
2017	3,236,300
2018	3,464,600

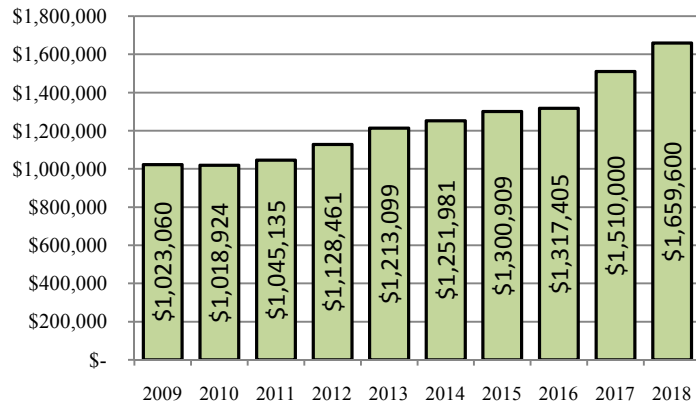
¹As of FY 2014-2015, the Ambulance Fund was combined with Fire Emergency Services in the General Fund.

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

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

Year Ended/ Ending June 30,	State Shared Revenues	Percentage Increase (Decrease)
2009	\$ 1,023,060	-
2010	1,018,924	(0.40%)
2011	1,045,135	2.57%
2012	1,128,461	7.97%
2013	1,213,099	7.50%
2014	1,251,981	3.21%
2015	1,300,909	3.91%
2016	1,317,405	1.27%
2017	1,510,000	14.62%
2018	1,659,600	9.91%

State Shared Revenues (Ten Years)

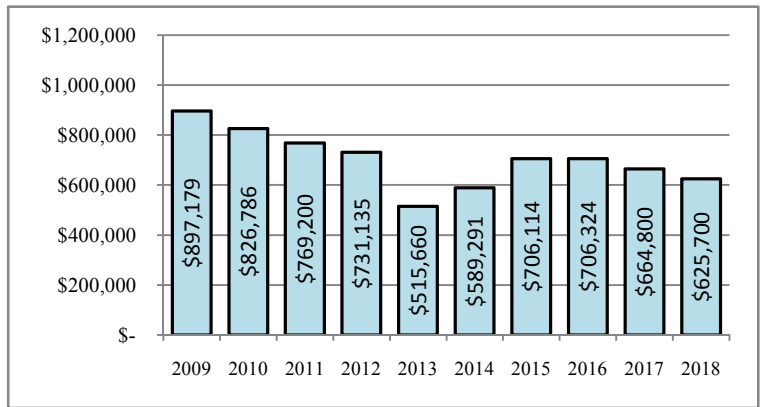


GENERAL FUND

Municipal Court Fines

Year Ended/ Ending June 30,	Fines	Percentage Increase (Decrease)
2009	\$ 897,179	-
2010	826,786	(7.85%)
2011	769,200	(6.97%)
2012	731,135	(4.95%)
2013	515,660	(29.47%)
2014	589,291	14.28%
2015	706,114	19.82%
2016	706,324	0.03%
2017	664,800	(5.88%)
2018	625,700	(5.88%)

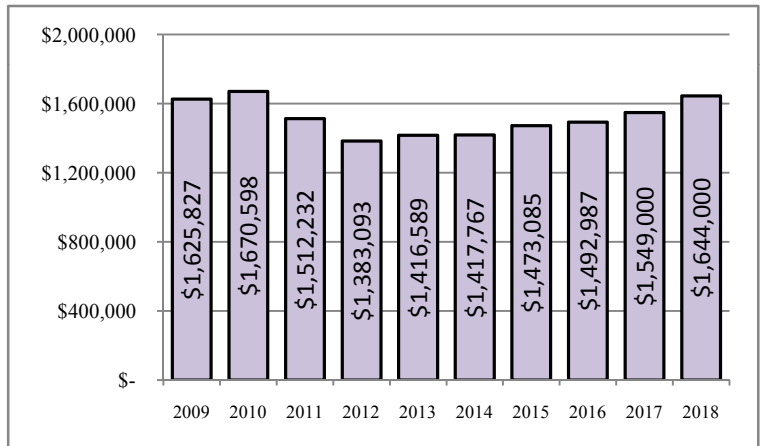
Municipal Court Fines (Ten Years)



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

Year Ended/ Ending June 30,	Rural Fire Districts	Percentage Increase (Decrease)
2009	\$ 1,625,827	-
2010	1,670,598	2.75%
2011	1,512,232	(9.48%)
2012	1,383,093	(8.54%)
2013	1,416,589	2.42%
2014	1,417,767	0.08%
2015	1,473,085	3.90%
2016	1,492,987	1.35%
2017	1,549,000	3.75%
2018	1,644,000	6.13%

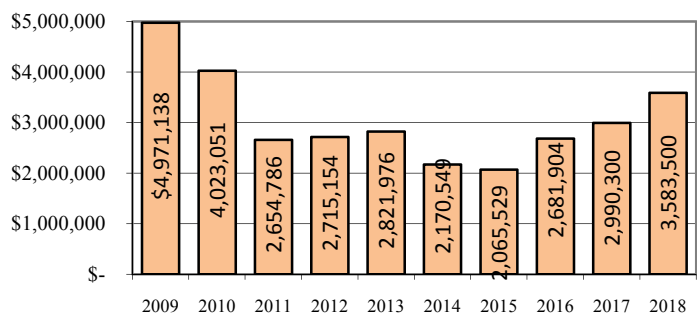
Rural Fire District Revenues (Ten Years)



Beginning Fund Balance

Year Ended/ Ending June 30,	Beginning Fund Balance	Percentage Increase (Decrease)
2009	\$ 4,971,138	-
2010	4,023,051	(19.07%)
2011	2,654,786	(34.01%)
2012	2,715,154	2.27%
2013	2,821,976	3.93%
2014	2,170,549	(23.08%)
2015	2,065,529	(4.84%)
2016	2,681,904	29.84%
2017	2,990,300	11.50%
2018	3,583,500	19.84%

Beginning Fund Balance (Ten Years)



GENERAL FUND

Other Statistics

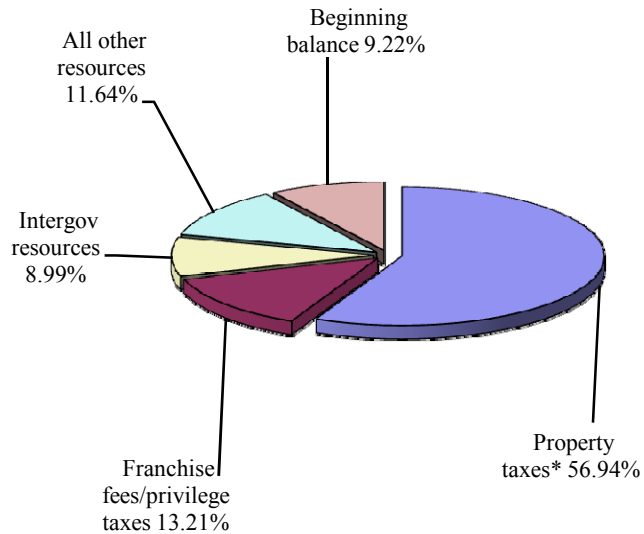
Year Ended/ Ending June 30,	General Resources(1)	Transfers In	Beginning Fund Balance	Total Resources	Beg. Balance as a % of Total Resources	Property Taxes as a % of Total Resources	Property Taxes as a % of General Resources
2009	\$ 25,714,610	\$ 49,800	\$ 4,971,138	\$ 30,735,548	16.17%	55.76%	66.65%
2010	25,676,988	100,000	4,023,051	29,800,039	13.50%	58.83%	68.28%
2011	26,415,987	390,000	2,654,786	29,460,773	9.01%	62.62%	69.84%
2012	26,747,307	131,200	2,715,154	29,593,661	9.17%	70.42%	77.91%
2013	26,395,419	189,970	2,821,976	29,407,365	9.60%	59.92%	66.76%
2014	27,585,174	189,970	2,170,549	29,945,693	7.25%	62.30%	67.63%
2015	30,443,869	547,800	2,065,529	33,057,199	6.25%	58.96%	64.02%
2016	32,592,981	49,200	2,681,904	35,324,085	7.59%	57.98%	62.84%
2017	33,708,400	49,200	2,990,300	36,747,900	8.14%	58.55%	63.83%
2018	35,275,000	50,600	3,583,500	38,909,100	9.21%	56.95%	62.82%

(1) General Resources include transfers from the Public Safety Levy Fund.

2017-18 General Fund Resources

Property taxes*	22,158,700
Franchise fees/privilege taxes	5,139,000
Intergovernmental resources	3,497,500
All other resources	4,530,400
Beginning balance	3,583,500
Total Resources	\$ 38,909,100

* Property taxes include amounts collected in the Public Safety Levy Fund that are budgeted as General Fund transfers in (\$3,464,600).



GENERAL FUND

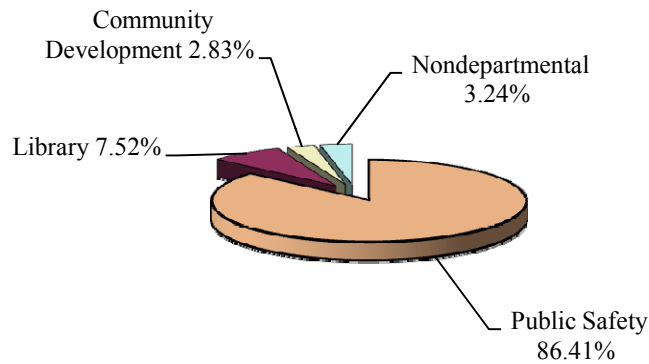
Expenditures/Requirements by Year

Year Ended/ Ending June 30,	Public Safety:		Community Development:		Total	Percent Change from Previous Year
	Police, Fire, M. Court (1)	Library	Planning, Code Enf.	Nondepart- mental (2)		
2009	\$ 21,655,993	\$ 2,354,223	\$ 1,183,428	\$ 1,518,853	\$ 26,712,497	-
2010	21,688,792	2,529,453	1,177,670	1,749,338	27,145,252	1.62%
2011	21,873,810	2,317,694	1,151,701	1,402,415	26,745,620	(1.47%)
2012	22,294,567	2,298,354	1,090,750	1,088,015	26,771,686	0.10%
2013	22,627,757	2,332,276	920,555	1,180,161	27,060,749	1.08%
2014	23,156,912	2,399,480	845,850	1,472,785	27,875,027	3.01%
2015	26,127,673	2,383,202	820,213	973,921	30,305,009	8.72%
2016	27,559,730	2,508,368	845,434	1,129,566	32,043,099	5.74%
2017	30,433,300	2,705,200	1,000,700	1,093,800	35,233,000	9.96%
2018	32,232,000	2,805,700	1,057,200	1,209,400	37,304,300	5.88%

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

(2) For Nondepartmental, in Fiscal Years ending June 30, 2017 and 2018, the budgeted contingency amount has not been included.

**2017-2018 General Fund Requirements Percentage of
Total Budget**



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

Year Ended/ Ending June 30,	Public Safety:		Community Dev:		Total
	Police, Fire, M. Court	Library	Planning, Code Enf.	Nondepart- mental	
2009	81.07%	8.81%	4.43%	5.69%	100.00%
2010	79.90%	9.32%	4.34%	6.44%	100.00%
2011	81.78%	8.67%	4.31%	5.24%	100.00%
2012	83.28%	8.59%	4.07%	4.06%	100.00%
2013	83.62%	8.62%	3.40%	4.36%	100.00%
2014	83.08%	8.61%	3.03%	5.28%	100.00%
2015	86.22%	7.86%	2.71%	3.21%	100.00%
2016	86.00%	7.83%	2.64%	3.53%	100.00%
2017	86.38%	7.68%	2.84%	3.10%	100.00%
2018	86.41%	7.52%	2.83%	3.24%	100.00%



CITY OF
Albany

O R E G O N

GENERAL FUND
Franchise Fee/Privilege Tax Collections
for Fiscal Years 2009 thru 2018*

Fiscal Year June 30,Franchise Fees.....		Privilege Taxes....		Total	Annual % Change
	Telephone	Garbage Collection	Cable/ROW Television	Electricity	Natural Gas		
2009	\$ 237,929	\$ 398,630	\$ 463,754	\$ 1,838,115	\$ 921,177	\$ 3,859,605	n/a
2010	142,683	408,980	489,169	1,857,441	713,161	3,611,434	(6.43%)
2011	148,548	397,377	553,248	2,000,119	680,758	3,780,050	4.67%
2012	130,185	434,762	521,337	2,215,746	685,743	3,987,773	5.50%
2013	114,812	452,810	535,596	2,215,530	545,888	3,864,636	(3.09%)
2014	141,175	468,937	560,333	2,326,164	640,785	4,137,394	7.06%
2015	98,749	420,509	634,053	2,329,364	655,354	4,138,028	0.02%
2016	90,921	530,063	689,454	3,000,224	571,793	4,882,455	17.99%
2017	91,100	525,500	652,300	3,120,000	612,000	5,000,900	2.43%
2018	82,000	544,200	688,300	3,197,700	626,800	5,139,000	2.76%

* Actual receipts for years 2009 through 2016, amount budgeted for 2017 and 2018.

Annual Percentage Change for Each Fee and Tax

Fiscal Year June 30,Franchise Fees.....		Privilege Taxes....		Total Annual % Change
	Telephone	Garbage Collection	Cable/ROW Television	Electricity	Natural Gas	
2010	(40.03%)	2.60%	5.48%	1.05%	(22.58%)	(6.43%)
2011	4.11%	(2.84%)	13.10%	7.68%	(4.54%)	4.67%
2012	(12.36%)	9.41%	(5.77%)	10.78%	0.73%	5.50%
2013	(11.81%)	4.15%	2.74%	(0.01%)	(20.39%)	(3.09%)
2014	22.96%	3.56%	4.62%	4.99%	17.38%	7.06%
2015	(30.05%)	(10.33%)	13.16%	0.14%	2.27%	0.02%
2016	(7.93%)	26.05%	8.74%	28.80%	(12.75%)	17.99%
2017	0.20%	(0.86%)	(5.39%)	3.99%	7.03%	2.43%
2018	(9.99%)	3.56%	5.52%	2.49%	2.42%	2.76%

Average Annual Percentage Change for Each Fee and Tax

from Fiscal Year 2009 to Fiscal Year 2018

.....Franchise Fees.....Privilege Taxes....		Total Average Annual % Change		
	Telephone	Garbage Collection		Cable/ROW Television	Electricity
(6.55%)	3.65%	4.84%	7.40%	(3.20%)	3.31%

**GENERAL FUND
RESOURCE DETAIL**

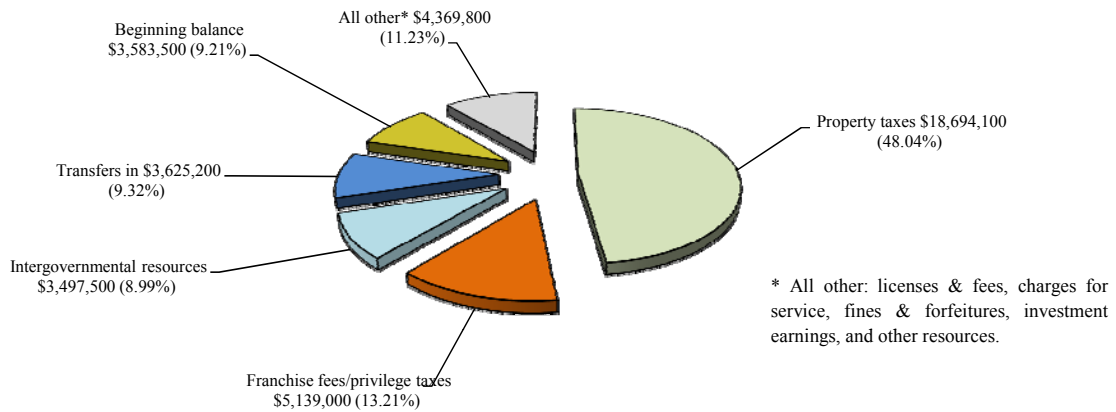
Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Property Taxes - Current	16,406,772	17,197,145	17,701,400	17,701,400	18,138,600	2.47%	46.62%
Property Taxes - Delinquent	662,051	529,133	580,000	580,000	555,500	(4.22%)	1.43%
Privilege Tax: Electric	2,329,364	3,000,224	3,120,000	3,120,000	3,197,700	2.49%	8.22%
Franchise Fees: R-O-W Carriers	43,982	57,170	33,600	33,600	50,100	49.11%	0.13%
Franchise Fees: Telephone	98,749	90,921	91,100	91,100	82,000	(9.99%)	0.21%
Franchise Fees: Garbage Collection	420,509	530,063	525,500	525,500	544,200	3.56%	1.40%
Privilege Tax: Natural Gas	655,354	571,793	612,000	612,000	626,800	2.42%	1.61%
Franchise Fees: Cable TV	590,070	632,284	618,700	618,700	638,200	3.15%	1.64%
Permit Fees	75	1,500	1,300	1,300	1,500	15.38%	-
Number of Dogs Permit Fee	700	700	800	800	800	-	-
Fire Line Fees	-	60,813	40,000	40,000	62,000	55.00%	0.16%
Licenses	8,928	11,090	9,600	9,600	9,000	(6.25%)	0.02%
Library Fees	75,242	72,504	71,800	71,800	73,100	1.81%	0.19%
Planning Fees	233,985	156,310	222,800	222,800	155,600	(30.16%)	0.40%
Alarm Fees	14,431	16,040	15,600	15,600	16,000	2.56%	0.04%
Medical Marijuana Facility Permit	300	150	200	200	100	(50.00%)	-
DUII/Safety Belt Enf. Grants	10,288	10,213	9,400	9,400	10,200	8.51%	0.03%
State Liquor Taxes	735,210	740,186	855,700	855,700	901,000	5.29%	2.31%
State Cigarette Taxes	68,286	68,107	61,500	61,500	63,000	2.44%	0.16%
State Revenue Sharing	497,413	509,112	592,800	592,800	695,600	17.34%	1.79%
Conflagration Response Reimb.	60,486	264,518	80,000	80,000	50,000	(37.50%)	0.13%
WComp Wage Subsidy Reimb	34,244	35,735	8,000	8,000	14,700	83.75%	0.04%
OT Reimbursement - DEA	7,948	2,193	-	-	1,500	-	-
Linn County	17,579	13,213	9,700	9,700	13,200	36.08%	0.03%
Albany Rural Fire District	979,044	978,449	1,015,100	1,015,100	1,083,600	6.75%	2.78%
North Albany Rural Fire District	332,060	347,830	360,900	360,900	384,000	6.40%	0.99%
Palestine Rural Fire District	161,981	166,708	173,000	173,000	176,400	1.97%	0.45%
GAPS Police Grant	40,000	40,000	40,000	40,000	70,000	75.00%	0.18%
Linn County Victim Impact Panel Grant	3,000	-	-	-	-	-	-
State Department of Forestry	1,897	-	-	-	-	-	-
SunGuard Outside Agencies	-	34,366	34,300	34,300	34,300	-	0.09%
OSFM/USAR Teams Response Reimb.	14,181	20,091	19,100	19,100	20,100	5.24%	0.05%
Ambulance Service Fees	2,200,718	2,357,429	2,300,000	2,300,000	2,918,200	26.88%	7.50%
FireMed Fees	188,435	172,990	170,000	170,000	173,000	1.76%	0.44%
Space Rental	297,300	305,600	185,700	185,700	197,900	6.57%	0.51%
Municipal Court Fines	706,114	706,324	664,800	664,800	625,700	(5.88%)	1.61%
Parking Violations	3,127	5,482	3,400	3,400	5,500	61.76%	0.01%
Nuisance Vehicle Admin Fee	600	850	800	800	1,600	100.00%	-
Dog Control Assessment	3,751	3,314	2,500	2,500	3,300	32.00%	0.01%
Damaged Material Fine	-	2,921	-	-	-	-	-
Gifts & Donations	6,335	5,044	8,400	8,400	2,900	(65.48%)	0.01%
DARE Donations	925	-	-	-	-	-	-
Grass Abatement Fee Principal	-	-	300	300	800	166.67%	-
Miscellaneous Revenue	47,174	71,398	62,300	62,300	58,500	(6.10%)	0.15%
Over & short	(46)	(42)	-	-	-	-	-
AEID Principal	35,587	29,484	31,800	31,800	25,200	(20.75%)	0.06%
AEID Interest	5,775	546	700	700	500	(28.57%)	-
Club Sales	-	275	2,000	2,000	500	(75.00%)	-
Interest	21,345	16,807	25,500	25,500	18,000	(29.41%)	0.05%
Total Current Resources	28,021,269	29,836,981	30,362,100	30,362,100	31,700,400	4.41%	81.47%
From Public Safety Levy Fund	193,500	460,000	668,100	668,100	793,600	18.78%	2.04%
From General Fund	-	-	-	-	-	-	-
From Public Safety Levy-Police	995,500	1,025,400	1,303,800	1,303,800	1,356,000	4.00%	3.49%
From Public Safety Levy-Fire	1,061,300	1,093,100	1,264,400	1,264,400	1,315,000	4.00%	3.38%
From CARA Program	-	-	50,000	50,000	50,000	-	0.13%
From Building Inspection	-	-	60,000	60,000	60,000	-	0.15%
From Street Fund	500,000	-	-	-	-	-	-
Transfer In: Transient Room Tax	47,800	49,200	49,200	49,200	50,600	2.85%	0.13%
From Public Safety Levy-Ambulance	172,300	177,500	-	-	-	-	-
Total Transfers In	2,970,400	2,805,200	3,395,500	3,395,500	3,625,200	6.76%	9.32%
Beginning Balance	2,065,529	2,681,904	2,870,100	2,990,300	3,583,500	19.84%	9.21%
Total General Fund Resources	\$ 33,057,199	\$35,324,085	\$36,627,700	\$36,747,900	\$ 38,909,100	5.88%	100.00%

**GENERAL FUND
REVENUE/RESOURCE SUMMARY**

Resource type	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Property taxes	17,068,822	17,726,277	18,281,400	18,281,400	18,694,100	2.26%	48.04%
Franchise fees/privilege taxes	4,138,028	4,882,455	5,000,900	5,000,900	5,139,000	2.76%	13.21%
Licenses & fees	333,662	319,107	362,100	362,100	318,100	(12.15%)	0.82%
Intergovernmental resources	2,949,436	3,210,629	3,240,400	3,240,400	3,497,500	7.93%	8.99%
Charges for service	2,700,634	2,856,110	2,674,800	2,674,800	3,309,200	23.72%	8.50%
Fines & forfeitures	713,592	718,892	671,500	671,500	636,100	(5.27%)	1.63%
Other resources	95,750	106,705	105,500	105,500	88,400	(16.21%)	0.23%
Investment earnings	21,345	16,807	25,500	25,500	18,000	(29.41%)	0.05%
Total Current Resources	28,021,270	29,836,981	30,362,100	30,362,100	31,700,400	4.41%	81.47%
Transfers in	2,970,400	2,805,200	3,395,500	3,395,500	3,625,200	6.76%	9.32%
Beginning balance	2,065,529	2,681,904	2,870,100	2,990,300	3,583,500	19.84%	9.21%
TOTAL RESOURCES	\$ 33,057,199	\$35,324,085	\$36,627,700	\$36,747,900	\$ 38,909,100	5.88%	100.00%

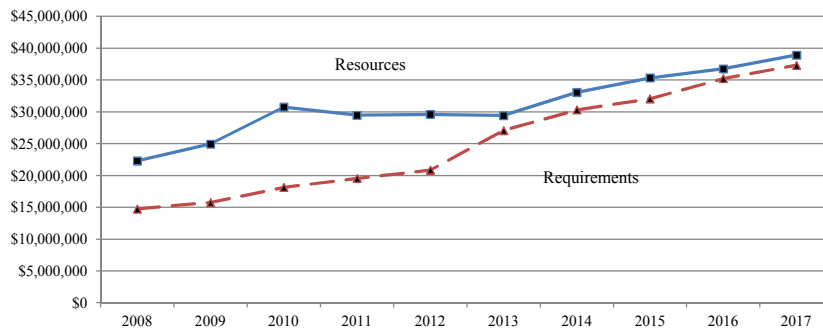
ADOPTED GENERAL FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



GENERAL FUND RESOURCES AND REQUIREMENTS

Ten Fiscal Years





CITY OF
Albany

O R E G O N

**GENERAL FUND
REQUIREMENT AND STAFFING SUMMARIES**

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Nondepartmental							
Materials & Services	\$ 277,424	\$ 246,854	\$ 310,200	\$ 310,200	\$ 326,500	\$ 326,500	\$ 326,500
Transfers Out	696,497	882,712	783,600	783,600	882,900	882,900	882,900
Contingency	-	-	1,514,900	1,514,900	1,604,800	1,604,800	1,604,800
Municipal Court	704,107	717,316	762,700	882,900	770,500	770,500	770,500
Public Safety Levy: Fire	1,023,974	1,060,821	1,174,000	1,174,000	1,315,000	1,315,000	1,315,000
Fire & Life Safety	654,698	482,627	839,300	839,300	972,100	972,100	972,100
Fire Emergency Services	10,938,927	11,833,067	12,315,400	12,315,400	13,166,100	13,166,100	13,166,100
Police	11,868,955	12,418,339	14,007,900	14,007,900	14,652,300	14,652,300	14,652,300
Public Safety Levy: Police	937,011	1,047,560	1,213,800	1,213,800	1,356,000	1,356,000	1,356,000
Planning	820,213	845,434	1,000,700	1,000,700	1,057,200	1,057,200	1,057,200
Library	2,383,202	2,508,368	2,705,200	2,705,200	2,805,700	2,805,700	2,805,700
Total Requirements	\$30,305,009	\$32,043,099	\$36,627,700	\$36,747,900	\$ 38,909,100	\$ 38,909,100	\$ 38,909,100

Requirements by Type

Personnel	\$23,632,707	\$25,235,382	\$27,438,300	\$27,438,300	\$ 28,964,300	28,964,300	28,964,300
Materials & Services	5,949,917	5,919,805	6,872,400	6,872,400	7,329,100	7,329,100	7,329,100
Capital	25,888	5,200	18,500	138,700	128,000	128,000	128,000
Transfers Out	696,497	882,712	783,600	783,600	882,900	882,900	882,900
Contingency	-	-	1,514,900	1,514,900	1,604,800	1,604,800	1,604,800
Total Requirements	\$30,305,009	\$32,043,099	\$36,627,700	\$36,747,900	\$ 38,909,100	\$ 38,909,100	\$ 38,909,100

**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Capital	Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
Nondepartmental	\$ -	\$ 326,500	\$ -	\$ 882,900	\$ 1,604,800	\$ 2,814,200	7.22%
Municipal Court	415,000	355,500	-	-	-	770,500	1.98%
Public Safety Levy: Fire	1,115,400	199,600	-	-	-	1,315,000	3.38%
Fire & Life Safety	790,200	181,900	-	-	-	972,100	2.50%
Fire Emergency Services	10,872,600	2,193,500	100,000	-	-	13,166,100	33.84%
Police	12,167,400	2,456,900	28,000	-	-	14,652,300	37.66%
Public Safety Levy: Police	1,072,800	283,200	-	-	-	1,356,000	3.49%
Planning	710,800	346,400	-	-	-	1,057,200	2.72%
Library	1,820,100	985,600	-	-	-	2,805,700	7.21%
Total Requirements	\$28,964,300	\$ 7,329,100	\$ 128,000	\$ 882,900	\$ 1,604,800	\$ 38,909,100	100.00%
Percent of Fund Budget	74.44%	18.84%	0.33%	2.27%	4.12%	100.00%	

Staffing Summary (FTE)	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Municipal Court	4.375	4.375	4.375	4.375	4.375	4.375	4.375
Public Safety Levy: Fire	8.000	8.000	8.000	8.000	8.000	8.000	8.000
Fire & Life Safety	3.000	4.000	5.000	5.000	5.000	5.000	5.000
Fire Emergency Services	61.400	67.508	67.908	67.908	73.908	73.908	73.908
Police	78.875	80.875	83.250	83.250	89.250	89.250	89.250
Public Safety Levy: Police	9.000	9.000	9.000	9.000	9.000	9.000	9.000
Planning	5.500	5.820	5.820	5.820	5.933	5.933	5.933
Library	20.925	20.925	20.925	20.925	21.200	21.200	21.200
Total FTE	191.075	200.503	204.278	204.278	216.665	216.665	216.665

PROGRAM NARRATIVE

GENERAL FUND: NONDEPARTMENTAL (100-10-1003)

Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- A transfer to the Parks and Recreation Fund provides continued funding for the Boys and Girls Club, YMCA, and the Community After-School Program.
 - State Revenue Sharing proceeds, which are recorded as revenue in the General Fund, are transferred to the Public Transit Fund in support of the Albany Transit System and the Paratransit System.
 - Payments to the Albany Downtown Association from the Albany Economic Improvement District assessments are made from this program.
 - An outside agency grant to the Senior Meals Program is included in this budget.
 - Money previously appropriated for the spay/neuter program is redirected to Safe Haven for the same purpose.
 - Transfers from Planning and Fire to Economic Development settlement proceeds for the purchase of the E-plans system were made from this program.
-

100: General Fund

CITY OF ALBANY, OREGON

10: Finance

PROG 1003: Nondepartmental

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Materials & Services	277,424	246,854	310,200	310,200	326,500	5.25 %
Transfers Out	696,497	882,712	783,600	783,600	882,900	12.67 %
Contingencies	-	-	1,514,900	1,514,900	1,604,800	5.93 %
TOTAL EXPENDITURES	973,921	1,129,566	2,608,700	2,608,700	2,814,200	7.88 %

PROGRAM NARRATIVE

GENERAL FUND: MUNICIPAL COURT (100-10-1029)

Responsible Manager/Title: September Ridgeway, Court Supervisor

FUNCTIONS AND RESPONSIBILITIES

- The Municipal Court processes citations issued by the Albany Police Department, the Code Enforcement Division, and private citizens. The court schedules and coordinates pretrial conferences and trials with attorneys, police officers, and witnesses.
- Court procedures are administered by the Municipal Court Judge, who is an attorney licensed to practice in Oregon and is appointed by the City Council under a one-year contract as a .25 FTE.
- The City of Albany Municipal Court provides full-service court in addition to a traffic court.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	10/16	Completed	<ul style="list-style-type: none"> • Complete an RFP for new court computer system.
	03/17	In Progress	<ul style="list-style-type: none"> • Develop and implement a sustainable work plan to maintain a high level of service following turnover in the Court Accounting Specialist position.
	04/17	In Progress	<ul style="list-style-type: none"> • Assist the IT Department in finding and implementing a court software program compatible with the new CAD/RMS system
Budget Year 2017-2018			
Effective Government	12/17		<ul style="list-style-type: none"> • Work with the Albany Police Department and Linn County Justice to implement a more efficient and cost effective way of handling in-custody pre-trials. • Update procedures around the new court system to ensure efficiency. •

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

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

*Calendar Years

**Estimated

***Fiscal Year Ending

STAFFING SUMMARY

Budgeted FTEs	4.38	4.38	4.38	4.38
	122			

100: General Fund

CITY OF ALBANY, OREGON

10: Finance

PROG 1029: Municipal Court

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	377,960	373,134	442,800	442,800	415,000	(6.28)%
Materials & Services	326,147	344,182	319,900	319,900	355,500	11.13 %
TOTAL EXPENDITURES	704,107	717,316	762,700	762,700	770,500	1.02 %

PROGRAM NARRATIVE

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

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

FUNCTIONS AND RESPONSIBILITIES

- Provide wages and benefits for seven Firefighter/EMT positions.
 - Provide wages and benefits for one Deputy Fire Marshal - Compliance position.
 - Provide a portion of the support costs associated with the program positions.
 - Provide equipment replacement funding.
-

STAFFING SUMMARY

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Budgeted FTEs	8.00	8.00	8.00	8.00

100: General Fund

25: Fire

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

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	971,823	1,010,533	1,082,600	1,082,600	1,115,400	3.03 %
Materials & Services	52,151	50,288	91,400	91,400	199,600	118.38 %
TOTAL EXPENDITURES	1,023,974	1,060,821	1,174,000	1,174,000	1,315,000	12.01 %

PROGRAM NARRATIVE

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

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Safe City/Effective Government	07/16	Completed	• Restructure and fill Fire Marshal position.
	06/17	Completed	• Evaluate and provide for staff training needs based on reorganization of the Division.
	06/17	Ongoing	• Evaluate current record management system.
	06/17	Ongoing	• Adopt current Fire Code for local use.
Budget Year 2017-2018			
Safe City/Effective Government	06/18		• Evaluate current record management system.
	06/18		• Adopt current Fire Code for local use.
	06/18		• Support community efforts to provide cardio-pulmonary resuscitation (CPR) and automatic external defibrillator (AED) training in Albany schools.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Number of inspections and re-inspections of Fire Code-regulated occupancies.	953	587	1,500	1,650
Fire Code violations noted vs. violations corrected.	470/233	566/456	2,499/1,239	2,000/1,500
Number of life safety education outreach activities.	287	N/A	200	400
Number of people involved in life safety education activities.	6,756	N/A	5,000	10,000

STAFFING SUMMARY

Budgeted FTEs	3.00	3.00	5.00	5.00
---------------	------	------	------	------

100: General Fund

CITY OF ALBANY, OREGON

25: Fire

PROG 1203: Fire & Life Safety

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	495,665	309,306	700,600	700,600	790,200	12.79 %
Materials & Services	159,034	170,297	138,700	138,700	181,900	31.15 %
TOTAL EXPENDITURES	654,699	479,603	839,300	839,300	972,100	15.82 %

PROGRAM NARRATIVE

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

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

FUNCTIONS AND RESPONSIBILITIES

- Prepare for, respond to, and mitigate medical, fire, hazardous materials, technical rescue, and water rescue emergencies; and natural or manmade disasters.
- Provide fire services by contract to three rural fire districts.
- Conduct fire and emergency medical service training, skills proficiency, and re-certification for certified personnel.
- Provide emergency and non-emergency ambulance transport for City of Albany, Linn County, and Benton County Ambulance Service Areas.
- Provide Community Paramedic Program services.
- Support billing and collection services for the Ambulance and FireMed programs.
- Maintain vehicles and equipment in a state of preparedness.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Safe City/Effective Government	12/16	In Progress	<ul style="list-style-type: none"> • Present annual report and successfully extend outside funding for Community Paramedic Program.
	12/16	Ongoing	<ul style="list-style-type: none"> • Rollout and refinement of Single-Role EMS program (Medic 71).
	06/17	Completed	<ul style="list-style-type: none"> • Complete re-chassis of one Lifeline ambulance.
	06/17	In Progress	<ul style="list-style-type: none"> • Construction of the new downtown fire station (Station 11).
	06/17	In Progress	<ul style="list-style-type: none"> • Implementation of new record management system and Computer Aided Dispatch software.
Budget Year 2017-2018			
Safe City/Effective Government	09/17		<ul style="list-style-type: none"> • Complete construction and move into new Station 11.
	10/17		<ul style="list-style-type: none"> • Increase the number of on-duty firefighters to address the increase in emergency calls.
	10/17		<ul style="list-style-type: none"> • Explore options for expanding Single-Role EMS program coverage.
	06/18		<ul style="list-style-type: none"> • Complete record management system and Computer Aided Dispatch software update.
	06/18		<ul style="list-style-type: none"> • Reduce number of on-the-job injuries through education and evaluation of current practices.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Total emergency responses.	7,505	8,029	8,780	9,000
Civilian death/injuries.	3/1	0/4	0/0	0/0
Structure fires.	42	55	65	65
Special rescue responses (hazmat, technical, water).	52	39	39	33
Value of property responded to vs. value loss (millions of \$).	\$50.4/\$9.4	\$24.6/\$2.2	\$25/\$2.0	\$25/\$2.0
Fire response time (alarm to arrival % < 6 min).	71%	71%	70%	70%
Fire response mutual aid provided vs. mutual aid received.	29/10	31/9	31/10	35/12
Field transports to out-of-community medical facilities.	635	805	780	800
Inter-facility transfers.	488	540	650	675
Billing percent received (includes Medicare write-offs).	44.9%	43.0%	43.0%	43.0%
EMS responses per 1,000 population served (Mean for cities under 100k = 77.77).	109.1	111	116	119

STAFFING SUMMARY

Budgeted FTEs	*61.40	67.51	67.91	71.91
---------------	--------	-------	-------	-------

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



CITY OF
Albany

O R E G O N

100: General Fund

25: Fire

CITY OF ALBANY, OREGON
PROG 1208: Fire Emergency Services

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	9,021,356	9,919,047	10,146,300	10,146,300	10,872,600	7.16 %
Materials & Services	1,891,684	1,911,843	2,150,600	2,150,600	2,193,500	1.99 %
Capital	25,888	5,200	18,500	18,500	100,000	440.54 %
TOTAL EXPENDITURES	10,938,928	11,836,090	12,315,400	12,315,400	13,166,100	6.91 %

PROGRAM NARRATIVE

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

Responsible Manager/Title: Mario Lattanzio, Chief of Police

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Safe City	6/17	On going	<ul style="list-style-type: none"> • Maintain patrol response to priority-one calls of 4:15 minutes or less. • Reduce the number of fatal and injury accidents by 5%. • Achieve 60% clearance rate for violent crimes. • Achieve 20% clearance rate for property crimes. • Achieve 5% reduction in Part I crimes annually.
	6/17		
	6/17		
	6/17		
	6/17		
Budget Year 2017-2018			
Safe City	6/18		<ul style="list-style-type: none"> • Maintain Part I crimes at 32.0 per thousand residents or less annually with the goal of being at or below the Oregon average. • Maintain patrol response to priority-one calls of 4:15 minutes or less. • Maintain the combined number of fatal and injury collisions at 2.5 per thousand residents or less, annually. • Achieve 60% clearance rate for violent crimes. • Achieve 20% clearance rate for property crimes.
	6/18		
	6/18		
	6/18		
	6/18		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Number of calls for service.	59,409	57,553	61,000	60,000
Part 1 Crimes (UCR) (1).	1,821	1,560	1,730	1,650
Part 2 Crimes (UCR) (2).	5,076	5,545	5,300	5,300
Total number of arrests.	4,722	4,938	5,000	5,000
Number of uniform traffic citations and written warnings.	7,197	7,531	7,500	7,000
Animal and abandoned vehicle calls.	2,448	2,319	2,400	2,400

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

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

UCR = Uniform Crime Reporting.

STAFFING SUMMARY

Budgeted FTEs	78.87	80.87	83.25	88.25
---------------	-------	-------	-------	-------

100: General Fund

CITY OF ALBANY, OREGON

30: Police

PROG 1301: Police

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	9,713,763	10,261,344	11,498,400	11,498,400	12,167,400	5.82 %
Materials & Services	2,155,193	2,156,994	2,509,500	2,509,500	2,456,900	(2.10)%
TOTAL EXPENDITURES	11,868,956	12,418,338	14,007,900	14,007,900	14,652,300	4.60 %

PROGRAM NARRATIVE

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

Responsible Manager/Title: Mario Lattanzio, Chief of Police

FUNCTIONS AND RESPONSIBILITIES

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

STAFFING SUMMARY

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Budgeted FTEs	9.00	9.00	9.00	10.00

100: General Fund

30: Police

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

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	861,044	971,954	996,100	996,100	1,072,800	7.70 %
Materials & Services	75,968	75,606	217,700	217,700	283,200	30.09 %
TOTAL EXPENDITURES	937,012	1,047,560	1,213,800	1,213,800	1,356,000	11.72 %

PROGRAM NARRATIVE

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

Responsible Manager/Title: Bob Richardson, Planning Manager

FUNCTIONS AND RESPONSIBILITIES

- Plan for the future of the City. The general plan for the City is the Albany Comprehensive Plan and Map. Planning topics addressed in the Comprehensive Plan include transportation, housing, natural resources, economic development, social amenities, and urbanization. Planning staff keeps the Comprehensive Plan and Map up-to-date by making revisions when necessary to reflect changing conditions.
- Process development proposals and annexation applications in accordance with the Albany Development Code (ADC). This includes providing accurate and consistent application and enforcement of the ADC.
- Administer and revise the ADC. The ADC includes the regulations that describe how development in Albany should look and function. Planning staff keeps the ADC up-to-date by making revisions when necessary.
- Provide information to citizens and developers about City regulations related to development.
- Encourage preservation and rehabilitation of buildings in the City's four National Register Historic Districts by administering the City's Historic Preservation Program.
- Provide staff support to City Council, Planning Commission, Landmarks Advisory Commission, Community Development Commission, City departments, and ad hoc committees.
- Prepare long-range plans for the City. These plans typically propose new zoning designations or new public facility locations.
- Administer the floodplain management program consistent with the Federal Emergency Management Agency's (FEMA) National Floodplain Insurance Program (NFIP), and participate in FEMA's Community Rating System (CRS).

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Healthy Economy Great Neighborhoods	06/17	In Progress	<ul style="list-style-type: none"> • Revise ADC sections affecting downtown zones and to comply with legal requirements.
Budget Year 2017-2018			
Healthy Economy Great Neighborhoods	06/18		<ul style="list-style-type: none"> • Amend Sign Code.
	06/18		<ul style="list-style-type: none"> • Audit Comprehensive Code.
	06/18		<ul style="list-style-type: none"> • Amend ADC based on results of Code audit.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2014-2015	2015-2016	2016-2017	2017-2018
Number of Planning applications.	104	114	80	85
Number of Pre-application meetings.	78	74	100	100
Percent of applications reviewed within state-mandated time limit.	100%	100%	100%	100%
Maintain or improve current FEMA CRS rating of 6.	6	6	6	6

STAFFING SUMMARY

Budgeted FTEs	5.50	5.82	5.82	5.93
---------------	------	------	------	------

100: General Fund

CITY OF ALBANY, OREGON

40: Community Development

PROG 1601: Planning

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	551,863	642,379	746,400	746,400	710,800	(4.77)%
Materials & Services	268,350	203,055	254,300	254,300	346,400	36.22 %
TOTAL EXPENDITURES	820,213	845,434	1,000,700	1,000,700	1,057,200	5.65 %

PROGRAM NARRATIVE

GENERAL FUND: LIBRARY (100-45-1701)

Responsible Manager/Title: Ed Gallagher, Library Director

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	06/17	Ongoing	• Partner with Linn County libraries to improve access to library services.
	06/17	Completed	• Apply for Federal E-rate discounts.
Great Neighborhoods	06/17	Ongoing	• Collaborate with Greater Albany Public Schools (GAPS) to improve access to library services.
Budget Year 2017-2018			
Great Neighborhoods	06/18		• Collaborate with GAPS to improve access to library services.
Effective Government	06/18		• Apply for Federal E-rate discounts.
	06/18		• Partner with Linn County libraries to improve access to library resources.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Library visitors.	363,696	342,695	350,000	360,000
Program attendance.	14,693	14,700	15,000	17,000
Circulation.	709,000	628,143	690,000	700,000

STAFFING SUMMARY

Budgeted FTEs	21.40	20.90	20.93	21.20
---------------	-------	-------	-------	-------

100: General Fund

CITY OF ALBANY, OREGON

45: Library

PROG 1701: Library

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	1,639,234	1,747,684	1,825,100	1,825,100	1,820,100	(0.27)%
Materials & Services	743,968	760,684	880,100	880,100	985,600	11.99 %
TOTAL EXPENDITURES	2,383,202	2,508,368	2,705,200	2,705,200	2,805,700	3.72 %



CITY OF
Albany

O R E G O N

**SPECIAL
REVENUE
FUNDS**

SPECIAL REVENUE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

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

PARKS & RECREATION FUND

Responsibilities of the Parks & Recreation Fund include: coordination of sports and recreation programs; promotion and marketing of the two annual summer concert series; maintenance of all City Parks, provision of social, cultural, educational, transportation, and health service needs of senior citizens; management of park facility capital projects; and maintenance and enhancement of the City's urban forest. Property taxes are a major source of revenue. Under the existing property tax limitation, the Parks & Recreation Fund no longer receives property taxes based upon voter approved levies. Instead, the fund receives a percentage of the total property taxes received by the City, excluding local option tax levies and property taxes levied to retire debt. For 2017-18, the Parks & Recreation Fund is forecast to receive current property taxes totalling \$4,513,300.

GRANTS FUND

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

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 building activity for Budget Year 2017-18 to remain steady.

RISK MANAGEMENT FUND

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

ECONOMIC DEVELOPMENT FUND

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

AMBULANCE FUND

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

PUBLIC TRANSIT FUND

Included in the Public Transit Fund are the Albany Transit System, the Transit Loop System, and the Paratransit System. The Albany Transit System provides bus service within the City. The Transit Loop System provides transportation between the cities of Albany and Corvallis and Linn-Benton Community College. The Paratransit System provides transportation to essential services for the elderly or individuals who have disabilities that prevent them from using other public transit. Proceeds from state revenue sharing, through transfers from the General Fund, provide 23.11 percent of the total fund resources. Grants from the Federal Transit Administration and local governmental agencies provide 53.04 percent.

SPECIAL REVENUE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

PUBLIC SAFETY LEVY FUND

The Public Safety Levy Fund provides an independent accounting of property tax revenues collected from the Public Safety Levy passed by the voters of the City in the May, 2016, Primary Election. The rate is \$1.15 per \$1,000 of assessed value for a period of five years beginning with the 2016-17 fiscal year. Fiscal Year 2016-17 is the second year of the levy.

CAPITAL REPLACEMENT FUND

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

STREET FUND

Street Fund responsibilities include: street cleaning, pavement management, traffic control, storm drain maintenance, bridge maintenance, airport inspection, right-of-way maintenance, and capital improvements of the transportation system. The major source of revenue is the state gasoline tax. The State of Oregon Highway Trust Fund distributes 15.57 percent of all gas taxes to Oregon cities. The City has estimated that it will receive \$2,900,000 in Fiscal Year 2017-18, increasing \$100,000 from 2016-17.

The five-percent sewer and water in-lieu-of franchise fee will generate \$596,100 and \$530,100 from the Sewer and Water Funds respectively. Revenues from the franchise fees are expected to rise three to five percent annually as water and sewer rates rise over the next ten years.

SPECIAL REVENUE FUNDS

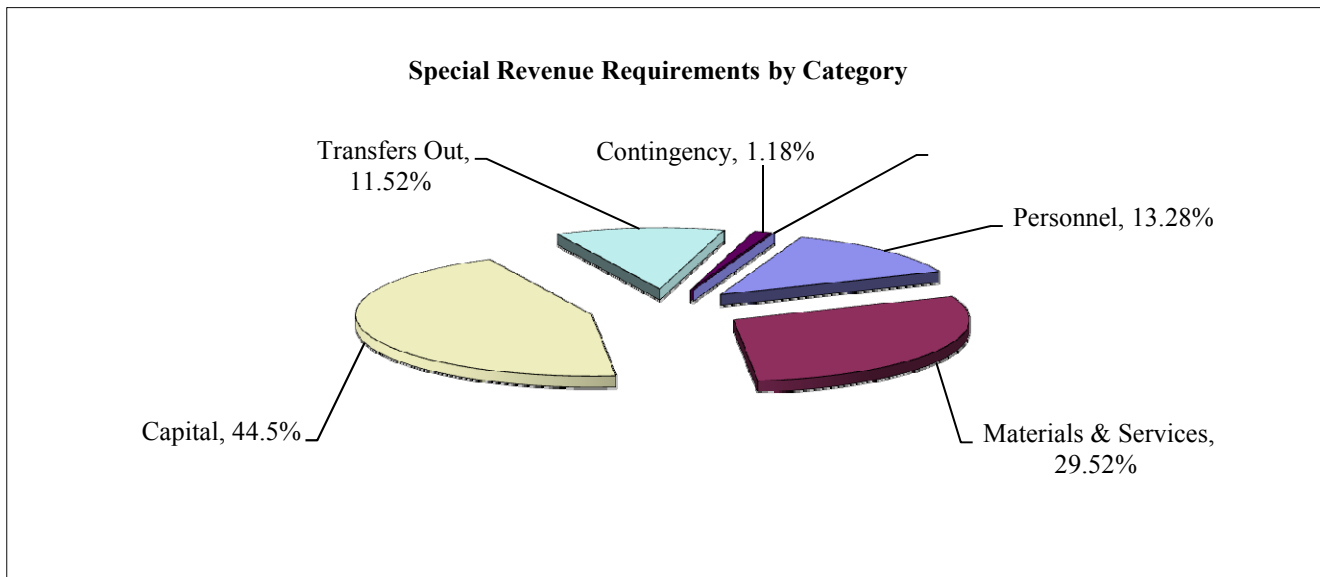
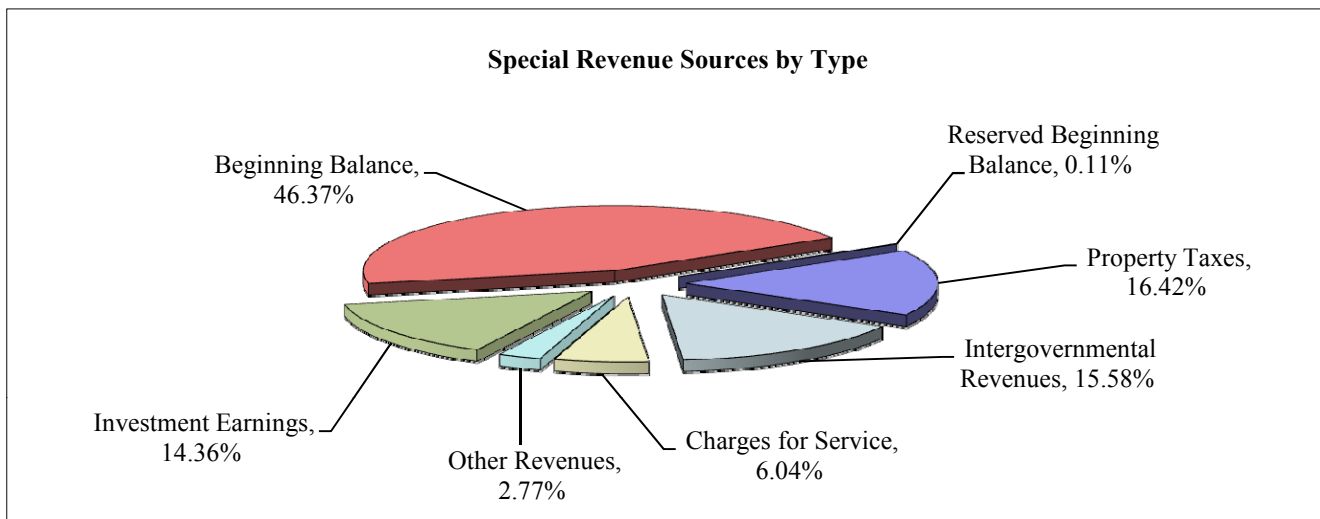
Adopted for the Fiscal Year 2017-18

RESOURCES

Property Taxes	\$ 8,082,400
Transient Room Taxes	1,237,400
Licenses & Fees	2,378,400
Intergovernmental Revenues	7,669,000
Charges for Service	2,972,000
Other Revenues	1,365,100
Investment Earnings	137,500
Transfers In	3,316,100
Beginning Balance	22,005,300
Reserved Beginning Balance	52,500
Total Resources	\$49,215,700

REQUIREMENTS

Personnel	\$ 6,533,900
Materials & Services	14,529,700
Capital	21,901,700
Transfers Out	5,671,300
Contingency	579,100
Total Requirements	\$49,215,700



PARKS & RECREATION FUND

RESOURCE DETAIL

Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Property Taxes - Current	\$ 4,101,682	\$ 4,299,292	\$4,425,300	\$ 4,425,300	\$4,534,600	2.47%	47.98%
Property Taxes - Delinquent	155,090	132,258	88,000	88,000	88,000	-	0.93%
Parks SDC: Principal	982	1,187	3,000	3,000	2,000	(33.33%)	0.02%
Parks SDC: Interest	883	162	500	500	200	(60.00%)	-
Parks Systems Development Charges	333,197	258,359	200,000	200,000	275,000	37.50%	2.91%
Street Tree Development Fees	250	15,450	1,000	1,000	25,000	2,400.00%	0.26%
State Marine Board	7,600	8,400	8,400	8,400	7,500	(10.71%)	0.08%
Charges for Services	15,000	15,000	15,000	15,000	15,000	-	0.16%
Agriculture Lease Payments	1,107	3,305	2,100	2,100	3,200	52.38%	0.03%
CYF Recreation Fees	69,811	63,980	60,000	60,000	65,000	8.33%	0.68%
CYF Sponsorships	6,000	6,532	8,000	8,000	8,000	-	0.08%
Adult Recreation Fees	42,364	57,687	50,000	50,000	55,000	10.00%	0.58%
Swimming Pool Receipts	96,082	74,967	81,000	81,000	81,000	-	0.86%
Senior Center Rental Fees	16,907	20,803	17,000	17,000	15,000	(11.76%)	0.16%
Maple Lawn Preschool Fees	78,743	90,566	88,000	88,000	96,800	10.00%	1.02%
Sports Program Fees	119,498	127,000	141,000	141,000	132,000	(6.38%)	1.40%
Waverly Boat Revenues	5,805	4,240	5,000	5,000	5,000	-	0.05%
Park Permits	21,955	21,057	7,000	7,000	8,000	14.29%	0.08%
Preschool Material/Service Fees	3,864	5,349	4,900	4,900	4,900	-	0.05%
Senior Program Fees	4,865	8,543	10,000	10,000	8,000	(20.00%)	0.08%
NWAAF Fees	9,840	15,045	9,500	9,500	11,200	17.89%	0.12%
Hot Air Balloon Rides	11,200	10,350	7,200	7,200	7,200	-	0.08%
Senior Newsletter	11,738	11,371	10,000	10,000	10,000	-	0.11%
Gift Shop Revenue	10,712	10,443	9,000	9,000	10,000	11.11%	0.11%
Trip Revenue	63,813	75,107	58,000	58,000	60,000	3.45%	0.64%
Merchandise Sales - Aquatics	2,759	2,785	2,000	2,000	2,400	20.00%	0.03%
Cool! Facility Rental Fees	12,497	8,728	6,000	6,000	6,000	-	0.06%
Concession Sales - Aquatic	16,860	13,820	11,000	11,000	11,000	-	0.12%
Concession Sales - Sports	2,162	1,786	3,000	3,000	2,000	(33.33%)	0.02%
Public Arts	1,549	1,119	1,500	1,500	1,000	(33.33%)	0.01%
Swanson Room Rental Fees	3,200	-	-	-	-	-	-
Track Club Revenue	2,736	2,412	4,500	4,500	2,500	(44.44%)	0.03%
Facility Enhancement Fee	6,440	8,205	6,500	6,500	6,800	4.62%	0.07%
ACP Swimming Pool Receipts	159,997	156,037	150,000	150,000	140,000	(6.67%)	1.48%
ACP Facility Rental Fees	24,285	24,207	20,000	20,000	20,000	-	0.21%
Sport Camp Fees	-	-	-	-	500	-	0.01%
Tournament Rental Fees	6,526	7,871	6,500	6,500	5,500	(15.38%)	0.06%
Event Donations	-	-	-	-	-	-	-
Youth Program User Fees	-	2,500	2,500	2,500	2,500	-	0.03%
Community Garden Revenues	450	250	-	-	-	-	-
Pool Room Revenue	792	809	800	800	700	(12.50%)	0.01%
River Rhythms Food Faire	17,500	14,732	10,000	10,000	10,000	-	0.11%
NWAAF Food Vendors	11,683	15,545	11,000	11,000	12,000	9.09%	0.13%
Mondays at Monteith Food Vendors	1,324	-	-	-	-	-	-
River Rhythms Souvenir Sales	1,497	(778)	1,700	1,700	2,400	41.18%	0.03%
NWAAF Souvenir Sales	9,997	4,342	4,300	4,300	1,500	(65.12%)	0.02%
Summer Sounds - Food Vendors	400	2,781	2,500	2,500	2,500	-	0.03%
Festival Latino - Food Vendors	-	-	200	200	200	-	-
Festival Latino Resource Fair	-	-	-	-	700	-	0.01%
SDC Administrative Charges	-	-	32,000	32,000	32,000	-	0.34%
Trolley Rental Charges	150	376	200	200	-	(100.00%)	-
River Rhythms Donations	14,188	13,725	13,000	13,000	11,000	(15.38%)	0.11%

continued

PARKS & RECREATION FUND

RESOURCE DETAIL, continued

Resources, continued	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
NWAAF Donations	22,693	21,074	21,000	21,000	22,000	4.76%	0.23%
Mondays at Monteith Donations	1,952	-	-	-	-	-	-
July 4th Sponsorships	21,000	-	-	-	-	-	-
Lumber to Legacy Program Revenues	25,245	224	2,000	2,000	2,000	-	0.02%
Summer Sounds - Donations	120	3,534	3,000	3,000	4,000	33.33%	0.04%
Summer Sounds - Sponsorships	9,793	15,802	20,000	20,000	20,000	-	0.21%
Festival Latino Sponsorships	-	1,000	2,000	2,000	2,500	25.00%	0.03%
Gifts & Donations	8,184	9,781	7,700	7,700	12,700	64.94%	0.13%
Mondays at Monteith Sponsorships	(2,000)	-	-	-	-	-	-
Senior Center Sponsorships	2,681	4,687	8,000	8,000	10,000	25.00%	0.11%
CPAS Sponsorships	9,900	12,500	10,000	10,000	10,000	-	0.11%
River Rhythms Sponsorships	71,502	73,858	80,000	80,000	85,000	6.25%	0.90%
NWAAF Sponsorships	107,600	57,633	90,000	90,000	95,000	5.56%	0.99%
Aquatic Sponsorship	-	10,500	3,500	3,500	3,500	-	0.04%
Sports Sponsorship	2,200	2,350	2,000	2,000	2,000	-	0.02%
Aquatic Donations	61,028	73,700	64,500	64,500	67,000	3.88%	0.71%
E Thornton Lake Donations	40	-	-	-	-	-	-
Foster Grandparent Sponsorships	1,753	-	-	-	-	-	-
Albany GEMS	9,818	14,741	11,000	11,000	11,000	-	0.12%
Miscellaneous Revenue	14,554	15,691	9,000	9,000	9,000	-	0.10%
Over & short	94	(82)	-	-	-	-	-
Brochure Advertising Revenue	3,030	2,880	2,500	2,500	2,500	-	0.03%
General Fundraising	-	168	100	100	-	(100.00%)	-
Land Sales	-	11,496	-	-	-	-	-
Interest	13,659	33,100	27,100	27,100	30,100	11.07%	0.32%
Total Current Resources	5,870,823	5,982,338	5,961,500	5,961,500	6,189,100	3.82%	65.53%
From Parks Fund	8,900	23,303	63,500	63,500	60,000	(5.51%)	0.63%
From General Fund	187,200	187,200	187,200	187,200	187,200	-	1.98%
From Economic Development	-	-	-	-	47,000	-	0.50%
From Street Fund	80,000	80,000	80,000	80,000	80,000	-	0.85%
From Parks SDC Program	-	-	50,000	50,000	50,000	-	0.53%
From Capital Projects Fund	-	10,666	-	-	-	-	-
Transfer In: Transient Room Tax	90,800	171,800	171,800	171,800	177,000	3.03%	1.87%
From: Senior Center Endowment Fund	-	-	-	-	52,400	-	0.55%
Total Transfers In	366,900	472,969	552,500	552,500	653,600	18.30%	6.92%
Beginning Balance	2,080,828	2,299,033	2,283,800	2,283,800	2,602,400	13.95%	27.55%
Total Resources	\$ 8,318,551	\$ 8,754,340	\$8,797,800	\$ 8,797,800	\$9,445,100	7.36%	100.00%

SUMMARY BY SOURCE

Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Property taxes	\$ 4,256,772	\$ 4,431,550	\$4,513,300	\$ 4,513,300	\$4,622,600	2.42%	48.94%
Licenses and permits	335,312	275,158	204,500	204,500	302,200	47.78%	3.20%
Intergovernmental resources	7,600	8,400	8,400	8,400	7,500	(10.71%)	0.08%
Charges for services	872,104	888,870	858,900	858,900	857,500	(0.16%)	9.08%
Other resources	385,375	345,261	349,300	349,300	369,200	5.70%	3.91%
Investment earnings	13,659	33,100	27,100	27,100	30,100	11.07%	0.32%
Total Current Resources	5,870,823	5,982,338	5,961,500	5,961,500	6,189,100	3.82%	65.53%
Transfers in	366,900	472,969	552,500	552,500	653,600	18.30%	6.92%
Beginning balance	2,080,828	2,299,033	2,283,800	2,283,800	2,602,400	13.95%	27.55%
Total Resources	\$ 8,318,551	\$ 8,754,340	\$8,797,800	\$ 8,797,800	\$9,445,100	7.36%	100.00%

**PARKS & RECREATION FUND
REQUIREMENT SUMMARIES**

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sports Services	\$ 263,605	\$ 260,739	\$ 258,900	\$ 258,900	\$ 308,000	\$ 308,000	\$ 308,000
Children/Youth/Family							
Recreation Services	271,148	306,638	359,600	359,600	419,500	419,500	419,500
Resource Development/							
Marketing Services	343,569	361,919	393,100	393,100	359,000	359,000	359,000
Park Maintenance Services	1,905,206	1,941,848	2,101,000	2,101,000	1,655,600	1,655,600	1,655,600
Parks & Recreation Administration	1,367,342	1,463,534	1,744,800	1,744,800	1,755,200	1,755,200	1,755,200
Aquatic Services	791,311	768,964	831,100	831,100	878,800	878,800	878,800
Adult Recreation Services	436,527	484,813	596,800	596,800	618,500	618,500	618,500
Performance and Cultural Arts	537,022	615,799	655,600	655,600	673,500	673,500	673,500
Park Facilities Repair & Construction	-	-	-	-	744,800	744,800	744,800
Park SDC Projects	78,216	69,717	1,725,000	1,725,000	1,851,900	1,851,900	1,851,900
Senior Center Foundation	16,421	11,822	18,400	18,400	70,300	70,300	70,300
Parks Capital Improvement Program	8,995	25,273	113,500	113,500	110,000	110,000	110,000
Total Requirements	\$6,019,363	\$6,311,067	\$8,797,800	\$ 8,797,800	\$9,445,100	\$9,445,100	\$9,445,100

Requirements by Type

Personnel	\$2,469,210	\$2,627,540	\$2,980,000	\$ 2,980,000	\$3,124,600	\$3,124,600	\$3,124,600
Materials & Services	3,256,266	3,433,213	3,729,600	3,729,600	3,957,500	3,957,500	3,957,500
Capital	104,887	46,707	1,591,400	1,591,400	1,872,600	1,872,600	1,872,600
Transfers Out	189,000	203,607	296,800	296,800	290,400	290,400	290,400
Contingency	-	-	200,000	200,000	200,000	200,000	200,000
Total Requirements	\$6,019,363	\$6,311,067	\$8,797,800	\$ 8,797,800	\$9,445,100	\$9,445,100	\$9,445,100

**Adopted Requirements
by Program and Type**

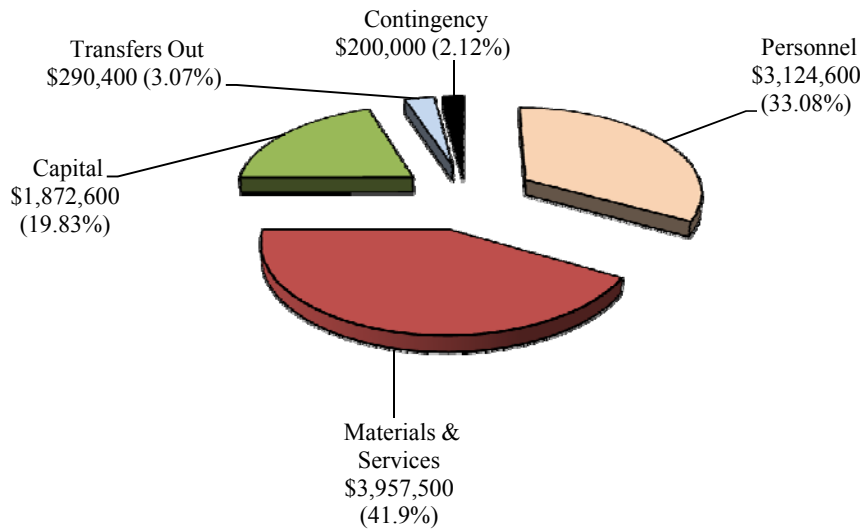
	Personnel	Materials & Services	Capital	Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
Sports Services	161,500	146,500	-	-	-	\$ 308,000	3.26%
Children/Youth/Family						419,500	4.44%
Recreation Services	337,600	81,900	-	-	-		
Resource Development/						359,000	3.80%
Marketing Services	288,100	70,900	-	-	-		
Park Maintenance Services	496,400	1,159,200	-	-	-	1,655,600	17.53%
Parks & Recreation Administration	478,500	836,300	-	240,400	200,000	1,755,200	18.58%
Aquatic Services	574,200	275,600	29,000	-	-	878,800	9.30%
Adult Recreation Services	361,300	257,200	-	-	-	618,500	6.55%
Performance and Cultural Arts	6,000	667,500	-	-	-	673,500	7.13%
Park Facilities Repair & Construction	421,000	126,800	197,000	-	-	744,800	7.89%
Park SDC Projects	-	265,300	1,536,600	50,000	-	1,851,900	19.61%
Senior Center Foundation	-	70,300	-	-	-	70,300	0.75%
Parks Capital Improvement Program	-	-	110,000	-	-	110,000	1.16%
Total Requirements	\$3,124,600	\$3,957,500	\$1,872,600	\$ 290,400	\$ 200,000	\$9,445,100	100.00%
Percent of Fund Budget	33.08%	41.90%	19.83%	3.07%	2.12%	100.00%	

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

Staffing Summary (FTE)	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Sports Services	1.000	1.000	1.000	1.000	2.000	2.000	2.000
Children/Youth/Family Recreation Services	2.975	2.975	4.075	4.075	5.013	5.013	5.013
Resource Development/ Marketing Services	2.450	2.700	2.700	2.700	2.450	2.450	2.450
Park Maintenance Services	9.500	8.500	9.500	9.500	5.500	5.500	5.500
Parks & Recreation Administration	4.245	4.450	4.450	4.450	4.700	4.700	4.700
Aquatic Services	3.500	3.500	3.500	3.500	4.000	4.000	4.000
Adult Recreation Services	2.400	3.650	3.650	3.650	3.400	3.400	3.400
Park Facilities Repair & Construction	-	-	-	-	4.000	4.000	4.000
Total FTE	26.070	26.775	28.875	28.875	31.063	31.063	31.063

REQUIREMENTS BY TYPE

Category Total and Percent of Budget



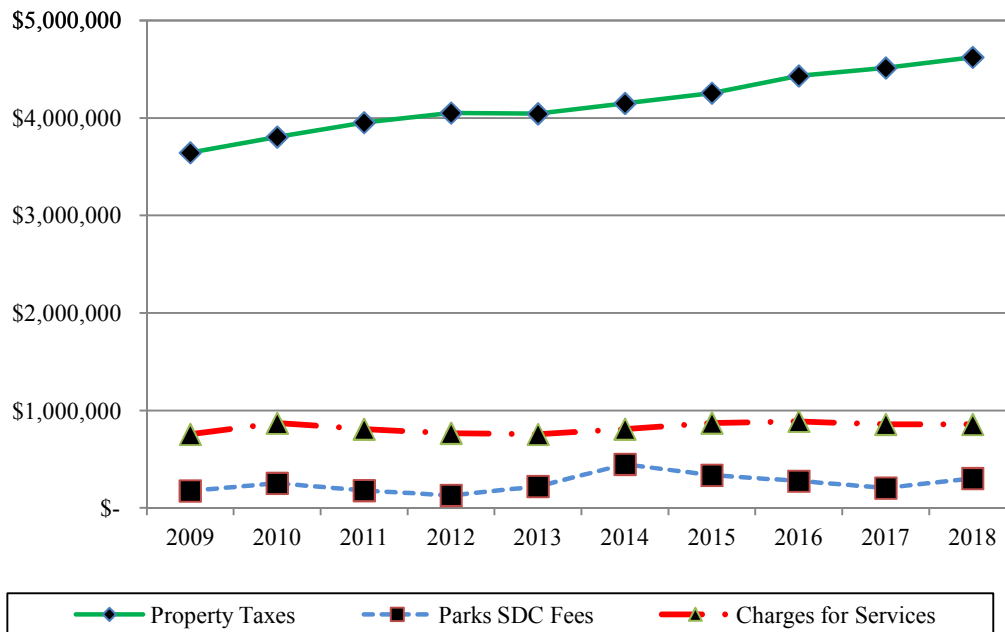
PARKS & RECREATION FUND
RESOURCES BY TYPE, TEN FISCAL YEARS

Actual Revenues for 2009 through 2016, Budgeted Resources for 2017 and 2018

Fiscal Years	Property Taxes	Parks SDC	Intergovernmental Resources	Charges for Services	Other Resources	Transfers In	Beginning Balance	Total Resources
2009	\$ 3,643,784	\$ 174,297	\$ 9,000	\$ 755,639	\$ 376,886	\$ 1,631,923	\$ 3,719,450	\$10,310,979
2010	3,806,006	252,341	9,416	870,682	347,348	586,629	2,260,922	8,133,344
2011	3,952,833	178,991	11,310	809,323	261,372	1,387,117	2,498,537	9,099,483
2012	4,051,531	129,673	11,896	767,106	347,278	796,317	2,636,562	8,740,363
2013	4,043,730	220,553	7,600	756,200	323,400	521,300	1,204,500	7,077,284
2014	4,150,416	448,232	10,316	809,465	385,148	486,300	1,683,245	7,973,123
2015	4,256,772	335,312	7,600	872,104	399,034	366,900	2,080,828	8,318,551
2016	4,431,550	275,158	8,400	888,870	378,361	472,969	2,299,033	8,754,340
2017	4,513,300	204,500	8,400	858,900	376,400	552,500	2,283,800	8,797,800
2018	4,622,600	302,200	7,500	857,500	399,300	653,600	2,602,400	9,445,100

SDC - System Development Charges

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



PARKS & RECREATION FUND

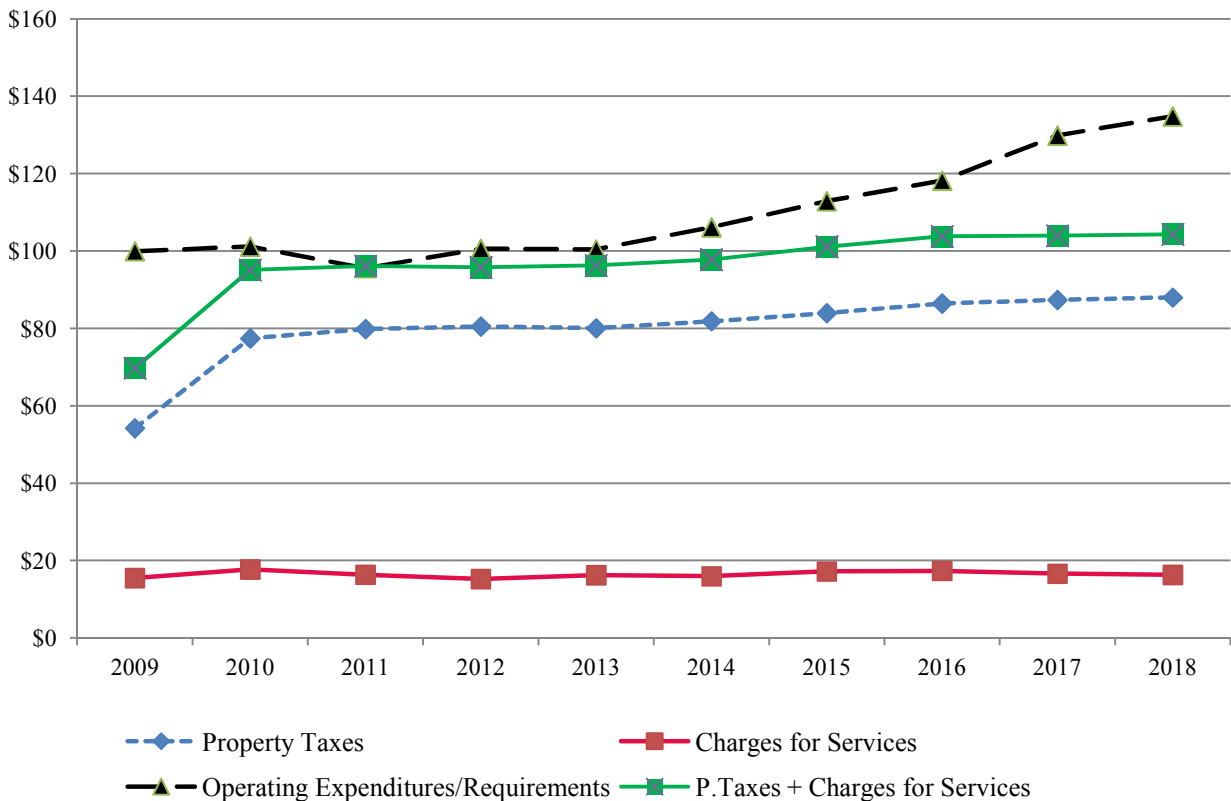
Total Property Taxes Collected per Capita and Charges for Services per Capita Ten Fiscal Years from 2009-2018 (1)

Fiscal Year Ended June 30,	OPERATING EXPENDITURES/ REQUIREMENTS		PROPERTY TAXES (2)		CHARGES FOR SERVICES	
	Amount Expended	per Capita	Amount Collected	per Capita	Amount Received	per Capita
	2009	\$ 4,874,550	\$ 99.95	\$ 2,643,784	\$ 54.21	\$ 755,639
2010	4,973,685	101.16	3,806,006	77.41	870,682	17.71
2011	4,733,468	95.57	3,952,833	79.81	809,323	16.34
2012	5,061,393	100.57	4,051,531	80.51	767,106	15.24
2013	5,074,793	100.45	4,043,730	80.04	821,024	16.25
2014	5,380,946	106.11	4,150,416	81.85	809,465	15.96
2015	5,725,476	112.88	4,256,772	83.93	872,104	17.19
2016	6,060,753	118.21	4,431,550	86.44	888,870	17.34
2017	6,709,600	129.85	4,513,300	87.35	858,900	16.62
2018	7,082,100	134.79	4,622,600	87.98	857,500	16.32

(1) Actual figures used for 2009 through 2016. Budgeted amounts used for 2017 and 2018.

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

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



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

Detailed below are the property taxes and other user fees supporting the following Parks & Recreation programs: Sports Services, Children/Youth/Family Recreation Services, Resource Development Marketing Services, Park Maintenance Services, Parks & Recreation Administration, Aquatic Services, Adult Recreation Services, Performance and Cultural Arts. These programs represent 78 percent of the Parks & Recreation budget. The resource items listed below are included in the Parks & Recreation Fund - Resource Detail presented on previous pages.

Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Property Taxes - Current	4,101,682	4,299,292	4,425,300	4,425,300	4,534,600	2.47%	61.17%
Property Taxes - Delinquent	155,090	132,258	88,000	88,000	88,000	-	1.19%
Street Tree Development Fees	250	15,450	1,000	1,000	25,000	2,400.00%	0.34%
State Marine Board	7,600	8,400	8,400	8,400	7,500	(10.71%)	0.10%
Charges for Services	15,000	15,000	15,000	15,000	15,000	-	0.20%
Agriculture Lease Payments	1,107	3,305	2,100	2,100	3,200	52.38%	0.04%
CYF Recreation Fees	69,811	63,980	60,000	60,000	65,000	8.33%	0.87%
CYF Sponsorships	6,000	6,532	8,000	8,000	8,000	-	0.11%
Adult Recreation Fees	42,364	57,687	50,000	50,000	55,000	10.00%	0.74%
Swimming Pool Receipts	96,082	74,967	81,000	81,000	81,000	-	1.09%
Senior Center Rental Fees	16,907	20,803	17,000	17,000	15,000	(11.76%)	0.20%
Maple Lawn Preschool Fees	78,743	90,566	88,000	88,000	96,800	10.00%	1.30%
Sports Program Fees	119,498	127,000	141,000	141,000	132,000	(6.38%)	1.78%
Waverly Boat Revenues	5,805	4,240	5,000	5,000	5,000	-	0.06%
Park Permits	21,955	21,057	7,000	7,000	8,000	14.29%	0.11%
Preschool Material/Service Fees	3,864	5,349	4,900	4,900	4,900	-	0.06%
Senior Program Fees	4,865	8,543	10,000	10,000	8,000	(20.00%)	0.11%
NWAAF Fees	9,840	15,045	9,500	9,500	11,200	17.89%	0.15%
Hot Air Balloon Rides	11,200	10,350	7,200	7,200	7,200	-	0.10%
Senior Newsletter	11,738	11,371	10,000	10,000	10,000	-	0.12%
Trip Revenue	63,813	75,107	58,000	58,000	60,000	3.45%	0.81%
Merchandise Sales - Aquatics	2,759	2,785	2,000	2,000	2,400	20.00%	0.03%
Cool! Facility Rental Fees	12,497	8,728	6,000	6,000	6,000	-	0.08%
Concession Sales - Aquatic	16,860	13,820	11,000	11,000	11,000	-	0.15%
Concession Sales - Sports	2,162	1,786	3,000	3,000	2,000	(33.33%)	0.02%
Public Arts	1,549	1,119	1,500	1,500	1,000	(33.33%)	0.01%
Swanson Room Rental Fees	3,200	-	-	-	-	-	-
Track Club Revenue	2,736	2,412	4,500	4,500	2,500	(44.44%)	0.03%
Facility Enhancement Fee	6,440	8,205	6,500	6,500	6,800	4.62%	0.09%
ACP Swimming Pool Receipts	159,997	156,037	150,000	150,000	140,000	(6.67%)	1.89%
ACP Facility Rental Fees	24,285	24,207	20,000	20,000	20,000	-	0.27%
Sport Camp Fees	-	-	-	-	500	-	0.01%
Tournament Rental Fees	6,526	7,871	6,500	6,500	5,500	(15.38%)	0.06%
Youth Program User Fees	-	2,500	2,500	2,500	2,500	-	0.03%
Community Garden Revenues	450	250	-	-	-	-	-
River Rhythms Food Faire	17,500	14,732	10,000	10,000	10,000	-	0.13%
NWAAF Food Vendors	11,683	15,545	11,000	11,000	12,000	9.09%	0.16%
Mondays at Monteith Food Vendors	1,324	-	-	-	-	-	-
River Rhythms Souvenir Sales	1,497	(778)	1,700	1,700	2,400	41.18%	0.03%

continued

PARKS & RECREATION FUND

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

Resources, continued		2016-17.....		2017-18	% Change	% of
	2014-15 Actual	2015-16 Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
NWAAF Souvenir Sales	9,997	4,342	4,300	4,300	1,500	(65.12%)	0.02%
Summer Sounds - Food Vendors	400	2,781	2,500	2,500	2,500	-	0.03%
Festival Latino - Food Vendors	-	-	200	200	200	-	-
Festival Latino Resource Fair	-	-	-	-	700	-	0.01%
SDC Administrative Charges	-	-	32,000	32,000	32,000	-	0.43%
Trolley Rental Charges	150	376	200	200	-	(100.00%)	-
River Rhythms Donations	14,188	13,725	13,000	13,000	11,000	(15.38%)	0.15%
NWAAF Donations	22,693	21,074	21,000	21,000	22,000	4.76%	0.30%
Mondays at Monteith Donations	1,952	-	-	-	-	-	-
July 4th Sponsorships	21,000	-	-	-	-	-	-
Lumber to Legacy Program Revenues	25,245	224	2,000	2,000	2,000	-	0.03%
Summer Sounds - Donations	120	3,534	3,000	3,000	4,000	33.33%	0.05%
Summer Sounds - Sponsorships	9,793	15,802	20,000	20,000	20,000	-	0.27%
Festival Latino Sponsorships	-	1,000	2,000	2,000	2,500	25.00%	0.03%
Gifts & Donations	7,784	9,740	7,500	7,500	12,000	60.00%	0.16%
Mondays at Monteith Sponsorships	(2,000)	-	-	-	-	-	-
Senior Center Sponsorships	2,681	4,687	8,000	8,000	10,000	25.00%	0.13%
CPAS Sponsorships	9,900	12,500	10,000	10,000	10,000	-	0.13%
River Rhythms Sponsorships	71,502	73,858	80,000	80,000	85,000	6.25%	1.15%
NWAAF Sponsorships	107,600	57,633	90,000	90,000	95,000	5.56%	1.28%
Aquatic Sponsorship	-	10,500	3,500	3,500	3,500	-	0.05%
Sports Sponsorship	2,200	2,350	2,000	2,000	2,000	-	0.03%
Aquatic Donations	61,028	73,700	64,500	64,500	67,000	3.88%	0.90%
E Thornton Lake Donations	40	-	-	-	-	-	-
Foster Grandparent Sponsorships	1,753	-	-	-	-	-	-
Albany GEMS	9,818	14,741	11,000	11,000	11,000	-	0.15%
Miscellaneous Revenue	14,554	15,691	9,000	9,000	9,000	-	0.12%
Over & short	94	(82)	-	-	-	-	-
Brochure Advertising Revenue	3,030	2,880	2,500	2,500	2,500	-	0.03%
Land Sales	-	11,496	-	-	-	-	-
Interest	5,514	22,133	15,000	15,000	15,000	-	0.20%
Total Current Resources	5,515,715	5,700,206	5,735,800	5,735,800	5,885,400	2.61%	79.29%
From General Fund	187,200	187,200	187,200	187,200	187,200	-	2.53%
From Economic Development	-	-	-	-	47,000	-	0.63%
From Street Fund	80,000	80,000	80,000	80,000	80,000	-	1.08%
Transfer In: Transient Room Tax	90,800	171,800	171,800	171,800	177,000	3.03%	2.39%
Total Transfers In	358,000	439,000	439,000	439,000	491,200	11.89%	6.63%
Beginning Balance	1,159,587	1,117,413	766,100	766,100	1,036,300	35.27%	13.98%
Total Resources	\$7,033,302	\$7,256,619	\$6,940,900	\$6,940,900	\$7,412,900	6.80%	100.00%

Adopted Requirements by Program and Type	Materials		Transfers		Contin- gency	Adopted Budget	% of Fund Budget
	Personnel	& Services	Capital	Out			
Sports Services	\$ 161,500	\$ 146,500	\$ -	\$ -	\$ -	\$ 308,000	4.15%
Children/Youth/Family Rec Services	337,600	81,900	-	-	-	419,500	5.66%
Resource Development Marketing	288,100	70,900	-	-	-	359,000	4.84%
Park Maintenance Services	496,400	1,159,200	-	-	-	1,655,600	22.33%
Parks & Recreation Administration	478,500	836,300	-	240,400	200,000	1,755,200	23.70%
Aquatic Services	574,200	275,600	29,000	-	-	878,800	11.86%
Adult Recreation Services	361,300	257,200	-	-	-	618,500	8.34%
Performance and Cultural Arts	6,000	667,500	-	-	-	673,500	9.09%
Park Facilities Repair & Construction	421,000	126,800	197,000	-	-	744,800	10.05%
Total Requirements	\$3,124,600	\$3,621,900	\$ 226,000	\$ 240,400	\$ 200,000	\$7,412,900	100.00%
Percent of Budget	42.14%	48.86%	3.05%	3.24%	2.70%	100.00%	



CITY OF
Albany

O R E G O N

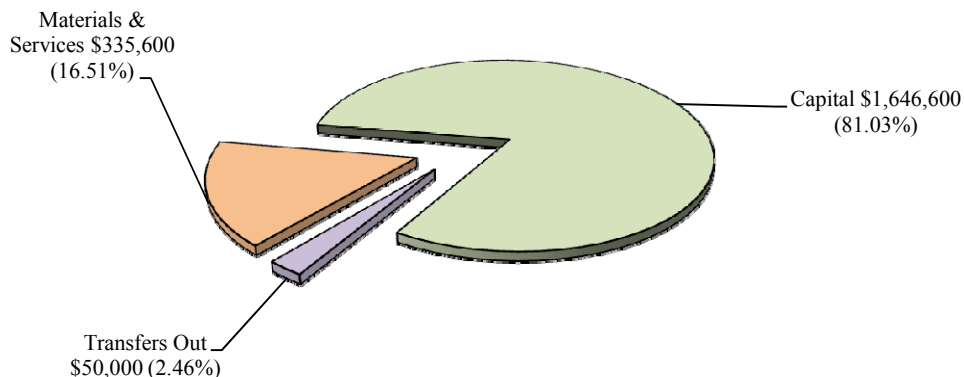
**PARKS & RECREATION FUND
SELF-SUPPORTED SPECIAL PROGRAMS**

Detailed below are the user fees and other resources used to support the following Parks & Recreation Fund programs: Park SDC Projects, Senior Center Foundation, and Parks Capital Improvement Program. These programs represent 22 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	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Parks SDC: Principal	\$ 982	\$ 1,187	\$ 3,000	\$ 3,000	\$ 2,000	(33.33%)	0.10%
Parks SDC: Interest	883	162	500	500	200	(60.00%)	0.01%
Parks Systems Development Charges	333,197	258,359	200,000	200,000	275,000	37.50%	13.53%
Gift Shop Revenue	10,712	10,443	9,000	9,000	10,000	11.11%	0.49%
Pool Room Revenue	792	809	800	800	700	(12.50%)	0.03%
Gifts & Donations	400	41	200	200	700	250.00%	0.03%
General Fundraising	-	168	100	100	-	(100.00%)	-
Interest	8,146	10,967	12,100	12,100	15,100	24.79%	0.74%
Total Current Resources	355,111	282,136	225,700	225,700	303,700	34.56%	14.93%
From Parks Fund	8,900	23,303	63,500	63,500	60,000	(5.51%)	2.97%
From Parks SDC Program	-	-	50,000	50,000	50,000	-	2.46%
From Capital Projects Fund	-	10,666	-	-	-	-	-
From Senior Center Endowment Fund	-	-	-	-	52,400	-	2.58%
Total Transfers In	8,900	33,969	113,500	113,500	162,400	43.08%	8.01%
Beginning Balance	921,240	1,181,619	1,517,700	1,517,700	1,566,100	3.19%	77.06%
Total Resources	\$1,285,252	\$1,497,724	\$1,856,900	\$1,856,900	\$2,032,200	9.44%	100.00%

Adopted Requirements by Program and Type	Materials & Services	Capital	Transfers Out	Adopted Budget	% of Fund Budget
Park SDC Projects	265,300	1,536,600	50,000	\$ 1,851,900	91.13%
Senior Center Foundation	70,300	-	-	70,300	3.46%
Parks Capital Improvement Program	-	110,000	-	110,000	5.41%
Total Requirements	\$ 335,600	\$1,646,600	\$ 50,000	\$ 2,032,200	100.00%
Percent of Budget	16.51%	81.03%	2.46%	100.00%	

REQUIREMENTS BY TYPE
Category Totals and Percent of Budget



PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

- Provide opportunities for positive participation in recreational athletics programs to Albany residents.
- Accurately plan, prepare, monitor, and control the Sports Services budget.
- 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.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Great Neighborhoods/Effective Government	10/16	In Progress	<ul style="list-style-type: none"> • Install recycle centers at both softball complexes in an effort to create a greener program for the City.
Effective Government	01/17	Completed	<ul style="list-style-type: none"> • Complete a comprehensive Sports Master Plan to coincide with Parks Master Plan.
	06/16	In Progress	<ul style="list-style-type: none"> • Sustain a minimum cost recovery program of 60% recovery of expenditures with non-tax revenues.
	06/16	Completed	<ul style="list-style-type: none"> • Build quality infields for softball program.
Budget Year 2017-2018			
Great Neighborhoods/Effective Government	12/17		<ul style="list-style-type: none"> • Develop and implement a new Sporting Events Plan to increase program revenues by 15% by Fiscal Year 2019.
Effective Government	06/18		<ul style="list-style-type: none"> • Develop programming and financial strategies to achieve a cost recovery rate of at least 50% by Fiscal Year 2019.
Great Neighborhoods/Effective Government	05/18		<ul style="list-style-type: none"> • Complete the installation of recycling centers at both softball complexes in an effort to create a greener program for the City.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Number of participants in a City sports program during the year.	6,950	7,100	7,150	7,000
Number of participant hours in a City sports program activity during the year.	118,150	120,700	121,500	119,000
Percentage of total sports expenditures recovered with non-tax revenues.	50%	61%	59%	47%

STAFFING SUMMARY

Budgeted FTEs	1.00	1.00	1.00	2.00
---------------	------	------	------	------

202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1402: Sports Services

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	131,353	115,756	116,900	116,900	161,500	38.15 %
Materials & Services	132,252	144,983	142,000	142,000	146,500	3.17 %
TOTAL EXPENDITURES	263,605	260,739	258,900	258,900	308,000	18.96 %

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Great Neighborhoods	06/17	Completed	<ul style="list-style-type: none"> • Enhance Festival Latino offerings to improve attendee experience and impact on community.
Effective Government	06/17	Completed	<ul style="list-style-type: none"> • Implement on-line registration for classes, camps, and activities.
	06/17	Completed	<ul style="list-style-type: none"> • Develop and implement revised staffing structure to better meet programming needs.
Budget Year 2017-2018			
Great Neighborhoods	06/18		<ul style="list-style-type: none"> • Evaluate Children’s Performing Art Series and implement changes as needed.
	06/18		<ul style="list-style-type: none"> • Enhance nature, science, and Science, Technology, Engineering, Art, and Math (STEAM) recreation opportunities for youth.
Effective Government/Great Neighborhoods	06/18		<ul style="list-style-type: none"> • Create a service plan and revenue enhancement plan that will increase revenue by 15% in Fiscal Year 2019 and expand reach to underserved populations and target markets.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Percentage of class and program participants who are satisfied with services.	90%	90%	98%	95%
Percentage of total program cost recovered with non-tax revenues.	51%	49%	49%	45%

STAFFING SUMMARY

Budgeted FTEs	2.98	2.98	3.35	4.58
---------------	------	------	------	------

202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1403: Children/Youth/Family Rec Services

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	203,211	218,838	271,300	271,300	337,600	24.44 %
Materials & Services	67,937	87,800	88,300	88,300	81,900	(7.25)%
TOTAL EXPENDITURES	271,148	306,638	359,600	359,600	419,500	16.66 %

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	06/17	Completed	<ul style="list-style-type: none"> • Implement social media strategy to engage community and identify needs.
	06/17	Completed	<ul style="list-style-type: none"> • Rebrand major events as appropriate.
	06/17	In Progress	<ul style="list-style-type: none"> • Secure presenting sponsor for Northwest Art & Air Festival.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none"> • Secure presenting sponsor for Northwest Art & Air Festival.
	06/18		<ul style="list-style-type: none"> • Develop strategy to incorporate Albany Parks & Recreation Foundation into Department's revenue opportunities, including grants, gifts, and donations.
	06/18		<ul style="list-style-type: none"> • Develop a services plan that will expand marketing reach to engage underserved populations.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Per capita revenue from endowments, grants, foundations, solicitations, and donations	\$7.86	\$6.35	\$7.76	\$9.50

STAFFING SUMMARY

Budgeted FTEs	2.45	2.70	2.70	2.45
---------------	------	------	------	------

202: Parks & Recreation

35: Parks

CITY OF ALBANY, OREGON

PROG 1404: Resource Dev. Marketing Services

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	282,464	297,706	316,700	316,700	288,100	(9.03)%
Materials & Services	61,105	64,213	76,400	76,400	70,900	(7.20)%
TOTAL EXPENDITURES	343,569	361,919	393,100	393,100	359,000	(8.67)%

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Great Neighborhoods	06/17	Completed	<ul style="list-style-type: none"> • Partner with American Youth Soccer Organization (AYSO) for rebuilding of Timber Linn Park Soccer fields – Phase I.
Effective Government	06/17	In Progress	<ul style="list-style-type: none"> • Develop management protocols for invasive aquatic vegetation.
	12/16	Completed	<ul style="list-style-type: none"> • Implement new urban forestry contract.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none"> • Support Engineering, Streets, and other City departments with natural resources-related projects.
	08/17		<ul style="list-style-type: none"> • Establish a more efficient, consistent park custodial program.
	01/18		<ul style="list-style-type: none"> • Implement a more efficient work order system.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Developed acres of parkland per 1,000 population (Based on 895 total park acres. Number changes as population grows).	10.87	10.75	10.75	10.75
Avg. cost of maintenance per developed acre.	\$2,780	\$2,780	\$2,850	\$1,840
Percentage of time lost to work-related injuries.	0%	0%	0%	0%
FTE per 1,000 residents.	.19	.19	.19	.11
Est. number of trees responsible for maintaining.	13,000	13,000	13,000	13,000
Est. number of trees receiving maintenance.	3,200	3,200	3,200	3,200
Total tree maintenance expenditures.	\$65,000	\$65,000	\$70,000	\$81,000

STAFFING SUMMARY

Budgeted FTEs	8.50	8.50	9.50	5.50*
---------------	------	------	------	-------

*New Program Division Established (202-35-1420)

202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1407: Park Maintenance Services

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	751,601	797,705	890,400	890,400	496,400	(44.25)%
Materials & Services	1,064,870	1,144,143	1,113,600	1,113,600	1,159,200	4.09 %
Capital	88,734	-	97,000	97,000	-	(100.00)%
TOTAL EXPENDITURES	1,905,205	1,941,848	2,101,000	2,101,000	1,655,600	(21.20)%

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Great Neighborhoods	06/17	In Progress	<ul style="list-style-type: none"> • Complete Parks Plan update through the University of Oregon (UO) Sustainable Cities Program.
	06/17	Deferred to FY17-18	<ul style="list-style-type: none"> • Draft a Public Arts Strategic Plan for City Council review through UO Sustainable Cities Program.
Effective Government	06/17	Completed	<ul style="list-style-type: none"> • Establish and launch new 501c3 Albany Parks & Recreation Foundation.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none"> • Complete Parks Plan update through UO Sustainable Cities Program.
	06/18		<ul style="list-style-type: none"> • Draft a Public Arts Strategic Plan for City Council review through UO Sustainable Cities Program.
	06/18		<ul style="list-style-type: none"> • Complete a plan for the first phase of East Thornton Lake Natural Area (ETLNA) development.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Percentage of total Fund 202 operating expenditures subsidized with property tax revenues.*	51%	56%	55%	54%
Per capita revenue from endowments, grants, foundations, solicitations, and donations.	\$10.42	\$7.86	8.00	\$9.50

STAFFING SUMMARY

	2014-2015	2015-2016	2016-2017	2017-2018
Budgeted FTEs	4.15	4.45	4.45	4.70

*Fund 202 operating expenditures only includes programs 1402, 1403, 1404, 1407, 1408, 1410, 1413, and 1414.

202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1408: Parks & Recreation Admin

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	389,658	431,413	456,000	456,000	478,500	4.93 %
Materials & Services	788,683	828,514	842,000	842,000	836,300	(0.68)%
Transfers Out	189,000	203,607	246,800	246,800	240,400	(2.59)%
Contingencies	-	-	200,000	200,000	200,000	- %
TOTAL EXPENDITURES	1,367,341	1,463,534	1,744,800	1,744,800	1,755,200	0.60 %

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

OBJECTIVES AND STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Great Neighborhoods	12/16	Completed	<ul style="list-style-type: none"> • Work with community partners to expand program offerings to diverse populations.
Safe City	09/16	In Progress	<ul style="list-style-type: none"> • Increase the number of staff trainings for emergency situations.
Effective Government	07/16	Completed	<ul style="list-style-type: none"> • Recruit, train, and retain certified staff.
Budget Year 2017-2018			
Effective Government	08/17 06/18		<ul style="list-style-type: none"> • Create new programs/strategies to increase usage. • Advertise our programs using TV, Facebook, and Twitter.
Safe City	12/17		<ul style="list-style-type: none"> • Improve pool equipment room safety and staff competency through additional training.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Percentage of users who are satisfied or very satisfied with their aquatic experience.	95%	96%	96%	90%
Percentage of program costs recovered with non-tax revenues.	44%	44%	41%	38%

STAFFING SUMMARY

Budgeted FTEs	3.50	3.50	3.50	4.00
---------------	------	------	------	------

202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1410: Aquatic Services

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	494,833	499,717	550,800	550,800	574,200	4.25 %
Materials & Services	289,322	247,812	267,300	267,300	275,600	3.11 %
Capital	7,157	21,434	13,000	13,000	29,000	123.08 %
TOTAL EXPENDITURES	791,312	768,963	831,100	831,100	878,800	5.74 %

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

- Offer diverse, quality recreational services for adults and seniors in order to promote wellness, provide positive leisure choices, build skills, and contribute to a strong healthy community.
- Provide facilities and infrastructure needed to meet community's recreational needs.
- Develop partnerships with community agencies and businesses to provide recreation experiences for adults and seniors.
- Recruit, train, and recognize qualified volunteers, providing opportunities for them to make meaningful contributions to the community.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	06/17	In Progress	<ul style="list-style-type: none"> • Finalize and implement programming goals and strategies.
	06/17	In Progress	<ul style="list-style-type: none"> • Develop and implement process for updating and rebranding Senior Center.
	06/17	Completed	<ul style="list-style-type: none"> • Implement on-line registration for classes, tours, and activities.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none"> • Finalize and implement programming goals and strategies to reach underserved older adults, including baby boomers.
	06/18		<ul style="list-style-type: none"> • Develop and implement process for updating and rebranding Senior Center.
	06/18		<ul style="list-style-type: none"> • Develop revenue enhancement strategies that will increase program revenues by 15% in Fiscal Year 2019.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Percentage of participants who are satisfied with level of service received.	95%	98%	98%	98%
Percentage of facility renters who are satisfied with services rendered.	95%	98%	95%	95%
Percentage of total program costs recovered with non-tax revenues.	37%	31%	27%	27%

STAFFING SUMMARY

Budgeted FTEs	2.40	3.65	3.65	3.40
---------------	------	------	------	------

202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1413: Adult Recreation Services

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	207,841	254,763	368,500	368,500	361,300	(1.95)%
Materials & Services	228,686	230,051	228,300	228,300	257,200	12.66 %
TOTAL EXPENDITURES	436,527	484,814	596,800	596,800	618,500	3.64 %

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

OBJECTIVES AND STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Objectives and Strategies/Actions
Budget Year 2016-2017			
Great Neighborhoods	09/16	Completed	<ul style="list-style-type: none"> • Add additional event feature to Northwest Art & Air Festival (NWAAF) to draw attendees and improve attendee experience.
Effective Government	09/16	Completed	<ul style="list-style-type: none"> • Rebrand NWAA to reflect new sponsorship focus.
Great Neighborhoods	06/17	In progress	<ul style="list-style-type: none"> • Secure presenting sponsor for NWAAF.
Budget Year 2017-2018			
Great Neighborhoods	06/18		<ul style="list-style-type: none"> • Secure presenting sponsor for NWAAF Festival, and Summer Sounds.
	09/17		<ul style="list-style-type: none"> • Add feature of Oregon Pilots Association conference to NWAAF.
Effective Government	06/18		<ul style="list-style-type: none"> • Evaluate and restructure Children’s Performing Art Series.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Number of individuals attending Performance Series.*	8,800	10,600	140,000	145,000
Percent of participants who are satisfied or very satisfied with the quality of the event.	95%	98%	98%	98%
Number of individuals attending NWAAF.	50,000	61,000	60,100	63,000
Percent of sponsors satisfied or very satisfied with events.	95%	97%	98%	98%
Percent of program costs recovered with non-tax revenues.	63%	67%	65%	67%
Expenditures avoided through donations of in-kind services and materials.	\$177,000	\$180,000	\$201,700	\$209,500

*Revised Performance Measure in FY 2016-2017

STAFFING SUMMARY

Budgeted FTEs	0.00	0.00	0.00	0.00
---------------	------	------	------	------

202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1414: Performance and Cultural Arts

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	8,249	11,641	9,400	9,400	6,000	(36.17)%
Materials & Services	528,773	604,158	646,200	646,200	667,500	3.30 %
TOTAL EXPENDITURES	537,022	615,799	655,600	655,600	673,500	2.73 %

PROGRAM NARRATIVE

**Parks & Recreation Fund: Parks & Recreation Department,
Park Facilities Repair and Construction (202-35-1420)
Responsible Manager/Title: Gary Carlson, Park Operations Supervisor**

FUNCTIONS AND RESPONSIBILITIES

- Responsible for maintenance projects and repair operations on all City park properties. This is a new program in Fiscal Year 2017-2018.
- Secures and coordinates grants and other funding sources which finance projects.
- Maintains and ensures that all City parks, playgrounds, and facilities are kept in safe, clean, attractive and affordable manner by using responsible and efficient procedures.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2017-2018			
Great Neighborhoods	06/18		<ul style="list-style-type: none"> • Manage the renovation of Sunrise Park. • Install new floating docks at Waverly Park.
	06/18		
Effective Government	06/18		<ul style="list-style-type: none"> • Work with Oregon State Marine Board to replace dock at Takena Landing. • Develop short- and long-term plans for repair and maintenance of aging City parks, and implement appropriate software tracking system.
	06/18		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018*</u>
Repair or replace 300 linear feet of walkway and sidewalk.	n/a	n/a	n/a	300ft
Number of hours related to repair/replacement projects.	n/a	n/a	n/a	4,000
Percentage of time lost to work-related injuries.	n/a	n/a	n/a	0%
FTE per 1,000 residents.	n/a	n/a	n/a	.08

*New Program Division Established

STAFFING SUMMARY

Budgeted FTEs	n/a	n/a	n/a	4.00
---------------	-----	-----	-----	------

202: Parks & Recreation

35: Parks

CITY OF ALBANY, OREGON
PROG 1420: Park Facilities Repair & Construction

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	-	-	-	-	421,000	- %
Materials & Services	-	-	-	-	126,800	- %
Capital	-	-	-	-	197,000	- %
TOTAL EXPENDITURES	-	-	-	-	744,800	- %

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	06/17	In progress	• Complete SDC-funded projects as programmed.
Budget Year 2017-2018	06/18		
Effective Government			• Complete SDC-funded projects as programmed.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Number of acres of park land.	895	895	895	895
Number of acres of park land per 1,000 pop. (*changes as population grows).	17.3*	17.3*	17.1	17.1

202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1500: Park SDC Projects

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Licenses and Fees	335,062	259,708	203,500	203,500	277,200	36.22%
Miscellaneous Revenue	-	-	-	-	-	0.00%
Investment Income	9,689	12,732	12,000	12,000	15,000	25.00%
Investment Income	-	10,666	-	0	-	0.00%
Beginning Balance	1,138,032	1,404,567	1,509,500	1,509,500	1,559,700	3.33%
TOTAL REVENUES	1,482,783	1,687,673	1,725,000	1,725,000	1,851,900	7.36 %
EXPENDITURES						
Personnel Services	-	-	-	-	-	- %
Materials & Services	78,216	69,717	307,100	307,100	265,300	(13.61)%
Capital	-	-	1,367,900	1,367,900	1,536,600	12.33 %
Transfers Out	-	-	50,000	50,000	50,000	- %
TOTAL EXPENDITURES	78,216	69,717	1,725,000	1,725,000	1,851,900	7.36 %

Prog 1500: Park SDC Projects						
Revenues less Expenditures	1,404,567	1,617,956	-	-	-	

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Great Neighborhoods	06/17	Completed	<ul style="list-style-type: none">• Assist with strategies to revise volunteer celebration and recognition program.
	06/17	In Progress	<ul style="list-style-type: none">• Assist with evaluation of rebranding and remodeling needs of the Senior Center.
Budget Year 2017-2018			
Great Neighborhoods	06/18		<ul style="list-style-type: none">• Assist with evaluation of rebranding and remodeling needs of the Senior Center.

202: Parks & Recreation

CITY OF ALBANY, OREGON

35: Parks

PROG 1506: Senior Center Foundation

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Licenses and Fees	11,504	11,252	9,800	9,800	10,700	9.18 %
Miscellaneous Revenue	400	209	300	300	700	133.33 %
Investment Income	130	163	100	100	100	- %
Transfers In	-	-	-	-	52,400	- %
Beginning Balance	17,891	13,504	8,200	8,200	6,400	(21.95)%
TOTAL REVENUES	29,925	25,128	18,400	18,400	70,300	282.07 %
EXPENDITURES						
Materials & Services	16,421	11,822	18,400	18,400	70,300	282.07 %
TOTAL EXPENDITURES	16,421	11,822	18,400	18,400	70,300	282.07 %
Prog 1506: Senior Center Foundation						
Revenues less Expenditures	13,504	13,306	-	-	-	

PROGRAM NARRATIVE

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

FUNCTIONS AND RESPONSIBILITIES

- Implement Capital Improvement Projects (CIP) that are funded with revenue other than grants.
-
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government Great Neighborhoods	06/17	In Progress	• Complete projects as scheduled in the FY 2016-2017 CIP.
Budget Year 2017-2018			
Effective Government Great Neighborhoods	06/18		• Complete projects as scheduled in the FY 2017-2018 CIP.

PROG 1507: Parks Capital Improvement Program

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Investment Income	(1,673)	(1,928)	-	-	-	- %
Transfers In	8,900	23,303	113,500	113,500	110,000	(3.08)%
Beginning Balance	(234,683)	(236,451)	-	-	-	- %
TOTAL REVENUES	(227,456)	(215,076)	113,500	113,500	110,000	(3.08)%
EXPENDITURES						
Capital	8,995	25,273	113,500	113,500	110,000	(3.08)%
TOTAL EXPENDITURES	8,995	25,273	113,500	113,500	110,000	(3.08)%
Prog 1506: Senior Center Foundation						
Revenues less Expenditures	(236,451)	(240,349)	-	-	-	

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 2017-2018 Budget Year:

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

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

Ground Emergency Medical Transport Grant (203-25-5121): \$100,000 Federally-backed Medicaid entitlement program that allows public EMS providers the ability to collect a percentage of their uncompensated costs for providing care to Medicaid patients.

Department of Justice Bulletproof Vest Grant (203-30-5008): \$8,000 Grant proceeds provide 50 percent matching funds to law enforcement agencies to purchase replacement bulletproof vests.

Department of Justice Equitable Sharing (203-30-5096): \$52,100 Grant proceeds are from asset forfeitures. Equitable Sharing may only be used for law enforcement purposes such as investigations, training, facilities, equipment, transportation, memorials, drug/gang education, matching, pro-rata funding, community-based programs, and language assistance. Funds are not to be used to replace or supplant appropriated resources of the recipient.

Community Policing Donations – Albany Police and Kids (APAK) and Bringing Up Learning and Behavior (BULB) (203-30-5110): \$11,000 Funded by community sponsors to inspire kids to be positive, see their potential, and work towards their goals. Donations are received intermittently and are intended to span multiple fiscal years. The Albany Police Department will partner with local businesses and community members to connect honored children with a community sponsor, while also ensuring that the child continues their positive academic work.

Linn/Benton County District Attorney's Office Asset Forfeiture (203-30-5119): \$35,100 Grant proceeds from asset forfeiture may be used for law enforcement purposes only, such as investigations, training, facilities, equipment, awards and memorials, drug/gang education, matching and pro-rata funding, asset accounting and tracking, language assistance, transfers to other law enforcement agencies, and support for community-based programs.

Linn County Interagency Narcotics Enforcement (LINE) Task Force (203-30-5122): \$60,000 The mission of LINE is to reduce illegal drug trafficking in the Linn County area by identifying, disrupting, or dismantling drug trafficking and money laundering organizations through cooperative efforts, enforcement, and intelligence sharing by local, state, and federal law enforcement agencies.

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

Grants Fund

Grant Descriptions

provide the required annual Action Plan and Consolidated Annual Performance Evaluation Report (CAPER) to HUD. The grant will fund 0.6 FTE staff support for the program.

CDBG (203-40-5100/5102): This program accounts for \$832,100 for activities in 2017-18.

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

Library Foundation Grant (203-45-5032): \$36,100 Foundation grants are used to provide ongoing support to the Albany Public Library, with special focus on maintaining services at the Carnegie Library building. Remaining projects include basement flooring and renovation of both storage and meeting rooms. For the past few years the foundation has been providing funds for the purchase of children's books for the library system.

Oregon Community Foundation (OCF) (203-45-5033): \$161,500 This is a \$2,000,000 donor-advised fund established in 2004 by Mrs. Doris Scharpf. Investment earnings from this fund may be annually disbursed to enhance the objectives and services of Albany Public Library. Disbursement is subject to OCF/donor policies.

Oregon State Library Grant (203-45-5034): \$10,100 Otherwise known as the Ready to Read Grant, this grant is used solely for the support of early childhood literacy endeavors within the Children's Department. The amount is determined by Census data regarding the number of children in the Library's service area.

FAA Annual Capital Grant (203-50-5003): \$333,000. A Federal FAA grant was received for the design of taxiway connectors in 2015-16.

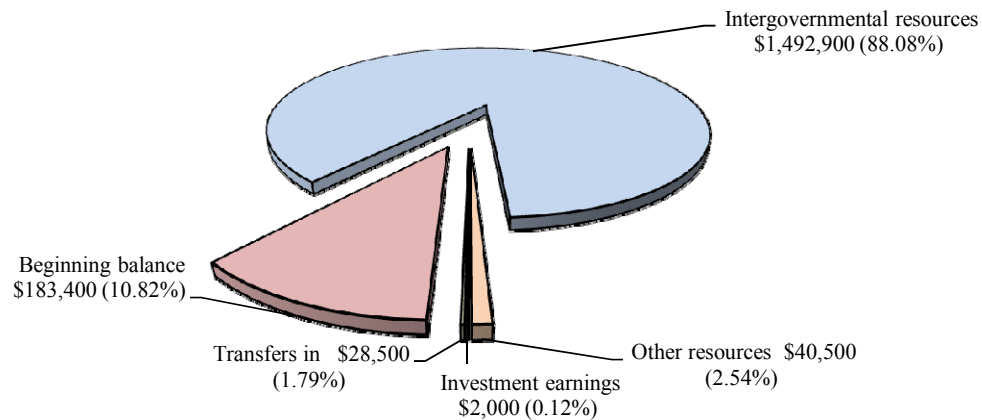
Title XIX Grant (203-50-5014): \$5,000 Title XIX is a federal Medicaid grant program which pays for nonmedical rides for eligible clients. This grant has been ongoing for Paratransit since 1997. The City could bill up to \$75,000 per year; however, only \$5,000 in eligible rides is estimated to be provided in Fiscal Year 2017-18. This grant does require a City match (40 percent), and by Medicaid rules that match amount cannot appear in the Title XIX grant budget. The City match is paid for from the Paratransit budget (213-50-1108-62210).

**GRANTS FUND
RESOURCE DETAIL**

Resources	2014-15	2015-16	2016-17		2017-18	% Change from 2016-17	% of Fund Budget
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget		
FAA Entitlement Proceeds	\$ 903	\$ 38,221	\$ 256,500	\$ 256,500	\$ 306,000	19.30%	18.05%
Non-Medical Medicaid Grant	19,230	6,131	13,000	13,000	5,000	(61.54%)	0.29%
Bureau of Justice	8,216	2,609	6,500	6,500	6,500	-	0.38%
Oregon Emergency Management	442,623	22,439	17,300	17,300	9,000	(47.98%)	0.53%
Department of Aviation	-	-	-	-	24,300	-	1.43%
Foster Grandparent Grant	109,978	3,551	-	-	-	-	-
FEMA Disaster Reimbursement	377,604	19,212	-	-	-	-	-
CDBG Grant	478,710	169,270	847,100	847,100	832,100	(1.77%)	49.10%
Centers for Medicare & Medicaid	-	-	-	-	100,000	-	5.90%
State of Oregon	243,751	142,168	20,000	20,000	20,000	-	1.18%
DOJ Equitable Sharing	15,732	10,940	20,000	20,000	20,000	-	1.18%
Brownsfield Redevelopment Grant	12,345	9,492	-	-	-	-	-
LINE Task Force	-	-	-	-	80,000	-	4.72%
Oregon Community Foundation	82,286	83,830	87,000	87,000	90,000	3.45%	5.31%
InterCommunity Health	-	121,000	145,200	145,200	-	(100.00%)	-
Albany Library Foundation	30,000	-	20,000	20,000	-	(100.00%)	-
Home Depot	1,000	-	-	-	-	-	-
APAK (Albany Police & Kids)	1,360	-	10,000	10,000	2,000	(80.00%)	0.12%
BULB (Bringing Up Learning & Behavior)	3,565	1,085	500	500	2,000	300.00%	0.12%
Miscellaneous Revenue	7,883	26,207	10,000	10,000	10,000	-	0.59%
Interest	5,182	7,008	2,900	2,900	2,000	(31.03%)	0.12%
Total Current Resources	1,840,368	663,163	1,456,000	1,456,000	1,508,900	3.63%	89.02%
From Albany Municipal Airport	16,534	-	28,500	28,500	2,700	(90.53%)	0.16%
Total Transfers In	16,534	-	28,500	28,500	2,700	(90.53%)	0.16%
Beginning Balance	272,193	252,485	108,100	108,100	183,400	69.66%	10.82%
Designated Beg. Balance-Housing	279,918	281,902	-	-	-	-	-
Total Beginning Balance	552,111	534,387	108,100	108,100	183,400	69.66%	10.82%
Total Resources	\$2,409,013	\$1,197,550	\$1,592,600	\$1,592,600	\$1,695,000	6.43%	100.00%

GRANTS FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



GRANTS FUND
REQUIREMENTS AND STAFFING SUMMARIES

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
State HMEP Grant	\$ 13,780	\$ 15,773	\$ 17,300	\$ 17,300	\$ 9,000	\$ 9,000	\$ 9,000
Community Paramedic Program	-	125,746	145,200	145,200	30,000	30,000	30,000
Ground Emergency Transport	-	-	-	-	100,000	100,000	100,000
DOJ Bulletproof Vest	5,396	3,300	6,500	6,500	8,000	8,000	8,000
DOJ Equitable Sharing	22,841	4,409	32,200	32,200	52,100	52,100	52,100
Community Policing Donations	1,407	1,551	14,200	14,200	11,000	11,000	11,000
Asset Forfeiture	-	-	10,000	10,000	35,100	35,100	35,100
LINE	-	-	-	-	60,000	60,000	60,000
CDBG	18,821	569	93,300	93,300	81,300	81,300	81,300
CDBG Activities	270,084	36,515	753,800	753,800	750,800	750,800	750,800
SHPO Historic Preservation	-	-	12,000	12,000	12,000	12,000	12,000
Library Foundation	-	-	35,700	35,700	36,100	36,100	36,100
Oregon Community Foundation	137,470	119,557	159,500	159,500	161,500	161,500	161,500
State Library Grant	9,635	8,292	10,100	10,100	10,100	10,100	10,100
FAA Annual Capital Grant	23,109	4,133	289,800	289,800	333,000	333,000	333,000
Title XIX Grant	20,531	6,266	13,000	13,000	5,000	5,000	5,000
Closed Grants	1,356,258	794,465	-	-	-	-	-
Total Requirements	\$ 1,879,332	\$ 1,120,576	\$ 1,592,600	\$ 1,592,600	\$ 1,695,000	\$ 1,695,000	\$ 1,695,000

Requirements by Type

Personnel	\$ 410,792	\$ 210,919	\$ 193,600	\$ 193,600	\$ 173,500	\$ 173,500	\$ 173,500
Materials & Services	867,150	778,341	580,200	580,200	788,100	788,100	788,100
Capital	601,391	126,659	818,800	818,800	733,400	733,400	733,400
Total Requirements	\$ 1,879,333	\$ 1,115,919	\$ 1,592,600	\$ 1,592,600	\$ 1,695,000	\$ 1,695,000	\$ 1,695,000

**Adopted Requirements
by Program and Type**

	Materials			Adopted Budget	% of Fund Budget
	Personnel	& Services	Capital		
State HMEP Grant	\$ -	\$ 9,000	\$ -	\$ 9,000	0.53%
Community Paramedic Program	-	30,000	-	30,000	1.77%
Ground Emergency Transport	50,000	50,000	-	100,000	5.90%
DOJ Bulletproof Vest	-	8,000	-	8,000	0.47%
DOJ Equitable Sharing	-	52,100	-	52,100	3.07%
Community Policing Donations	-	11,000	-	11,000	0.65%
Asset Forfeiture	-	35,100	-	35,100	2.07%
LINE	36,500	23,500	-	60,000	3.54%
CDBG	79,000	2,300	-	81,300	4.80%
CDBG Activities	-	386,500	364,300	750,800	44.29%
SHPO Historic Preservation	-	12,000	-	12,000	0.71%
Library Foundation	-	-	36,100	36,100	2.13%
Oregon Community Foundation	3,000	158,500	-	161,500	9.53%
State Library Grant	-	10,100	-	10,100	0.60%
FAA Annual Capital Grant	-	-	333,000	333,000	19.65%
Title XIX Grant	5,000	-	-	5,000	0.29%
Total Requirements	\$ 173,500	\$ 788,100	\$ 733,400	\$ 1,695,000	100.00%
Percent of Fund Budget		10.23%	46.50%	43.27%	100.00%

Staffing Summary (FTE)	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Community Paramedic Program	-	1.400	-	-	-	-	-
Foster Grandparents (94.011)	0.580	-	-	-	-	-	-
CDBG	0.600	0.600	0.600	0.600	0.585	0.585	0.585
Total FTE	1.180	2.000	0.600	0.600	0.585	0.585	0.585

203: Grants Fund

25: Fire

CITY OF ALBANY, OREGON

PROG 5099: State HMEP Grant

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	10,132	22,439	17,300	17,300	9,000	(47.98)%
Beginning Balance	(3,938)	(7,522)	-	-	-	- %
TOTAL REVENUES	6,194	14,917	17,300	17,300	9,000	(47.98)%
EXPENDITURES						
Materials & Services	13,780	15,773	17,300	17,300	9,000	(47.98)%
TOTAL EXPENDITURES	13,780	15,773	17,300	17,300	9,000	(47.98)%
Prog 5099: State HMEP Grant						
Revenues less Expenditures	(7,586)	(856)	-	-	-	

203: Grants Fund

CITY OF ALBANY, OREGON

25: Fire

PROG 5117: Community Paramedic Program

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	121,000	145,200	145,200	-	- %
Investment Earnings	-	1	-	-	-	- %
Beginning Balance	-	-	-	-	30,000	- %
TOTAL REVENUES	-	121,001	145,200	145,200	30,000	(79.34)%
EXPENDITURES						
Personnel Services	-	117,675	103,600	103,600	-	(100.00)%
Materials & Services	-	8,071	41,600	41,600	30,000	(27.88)%
TOTAL EXPENDITURES	-	125,746	145,200	145,200	30,000	(79.34)%
Prog 5117: Community Paramedic Program						
Revenues less Expenditures	-	(4,745)	-	-	-	

203: Grants Fund
 25: Fire

CITY OF ALBANY, OREGON
PROG 5121: Ground Emergency Transport

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	-	-	-	100,000	- %
TOTAL REVENUES	-	-	-	-	100,000	- %
EXPENDITURES						
Personnel Services	-	-	-	-	50,000	- %
Materials & Services	-	-	-	-	50,000	- %
TOTAL EXPENDITURES	-	-	-	-	100,000	- %
Prog 5117: Community Paramedic Program						
Revenues less Expenditures	-	-	-	-	-	

203: Grants Fund

30: Police

CITY OF ALBANY, OREGON

PROG 5008: DOJ Bulletproof Vest

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	8,216	2,609	6,500	6,500	6,500	- %
Investment Earnings	-	-	-	-	-	- %
Beginning Balance	(3,779)	(959)	-	-	1,500	#DIV/0!
TOTAL REVENUES	4,437	1,650	6,500	6,500	8,000	23.08 %
EXPENDITURES						
Materials & Services	5,396	3,300	6,500	6,500	8,000	23.08 %
TOTAL EXPENDITURES	5,396	3,300	6,500	6,500	8,000	23.08 %
Prog 5008: DOJ Bulletproof Vest						
Revenues less Expenditures	(959)	(1,650)	-	-	-	

CITY OF ALBANY, OREGON

PROG 5096: DOJ Equitable Sharing

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	15,732	5,046	10,000	10,000	20,000	100.00 %
Investment Income	238	185	100	100	100	- %
Beginning Balance	29,700	22,856	22,100	22,100	32,000	44.80 %
TOTAL REVENUES	45,670	28,087	32,200	32,200	52,100	61.80 %
EXPENDITURES						
Materials & Services	22,841	4,409	32,200	32,200	52,100	61.80 %
TOTAL EXPENDITURES	22,841	4,409	32,200	32,200	52,100	61.80 %
Prog 5096: DOJ Equitable Sharing						
Revenues less Expenditures	22,829	23,678	-	-	-	

203: Grants Fund

CITY OF ALBANY, OREGON

30: Police

PROG 5110: Community Policing Donations

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Miscellaneous Revenue	4,926	1,085	10,500	10,500	4,000	(61.90)%
Beginning Balance	-	3,534	3,700	3,700	7,000	89.19 %
TOTAL REVENUES	4,942	4,650	14,200	14,200	11,000	(22.54)%
EXPENDITURES						
Materials & Services	1,407	1,245	14,200	14,200	11,000	(22.54)%
TOTAL EXPENDITURES	1,407	1,245	14,200	14,200	11,000	(22.54)%
Prog 5110: Community Policing Donations						
Revenues less Expenditures	3,535	3,405	-	-	-	

203: Grants Fund

30: Police

CITY OF ALBANY, OREGON

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

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	5,894	10,000	10,000	20,000	100.00 %
Investment Income	-	11	-	-	-	- %
Beginning Balance	-	-	-	-	15,100	- %
TOTAL REVENUES	-	5,905	10,000	10,000	35,100	251.00 %
EXPENDITURES						
Materials & Services	-	-	10,000	10,000	35,100	251.00 %
TOTAL EXPENDITURES	-	-	10,000	10,000	35,100	251.00 %

Prog 5119: Linn/Benton District Attorney's Asset Forfeiture						
Revenues less Expenditures	-	5,905	-	-	-	

203: Grants Fund

30: Police

CITY OF ALBANY, OREGON

PROG 5122: LINE Task Force

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	-	-	-	60,000	- %
TOTAL REVENUES	-	-	-	-	60,000	- %
EXPENDITURES						
Personnel Services	-	-	-	-	36,500	- %
Materials & Services	-	-	-	-	23,500	- %
TOTAL EXPENDITURES	-	-	-	-	60,000	- %
Prog 5122: LINE Task Force						
Revenues less Expenditures	-	-	-	-	-	

203: Grants Fund

CITY OF ALBANY, OREGON

40: Community Development

PROG 5100: CDBG

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	75,947	70,212	93,300	93,300	81,300	(12.86)%
Investment Income	12	(163)	-	-	-	- %
TOTAL REVENUES	75,994	70,007	93,300	93,300	81,300	(12.86)%
EXPENDITURES						
Personnel Services	73,281	79,450	77,000	77,000	79,000	2.60 %
Materials & Services	2,757	807	16,300	16,300	2,300	(85.89)%
TOTAL EXPENDITURES	76,038	80,257	93,300	93,300	81,300	(12.86)%

Prog 5100: CDBG						
Revenues less Expenditures	(44)	(10,250)	-	-	-	

203: Grants Fund

CITY OF ALBANY, OREGON

40: Community Development

PROG 5102: CDBG Activities

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	402,762	99,058	753,800	753,800	750,800	(0.40)%
Investment Income	-	168	-	-	-	- %
TOTAL REVENUES	402,781	99,244	753,800	753,800	750,800	(0.40)%
EXPENDITURES						
Materials & Services	302,449	121,794	260,500	260,500	386,500	48.37 %
Capital	61,313	-	493,300	493,300	364,300	(26.15)%
TOTAL EXPENDITURES	363,762	121,794	753,800	753,800	750,800	(0.40)%
Prog 5102: CDBG Activities						
Revenues less Expenditures	39,019	(22,550)	-	-	-	

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	-	12,000	12,000	12,000	12,000	- %
TOTAL REVENUES	-	12,011	12,000	12,000	12,000	- %
EXPENDITURES						
Materials & Services	1,419	5,447	12,000	12,000	12,000	- %
TOTAL EXPENDITURES	1,419	10,812	12,000	12,000	12,000	- %
Prog 5118: 2014-15 State Historic Preservation Grant						
Revenues less Expenditures	(1,419)	1,199	-	-	-	

203: Grants Fund

45: Library

CITY OF ALBANY, OREGON

PROG 5032: Library Foundation

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Investment Income	284	287	200	200	300	50.00 %
Beginning Balance	34,952	35,236	35,500	35,500	35,800	0.85 %
TOTAL REVENUES	35,236	35,523	35,700	35,700	36,100	1.12 %
EXPENDITURES						
Materials & Services	-	-	-	-	-	- %
Capital	-	-	35,700	35,700	36,100	1.12 %
TOTAL EXPENDITURES	-	-	35,700	35,700	36,100	1.12 %

Prog 5032: Library Foundation						
Revenues less Expenditures	35,236	35,523	-	-	-	

203: Grants Fund

45: Library

CITY OF ALBANY, OREGON
PROG 5033: Oregon Community Foundation

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	82,286	83,830	87,000	87,000	90,000	3.45 %
Miscellaneous Revenue	37,749	26,207	30,000	30,000	10,000	(66.67)%
Investment Income	344	1,733	2,500	2,500	1,500	(40.00)%
Beginning Balance	24,607	7,516	40,000	40,000	60,000	50.00 %
TOTAL REVENUES	144,986	119,286	159,500	159,500	161,500	1.25 %
EXPENDITURES						
Personnel Services	-	-	-	-	3,000	- %
Materials & Services	137,470	119,557	159,500	159,500	158,500	(0.63)%
TOTAL EXPENDITURES	137,470	119,557	159,500	159,500	161,500	1.25 %
Prog 5033: Oregon Community Foundation						
Revenues less Expenditures	7,516	(271)	-	-	-	

203: Grants Fund

CITY OF ALBANY, OREGON

45: Library

PROG 5034: State Library Grant

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	8,005	7,714	8,000	8,000	8,000	- %
Investment Income	51	79	100	100	100	- %
Beginning Balance	5,720	4,152	2,000	2,000	2,000	- %
TOTAL REVENUES	13,788	11,945	10,100	10,100	10,100	- %
EXPENDITURES						
Materials & Services	9,635	8,292	10,100	10,100	10,100	- %
TOTAL EXPENDITURES	9,635	8,292	10,100	10,100	10,100	- %
Prog 5034: State Library Grant						
Revenues less Expenditures	4,153	3,653	-	-	-	

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

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	903	38,221	256,500	256,500	330,300	28.77 %
Investment Income	-	-	-	-	-	- %
Transfers In	16,534	-	28,500	28,500	2,700	(90.53)%
Beginning Balance	(26,488)	(32,159)	4,800	4,800	-	(100.00)%
TOTAL REVENUES	(9,051)	6,062	289,800	289,800	333,000	14.91 %
EXPENDITURES						
Materials & Services	15,765	4,133	-	-	-	- %
Capital	7,344	-	289,800	289,800	333,000	14.91 %
TOTAL EXPENDITURES	23,109	4,133	289,800	289,800	333,000	14.91 %
Prog 5003: FAA Annual Capital Grant						
Revenues less Expenditures	(32,160)	1,929	-	-	-	

203: Grants Fund

50: Public Works

CITY OF ALBANY, OREGON

PROG 5014: Title XIX Grant

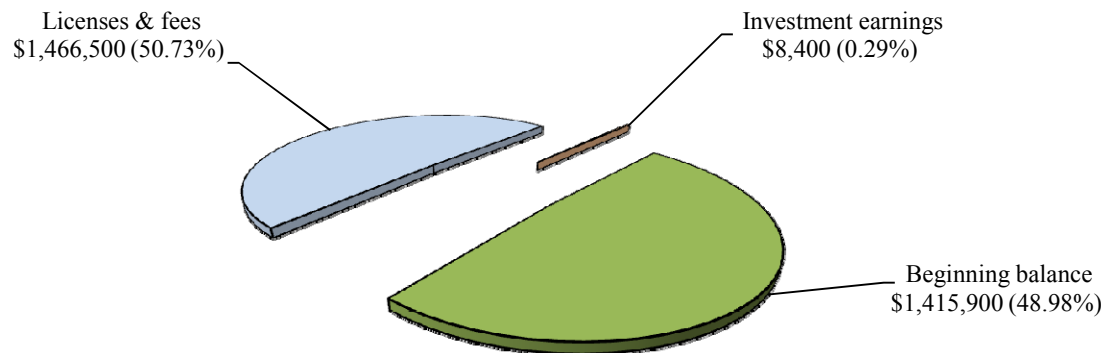
Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	19,230	6,131	13,000	13,000	5,000	(61.54)%
Investment Income	-	7	-	-	-	- %
Beginning Balance	1,286	(16)	-	-	-	- %
TOTAL REVENUES	20,516	6,122	13,000	13,000	5,000	(61.54)%
EXPENDITURES						
Personnel Services	20,531	6,266	13,000	13,000	5,000	(61.54)%
TOTAL EXPENDITURES	20,531	6,266	13,000	13,000	5,000	(61.54)%
Prog 5014: Title XIX Grant						
Revenues less Expenditures	(15)	(144)	-	-	-	

**BUILDING FUND
RESOURCE DETAIL**

Resources	2014-15 Actual	2015-16 Actual2016-17.....		2017-18 Adopted Budget	% Change from 2016-17	% of Fund Budget
			Adopted Budget	Revised Budget			
Building Permit Surcharge	110,986	-	-	-	-	-	-
Master Electrical Permit	769	2,981	2,000	2,000	2,000	-	0.07%
Electrical Minor Labels	6,525	5,250	6,600	6,600	6,600	-	0.23%
Residential Permits	431,842	437,212	376,900	376,900	440,000	16.74%	15.22%
Commercial Permits	629,751	768,526	572,500	572,500	493,000	(13.89%)	17.06%
Land Use Plan Review Fee	5,819	3,815	4,000	4,000	4,000	-	0.14%
Manufactured Home Set-up Fees	3,610	2,200	2,000	2,000	2,500	25.00%	0.09%
Fire Sprinkler Permits	23,989	25,965	18,000	18,000	19,400	7.78%	0.67%
Parking Lot Permits	13,747	8,266	9,000	9,000	9,000	-	0.31%
Electrical Permits	144,570	134,339	131,800	131,800	130,800	(0.76%)	4.52%
Fire Alarm Permits	7,697	6,298	6,000	6,000	6,000	-	0.21%
Sign Permits	5,330	3,886	6,000	6,000	6,500	8.33%	0.22%
Document Imaging Fees	28,638	24,654	25,000	25,000	25,200	0.80%	0.87%
Electrical Document Imaging	1,011	1,135	1,000	1,000	1,500	50.00%	0.05%
GAPS Construction Excise Tax	-	290,305	320,000	320,000	320,000	-	11.07%
Charges for Services	124,415	15,644	-	-	-	-	-
Miscellaneous Revenue	85	-	-	-	-	-	-
School Construction Excise Tax Admin Fee	-	2,932	-	-	-	-	-
Interest	5,344	12,002	8,400	8,400	8,400	-	0.29%
Total Current Resources	1,544,127	1,745,412	1,489,200	1,489,200	1,474,900	(0.96%)	51.02%
From General Fund	38,997	2,612	-	-	-	-	-
Total Transfers In	38,997	2,612	-	-	-	-	-
Beginning Balance	810,668	1,160,813	1,346,200	1,346,200	1,415,900	5.18%	48.98%
Total Resources	\$2,393,792	\$2,908,837	\$2,835,400	\$2,835,400	\$2,890,800	1.95%	100.00%

BUILDING INSPECTION FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



**BUILDING FUND
REQUIREMENTS AND STAFFING SUMMARIES**

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		Adopted
	Actual	Actual	Adopted	Revised	Proposed	Approved	
Building Inspection	\$1,087,961	\$1,375,708	\$2,595,200	\$2,595,200	\$2,639,100	\$2,639,100	\$2,639,100
Electrical Permit Program	141,022	151,931	240,200	240,200	251,700	251,700	251,700
ADA Code Enforcement	3,997	2,508	-	-	-	-	-
Total Requirements	\$1,232,980	\$1,530,147	\$2,835,400	\$2,835,400	\$2,890,800	\$2,890,800	\$2,890,800

Requirements by Type

Personnel	\$ 738,418	\$ 687,844	\$ 904,300	\$ 904,300	\$ 934,600	\$ 934,600	\$ 934,600
Materials & Services	435,235	842,302	1,871,100	1,871,100	1,896,200	1,896,200	1,896,200
Transfers Out	59,327	-	60,000	60,000	60,000	60,000	60,000
Total Requirements	\$1,232,980	\$1,530,147	\$2,835,400	\$2,835,400	\$2,890,800	\$2,890,800	\$2,890,800

**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Transfers Out	Adopted Budget	% of Fund Budget
Building Inspection	\$ 827,900	\$1,751,200	\$ 60,000	\$2,639,100	91.29%
Electrical Permit Program	106,700	145,000	-	251,700	8.71%
Total Requirements	\$ 934,600	\$1,896,200	\$ 60,000	\$2,890,800	100.00%
Percent of Fund Budget	32.33%	65.59%	2.08%	100.00%	

Staffing Summary (FTE)	2014-15	2015-162016-17.....	2017-18.....		Adopted
	Actual	Actual	Adopted	Revised	Proposed	Approved	
Building Inspection	5.750	6.430	6.430	6.430	6.430	6.430	6.430
Electrical Permit Program	0.750	0.750	0.750	0.750	0.750	0.750	0.750
Total FTE	6.500	7.180	7.180	7.180	7.180	7.180	7.180

PROGRAM NARRATIVE

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

Responsible Manager/Title: Gary Stutzman, Building Official

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	06/17	In Progress	<ul style="list-style-type: none"> • Fully implement Accela Mobile Office and Citizen Access to more efficiently process inspection requests. • Provide educational outreach to homeowners, landlords, property managers, and tenants so they understand their rights and responsibilities as they pertain to maintenance and safety of their structures.
	06/17	Ongoing	
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none"> • Partner with Police Department team members to respond and assist in resolving non-building inspection related complaint issues.
	06/18		<ul style="list-style-type: none"> • Provide code-change education for inspectors.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Total permits issued.	2,359	2,549	2,300	2,300
Commercial construction permits issued.	136	127	113	90
New single-family residence permits issued.	129	125	120	125
Construction value (in millions of dollars). Includes new and alterations.	\$88	\$84	\$80	\$75
Percent of inspections performed according to policy framework.	100%	100%	100%	100%
Number of inspections performed.	8,324	9,668	8,400	8,400

STAFFING SUMMARY

Budgeted FTEs	5.75	6.43	6.43	6.43
---------------	------	------	------	------

204: Building

40: Community Development

CITY OF ALBANY, OREGON

PROG 1602: Building Inspection

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Licenses and Fees	1,244,277	1,570,966	1,339,400	1,339,400	1,325,400	(1.05)%
Charges for Services	124,415	15,644	-	-	-	- %
Miscellaneous Revenue	81	(35)	-	-	-	- %
Investment Income	4,764	8,025	7,800	7,800	7,800	- %
Transfers In	35,000	-	-	-	-	- %
Beginning Balance	731,475	1,052,051	1,248,000	1,248,000	1,305,900	4.64 %
TOTAL REVENUES	2,140,012	2,646,651	2,595,200	2,595,200	2,639,100	1.69 %
EXPENDITURES						
Personnel Services	641,831	574,543	798,200	798,200	827,900	3.72 %
Materials & Services	386,803	801,130	1,737,000	1,737,000	1,751,200	0.82 %
Transfers Out	59,327	-	60,000	60,000	60,000	- %
TOTAL EXPENDITURES	1,087,961	1,375,673	2,595,200	2,595,200	2,639,100	1.69 %
Prog 1602: Building Inspection						
Revenues less Expenditures	1,052,051	1,270,978	-	-	-	

PROGRAM NARRATIVE

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

Responsible Manager/Title: Gary Stutzman, Building Official

FUNCTIONS AND RESPONSIBILITIES

- Protect public health and safety through enforcement of the state building codes, which enhance the community's quality of life.
- Administer Albany's Electrical Inspection Program using the operational plan approved by the State of Oregon as the standard.
- Assist the public with information relevant to the Oregon Electrical Specialty Code requirements.
- Administer Albany's Electrical Master Permit Program for large commercial businesses.
- Perform inspections for the State of Oregon's Minor Label Electrical Inspection Program.
- Perform electrical plan review as required by Oregon Administrative Rule.
- Conduct electrical inspections upon request, checking compliance with applicable municipal codes and state building codes.
- Ensure that homeowners install safe and code-compliant electrical systems.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	06/17	In Progress	<ul style="list-style-type: none"> • Fully implement Accela Mobile Office and Citizen Access to more efficiently process inspection requests.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none"> • Provide training to allow and qualify an additional A-level electrical inspector.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Number of electrical permits issued (new, additional, and alterations).	910	1,011	1,175	1,180
Percent of inspections performed according to policy framework.	100%	100%	100%	100%

STAFFING SUMMARY

Budgeted FTEs	0.75	0.75	0.75	0.75
---------------	------	------	------	------

204: Building

40: Community Development

CITY OF ALBANY, OREGON

PROG 1603: Electrical Permit Program

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Licenses and Fees	170,008	143,867	141,400	141,400	141,100	(0.21)%
Investment Income	580	3,982	600	600	600	- %
Beginning Balance	79,191	108,761	98,200	98,200	110,000	12.02 %
TOTAL REVENUES	249,783	256,610	240,200	240,200	251,700	4.79 %
EXPENDITURES						
Personnel Services	96,587	113,302	106,100	106,100	106,700	0.57 %
Materials & Services	44,435	38,629	134,100	134,100	145,000	8.13 %
TOTAL EXPENDITURES	141,022	151,931	240,200	240,200	251,700	4.79 %
Prog 1603: Electrical Permit Program						
Revenues less Expenditures	108,761	104,679	-	-	-	



CITY OF
Albany

O R E G O N

RISK MANAGEMENT FUND

RESOURCE DETAIL

Resources	2014-15 Actual	2015-16 Actual2016-17.....		2017-18 Adopted Budget	% Change from 2016-17	% of Fund Budget
			Adopted Budget	Revised Budget			
Miscellaneous Revenue	\$ 25,526	\$ 39,098	\$ -	\$ -	\$ -	-	-
Loan Repayment-Principal	-	8,999	-	-	9,100	-	0.29%
Loan Repayment-Interest	-	553	-	-	400	-	0.01%
Interest	48,898	57,306	32,600	32,600	16,500	(49.39%)	0.53%
Total Current Resources	74,424	105,956	32,600	32,600	26,000	(20.25%)	0.83%
From Capital Projects Fund	632,000	139,700	33,300	33,300	33,300	-	1.08%
From EPlans Building	59,327	-	-	-	-	-	-
From EPlans Planning	2,700	1,900	2,700	2,700	-	(100.00%)	-
From EPlans Water	2,700	15,588	-	-	-	-	-
From EPlans Sewer	2,700	15,588	-	-	-	-	-
From EPlans Fire	900	900	900	900	-	(100.00%)	-
Total Transfers In	700,327	173,676	36,900	36,900	33,300	(200.00%)	1.08%
Beginning Balance	10,211,785	9,013,671	3,841,000	3,841,000	3,032,700	(21.04%)	98.09%
Total Resources	\$ 10,986,536	\$ 9,293,303	\$ 3,910,500	\$ 3,910,500	\$ 3,092,000	(20.93%)	100.00%

REQUIREMENT SUMMARIES

Program Requirements	2014-15 Actual	2015-16 Actual2016-17.....		Proposed2017-18.....	
			Adopted	Revised		Approved	Adopted
Risk Management Reserve	\$ 77,972	\$ 84,340	\$ 1,201,200	\$ 1,201,200	\$ 1,099,200	\$ 1,099,200	\$ 1,099,200
PepsiCo Settlement Projects	1,894,893	5,000,000	2,709,300	2,709,300	1,992,800	1,992,800	1,992,800
Total Requirements	\$ 1,972,865	\$ 5,084,340	\$ 3,910,500	\$ 3,910,500	\$ 3,092,000	\$ 3,092,000	\$ 3,092,000

Percent of Fund Total	2014-15 Actual	2015-16 Actual2016-17.....		Proposed2017-18.....	
			Adopted	Revised		Approved	Adopted
Risk Management Reserve	3.95%	1.66%	30.72%	30.72%	35.55%	35.55%	35.55%
PepsiCo Settlement Projects	96.05%	98.34%	69.28%	69.28%	64.45%	64.45%	64.45%
Totals	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

PROGRAM NARRATIVE

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

Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

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

PROG 1005: Risk Management Reserve

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Miscellaneous Revenue	(7,764)	39,098	-	-	-	- %
Investment Income	6,691	8,028	7,600	7,600	8,500	11.84 %
Beginning Balance	1,305,802	1,226,757	1,193,600	1,193,600	1,090,700	(8.62)%
TOTAL REVENUES	1,304,729	1,273,883	1,201,200	1,201,200	1,099,200	(8.49)%
EXPENDITURES						
Materials & Services	77,972	69,421	1,201,200	1,201,200	1,099,200	(8.49)%
TOTAL EXPENDITURES	77,972	69,421	1,201,200	1,201,200	1,099,200	(8.49)%

Prog 1005: Risk Management Reserve						
---	--	--	--	--	--	--

Revenues less Expenditures						
-----------------------------------	--	--	--	--	--	--

1,226,757						
------------------	--	--	--	--	--	--

1,204,462						
------------------	--	--	--	--	--	--

-						
----------	--	--	--	--	--	--

-						
----------	--	--	--	--	--	--

-						
----------	--	--	--	--	--	--

PROGRAM NARRATIVE

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

Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program accounts for the funds received in March 2010 from the SVC Manufacturing Inc. (PepsiCo) settlement agreement.
 - Proceeds that have not yet been expended are appropriated for economic development and public safety facilities.
 - \$1,280,988 was loaned for the construction of the Oak Street LID. Most of the principal and interest assessment payments have been transferred back in repayment of the loan.
 - \$5,000,000 was transferred to the Capital Projects fund for the construction of the Public Safety Facilities.
 - \$3,348,794 was loaned for the construction of the Timber Ridge LIDs. Repayment will be made through transfers from the LID Capital Projects Program upon sale of the property.
 - \$174,100 was loaned for the purchase of the Project.dox E-plan software. Most of the payments have been transferred back in repayment of the loan.
 - A capital loan of \$300,000 was made to the Capital Replacement Fund to assist in the purchase of needed equipment.
-

PROG 1037: PepsiCo Settlement Projects

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Miscellaneous Revenue	33,290	9,552	-	-	9,500	- %
Investment Income	42,207	40,287	25,000	25,000	8,000	(68.00)%
Transfers In	700,327	173,677	36,900	36,900	33,300	(9.76)%
Beginning Balance	8,905,984	7,786,914	2,647,400	2,647,400	1,942,000	(26.65)%
TOTAL REVENUES	9,681,808	8,010,430	2,709,300	2,709,300	1,992,800	(26.45)%
EXPENDITURES						
Materials & Services	216,733	-	1,831,300	1,831,300	1,806,200	(1.37)%
Capital	1,178,160	-	878,000	878,000	186,600	(78.75)%
Transfers Out	500,000	5,000,000	-	-	-	- %
TOTAL EXPENDITURES	1,894,893	5,000,000	2,709,300	2,709,300	1,992,800	(26.45)%
Prog 1037: PepsiCo Settlement Projects						
Revenues less Expenditures	7,786,915	3,010,430	-	-	-	

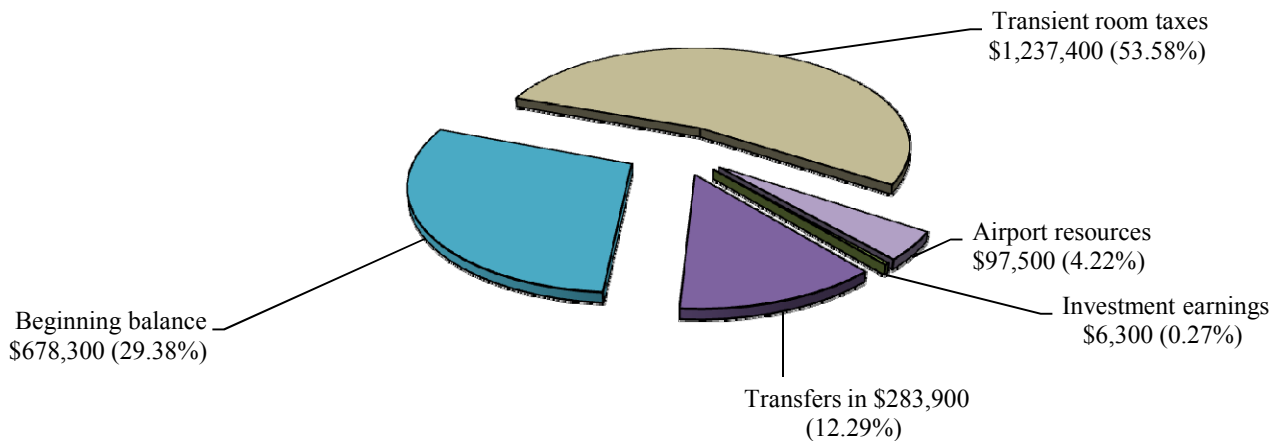
**ECONOMIC DEVELOPMENT FUND
RESOURCE DETAIL**

Resources	2014-15 Actual	2015-16 Actual2016-17.....		2017-18 Adopted Budget	% Change from 2016-17	% of Fund Budget
			Adopted Budget	Revised Budget			
Transient Room Tax	\$ 927,172	\$ 965,060	\$1,028,800	\$1,028,800	\$1,122,000	9.06%	48.58%
TLT - Online Travel Companies	-	93,832	75,500	75,500	115,400	52.85%	5.00%
Airport: Fuel	125,841	982	2,300	2,300	2,400	4.35%	0.10%
Airport: Tie Down Fees	525	325	600	600	600	-	0.03%
Airport: Lease	46,766	43,194	44,900	44,900	47,900	6.68%	2.07%
Fixed Base Operator Revenues	15,355	19,200	18,000	18,000	18,000	-	0.78%
Space Rental	28,200	28,600	28,600	28,600	28,600	-	1.24%
Dayton Hudson Corp (Target)	35,282	33,758	-	-	-	-	-
Miscellaneous Revenue	168	296	-	-	6,100	-	0.26%
Interest	2,809	6,206	4,600	4,600	6,300	36.96%	0.27%
Total Current Resources	1,182,118	1,191,453	1,203,300	1,203,300	1,347,300	11.97%	58.33%
From CARA Program	147,500	129,700	209,900	209,900	210,000	0.05%	9.09%
Transfer In: Transient Room Tax	67,600	69,600	71,700	71,700	73,900	3.07%	3.20%
From Economic Development	4,800	5,000	-	-	-	-	-
Total Transfers In	219,900	204,300	281,600	281,600	283,900	0.82%	12.29%
Beginning Balance	549,237	745,339	643,100	643,100	678,300	5.47%	29.38%
Total Resources	\$1,951,255	\$2,141,091	\$2,128,000	\$2,128,000	\$2,309,500	8.53%	100.00%

CARA-Central Albany Revitalization Area

ECONOMIC DEVELOPMENT FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



**ECONOMIC DEVELOPMENT FUND
REQUIREMENT AND STAFFING SUMMARIES**

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Target Utilities	\$ 39,908	\$ 38,184	\$ -	\$ -	\$ -	\$ -	\$ -
Economic Development Activities	936,159	1,331,309	1,553,400	1,553,400	1,689,700	1,689,700	1,689,700
Albany Municipal Airport	181,075	90,652	310,600	310,600	315,500	315,500	315,500
Municipal Airport Capital Projects	48,774	33,047	264,000	264,000	304,300	304,300	304,300
Total Requirements	\$1,205,916	\$1,493,192	\$2,128,000	\$2,128,000	\$2,309,500	\$2,309,500	\$2,309,500

Requirements by Type

Personnel	\$ 164,139	\$ 218,898	\$ 267,900	\$ 267,900	\$ 202,600	\$ 202,600	\$ 202,600
Materials & Services	759,734	726,929	838,700	838,700	936,300	936,300	936,300
Capital	-	4,781	426,800	426,800	520,700	520,700	520,700
Transfers Out	242,134	504,400	594,600	594,600	649,900	649,900	649,900
Debt Service	39,908	38,184	-	-	-	-	-
Total Requirements	\$1,205,916	\$1,493,192	\$2,128,000	\$2,128,000	\$2,309,500	\$2,309,500	\$2,309,500

**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Capital	Transfers Out	Adopted Budget	% of Fund Budget
Economic Development Activities	186,600	855,900	-	647,200	1,689,700	73.16%
Albany Municipal Airport	16,000	79,500	220,000	-	315,500	13.66%
Municipal Airport Capital Projects	-	900	300,700	2,700	304,300	13.18%
Total Requirements	\$ 202,600	\$ 936,300	\$ 520,700	\$ 649,900	\$2,309,500	100.00%
Percent of Fund Budget	8.77%	40.54%	22.55%	28.14%	100.00%	

Staffing Summary (FTE)	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Economic Development Activities	2.000	1.000	2.000	2.000	2.000	2.000	2.000
Albany Municipal Airport	0.100	0.100	0.100	0.100	0.100	0.100	0.100
Total FTE	2.100	1.100	2.100	2.100	2.100	2.100	2.100

ECONOMIC DEVELOPMENT FUND

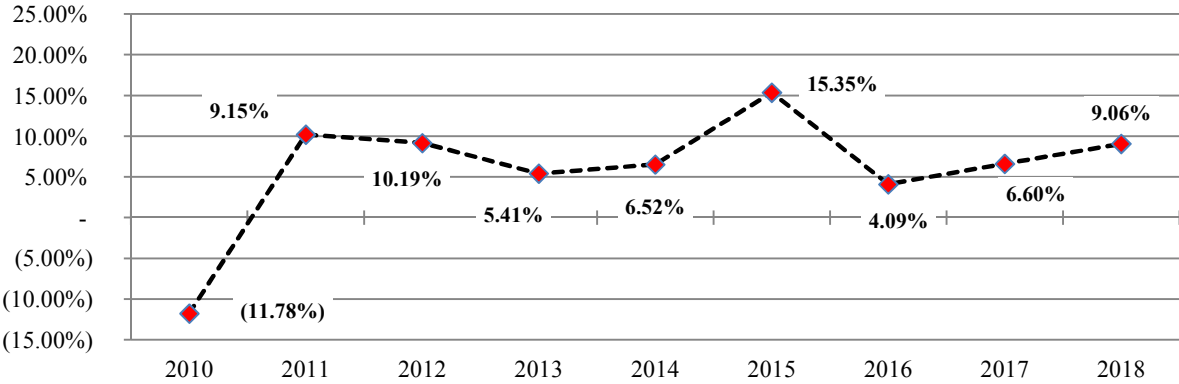
TRANSIENT LODGING TAX COLLECTIONS*
Ten Fiscal Years

Fiscal Year	Debt Service**	Economic Development	Totals	Annual Increase (Decrease)
2009	\$ 196,593	\$ 478,150	\$ 674,743	na
2010	213,175	382,054	595,229	(11.78%)
2011	-	655,879	655,879	10.19%
2012	-	715,865	715,865	9.15%
2013	-	754,585	754,585	5.41%
2014	-	803,805	803,805	6.52%
2015	-	927,172	927,172	15.35%
2016	-	965,060	965,060	4.09%
2017	-	1,028,800	1,028,800	6.60%
2018	-	1,122,000	1,122,000	9.06%

* Actual collections for years 2009 through 2016. Budgeted collections for 2017 and 2018.

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

ANNUAL PERCENTAGE INCREASE (DECREASE)
Nine Fiscal Years



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

Fiscal YearNon-Profit Agencies.....			Amount Available for Other Activities	Total Economic Development Fund	Debt Service ²	Total Transient Lodging Tax Revenues
	Albany Visitors Association	AMEDC ¹	Albany Downtown Association				
2009	\$ 347,000	\$ 45,000	\$ 30,000	\$ 56,150	\$ 478,150	\$ 196,593	\$ 674,743
2010	337,300	45,000	35,589	(35,835)	382,054	213,175	595,229
2011	320,300	42,700	33,623	259,256	655,879	-	655,879
2012	329,000	44,000	39,600	303,265	715,865	-	715,865
2013	338,900	45,400	40,800	329,485	754,585	-	754,585
2014	349,100	46,900	42,000	365,805	803,805	-	803,805
2015	359,600	48,300	43,300	475,972	927,172	-	927,172
2016	370,400	49,700	44,600	500,360	965,060	-	965,060
2017	381,500	51,200	45,900	550,200	1,028,800	-	1,028,800
2018	392,900	52,700	47,300	629,100	1,122,000	-	1,122,000

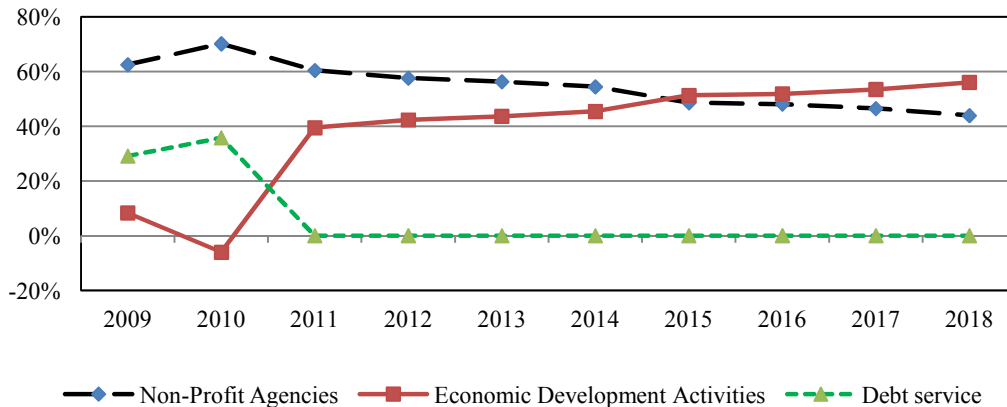
¹ Albany-Millersburg Economic Development Corporation

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

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

Fiscal YearNon-Profit Agencies.....			Amount Available for Other Activities	Total Economic Development Fund	Debt Service	Total Transient Lodging Tax Revenues
	Albany Visitors Association	AMEDC	Albany Downtown Association				
2009	51.43%	6.67%	4.45%	8.32%	70.86%	29.14%	100.00%
2010	56.67%	7.56%	5.98%	(6.02%)	64.19%	35.81%	100.00%
2011	48.84%	6.51%	5.13%	39.53%	100.00%	-	100.00%
2012	45.96%	6.15%	5.53%	42.36%	100.00%	-	100.00%
2013	44.91%	6.02%	5.41%	43.66%	100.00%	-	100.00%
2014	43.43%	5.83%	5.23%	45.51%	100.00%	-	100.00%
2015	38.78%	5.21%	4.67%	51.34%	100.00%	-	100.00%
2016	38.38%	5.15%	4.62%	51.85%	100.00%	-	100.00%
2017	37.08%	4.98%	4.46%	53.48%	100.00%	-	100.00%
2018	35.02%	4.70%	4.22%	56.07%	100.00%	-	100.00%

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



PROGRAM NARRATIVE

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

Responsible Manager/Title: Jorge Salinas, Interim Economic Development Director

FUNCTIONS AND RESPONSIBILITIES

- Provide management oversight for economic development and urban renewal activities and the Strategic Plan initiatives.
- Provide management oversight and support to the CARA district and its activities.
- Manage outside agency grants to market Albany to convention, event, and tournament planners via the Transient Lodging Tax (TLT) policy adopted by City Council for use of Transient Room Tax (TRT). (A review of this policy began in FY 2015-16 and continues in FY 2017-18.)
- Meet regularly with local businesses and industries to determine needs, eliminate barriers, and connect businesses to available resources.
- Contract (through outside agency grant), support, and coordinate with the Albany-Millersburg Economic Development Corporation (AMEDC) to establish, retain, and expand business in Albany.
- Continue active collaboration and participation with partner organizations including AMEDC, Chamber, and Main Street Committees, as well as neighboring communities and jurisdictions. Maintain membership on statewide boards to strengthen Albany's presence and opportunities. Complete draft, review, and implement economic development metrics for Albany.
- Administer the TRT according to ORS Sections 320.345-320.350; Albany Municipal Code Chapter 3.14; and the TLT policy adopted by the City Council. The room tax rate has been nine percent since July 1, 1999. Operators retain five percent of the gross tax as compensation for record-keeping services.
- The Reserve in this fund is used for tourism promotion activities.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	07/16	Completed	<ul style="list-style-type: none"> • Reestablish the Urban Renewal Officer position.
Healthy Economy	06/17	Completed	<ul style="list-style-type: none"> • Coordinate partnership with Linn Benton Community College (LBCC) and local industries related to City's \$2.9 million investment in equipment.
Budget Year 2017-2018			
Healthy Economy	06/18		<ul style="list-style-type: none"> • Continue partnership with LBCC and local industries related to City's \$2.9 million investment in equipment until all required invoices are paid.
	06/18		<ul style="list-style-type: none"> • Partner with AMEDC to renew the Santiam Enterprise Zone for an additional ten-year period.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017*</u>	<u>2017-2018</u>
Conduct regular visits to local businesses and industries.	21	12	12	18
Assist projects with financial assistance or removal of development barriers.	19	15	8	6

* Numbers are through January 31, 2017

STAFFING SUMMARY

Budgeted FTEs	1.00	1.00	2.00	2.00
---------------	------	------	------	------

PROG 1101: Economic Development Activities

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Transient Lodging Tax	927,172	1,058,892	1,104,300	1,104,300	1,237,400	12.05 %
Miscellaneous Revenue	17	76	-	-	100	- %
Investment Income	1,210	3,544	2,400	2,400	3,800	58.33 %
Transfers In	147,500	129,700	209,900	209,900	210,000	0.05 %
Beginning Balance	224,495	364,235	236,800	236,800	238,400	0.68 %
TOTAL REVENUES	1,300,394	1,556,447	1,553,400	1,553,400	1,689,700	8.77 %
EXPENDITURES						
Personnel Services	149,472	203,928	252,300	252,300	186,600	(26.04)%
Materials & Services	561,087	622,982	735,000	735,000	855,900	16.45 %
Transfers Out	225,600	504,400	566,100	566,100	647,200	14.33 %
TOTAL EXPENDITURES	936,159	1,331,310	1,553,400	1,553,400	1,689,700	8.77 %
Prog 1101: Economic Development Activities						
Revenues less Expenditures	364,235	225,137	-	-	-	

PROGRAM NARRATIVE

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

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

FUNCTIONS AND RESPONSIBILITIES

- Support the economic viability of the Albany Municipal Airport through an active partnership with economic development, local business and industry, and the aviation community.
- Provide management of the Albany Municipal Airport including hangar leases, property management, and compliance with FAA regulations.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	06/17	In Progress	<ul style="list-style-type: none">• Install static display aircraft.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none">• Install new hangar taxilane.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Percent of City hangar occupancy.	100%	100%	100%	100%
Number of aircraft based on the field.	88	90	90	90
Average aircraft operations per day.	70	62	62	62
Number of Airport Advisory Commission mtgs.	11	11	11	12

STAFFING SUMMARY

Budgeted FTEs	0.10	0.10	0.10	0.10
---------------	------	------	------	------

PROG 1103: Albany Municipal Airport

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	216,687	92,301	94,400	94,400	97,500	3.28 %
Investment Income	665	1,240	1,200	1,200	1,000	(16.67)%
Beginning Balance	174,099	210,527	215,000	215,000	217,000	0.93 %
TOTAL REVENUES	391,602	304,288	310,600	310,600	315,500	1.58 %
EXPENDITURES						
Personnel Services	14,667	14,971	15,600	15,600	16,000	2.56 %
Materials & Services	166,408	70,900	67,200	67,200	79,500	18.30 %
Capital	-	4,781	227,800	227,800	220,000	(3.42)%
TOTAL EXPENDITURES	181,075	90,652	310,600	310,600	315,500	1.58 %
Prog 1103: Albany Municipal Airport						
Revenues less Expenditures	210,527	213,636	-	-	-	

PROGRAM NARRATIVE

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

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

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	06/17	In Progress	<ul style="list-style-type: none">• Provide matching funds for the parallel taxiway design project.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none">• Provide matching funds for the apron rehabilitation.

PROG 1115: Municipal Airport Capital Projects

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Miscellaneous Revenue	-	-	-	-	6,000	- %
Investment Income	934	1,422	1,000	1,000	1,500	50.00 %
Transfers In	67,600	69,600	71,700	71,700	73,900	3.07 %
Beginning Balance	151,295	171,055	191,300	191,300	222,900	16.52 %
TOTAL REVENUES	219,829	242,077	264,000	264,000	304,300	15.27 %
EXPENDITURES						
Materials & Services	32,239	33,047	36,500	36,500	900	(97.53)%
Capital	-	-	199,000	199,000	300,700	51.11 %
Transfers Out	16,534	-	28,500	28,500	2,700	(90.53)%
TOTAL EXPENDITURES	48,773	33,047	264,000	264,000	304,300	15.27 %
Prog 1115: Municipal Airport Capital Projects						
Revenues less Expenditures	171,056	209,030	-	-	-	

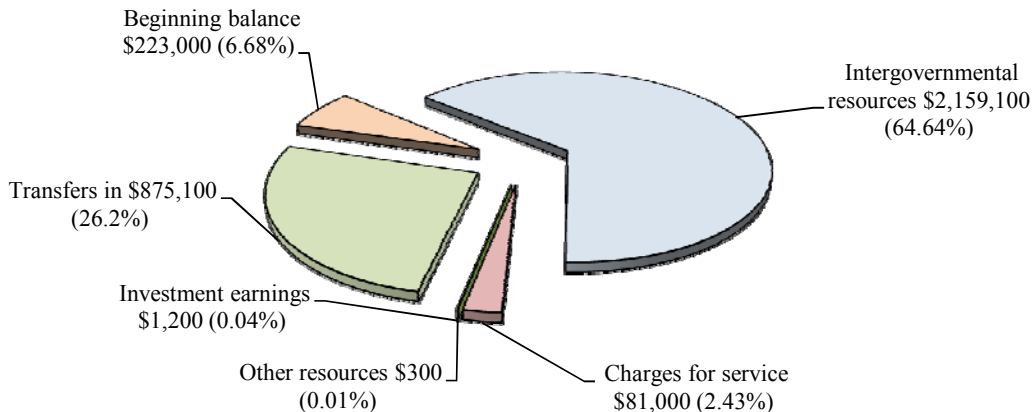
**PUBLIC TRANSIT FUND
RESOURCE DETAIL**

Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
State Operating Match Grant	-	-	-	-	-	-	-
FTA Section 5310 Grant	247,754	160,173	121,300	121,300	95,800	(21.02%)	2.87%
FTA Section 5309 Grant	311,250	-	348,600	348,600	348,600	-	10.44%
FTA Section 5307	817,916	613,059	1,125,000	1,125,000	1,398,700	24.33%	41.86%
WComp Wage Subsidy Reimb	1,159	5,373	-	-	-	-	-
City of Millersburg	788	2,106	1,900	1,900	1,200	(36.84%)	0.04%
Local Funds: Operational	12,000	9,750	-	-	-	-	-
Special Transit Fund: Linn Co	-	54,720	49,600	49,600	42,000	(15.32%)	1.26%
Special Transit Fund: Benton Co	8,000	27,000	27,000	27,000	27,000	-	0.81%
LBCC Partnership	105,500	108,500	111,700	111,700	113,900	1.97%	3.41%
OSU Partnership	105,500	108,500	111,700	111,700	113,900	1.97%	3.41%
OSU Pass Program	1,100	1,100	3,000	3,000	3,000	-	0.09%
Other Pass Programs	2,200	-	-	-	-	-	-
LBCC Pass Program	18,900	18,900	15,000	15,000	15,000	-	0.45%
Advertising Revenue	7,004	5,781	5,000	5,000	-	(100.00%)	-
Bus Fares	56,140	51,620	47,000	47,000	47,000	-	1.41%
LBCC Fare Match Program	-	-	-	-	-	-	-
Call-A-Ride Revenue	30,000	34,805	32,000	32,000	34,000	6.25%	1.02%
Gifts & Donations	90	610	300	300	300	-	0.01%
Miscellaneous Revenue	321	1,442	-	-	-	-	-
Over & short	38	(4)	-	-	-	-	-
Interest	299	1,254	300	300	1,200	300.00%	0.04%
Total Current Resources	1,725,959	1,204,689	1,999,400	1,999,400	2,241,600	12.11%	67.12%
From General Fund	466,700	571,900	592,800	592,800	695,700	17.36%	20.83%
From Capital Equipment Fund	88,000	-	159,400	159,400	179,400	12.55%	5.37%
Total Transfers In	554,700	571,900	752,200	752,200	875,100	16.34%	26.20%
Beginning Balance	266,459	244,153	127,000	127,000	223,000	75.59%	6.68%
Total Resources	\$2,547,118	\$2,020,742	\$2,878,600	\$2,878,600	\$3,339,700	16.02%	100.00%

LBCC-Linn Benton Community College
FTA-Federal Transit Administration

PUBLIC TRANSIT RESOURCES BY SOURCE

Category Totals and Percent of Budget



PUBLIC TRANSIT FUND

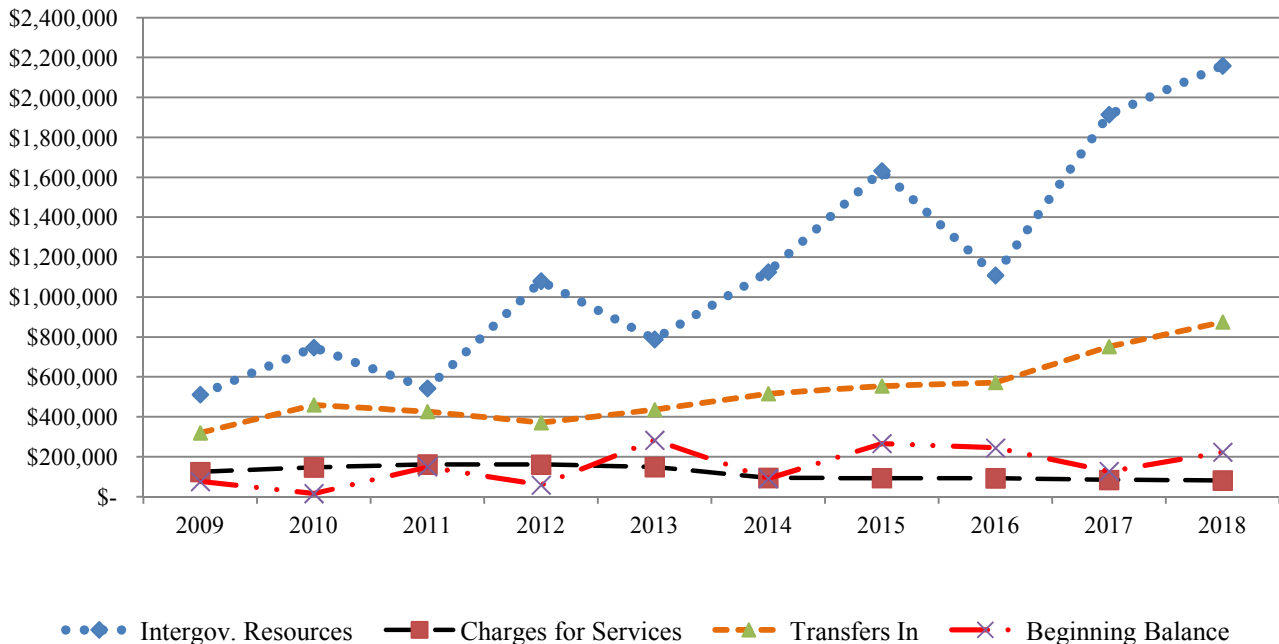
RESOURCES BY TYPE - TEN FISCAL YEARS

Fiscal Year	Intergovernmental Resources	Charges for Services	Other Resources	Interest Earnings	Transfers In	Beginning Balance	Total Resources
2009	\$ 512,225	\$ 123,937	\$ 2,623	\$ 418	\$ 320,000	\$ 75,749	\$ 1,034,952
2010	747,408	147,438	725	(177)	459,900	15,671	1,370,965
2011	542,730	161,798	5,468	226	426,500	149,353	1,286,075
2012	1,080,017	161,026	1,334	1,211	370,800	58,180	1,672,568
2013	788,548	148,779	368	1,070	436,100	282,919	1,657,784
2014	1,125,755	94,443	1,167	(755)	516,000	90,944	1,827,554
2015	1,632,067	93,144	449	299	554,700	266,459	2,547,118
2016	1,109,181	92,207	2,048	1,254	571,900	244,153	2,020,743
2017	1,914,800	84,000	300	300	752,200	127,000	2,878,600
2018	2,159,100	81,000	300	1,200	875,100	223,000	3,339,700

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

2009	49.49%	11.98%	0.25%	0.04%	30.92%	7.32%	100.00%
2010	54.52%	10.75%	0.05%	(0.01)%	33.55%	1.14%	100.00%
2011	42.20%	12.58%	0.43%	0.02%	33.16%	11.61%	100.00%
2012	64.57%	9.63%	0.08%	0.07%	22.17%	3.48%	100.00%
2013	47.57%	8.97%	0.02%	0.06%	26.31%	17.07%	100.00%
2014	61.60%	5.17%	0.06%	(0.04)%	28.23%	4.98%	100.00%
2015	64.08%	3.66%	0.02%	0.01%	21.78%	10.45%	100.00%
2016	54.89%	4.56%	0.10%	0.06%	28.30%	12.09%	100.00%
2017	66.52%	2.92%	0.01%	0.01%	26.13%	4.41%	100.00%
2018	64.65%	2.43%	0.01%	0.04%	26.20%	6.67%	100.00%

MAJOR RESOURCES BY TYPE - TEN FISCAL YEARS





CITY OF
Albany

O R E G O N

**PUBLIC TRANSIT FUND
REQUIREMENT AND STAFFING SUMMARIES**

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Albany Transit System	\$ 968,381	\$ 628,331	\$1,192,700	\$1,192,700	\$1,505,200	\$1,505,200	\$1,505,200
Linn-Benton Loop	899,224	533,552	1,103,900	1,103,900	1,120,800	1,120,800	1,120,800
Paratransit System	435,361	491,343	582,000	582,000	713,700	713,700	713,700
Total Requirements	\$ 2,302,966	\$ 1,653,226	\$2,878,600	\$2,878,600	\$3,339,700	\$3,339,700	\$3,339,700

Requirements by Type

Personnel	\$ 988,184	\$ 1,082,088	\$1,254,900	\$1,254,900	\$1,265,800	\$1,265,800	\$1,265,800
Materials & Services	557,696	566,138	752,400	752,400	1,102,600	1,102,600	1,102,600
Capital	752,086	-	871,300	871,300	971,300	971,300	971,300
Transfers Out	5,000	5,000	-	-	-	-	-
Total Requirements	\$ 2,302,966	\$ 1,653,226	\$2,878,600	\$2,878,600	\$3,339,700	\$3,339,700	\$3,339,700

**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Capital	Adopted Budget	% of Fund Budget
Albany Transit System	396,600	657,300	451,300	\$1,505,200	45.07%
Linn-Benton Loop	429,100	271,700	420,000	1,120,800	33.56%
Paratransit System	440,100	173,600	100,000	713,700	21.37%
Total Requirements	\$ 1,265,800	\$ 1,102,600	\$ 971,300	\$3,339,700	100.00%
Percent of Fund Budget	37.91%	33.01%	29.08%	100.00%	

Staffing Summary (FTE)	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Albany Transit System	3.910	3.910	3.910	3.910	3.910	3.910	3.910
Linn-Benton Loop	3.975	3.975	4.475	4.475	4.475	4.475	4.475
Paratransit System	3.415	3.415	4.490	4.490	4.490	4.490	4.490
Total FTE	11.300	11.300	12.875	12.875	12.875	12.875	12.875

PROGRAM NARRATIVE

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

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

Developed by: Barry Hoffman, Transit Programs Supervisor

FUNCTIONS AND RESPONSIBILITIES

- Provide a safe and reliable public transit system along fixed routes to link residential areas with retail, employment, medical, and educational centers.
- Maintain records of ridership, maintenance, and operation of the system and apply for state and federal grants in order to obtain system funding.
- Administer the Ride-Home-Free Program with local merchants.
- Identify and pursue additional grant and revenue resources.
- Provide management and supervision of the transit system in compliance with federal and state regulations.
- Conduct a ridership satisfaction survey every two years.
- Provide rides to Linn Benton Community College and Oregon State (OS) students through the combined Pass Programs.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government Safe City	07/16	Postponed	<ul style="list-style-type: none"> • Conduct triennial review with Federal Transit Administration (FTA) to improve processes.
	10/16	In Progress	<ul style="list-style-type: none"> • Work to find grant funding for replacement bus barn.
	03/17	In Progress	<ul style="list-style-type: none"> • Participate in regional transportation planning effort and Transit Development Plan.
	06/17	In Progress	<ul style="list-style-type: none"> • Begin to implement changes recommended in regional plan.
Budget Year 2017-2018			
Effective Government	07/17		<ul style="list-style-type: none"> • Research and fund real-time bus location software.
	11/17		<ul style="list-style-type: none"> • Finalize Transit Development plan with Albany Area Metropolitan Planning Organization (AAMPO).
	12/17		<ul style="list-style-type: none"> • Complete purchase of replacement bus.
	03/18		<ul style="list-style-type: none"> • Dispose of bus 455-05.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Total number of rides.	86,149	73,369	80,000	81,000
Number of senior/disabled passengers.	20,675	17,608	19,200	19,440
Annual mileage.	92,515	94,085	92,000	92,000
Operating cost per ride.	\$5.95	\$7.06	\$7.60	\$10.20

STAFFING SUMMARY

Budgeted FTEs	3.91	3.91	3.91	3.91
---------------	------	------	------	------

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	557,712	300,739	627,100	627,100	735,900	17.35 %
Charges for Services	34,072	32,513	27,000	27,000	25,000	(7.41)%
Miscellaneous Revenue	165	1,438	-	-	-	- %
Investment Income	(1,394)	495	-	-	600	- %
Transfers In	417,200	389,100	487,100	487,100	593,700	21.88 %
Beginning Balance	101,782	141,156	51,500	51,500	150,000	191.26 %
TOTAL REVENUES	1,109,537	865,441	1,192,700	1,192,700	1,505,200	26.20 %
EXPENDITURES						
Personnel Services	375,786	405,868	410,300	410,300	396,600	(3.34)%
Materials & Services	213,087	217,463	331,100	331,100	657,300	98.52 %
Capital	374,509	-	451,300	451,300	451,300	- %
Transfers Out	5,000	5,000	-	-	-	- %
TOTAL EXPENDITURES	968,382	628,331	1,192,700	1,192,700	1,505,200	26.20 %
Prog 1106: Albany Transit System						
Revenues less Expenditures	141,155	237,110	-	-	-	

PROGRAM NARRATIVE

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

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

Developed by: Barry Hoffman, Transit Programs Supervisor

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	07/16	In Progress	<ul style="list-style-type: none"> • Conduct onboard ridership count to determine senior and disabled use of the Loop.
	08/16	In Progress	<ul style="list-style-type: none"> • Apply for funding for Loop expansion study and plan.
	01/17	In Progress	<ul style="list-style-type: none"> • Work with AAMPO to organize a new Loop Advisory Committee.
	06/17	In Progress	<ul style="list-style-type: none"> • Begin implementation of recommendations from Loop study plan.
Budget Year 2017-2018			
Effective Government Safe City	07/17		<ul style="list-style-type: none"> • Research and fund real-time bus location software.
	11/17		<ul style="list-style-type: none"> • Work with new Loop Governing board and TAC to establish procedures.
	12/17		<ul style="list-style-type: none"> • Work with AAMPO to stabilize funding sources.
	03/18		<ul style="list-style-type: none"> • Complete purchase of replacement bus.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Total number of rides.	128,716	111,595	102,000	108,000
Number of senior/disabled passengers.	18,020	13,391	14,280	15,120
Annual mileage.	105,005	108,875	105,000	105,000
Operating cost per ride.	\$3.35	\$4.04	\$4.60	\$5.80

STAFFING SUMMARY

Budgeted FTEs	3.98	3.98	4.48	4.48
---------------	------	------	------	------

PROG 1107: Linn-Benton Loop

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	799,456	503,426	939,500	939,500	959,100	2.09 %
Charges for Services	29,072	24,889	25,000	25,000	22,000	(12.00)%
Miscellaneous Revenue	172	-	-	-	-	- %
Investment Income	626	614	-	-	300	- %
Transfers In	-	-	71,400	71,400	71,400	- %
Beginning Balance	154,472	84,573	68,000	68,000	68,000	- %
TOTAL REVENUES	983,798	613,502	1,103,900	1,103,900	1,120,800	1.53 %
EXPENDITURES						
Personnel Services	297,823	323,289	430,300	430,300	429,100	(0.28)%
Materials & Services	223,824	210,263	253,600	253,600	271,700	7.14 %
Capital	377,578	-	420,000	420,000	420,000	- %
TOTAL EXPENDITURES	899,225	533,552	1,103,900	1,103,900	1,120,800	1.53 %
Prog 1107: Linn-Benton Loop Revenues less Expenditures	84,573	79,950	-	-	-	

PROGRAM NARRATIVE

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

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

Developed by: Ted Frazier, Paratransit Services Supervisor

FUNCTIONS AND RESPONSIBILITIES

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

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	06/17	In Progress	<ul style="list-style-type: none"> • Work with Metropolitan Planning Organization (MPO) partners to finalize short- and long-term Paratransit goals. • Evaluate program for ADA compliance. • Develop and complete rider survey. • Develop volunteer recruitment plan.
	01/17	Completed	
	03/17	Completed	
	06/17	Completed	
Budget Year 2017-2018			
Effective Government	01/18		<ul style="list-style-type: none"> • Update volunteer driving evaluation forms and set up new monthly schedule to evaluate the volunteers' driving skills. • Meet with outlying cities within the Urbanized Area (UZA) to discuss transportation needs/options. • Work with Samaritan Health Services and Heart to Heart partners to discuss volunteer recruitment possibilities and available grants. • Send out Request for Quotes (RFQ) to vendors to purchase two replacement wheelchair-accessible vans.
	07/17		
	12/17		
	08/17		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Percent of those using the Paratransit/Call-A-Ride program satisfied or very satisfied with the service received.	95%	95%	96%	96%
Number of rides provided per month.	1,629	1,720	1,780	1,830
Number of miles driven per month.	8,800	8,800	9,100	9,100
Number of volunteer hours.	5,000	5,000	5,000	4,100
Cost per revenue service mile.	\$3.60	\$3.97	\$4.82	\$4.54

STAFFING SUMMARY

Budgeted FTEs	3.42	3.42	4.49	4.49
---------------	------	------	------	------

213: Public Transit

CITY OF ALBANY, OREGON

50: Public Works

PROG 1108: Paratransit System

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	274,900	305,017	348,200	348,200	464,100	33.29 %
Charges for Services	30,000	34,805	32,000	32,000	34,000	6.25 %
Miscellaneous Revenue	112	610	300	300	300	- %
Investment Income	1,067	145	300	300	300	- %
Transfers In	137,500	182,800	193,700	193,700	210,000	8.42 %
Beginning Balance	10,206	18,425	7,500	7,500	5,000	(33.33)%
TOTAL REVENUES	453,785	541,802	582,000	582,000	713,700	22.63 %
EXPENDITURES						
Personnel Services	314,575	352,930	414,300	414,300	440,100	6.23 %
Materials & Services	120,785	138,222	167,700	167,700	173,600	3.52 %
Capital	-	-	-	-	100,000	- %
TOTAL EXPENDITURES	435,360	491,152	582,000	582,000	713,700	22.63 %
Prog 1108: Paratransit System						
Revenues less Expenditures	18,425	50,650	-	-	-	

PUBLIC SAFETY LEVY FUND

RESOURCE DETAIL

Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Property Taxes - Current	2,361,355	2,676,362	3,117,300	3,367,300	3,409,800	1.26%	98.42%
Property Taxes - Delinquent	94,148	74,267	68,000	68,000	50,000	(26.47%)	1.44%
Interest	1,676	2,954	1,000	1,000	1,000	-	0.03%
Total Current Resources	2,457,179	2,753,583	3,186,300	3,436,300	3,460,800	0.71%	99.89%
Beginning Balance	37,707	72,286	50,000	50,000	3,800	(92.40%)	0.11%
Total Resources	\$2,494,886	\$2,825,869	\$3,236,300	\$3,486,300	\$3,464,600	(0.62%)	100.00%

REQUIREMENT SUMMARY

Requirements by Type	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Transfers Out	\$2,422,600	\$2,756,000	\$3,236,300	\$3,486,300	\$3,464,600	\$ 3,464,600	\$ 3,464,600

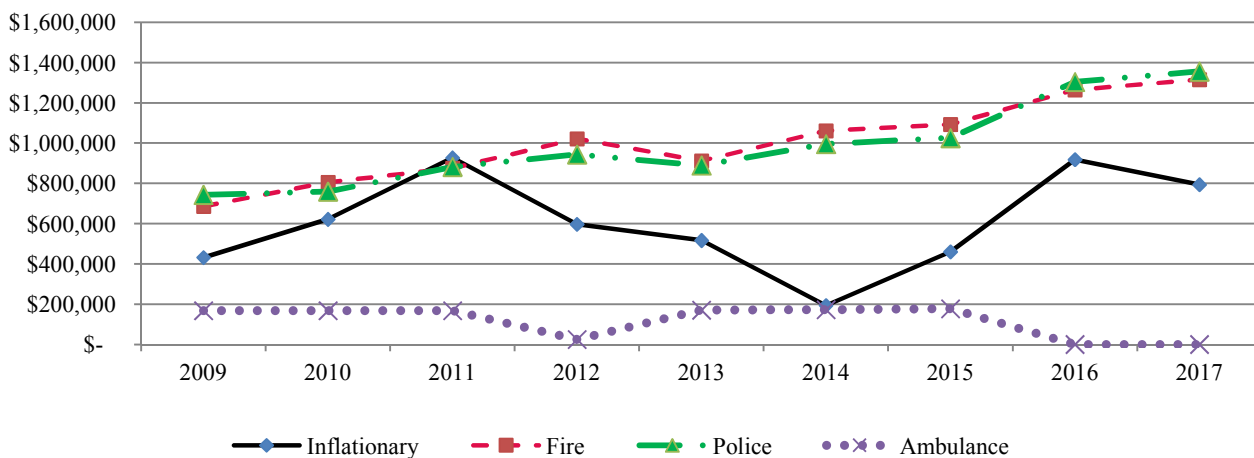
TRANSFERS OUT AND TOTAL TAXES DETAIL BY FISCAL YEAR

Fiscal YearGeneral Fund.....			Ambulance Fund	Total Transfers Out*	Total Taxes
	Inflationary	Fire	Police			
2009-10	\$ 432,000	\$ 685,943	\$ 743,319	\$ 168,000	\$ 2,029,262	\$ 1,973,168
2010-11	621,600	804,769	759,529	168,000	2,353,898	2,171,708
2011-12	927,000	875,183	882,220	168,000	2,852,403	2,349,289
2012-13	597,100	1,020,803	943,978	24,885	2,586,766	2,462,996
2013-14	516,683	910,923	889,662	170,453	2,487,721	2,547,957
2014-15	193,500	1,061,300	995,500	172,300	2,422,600	2,455,503
2015-16	460,000	1,093,100	1,025,400	177,500	2,756,000	2,750,629
2016-17**	918,100	1,264,400	1,303,800	-	3,486,300	3,185,300
2017-18	793,600	1,315,000	1,356,000	-	3,464,600	3,459,800

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

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

PUBLIC SAFETY LEVY TRANSFERS OUT BY PROGRAM



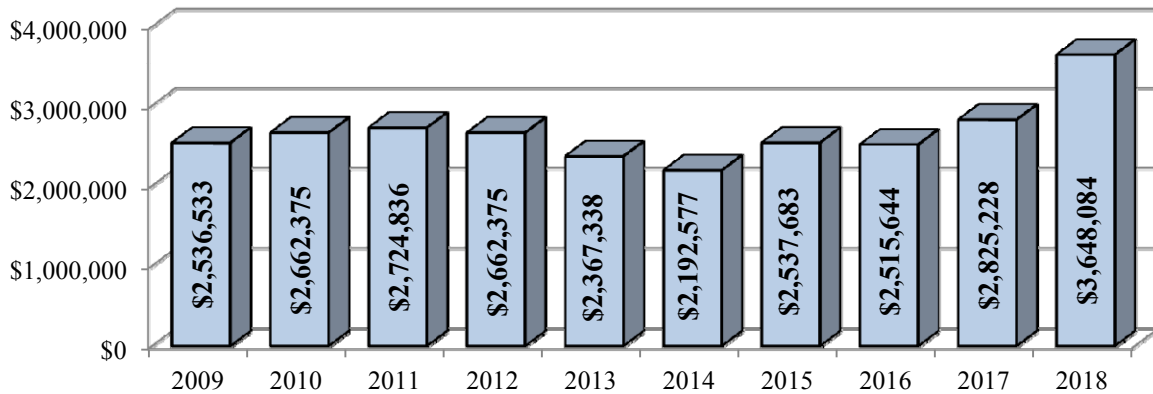
Public Safety Levy Property Taxes Levied Last Ten Fiscal Years ¹

Fiscal Year June 30,LINN COUNTY.....		BENTON COUNTY.....			Linn Co. & Benton Co. Total Received	Annual Per- centage Change
	Taxes Imposed before Compression	Com- pression Amount	Total Received	Taxes Imposed before Compression	Com- pression Amount	Total Received		
2009	\$ 2,221,177	\$ 137,010	\$ 2,084,167	\$ 452,811	\$ 445	\$ 452,366	\$ 2,536,533	n/a
2010	2,333,529	153,763	2,179,766	488,611	6,002	482,609	2,662,375	4.96%
2011	2,417,606	197,327	2,220,279	509,107	4,550	504,557	2,724,836	2.35%
2012	2,504,913	368,500	2,136,413	532,445	9,036	523,409	2,662,375	-2.29%
2013	2,535,336	686,075	1,849,261	554,766	36,689	518,077	2,367,338	-11.08%
2014	2,528,454	825,673	1,702,781	565,012	75,216	489,796	2,192,577	-7.38%
2015	3,123,405	1,121,228	2,002,177	702,884	167,378	535,506	2,537,683	15.74%
2016	3,191,554	1,235,309	1,956,245	736,771	177,372	559,399	2,515,644	-0.87%
2017	3,306,950	1,079,205	2,227,745	778,623	181,140	597,483	2,825,228	12.31%
2018	n/avail.	n/avail.	2,867,430	n/avail.	n/avail.	780,654	3,648,084	29.13%

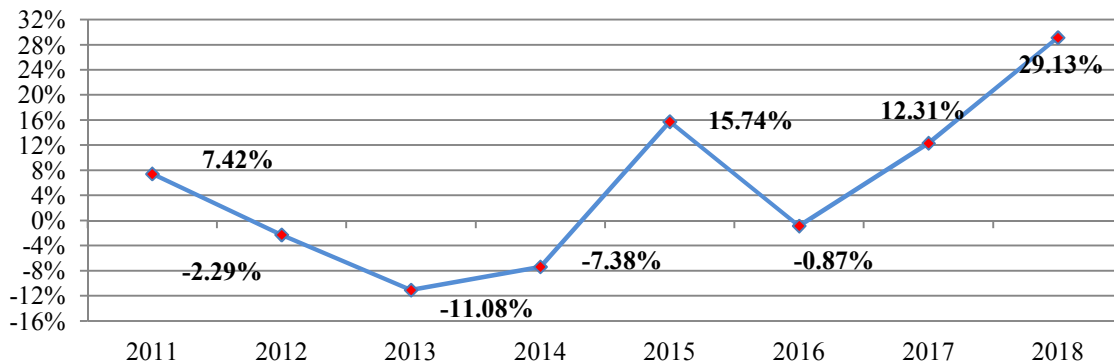
¹ Actual 'Total Received' for 2009-2017. Estimated 'Total Received' for 2018.

In May 2016, voters passed a five-year \$1.15 per \$1,000 levy beginning in Fiscal Year 2016-17.

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



Public Safety Levy - Total to be Received Annual Percentage Change



PROGRAM NARRATIVE

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

Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides an independent accounting of property tax revenues collected from the Public Safety Levy passed by the voters of the City of Albany in the May 2016 special election. Proceeds from the tax levy are transferred to the General Fund in direct support of police, fire, and ambulance services.
 - The levy is \$1.15 per \$1,000 of assessed value for a period of five years.
 - Fiscal Year 2017-2018 is the second year of the 4th five-year Public Safety Local Option Levy.
-
-

215: Public Safety Levy

CITY OF ALBANY, OREGON

10: Finance

PROG 1008: Public Safety Levy

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Property Taxes	2,455,503	2,750,629	3,185,300	3,185,300	3,459,800	8.62 %
Investment Income	1,676	2,954	1,000	1,000	1,000	- %
Beginning Balance	37,707	72,286	50,000	50,000	3,800	(92.40)%
TOTAL REVENUES	2,494,886	2,825,869	3,236,300	3,236,300	3,464,600	7.05 %
EXPENDITURES						
Transfers Out	2,422,600	2,756,000	3,236,300	3,236,300	3,464,600	7.05 %
TOTAL EXPENDITURES	2,422,600	2,756,000	3,236,300	3,236,300	3,464,600	7.05 %

Prog 1008: Public Safety Levy						
Revenues less Expenditures	72,286	69,869	-	-	-	



CITY OF
Albany

O R E G O N

**CAPITAL REPLACEMENT FUND
RESOURCE DETAIL**

Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Energy Trust of Oregon	\$ 22,886	\$ 8,029	\$ -	\$ -	\$ 27,000	-	0.32%
Oregon Community Foundation	2,497	2,547	2,500	2,500	2,500	-	0.03%
Departmental Charges	150,000	150,000	150,000	150,000	450,000	200.00%	5.33%
Equipment Replacement Charges	562,500	806,020	803,300	803,300	1,411,000	75.65%	16.72%
Phone System Charges	75,000	75,000	75,000	75,000	75,000	-	0.89%
Albany Library Foundation	-	118	-	-	-	-	-
Property Management	22,000	9,500	-	-	-	-	-
Miscellaneous Revenue	52,856	96,189	15,000	15,000	15,000	-	0.18%
Proceeds From Sale of Capital Assets	-	1,745,013	-	-	-	-	-
Other Financing Sources: Cap. Leases	-	242,881	-	-	-	-	-
Interest	27,928	54,153	26,800	26,800	35,800	33.58%	0.42%
Total Current Resources	915,667	3,189,450	1,072,600	1,072,600	2,016,300	87.98%	23.89%
From Litigation Proceeds	500,000	-	-	-	-	-	-
From General Fund	-	118,200	-	-	-	-	-
Transfer In: Transient Room Tax	12,000	206,100	270,700	270,700	278,800	2.99%	3.30%
Total Transfers In	512,000	324,300	270,700	270,700	278,800	2.99%	3.30%
Beginning Balance	5,156,986	5,690,226	6,446,600	6,446,600	6,090,100	(5.53%)	72.19%
Beginning Balance: Energy Trust	-	-	102,400	102,400	23,900	(76.66%)	0.28%
Beginning Balance Property Mgmt	-	-	-	-	2,200	-	0.03%
Beginning Balance Monteith House	-	-	16,300	16,300	26,400	61.96%	0.31%
Total Resources	\$6,584,653	\$9,203,976	\$7,908,600	\$7,908,600	\$8,437,700	6.69%	100.00%

REQUIREMENT SUMMARIES

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Equipment Replacement	\$ 437,208	\$1,606,036	\$5,520,100	\$5,520,100	\$6,079,200	\$ 6,079,200	\$ 6,079,200
City Facilities Replacement	25,396	12,904	121,600	121,600	144,300	144,300	144,300
GF Facilities Maintenance Projects	96,967	67,827	109,500	109,500	75,300	75,300	75,300
IT Equipment Replacement	226,095	694,792	1,810,000	1,810,000	1,490,400	1,490,400	1,490,400
Facilities Replacement	108,760	1,031,075	347,400	347,400	648,500	648,500	648,500
Total Requirements	\$ 894,426	\$3,412,634	\$7,908,600	\$7,908,600	\$8,437,700	\$ 8,437,700	\$ 8,437,700

Requirements by Type

Materials & Services	\$ 484,778	\$ 456,832	\$ 573,700	\$ 573,700	\$ 575,900	\$ 575,900	\$ 575,900
Capital	321,648	2,955,802	7,175,500	7,175,500	7,682,400	7,682,400	7,682,400
Transfers Out	88,000	0	159,400	159,400	179,400	179,400	179,400
Total Requirements	\$ 894,426	\$3,412,634	\$7,908,600	\$7,908,600	\$8,437,700	\$ 8,437,700	\$ 8,437,700

**Adopted Requirements
by Program and Type**

	Materials & Services	Capital	Transfers Out	Adopted Budget	% of Fund Budget
Equipment Replacement	\$ 325,000	\$5,574,800	\$ 179,400	\$ 6,079,200	72.05%
City Facilities Replacement	18,700	125,600	-	144,300	1.71%
GF Facilities Maintenance Projects	32,200	43,100	-	75,300	0.89%
IT Equipment Replacement	200,000	1,290,400	-	1,490,400	17.66%
Facilities Replacement	-	648,500	-	648,500	7.69%
Total Requirements	\$ 575,900	\$7,682,400	\$ 179,400	\$ 8,437,700	100.00%
Percent of Fund Budget	6.83%	91.04%	2.13%	100.00%	

GF- General Fund

IT - Information Technology

PROGRAM NARRATIVE

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

Responsible Manager/Title: Anne Baker, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- The Equipment Replacement program provides a reserve to replace equipment, excluding Water and Sewer Fund equipment, when the end of its useful life has been reached.
 - Equipment is replaced when it is determined by its age, condition, operation and maintenance costs, obsolescence, and depreciation that it is no longer economical to keep. This is referred to as the life expectancy or economic life of the equipment.
 - In Fiscal Year 2012-13, Equipment Replacement transferred \$300,000 to the General Fund. This was repaid by a loan from Litigation Proceeds.
 - Ideally, monies are transferred annually from the various departments to the Equipment Replacement program based on the economic life, replacement cost, and estimated rate of return on invested cash for each asset in the replacement program. Estimates of remaining useful life and replacement cost are updated each year by the contributing departments.
-

217: Capital Replacement

10: Finance

CITY OF ALBANY, OREGON
PROG 1010: Equipment Replacement

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	449,600	398,300	578,300	578,300	1,101,900	90.54 %
Miscellaneous Revenue	37,479	336,130	15,000	15,000	15,000	- %
Investment Income	14,949	34,092	15,000	15,000	18,000	20.00 %
Transfers In	500,000	311,900	258,300	258,300	266,000	2.98 %
Beginning Balance	2,654,886	3,219,705	4,653,500	4,653,500	4,678,300	0.53 %
TOTAL REVENUES	3,656,914	6,045,140	5,520,100	5,520,100	6,079,200	10.13 %
EXPENDITURES						
Materials & Services	191,167	254,657	325,000	325,000	325,000	- %
Capital	158,041	1,351,379	5,035,700	5,035,700	5,574,800	10.71 %
Transfers Out	88,000	-	159,400	159,400	179,400	12.55 %
TOTAL EXPENDITURES	437,208	1,606,036	5,520,100	5,520,100	6,079,200	10.13 %
Prog 1010: Equipment Replacement						
Revenues less Expenditures	3,219,706	4,439,104	-	-	-	

PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: CITY FACILITIES REPLACEMENT (217-10-1034)

Responsible Manager/Title: Anne Baker, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- The City Facilities Replacement program reserves funds for major City facilities replacement projects.
 - Currently there is not a funding source available to replenish what is being expended to maintain City facilities.
-

217: Capital Replacement

10: Finance

CITY OF ALBANY, OREGON
PROG 1034: City Facilities Replacement

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	22,886	8,029	-	-	27,000	- %
Investment Income	680	808	500	500	800	60.00 %
Dedicated Beginning Balance	-	-	102,400	102,400	23,900	(76.66)%
Beginning Balance	122,410	120,580	18,700	18,700	92,600	395.19 %
TOTAL REVENUES	145,976	129,417	121,600	121,600	144,300	18.67 %
EXPENDITURES						
Materials & Services	12,396	2,923	18,700	18,700	18,700	- %
Capital	13,000	9,982	102,900	102,900	125,600	22.06 %
TOTAL EXPENDITURES	25,396	12,905	121,600	121,600	144,300	18.67 %
Prog 1034: City Facilities Replacement						
Revenues less Expenditures	120,580	116,512	-	-	-	

PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: GENERAL FUND FACILITIES MAINTENANCE PROJECTS (217-10-2002)

Responsible Manager/Title: Anne Baker, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- Funds are reserved in this program for building maintenance expenditures on City-owned General Fund buildings.
 - Revenue from the rental units on the fire station property are accounted for here to offset the expense of maintaining the units.
 - Transient Lodging Tax is transferred in for restoration and repairs of the Monteith House.
-

217: Capital Replacement

10: Finance

CITY OF ALBANY, OREGON
PROG 2002: GF Facilities Maintenance Projects

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	2,497	2,547	2,500	2,500	2,500	- %
Miscellaneous Revenue	22,056	9,500	-	-	-	- %
Investment Income	591	862	1,000	1,000	1,000	- %
Transfers In	12,000	12,400	12,400	12,400	12,800	3.23 %
Dedicated Beginning Balance	-	-	16,300	16,300	28,600	75.46 %
Beginning Balance	156,701	96,877	77,300	77,300	30,400	(60.67)%
TOTAL REVENUES	193,845	122,186	109,500	109,500	75,300	(31.23)%
EXPENDITURES						
Materials & Services	96,967	67,827	30,000	30,000	32,200	7.33 %
Capital	-	-	79,500	79,500	43,100	(45.79)%
TOTAL EXPENDITURES	96,967	67,827	109,500	109,500	75,300	(31.23)%
Prog 2002: GF Facilities Maintenance Projects						
Revenues less Expenditures	96,878	54,359	-	-	-	

PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: IT EQUIPMENT REPLACEMENT (217-13-1031)

Responsible Manager/Title: Jorge Salinas, Assistant City Manager/CIO

FUNCTIONS AND RESPONSIBILITIES

- The Information Technology Equipment Replacement activity provides a means to replace computer equipment at the end of its useful life.
 - Annually monies are transferred from the various departments to the Information Technology Equipment Replacement activity based on the economic life, replacement cost, and estimated return on invested cash for each asset in the replacement program. Estimates of remaining useful life and replacement cost are updated each year by the contributing departments.
-

217: Capital Replacement
 13: Information Technology

CITY OF ALBANY, OREGON
PROG 1031: IT Equipment Replacement

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	187,900	482,720	300,000	300,000	384,100	28.03 %
Miscellaneous Revenue	15,321	3,058	-	-	-	- %
Investment Income	6,385	12,546	10,000	10,000	15,000	50.00 %
Beginning Balance	1,227,467	1,210,977	1,500,000	1,500,000	1,091,300	(27.25)%
TOTAL REVENUES	1,437,073	1,709,301	1,810,000	1,810,000	1,490,400	(17.66)%
EXPENDITURES						
Materials & Services	184,248	131,426	200,000	200,000	200,000	- %
Capital	41,847	563,367	1,610,000	1,610,000	1,290,400	(19.85)%
TOTAL EXPENDITURES	226,095	694,793	1,810,000	1,810,000	1,490,400	(17.66)%
Prog 1031: IT Equipment Replacement						
Revenues less Expenditures	1,210,978	1,014,508	-	-	-	

PROGRAM NARRATIVE

CAPITAL REPLACEMENT FUND: PUBLIC WORKS FACILITIES REPLACEMENT (217-50-2018)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director

FUNCTIONS AND RESPONSIBILITIES

- This program funds future facilities replacement of Public Works.
- Receive revenues from other Public Works fund budgets to fund future facilities replacement.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	08/16	Completed	<ul style="list-style-type: none">• Complete construction of Operations building addition.
	06/17	Completed	<ul style="list-style-type: none">• Receive revenues from water, sewer, and street fund budgets to fund future department facility replacement or new construction.
Budget Year 2017-2018			
Effective Government	04/18		<ul style="list-style-type: none">• Replace roofs on Buildings C and D.
	06/18		<ul style="list-style-type: none">• Receive revenues from water, sewer, stormwater, street, and transit fund budgets to fund future department facility replacement or new construction.

217: Capital Replacement

50: Public Works

CITY OF ALBANY, OREGON

PROG 2018: Facilities Replacement

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	150,000	150,000	150,000	150,000	450,000	200.00 %
Investment Income	5,323	5,844	300	300	1,000	233.33 %
Beginning Balance	995,522	1,042,086	197,100	197,100	197,500	0.20 %
TOTAL REVENUES	1,150,845	1,197,930	347,400	347,400	648,500	86.67 %
EXPENDITURES						
Capital	108,760	1,031,075	347,400	347,400	648,500	86.67 %
TOTAL EXPENDITURES	108,760	1,031,075	347,400	347,400	648,500	86.67 %

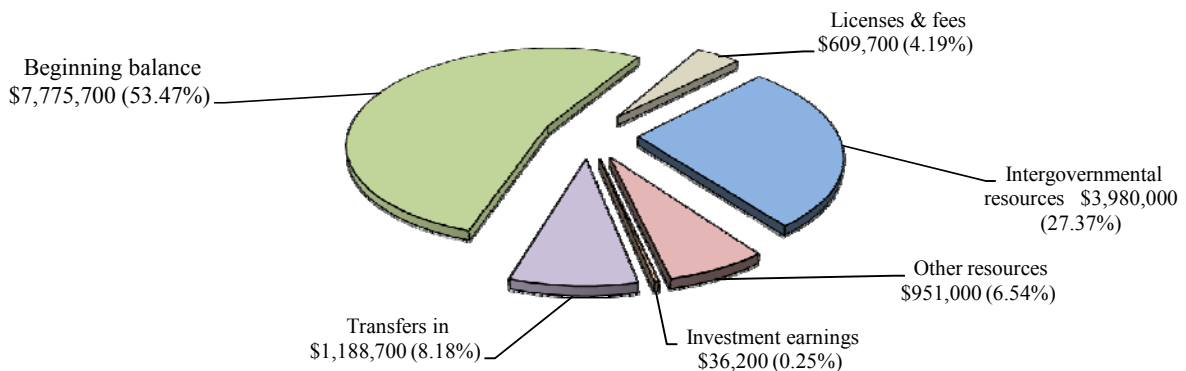
Prog 2018: Facilities Replacement						
Revenues less Expenditures	1,042,085	166,855	-	-	-	

**STREETS FUND
RESOURCE DETAIL**

Resources		2016-17.....		2017-18	% Change	% of
	2014-15 Actual	2015-16 Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Transportation SDC: Principal	\$ 100,039	\$ 9,102	\$ 6,300	\$ 6,300	\$ 3,300	(47.62%)	0.02%
Transportation SDC: Interest	3,185	1,825	900	900	2,200	144.44%	0.02%
Street IAF: Principal	1,682	898	1,600	1,600	100	(93.75%)	-
Street IAF: Interest	195	41	100	100	100	-	-
Street Connection Fees	53,992	12,030	15,000	15,000	7,500	(50.00%)	0.05%
Transportation SDC: Revenues	1,105,306	891,653	567,400	567,400	581,500	2.49%	4.00%
Public Facility Construction Permit	23,887	68,742	15,000	15,000	15,000	-	0.10%
EPSC Permit Fees	43,215	56,440	-	-	-	-	-
State Gasoline Tax	2,899,968	3,046,727	2,900,000	2,900,000	3,000,000	3.45%	20.63%
Surface Transportation Program	-	1,098,803	-	-	980,000	-	6.74%
Bonded Asmnts: Principal	113	-	-	-	-	-	-
Bonded Asmnts: Interest	498	-	-	-	-	-	-
Miscellaneous Revenue	2,186	68,935	1,000	1,000	951,000	95,000.00%	6.54%
Interest	42,701	50,049	28,300	28,300	36,200	27.92%	0.25%
Total Current Resources	4,276,967	5,305,245	3,535,600	3,535,600	5,576,900	57.74%	38.35%
From Water Capital	-	-	-	-	-	-	-
From Capital Projects Fund	13,032	46,511	-	-	-	-	-
From Grants Fund	-	4,657	-	-	-	-	-
From Debt Service Fund	-	-	-	-	-	-	-
Transfer In: Transient Room Tax	2,600	2,700	2,700	2,700	2,800	3.70%	0.02%
From Sewer - ILFF Transfer	560,083	622,854	639,700	639,700	596,100	(6.82%)	4.10%
From Water - ILFF Transfer	517,970	542,074	549,100	549,100	530,100	(3.46%)	3.65%
From: Albany Transit	5,000	5,000	-	-	-	-	-
From: Street Capital	20,000	20,000	20,000	20,000	20,000	-	0.14%
From: Stormwater Capital	-	-	-	-	39,700	-	0.27%
Total Transfers In	1,118,685	1,243,796	1,211,500	1,211,500	1,188,700	(1.88%)	8.18%
Beginning Balance	8,753,689	5,789,444	5,205,800	5,205,800	7,775,700	49.37%	53.47%
Total Resources	\$14,149,341	\$12,338,485	\$ 9,952,900	\$ 9,952,900	\$ 14,541,300	46.10%	100.00%

STREET FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



Budget Notes

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

- EPSC** - Erosion Prevention Sediment Control **SDC** - Systems Development Charge
- IAF** - Improvement Assurance Fee
- ILFF** - In-Lieu-of Franchise Fees

**STREETS FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Street Maintenance	\$ 1,688,567	\$ 1,753,211	\$ 1,932,700	\$ 1,932,700	\$ 1,952,400	\$ 1,952,400	\$ 1,952,400
Street Administration	1,125,673	1,120,692	1,481,600	1,481,600	1,418,900	1,418,900	1,418,900
Street Capital & Restoration	2,951,349	1,890,259	3,019,300	3,019,300	6,233,700	6,233,700	6,233,700
N. Albany Frontage Fee Projects	408,190	(58,847)	146,400	146,400	133,600	133,600	133,600
Transportation SDC Imp Fee	1,878,131	1,489,046	2,728,900	2,728,900	3,919,000	3,919,000	3,919,000
Transportation SDC Reimb Fee	102,048	(15,984)	561,200	561,200	795,300	795,300	795,300
ADA Capital projects	-	-	82,800	82,800	88,400	88,400	88,400
Total Requirements	\$ 8,359,898	\$ 6,360,962	\$ 9,952,900	\$ 9,952,900	\$ 14,541,300	\$ 14,541,300	\$ 14,541,300

Requirements by Type

Personnel	\$ 784,335	\$ 835,695	\$ 797,600	\$ 797,600	\$ 832,800	\$ 832,800	\$ 832,800
Materials & Services	2,160,165	2,210,235	2,469,600	2,469,600	2,367,700	2,367,700	2,367,700
Capital	4,815,397	3,215,033	5,514,500	5,514,500	9,934,700	9,934,700	9,934,700
Transfers Out	600,000	100,000	1,022,500	1,022,500	1,027,000	1,027,000	1,027,000
Contingency	-	-	148,700	148,700	379,100	379,100	379,100
Total Requirements	\$ 8,359,897	\$ 6,360,963	\$ 9,952,900	\$ 9,952,900	\$ 14,541,300	\$ 14,541,300	\$ 14,541,300

Adopted Requirements

by Program and Type	Materials		Transfers		Adopted Budget	% of Fund Budget	
	Personnel	& Services	Capital	Out			
Street Maintenance	\$ 760,900	\$ 1,191,500	\$ -	\$ -	\$ 1,952,400	13.43%	
Street Administration	71,900	887,900	-	80,000	1,418,900	9.76%	
Street Capital & Restoration	-	280,000	5,743,100	210,600	6,233,700	42.86%	
N. Albany Frontage Fee Projects	-	-	104,600	29,000	133,600	0.92%	
Transportation SDC Imp Fee	-	8,000	3,528,500	382,500	3,919,000	26.95%	
Transportation SDC Reimb Fee	-	300	470,100	324,900	795,300	5.47%	
ADA Capital projects	-	-	88,400	-	88,400	0.61%	
Total Requirements	\$ 832,800	\$ 2,367,700	\$ 9,934,700	\$ 1,027,000	\$ 379,100	\$ 14,541,300	100.00%
Percent of Fund Budget	5.73%	16.28%	68.32%	7.06%	2.61%	100.00%	

Staffing Summary (FTE)	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Street Maintenance	7.000	7.000	7.000	7.000	7.000	-	-
Street Administration	0.450	0.450	0.450	0.450	0.450	0.450	0.450
Total FTE	7.450	7.450	7.450	7.450	7.450	0.450	0.450



CITY OF
Albany

O R E G O N

**STREETS FUND
OPERATION AND MAINTENANCE COMBINED BUDGET**

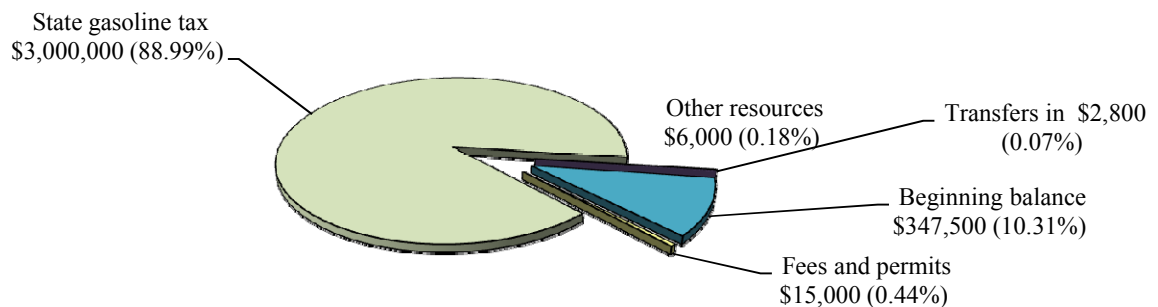
Detailed below are the gasoline taxes, transfers in, and other resources used to support the following Street Fund operation and maintenance programs: Street Maintenance and Street Administration. The resource items listed below are included in the Street Fund - Resource Detail presented on a previous page.

Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Public Facility Construction Permit	\$ 23,887	\$ 68,742	\$ 15,000	\$ 15,000	\$ 15,000	-	0.44%
EPSC Permit Fees	43,215	56,440	-	-	-	-	-
State Gasoline Tax	2,570,968	3,046,727	2,900,000	2,900,000	3,000,000	3.45%	88.99%
Miscellaneous Revenue	1,086	3,305	1,000	1,000	1,000	-	0.03%
Interest	1,356	19,721	5,000	5,000	5,000	-	0.15%
Total Current Resources	2,640,512	3,194,935	2,921,000	2,921,000	3,021,000	3.42%	89.61%
Transfer In: Transient Room Tax	2,600	2,700	2,700	2,700	2,800	3.70%	0.08%
From Sewer - ILFF Transfer	287,739	-	68,100	68,100	-	(100.00%)	-
From Water - ILFF Transfer	247,762	-	68,100	68,100	-	(100.00%)	-
Total Transfers In	538,101	2,700	138,900	138,900	2,800	(97.98%)	0.08%
Beginning Balance	246,159	405,203	354,400	354,400	347,500	(1.95%)	10.31%
Total Resources	\$3,424,772	\$3,602,838	\$3,414,300	\$3,414,300	\$3,371,300	(1.26%)	100.00%

Adopted Requirements by Program and Type	Personnel	Materials & Services	Transfers Out	Contingency	Adopted Budget	% of Fund Budget
Street Maintenance	760,900	1,191,500	-	-	\$1,952,400	57.91%
Street Administration	71,900	887,900	80,000	379,100	1,418,900	42.09%
Total Requirements	\$ 832,800	\$2,079,400	\$ 80,000	\$ 379,100	\$3,371,300	100.00%
Percent of Budget	24.71%	61.68%	2.37%	11.24%	100.00%	

RESOURCES USED FOR STREET FUND OPERATION AND MAINTENANCE PROGRAMS

Category Totals and Percent of Budget



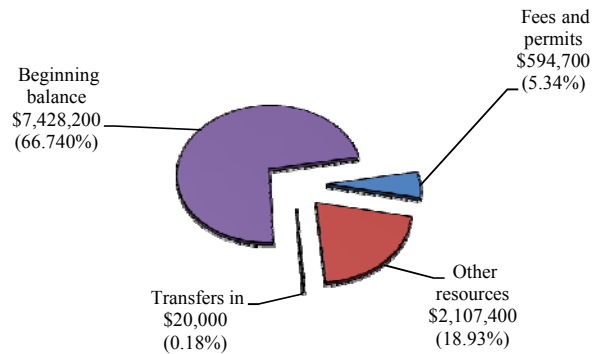
**STREETS FUND
CAPITAL PROJECTS COMBINED BUDGET**

Detailed below are the in-lieu-of franchise fees, development fees, state support, and other resources used to fund the following Street Fund capital programs: Street Capital & Restoration, North Albany Frontage Fee Projects, and Transportation SDC Projects.

Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Transportation SDC: Principal	\$ 100,039	\$ 9,102	\$ 6,300	\$ 6,300	\$ 3,300	(47.62%)	0.03%
Transportation SDC: Interest	3,185	1,825	900	900	2,200	144.44%	0.02%
Street IAF: Principal	1,682	898	1,600	1,600	100	(93.75%)	-
Street IAF: Interest	195	41	100	100	100	-	-
Street Connection Fees	53,992	12,030	15,000	15,000	7,500	(50.00%)	0.07%
Transportation SDC: Revenues	1,105,306	891,653	567,400	567,400	581,500	2.49%	5.22%
State Gasoline Tax	329,000	-	-	-	-	-	-
Surface Transportation Program	-	1,098,803	-	-	980,000	-	8.80%
Miscellaneous Revenue	1,100	65,630	-	-	950,000	-	8.54%
Interest	41,344	30,328	23,300	23,300	31,200	33.91%	0.28%
From Sewer - ILFF Transfer	272,344	622,854	571,600	571,600	596,100	4.29%	5.36%
From Water - ILFF Transfer	270,208	542,074	481,000	481,000	530,100	10.21%	4.76%
Total Current Resources	2,178,395	3,275,238	1,667,200	1,667,200	3,682,100	120.86%	33.08%
From: Albany Transit	5,000	5,000	-	-	-	-	-
From: Street Capital	20,000	20,000	20,000	20,000	20,000	-	0.18%
Total Transfers In	25,000	25,000	20,000	20,000	20,000	-	0.18%
Beginning Balance	8,507,530	5,384,241	4,851,400	4,851,400	7,428,200	53.11%	66.74%
Total Resources	\$10,710,925	\$ 8,684,479	\$ 6,538,600	\$ 6,538,600	\$11,130,300	70.22%	100.00%

Adopted Requirements by Program and Type	Materials & Services	Capital	Transfers Out	Adopted Budget	% of Fund Budget
Street Capital & Restoration	\$ 280,000	\$ 5,743,100	\$ 210,600	\$ 6,233,700	55.81%
N. Albany Frontage Fee Projects	-	104,600	29,000	133,600	1.20%
Transportation SDC Imp Fee	8,000	3,528,500	382,500	3,919,000	35.08%
Transportation SDC Reimb Fee	300	470,100	324,900	795,300	7.12%
ADA Capital projects	-	88,400	-	88,400	0.79%
Total Requirements	\$ 288,300	\$ 9,934,700	\$ 947,000	\$11,170,000	100.00%
Percent of Budget	2.58%	88.94%	8.48%	100.00%	

STREET CAPITAL PROJECT RESOURCES		
Fees and permits	\$ 594,700	5.34%
Other resources	2,107,400	18.93%
Transfers in	20,000	0.18%
Beginning balance	7,428,200	66.74%
Total Resources	\$11,130,300	100.00%



STREET FUND
SUMMARY OF CAPITAL REQUIREMENTS AND CAPITAL RESERVES - FISCAL YEAR 2017-18

Project Description	Totals	Street Capital & Restoration	North Albany Frontage Fee Projects	Trans- portation SDC Imp Fee	Trans- portation SDC Reimb Fee	Trans- ADA Capital Projects
Sidewalk Infill Program	15,000	15,000	-	-	-	-
ST-13-05 Corvallis Albany Path	304,500	-	-	304,500	-	-
ST-16-01 Transit Stop Ped Imp (Ph 2)	200,000	68,000	-	132,000	-	-
ST-17-01 Oak Street Rehab 34th-38th	612,000	612,000	-	-	-	-
ST-17-02 Grand Prairie Park CW/Waverly	40,000	40,000	-	-	-	-
ST-18-01 Hill St, Queen to 24th	2,700,000	2,298,300	-	401,700	-	-
ST-18-02 Santa Maria Street Imp	1,450,000	950,000	-	500,000	-	-
Project Totals	5,321,500	3,983,300	-	1,338,200	-	-
Reserve: Street Connection Fees	163,900	163,900	-	-	-	-
Reserve: Capital Projects	3,528,800	1,362,600	104,600	1,590,300	470,100	1,200
Reserve: Waverly RH Land Mod Dep - WM	203,300	203,300	-	-	-	-
Reserve: Albany Transit	15,000	-	-	-	-	15,000
Reserve: Street Capital	72,200	-	-	-	-	72,200
Reserve: ODOT Safety Grant Match	30,000	30,000	-	-	-	-
Reserve: Lochner Road Imp	400,000	-	-	400,000	-	-
Reserve: ODOT I-5 EA	200,000	-	-	200,000	-	-
Total Reserves	4,613,200	1,759,800	104,600	2,190,300	470,100	88,400
Grand Totals	\$ 9,934,700	\$ 5,743,100	\$ 104,600	\$ 3,528,500	\$ 470,100	\$ 88,400

**STREET FUND
STREET FUND RESOURCES - TEN FISCAL YEARS***

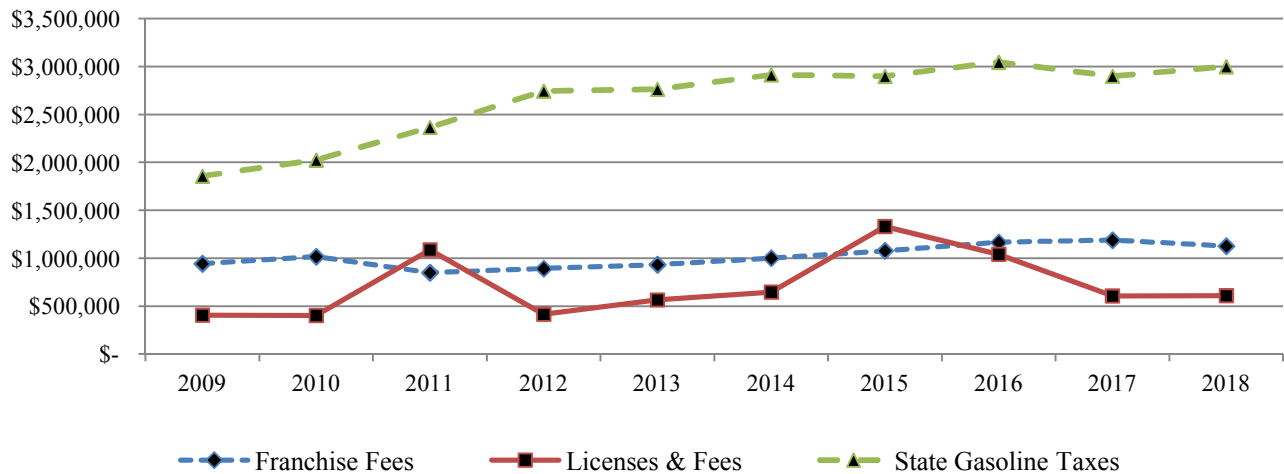
June 30,	Franchise Fees	Licenses & Fees	Inter-governmental Resources	State Gasoline Taxes	Other Resources	Transfers In	Beginning Balance	Total Resources
2009	\$ 942,711	\$ 405,953	\$ 878,258	\$ 1,857,308	\$ 270,478	\$ 519,474	\$ 9,052,861	\$13,927,043
2010	1,016,466	403,227	4,836	2,024,426	155,678	381,300	8,363,513	12,349,446
2011	848,969	1,086,992	-	2,365,624	75,157	1,753,285	8,327,379	14,457,406
2012	891,255	415,283	70,693	2,745,670	272,210	892,855	9,969,701	15,257,667
2013	932,792	565,435	885,440	2,764,402	59,239	934,992	6,874,827	13,017,127
2014	1,000,687	646,524	2,135,531	2,913,483	61,838	619,640	6,860,709	14,238,412
2015	1,078,053	1,331,502	-	2,899,968	45,497	40,632	8,753,689	14,149,341
2016	1,164,928	1,040,730	1,098,803	3,046,727	118,984	78,868	5,789,444	12,338,484
2017	1,188,800	606,300	-	2,900,000	29,300	22,700	5,205,800	9,952,900
2018	1,126,200	609,700	980,000	3,000,000	987,200	62,500	7,775,700	14,541,300

* Actual revenues for Fiscal Years 2009 through 2016. Budgeted resources for Fiscal Years 2017 and 2018.

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
2009	6.77%	2.91%	6.31%	13.34%	1.94%	3.73%	65.00%	100.00%
2010	8.23%	3.27%	0.04%	16.39%	1.26%	3.09%	67.72%	100.00%
2011	5.87%	7.52%	-	16.36%	0.52%	12.13%	57.60%	100.00%
2012	5.85%	2.72%	0.46%	18.00%	1.78%	5.85%	65.34%	100.00%
2013	7.17%	4.34%	6.80%	21.24%	0.46%	7.18%	52.81%	100.00%
2014	7.04%	4.54%	15.00%	20.46%	0.43%	4.35%	48.18%	100.00%
2015	7.61%	9.41%	-	20.50%	0.32%	0.29%	61.87%	100.00%
2016	9.45%	8.43%	8.91%	24.69%	0.96%	0.64%	46.92%	100.00%
2017	11.95%	6.09%	-	29.14%	0.29%	0.23%	52.30%	100.00%
2018	7.75%	4.19%	6.74%	20.63%	6.79%	0.43%	53.47%	100.00%

**STATE GAS TAXES, LICENSES & FEES, AND FRANCHISE FEES
TEN FISCAL YEARS**



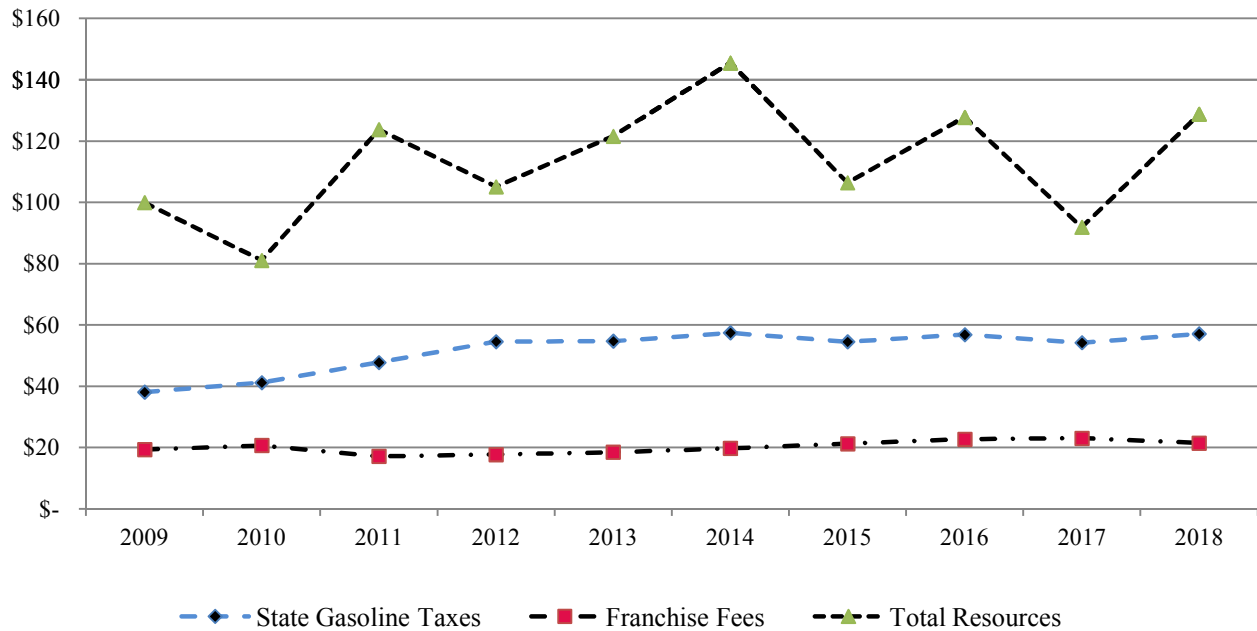
STREET FUND
STREET FUND RESOURCES PER CAPITA - TEN FISCAL YEARS¹

June 30,	Population	State Gasoline Tax		Franchise Fees		Current Resources ²	
		Annual Amount	Per Capita	Annual Amount	Per Capita	Annual Amount	Per Capita
2009	48,770	\$ 1,857,308	\$ 38.08	\$ 942,711	\$ 19.33	\$ 4,874,182	\$ 99.94
2010	49,165	2,024,426	41.18	1,016,466	20.67	3,985,934	81.07
2011	49,530	2,365,624	47.76	848,969	17.14	6,130,027	123.76
2012	50,325	2,745,670	54.56	891,255	17.71	5,287,965	105.08
2013	50,520	2,764,402	54.72	932,792	18.46	6,142,300	121.58
2014	50,710	2,913,483	57.45	1,000,687	19.73	7,377,703	145.49
2015	50,720	2,764,402	54.50	1,078,053	21.25	5,395,652	106.38
2016	51,270	2,913,483	56.83	1,164,928	22.72	6,549,040	127.74
2017	51,670	2,800,000	54.19	1,188,800	23.01	4,747,100	91.87
2018	52,540	3,000,000	57.10	1,126,200	21.44	6,765,600	128.77

(1) Actual revenues for Fiscal Years 2009 through 2016. Budgeted resources for Fiscal Years 2017 and 2018.

(2) Current Resources equals Total Resources less Beginning Balance.

**PER CAPITA STATE GASOLINE TAX, FRANCHISE FEES,
AND CURRENT RESOURCES
TEN FISCAL YEARS**



PROGRAM NARRATIVE

STREET FUND: STREET MAINTENANCE (250-50-2602)

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

FUNCTIONS AND RESPONSIBILITIES

- The primary function of this activity is to maintain the transportation system facilities.
- Pavement management and street restoration responsibilities include sweeping, sanding, base repair, crack sealing, pothole patching, chip-sealing streets, overlay projects, and bridge maintenance.
- Repair tree-damaged sidewalks and gutters on an as-needed basis.
- Right-of-way maintenance responsibilities include barricades, property clean-up, and vegetation maintenance.
- Transportation management responsibilities include pavement markings, traffic sign maintenance, quarterly streetlight inspections, and quarterly traffic signal inspections and maintenance.
- Perform yearly street condition rating for one-quarter of the City streets and annually update traffic sign inventory program.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	06/17	Ongoing	<ul style="list-style-type: none"> • Meet federally mandated retro-reflectivity standards for traffic signs.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none"> • Assume utility patch work for Water Distribution.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Number of miles of improved streets.	194.5	196.1	196.1	196.1
Number of customer service work orders.	386	391	450	450
Number of City traffic signals.	19	19	21	22
Percentage of traffic signals inspected quarterly.	100%	100%	100%	100%
Miles of painted pavement marking.	61	61	61	61
Percentage of pavement marking annually painted.	100%	100%	100%	100%
Number of traffic signs repaired annually.	329	467	300	300

STAFFING SUMMARY

Budgeted FTEs	7.00	7.00	7.00	6.65
---------------	------	------	------	------

250: Streets

50: Public Works

CITY OF ALBANY, OREGON

PROG 2602: Street Maintenance

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	659,557	698,126	727,700	727,700	760,900	4.56 %
Materials & Services	1,010,372	1,055,085	1,205,000	1,205,000	1,191,500	(1.12)%
Capital	18,637	-	-	-	-	- %
TOTAL EXPENDITURES	1,688,566	1,753,211	1,932,700	1,932,700	1,952,400	1.02 %

PROGRAM NARRATIVE

STREET FUND: STREET ADMINISTRATION (250-50-2604)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director
 Jeff Blaine, P.E., Public Works Engineering and Community Development Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides funding for a portion of the Transportation Superintendent position, PW Internal Services Fund, which includes charges for Public Works Administration, Operations Administration, and PW Engineering Services.
- Transfers funds to other City programs such as Urban Forestry.
- Maintains the contingency for the Street Fund.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	06/17	Ongoing	<ul style="list-style-type: none"> • Participate in the multi-year regional transportation and transit planning efforts required by the Albany Area Metropolitan Planning Organization (AAMPO.)
Budget Year 2017-2018			
Effective Government	12/17		<ul style="list-style-type: none"> • Complete Council discussions on local street maintenance funding options.
Great Neighborhoods			

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Percentage of collector and arterial streets in satisfactory or better condition.	87%	88%	84%	84%

STAFFING SUMMARY

Budgeted FTEs	0.45	0.45	0.45	0.45
---------------	------	------	------	------

250: Streets

50: Public Works

CITY OF ALBANY, OREGON

PROG 2604: Street Administration

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	63,824	65,626	69,900	69,900	71,900	2.86 %
Materials & Services	981,849	975,066	976,300	976,300	887,900	(9.05)%
Transfers Out	80,000	80,000	286,700	286,700	80,000	(72.10)%
Contingencies	-	-	148,700	148,700	379,100	154.94 %
TOTAL EXPENDITURES	1,125,673	1,120,692	1,481,600	1,481,600	1,418,900	(4.23)%

PROGRAM NARRATIVE

STREET FUND: STREET CAPITAL & RESTORATION (250-50-2700)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity receives funds from franchise fees, Surface Transportation Program (STP) funds, grants, and interest income.
- Provides local funding match for bicycle and pedestrian improvement grants that become available.
- This program provides funding for transportation-related capital construction projects including pavement restoration, bridge repair, bicycle and pedestrian improvements, and grant match.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Great Neighborhoods	09/16	Completed	<ul style="list-style-type: none"> • Construct ST-14-03, Pedestrian Crossing Improvements.
	09/16	In Progress	<ul style="list-style-type: none"> • Construct ST-16-01, Transit Stop Pedestrian Improvements (Phase 2).
	06/17	In Progress	<ul style="list-style-type: none"> • Construct ST-17-01, Oak Street Rehabilitation: 34th to 38th Avenue.
Budget Year 2017-2018			
Great Neighborhoods	09/17		<ul style="list-style-type: none"> • Construct ST-16-01, Transit Stop Pedestrian Improvements (Phase 2).
	09/17		<ul style="list-style-type: none"> • Construct ST-17-01, Oak Street Rehabilitation: 34th to 38th Avenue.
	09/18		<ul style="list-style-type: none"> • Construct ST-18-01, Hill Street: Queen Avenue to 24th Avenue.
	09/18		<ul style="list-style-type: none"> • Construct ST-18-02, Santa Maria Street Improvements.

250: Streets

CITY OF ALBANY, OREGON

50: Public Works

PROG 2700: Street Capital & Restoration

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Licenses and Fees	53,992	12,030	15,000	15,000	7,500	(50.00)%
Intergovernmental Revenue	329,000	1,098,803	-	-	980,000	- %
Miscellaneous Revenue	1,100	65,630	-	-	950,000	- %
Investment Income	16,638	3,830	9,200	9,200	9,700	5.43 %
Transfers In	555,584	1,216,096	1,052,600	1,052,600	1,165,900	10.76 %
Beginning Balance	3,734,628	1,739,592	1,942,500	1,942,500	3,120,600	60.65 %
TOTAL REVENUES	4,690,942	4,135,981	3,019,300	3,019,300	6,233,700	106.46 %
EXPENDITURES						
Materials & Services	18,107	62,497	280,000	280,000	280,000	- %
Capital	2,413,242	1,807,762	2,634,300	2,634,300	5,743,100	118.01 %
Transfers Out	520,000	20,000	105,000	105,000	210,600	100.57 %
TOTAL EXPENDITURES	2,951,349	1,890,259	3,019,300	3,019,300	6,233,700	106.46 %

Prog 2700: Street Capital & Restoration						
Revenues less Expenditures	1,739,593	2,245,722	-	-	-	

PROGRAM NARRATIVE

STREET FUND: NORTH ALBANY FRONTAGE FEE PROJECTS (250-50-2701)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program receives revenue from North Albany Street Improvement Assurance fees. New developments in North Albany that are adjacent to arterial and collector streets pay these fees as an improvement assurance when required frontage improvements aren't constructed at the time of development.
 - Reserves are built to help fund larger arterial and collector street projects in North Albany.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Great Neighborhoods Effective Government	06/17	Completed	<ul style="list-style-type: none">• Build reserves for future improvement projects.
Budget Year 2017-2018			
Great Neighborhoods Effective Government	06/18		<ul style="list-style-type: none">• Build reserves for future improvement projects.

CITY OF ALBANY, OREGON

PROG 2701: N. Albany Frontage Fee Projects

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Licenses and Fees	1,877	939	1,700	1,700	200	(88.24)%
Investment Income	2,186	816	400	400	600	50.00 %
Beginning Balance	487,687	83,560	144,300	144,300	132,800	(7.97)%
TOTAL REVENUES	491,750	85,315	146,400	146,400	133,600	(8.74)%
EXPENDITURES						
Capital	408,190	(58,847)	117,400	117,400	104,600	(10.90)%
Transfers Out	-	-	29,000	29,000	29,000	- %
TOTAL EXPENDITURES	408,190	(58,847)	146,400	146,400	133,600	(8.74)%
Prog 2701: N. Albany Frontage Fee Projects						
Revenues less Expenditures	83,560	144,162	-	-	-	

PROGRAM NARRATIVE

STREET FUND: TRANSPORTATION SDC IMPROVEMENT FEE PROJECTS (250-50-2703)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program is dedicated to funding eligible, capacity-increasing projects that are a direct result of new growth and development. Revenues are received from Transportation Systems Development Charges (SDC).
 - The current Transportation Systems Development Charge (effective July 2016) is \$3,634 for a single-family residence. This program receives \$3,101 of the residential fee.
 - In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDCs effective July 1, 1991. This budget was created in order to comply with that legislation.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Great Neighborhoods	09/16	In Progress	<ul style="list-style-type: none">• Construct ST-16-01, Transit Stop Pedestrian Improvements (Phase 2).
Budget Year 2017-2018			
Great Neighborhoods	09/17		<ul style="list-style-type: none">• Construct ST-16-01, Transit Stop Pedestrian Improvements (Phase 2).
	09/18		<ul style="list-style-type: none">• Construct ST-18-01, Hill Street: Queen Avenue to 24th Avenue.
	09/18		<ul style="list-style-type: none">• Construct ST-18-02, Santa Maria Street Improvements.

250: Streets

CITY OF ALBANY, OREGON

50: Public Works

PROG 2703: Transportation SDC Imp Fee

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Licenses and Fees	988,558	758,237	490,900	490,900	501,200	2.10 %
Investment Income	20,617	21,849	11,100	11,100	17,000	53.15 %
Beginning Balance	4,032,565	3,163,609	2,226,900	2,226,900	3,400,800	52.71 %
TOTAL REVENUES	5,041,740	3,943,695	2,728,900	2,728,900	3,919,000	43.61 %
EXPENDITURES						
Materials & Services	4,851	6,944	8,000	8,000	8,000	- %
Capital	1,873,280	1,482,102	2,338,400	2,338,400	3,528,500	50.89 %
Transfers Out	-	-	382,500	382,500	382,500	- %
TOTAL EXPENDITURES	1,878,131	1,489,046	2,728,900	2,728,900	3,919,000	43.61 %
Prog 2703: Transportation SDC Imp Fee						
Revenues less Expenditures	3,163,609	2,454,649	-	-	-	

PROGRAM NARRATIVE

STREET FUND: TRANSPORTATION SDC REIMBURSEMENT FEE PROJECTS (250-50-2704)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Revenues are received from System Development Charges (SDCs). These revenues reimburse the City for past investments in capacity-increasing projects identified in the City's adopted transportation SDC methodology.
 - Funding provided through this program is used to complete capital projects within the transportation system.
 - The current Transportation Systems Development Charge (effective July 2016) is \$3,634 for a single-family residence. This program receives \$533 of the fee.
 - In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDCs effective July 1, 1991. This budget was created in order to comply with that legislation.
-
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	06/17	Completed	<ul style="list-style-type: none">• Build reserves for future projects.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none">• Build reserves for future projects.

250: Streets

CITY OF ALBANY, OREGON

50: Public Works

PROG 2704: Transportation SDC Reimb Fee

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Licenses and Fees	219,973	144,343	83,700	83,700	85,800	2.51 %
Investment Income	1,772	3,445	2,300	2,300	3,500	52.17 %
Beginning Balance	240,444	360,141	475,200	475,200	706,000	48.57 %
TOTAL REVENUES	462,189	507,929	561,200	561,200	795,300	41.71 %
EXPENDITURES						
Materials & Services	-	-	300	300	300	- %
Capital	102,048	(15,984)	341,600	341,600	470,100	37.62 %
Transfers Out	-	-	219,300	219,300	324,900	48.15 %
TOTAL EXPENDITURES	102,048	(15,984)	561,200	561,200	795,300	41.71 %
Prog 2704: Transportation SDC Reimb Fee						
Revenues less Expenditures	360,141	523,913	-	-	-	

PROGRAM NARRATIVE

STREET FUND: ADA CAPITAL PROJECTS (250-50-2705)
Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program receives revenues from a variety of sources including the Albany Transit System and Street Capital programs.
 - Build and maintain adequate reserves to fund future Americans with Disabilities Act (ADA) required capital projects.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017 Safe City	06/17	Completed	<ul style="list-style-type: none">• Build reserves to fund future ADA capital projects.
Budget Year 2017-2018 Safe City	06/18		<ul style="list-style-type: none">• Build reserves to fund future ADA capital projects.

250: Streets
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2705: ADA Capital projects

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Investment Income	132	387	300	300	400	33.33 %
Transfers In	25,000	25,000	20,000	20,000	20,000	- %
Beginning Balance	12,208	37,339	62,500	62,500	68,000	8.80 %
TOTAL REVENUES	37,340	62,726	82,800	82,800	88,400	6.76 %
EXPENDITURES						
Capital	-	-	82,800	82,800	88,400	6.76 %
TOTAL EXPENDITURES	-	-	82,800	82,800	88,400	6.76 %

Prog 2705: ADA Capital projects						
Revenues less Expenditures	37,340	62,726	-	-	-	



CITY OF
Albany

O R E G O N

DEBT
SERVICE
FUNDS

DEBT SERVICE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Debt Service funds accumulate resources and account for the payment of general long-term debt principal and interest. Because Oregon Local Budget Law requires that general obligation debt be accounted for in a separate fund from revenue obligation debt, the City has two Debt Service funds.

DEBT SERVICE FUND

Separate programs are maintained in these funds to account for each of the City's general long-term debt issuances.

2002 Limited Tax Pension Bonds

These limited tax bonds were used to finance a portion of the estimated unfunded actuarial liability with the Oregon Public Employees Retirement System (PERS). Each City program with personnel costs is assessed a fee proportionate to its PERS-eligible payroll to pay for the annual debt service requirements. The bonds will be retired in 2027-28. The debt service requirement for 2017-18 is \$675,300.

2004 Revenue Obligations

Issued in December 2004, these bonds provide funding for the Aquatic Center project and the defeasance of the 1994 City Hall Certificates of Participation. The General Fund share of the debt retired in Fiscal Year 2013-14. The Parks & Recreation requirement for 2017-18 is \$179,600 with the final payment in Fiscal Year 2019-20.

2015 Public Safety Facilities GO Bonds

In May of 2015, voters approved an \$18 million General Obligation Bond issue to finance the building of new police and fire stations. The bonds were sold on August 5th, 2015. The debt service requirement for 2017-18 is \$1,383,300.

RESOURCES

Property Taxes	\$ 1,071,500
Charges for Service	675,000
Investment Earnings	3,100
Transfers In	180,400
Beginning Balance	106,700
Reserved beginning balance	188,600
Total Resources	\$ 2,225,300

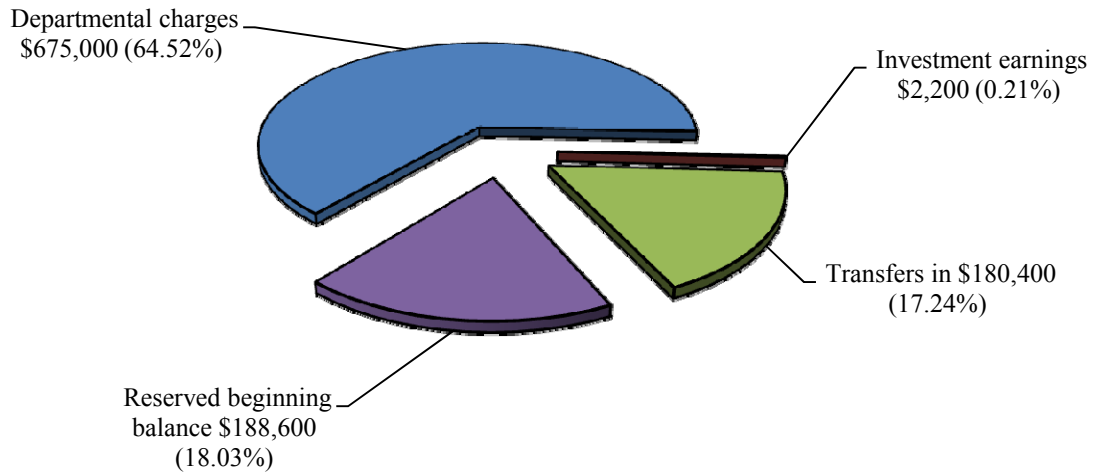
REQUIREMENTS

Materials & Services	\$ 1,700
Debt Service	2,223,600
Total Requirements	\$ 2,225,300

**DEBT SERVICE FUND
RESOURCE DETAIL**

RESOURCES	2014-15 Actual	2015-16 Actual2016-17.....		2017-18 Adopted Budget	% Change from 2016-17	% of Fund Budget
			Adopted Budget	Revised Budget			
Property Taxes - Current	\$ 1,183,124	\$ 976,000	\$ -	\$ -	\$ -	-	-
Property Taxes - Delinquent	53,880	45,280	-	-	-	-	-
Departmental Charges	454,000	615,300	645,900	645,900	675,000	4.51%	64.52%
Interest	4,632	26,596	1,900	1,900	2,200	15.79%	0.21%
Total Current Resources	1,695,636	1,663,176	647,800	647,800	677,200	4.54%	64.73%
From Parks Fund	180,100	180,304	183,300	183,300	180,400	(1.58%)	17.24%
Total Transfers In	180,100	180,304	183,300	183,300	180,400	(1.58%)	17.24%
Beginning Balance	439,831	161,727	-	-	-	-	-
Reserved Beginning Balance	-	-	185,000	185,000	188,600	1.95%	18.03%
Total Resources	\$ 2,315,567	\$2,005,207	\$1,016,100	\$1,016,100	\$1,046,200	2.96%	100.00%

DEBT SERVICE FUND RESOURCES BY SOURCE
Category Totals and Percent of Budget



**DEBT SERVICE FUND
REQUIREMENT SUMMARIES**

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
2002 LTD Tax Pension Bonds	585,236	615,236	832,800	832,800	865,800	865,800	865,800
2004 Revenue Obligations	180,204	180,304	183,300	183,300	180,400	180,400	180,400
2007 GO Refunding Bonds	1,388,400	-	-	-	-	-	-
2015 Public Safety Facilities Bonds	-	933,481	-	-	-	-	-
Total Requirements	\$ 2,153,840	\$1,729,021	\$1,016,100	\$1,016,100	\$1,046,200	\$1,046,200	\$1,046,200

Requirements by Type	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	\$ 750	\$ 1,600	\$ 1,400	\$ 1,400	\$ 800	\$ 800	\$ 800
Debt Service	2,153,090	1,727,420	1,014,700	1,014,700	1,045,400	1,045,400	1,045,400
Total Requirements	\$ 2,153,840	\$1,729,020	\$1,016,100	\$1,016,100	\$1,046,200	\$1,046,200	\$1,046,200

Adopted Requirements by Program and Type			Materials & Services	Debt Service	Adopted Budget	% of Fund Budget
	2002 LTD Tax Pension Bonds			\$ -	\$ 865,800	\$ 865,800
2004 Revenue Obligations			800	179,600	180,400	17.24%
Total Requirements			\$ 800	\$1,045,400	\$1,046,200	100.00%
Percent of Fund Budget			0.08%	99.92%	100.00%	

Adopted Budget Detail of Debt Service	Final Maturity	Principal	Interest	Debt Reserve	Adopted Budget
2002 LTD Tax Pension Bonds	06/01/2028	\$ 111,200	\$ 564,100	\$ 190,500	865,800
2004 Revenue Obligations	01/01/2020	160,000	19,600	-	179,600
Total Requirements		\$ 271,200	\$ 583,700	\$ 190,500	\$1,045,400

PROGRAM NARRATIVE

DEBT SERVICE FUND: 2002 LIMITED TAX PENSION BONDS (301-10-1021)

Responsible Manager/Title: Jeanna Yeager, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This program provides for payment of the \$6,851,826 Limited Tax Pension Obligations, Series 2002.
- The bonds are secured by the full faith and credit of the City.
- The bonds, dated March 15, 2002, were issued as the Limited Tax Pension Deferred Interest Obligations, Series 2002A, and the Limited Tax Pension Obligations, Series 2002B. Interest rates range from 2.00% to 7.41% with a true interest cost (TIC) of 7.061361%. Interest paid is subject to federal income tax.
- Interest on the 2002A Obligations will be paid only at maturity, and will be compounded semiannually as of June 1 and December 1. Interest on the 2002B Obligations, issued as current interest obligations, is payable on June 1, 2002, and semiannually thereafter until June 1, 2028.
- The 2002A Obligations are not subject to prepayment prior to their stated maturities. The 2002B Obligations maturing on June 1, 2025, are subject to prepayment prior to their stated maturities.
- The bonds are insured by American Municipal Bonds Assurance Corporation (AMBAC) and are rated "Aaa" by Moody's Investors Service.
- The Bond Registrar and Paying Agent is Wells Fargo Bank Northwest, National Association, Portland, Oregon. The Bond Counsel is Preston Gates & Ellis LLP, Portland, Oregon. The Financial Advisor is Piper Jaffray, Portland, Oregon.
- On December 1, 2010, a prepayment of callable bonds in the amount of \$770,000 was made from litigation settlement proceeds.

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Interest Rate</u>
2017-2018	\$ 111,140	\$ 564,098	\$ 675,238	7.31%
2018-2019	111,257	593,980	705,237	7.36%
2019-2020	159,604	580,634	740,238	7.41%
2020-2021	460,000	315,785	775,785	6.85%
2021-2022	530,000	284,275	814,275	6.85%
2022-2023	600,000	247,970	847,970	6.85%
2023-2024	685,000	206,870	891,870	6.85%
2024-2028	2,335,000	454,840	2,789,840	6.85%
Totals	\$ 4,992,001	\$ 3,248,452	\$ 8,240,453	

301: Debt Service

10: Finance

CITY OF ALBANY, OREGON
PROG 1021: 2002 LTD Tax Pension Bonds

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	454,000	615,300	645,900	645,900	675,000	4.51 %
Investment Income	2,492	2,175	1,900	1,900	2,200	15.79 %
Dedicated Beginning Balance	-	-	185,000	185,000	188,600	1.95 %
TOTAL REVENUES	768,889	801,128	832,800	832,800	865,800	3.96 %
EXPENDITURES						
Materials & Services	-	-	600	600	-	(100.00)%
Debt Service	585,236	615,236	832,200	832,200	865,800	4.04 %
TOTAL EXPENDITURES	585,236	615,236	832,800	832,800	865,800	3.96 %
Prog 1021: 2002 LTD Tax Pension Bonds						
Revenues less Expenditures	183,653	185,892	-	-	-	

PROGRAM NARRATIVE

DEBT SERVICE FUND: 2004 REVENUE OBLIGATIONS (301-10-1022)

Responsible Manager/Title: Jeanna Yeager, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the principal and interest on the 2004 Revenue Obligations used for the Aquatic Center project and the defeasance of the City's Certificates of Participation, Series 1994.
- The bonds were dated December 30, 2004, and accrue interest from that date until maturity or earlier redemption, payable semiannually on July 1 and January 1 of each fiscal year.
- The bond payments are secured by and payable from any unobligated, non-property tax revenues legally available to the City. The payments are currently made only from the Parks and Recreation fund, as the General Fund obligation matured in January 2014.
- The original amount of the bond issue was \$3,720,000.
- The bonds are rated by Moody's Investors Service as "Aaa."
- The Bond Registrar and Paying Agent is Bank of New York Trust Co., N.A; Los Angeles, California. The Bond Counsel is Orrick, Herrington & Sutcliffe, LLP, Portland, Oregon. The Underwriter is Piper Jaffray.

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017-2018	\$160,000	\$19,553	\$179,553
2018-2019	165,000	13,394	178,394
2019-2020	175,000	7,000	182,000
Totals	\$500,000	\$39,947	\$539,947

301: Debt Service

CITY OF ALBANY, OREGON
PROG 1022: 2004 Revenue Obligations

10: Finance

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Investment Income	(114)	46	-	-	-	- %
Transfers In	180,100	180,304	183,300	183,300	180,400	(1.58)%
Beginning Balance	172	(46)	-	-	-	- %
TOTAL REVENUES	180,158	180,304	183,300	183,300	180,400	(1.58)%
EXPENDITURES						
Materials & Services	750	750	800	800	800	- %
Debt Service	179,454	179,554	182,500	182,500	179,600	(1.59)%
TOTAL EXPENDITURES	180,204	180,304	183,300	183,300	180,400	(1.58)%
Prog 1022: 2004 Revenue Obligations						
Revenues less Expenditures	(46)	-	-	-	-	

**GENERAL OBLIGATION DEBT SERVICE FUND
RESOURCE DETAIL**

RESOURCES	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Property Taxes - Current	\$ -	\$ -	\$ 1,008,100	\$ 1,008,100	\$ 1,038,300	3.00%	90.61%
Interest	-	-	900	900	900	-	0.08%
Total Current Resources	-	-	1,009,000	1,009,000	1,039,200	2.99%	90.69%
Total Resources	\$ -	\$ -	\$ 1,009,000	\$ 1,009,000	\$ 1,145,900	13.57%	100.00%

**GENERAL OBLIGATION DEBT SERVICE FUND
REQUIREMENT SUMMARIES**

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
2015 Public Safety Facilities Bonds	\$ -	\$ -	\$1,009,000	\$1,009,000	\$1,179,100	\$1,179,100	\$1,179,100
Total Requirements	\$ -	\$ -	\$1,009,000	\$1,009,000	\$1,179,100	\$1,179,100	\$1,179,100

Requirements by Type	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	\$ -	\$ -	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900
Debt Service	-	-	1,008,100	1,008,100	1,178,200	1,178,200	1,178,200
Total Requirements	\$ -	\$ -	\$1,009,000	\$1,009,000	\$1,179,100	\$1,179,100	\$1,179,100

Adopted Requirements by Program and Type	Materials & Services	Debt Service	Adopted Budget	% of Fund Budget
	2015 Public Safety Facilities Bonds	\$ 900	\$1,178,200	\$1,179,100
Total Requirements	\$ 900	\$1,178,200	\$1,179,100	100.00%
Percent of Fund Budget	0.08%	99.92%	100.00%	

Adopted Budget Detail of Debt Service	Final Maturity	Principal	Interest	Debt Reserve	Adopted Budget
2015 Public Safety Facilities Bonds	06/15/2035	\$ 415,000	\$ 623,300	\$ 139,900	\$1,178,200
Total Requirements		\$ 415,000	\$ 623,300	\$ 139,900	\$1,178,200

PROGRAM NARRATIVE

DEBT SERVICE FUND: 2015 Public Safety Facilities Bonds (303-10-1051)

Responsible Manager/Title: Jeanna Yeager, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity provides for payment of the principal and interest on the GO series 2015 Public Safety Facilities Bonds used for the construction of new police and fire stations. The bonds were approved by voters in the May 2015 election.
 - The bonds were dated August 19, 2015, and accrue interest from that date until maturity or earlier redemption, payable semiannually on December 15 and June 15 of each fiscal year.
 - The original amount of the bond issue was \$18,000,000.
 - The bonds are rated AA- by Standard and Poor's.
 - The Bond Paying Agent is US Bank National Association, Portland, Oregon. The Bond Counsel is Hawkins, Delafield & Wood LLP, Portland, Oregon. The Financial Advisor is Piper Jaffray.
-

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017-2018	\$415,000	\$623,275	\$1,038,275
2018-2019	465,000	606,675	1,071,675
2019-2020	520,000	588,075	1,108,075
2020-2021	575,000	567,275	1,142,275
2021-2026	3,760,000	2,423,925	6,183,925
2026-2031	5,590,000	1,494,576	7,084,576
2031-2035	5,910,000	493,132	6,403,132
Totals	\$17,235,000	\$6,796,933	\$24,031,933

CITY OF ALBANY, OREGON

PROG 1051: 2015 Public Safety Facilities Bonds

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Property Taxes	-	1,021,280	1,008,100	1,008,100	1,071,500	6.29 %
Investment Income	-	2,493	900	900	900	- %
Beginning Balance	-	-	-	-	106,700	- %
TOTAL REVENUES	-	1,023,773	1,009,000	1,009,000	1,179,100	16.86 %
EXPENDITURES						
Materials & Services	-	850	900	900	900	- %
Debt Service	-	932,631	1,008,100	1,008,100	1,178,200	16.87 %
TOTAL EXPENDITURES	-	933,481	1,009,000	1,009,000	1,179,100	16.86 %
Prog 1051: 2015 Public Safety Facilities Bonds						
Revenues less Expenditures	-	90,292	-	-	-	



CITY OF
Albany

O R E G O N

CAPITAL
PROJECT
FUNDS

CAPITAL PROJECTS FUND

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Capital Project funds are created to account for the financial resources used for the acquisition or construction of major capital facilities. The City has one Capital Project fund.

CAPITAL PROJECTS FUND

Albany Data Integration: This program will be used to account for the implementation of a new Enterprise Resource Planning (ERP) system for the City.

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.

Public Safety Facilities: This project will account for the construction of the new police and fire facilities. The primary sources of revenue for this program are property Taxes (\$18 million), settlement proceeds (\$5 million), and the Albany Revitalization Agency (\$1.55 Million).

RESOURCES

Assessment Revenues	\$ 85,000
Investment Earnings	10,000
Transfers In	1,002,000
Beginning Balance	13,675,000
Total Resources	\$ 14,772,000

REQUIREMENTS

Materials & Services	\$ 100,000
Capital	14,638,700
Transfers Out	33,300
Total Requirements	\$ 14,772,000

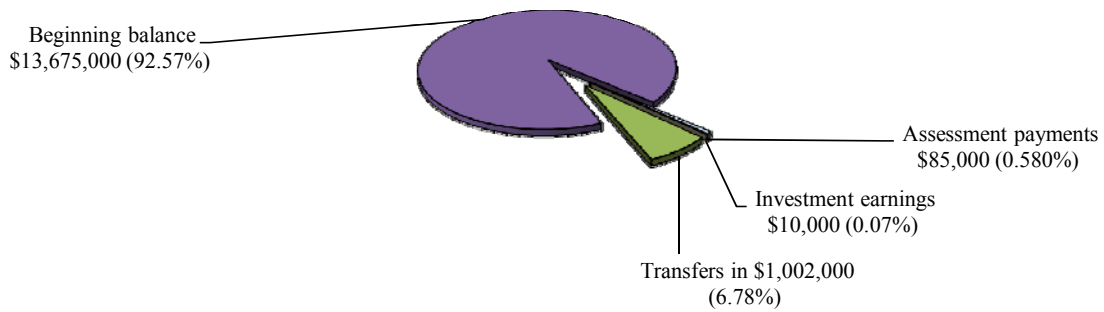
**CAPITAL PROJECTS FUND
RESOURCE DETAIL**

Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Federal TEA Grant	\$ 320	\$ -	\$ -	\$ -	\$ -	-	-
Financed Asmnts: Principal	66,423	19,100	15,000	15,000	30,000	100.00%	0.20%
Financed Asmnts: Interest	31,119	883	2,500	2,500	15,000	500.00%	0.10%
Unbonded Asmnts: Principal	750,812	507,510	33,300	33,300	40,000	20.12%	0.27%
2015 Public Safety Facilities Bond Proceeds	-	18,636,260	-	-	-	-	-
Interest	5,176	154,732	32,500	32,500	10,000	(69.23%)	0.07%
Total Current Resources	853,850	19,318,485	83,300	83,300	95,000	14.05%	0.64%
From Water Capital	-	-	75,000	75,000	75,000	-	0.51%
From CARA Program	-	1,455,000	-	-	-	-	-
From Street Fund	-	-	715,800	715,800	927,000	29.51%	6.28%
From Litigation Proceeds	-	5,000,000	-	-	-	-	-
Total Transfers In	-	6,455,000	790,800	790,800	1,002,000	26.71%	6.79%
Beginning Balance	765,461	892,338	24,770,300	24,770,300	13,675,000	(44.79%)	92.57%
Total Resources	\$1,619,311	\$26,665,823	\$25,644,400	\$25,644,400	\$14,772,000	(42.40%)	100.00%

TEA - Transportation Equity Act

CAPITAL PROJECTS FUND RESOURCES BY SOURCE

Category Totals and Percent of Budget



**CAPITAL PROJECTS FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Albany Data Integration Project	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ 500,000
LID Construction Projects	647,690	184,498	1,559,400	1,559,400	2,267,000	2,267,000	2,267,000
Public Safety Facilities	41,472	2,068,517	24,085,000	24,085,000	12,005,000	12,005,000	12,005,000
Albany Station Pathway	20,122	92,975	-	-	-	-	-
North Albany Park & Ride	17,742	-	-	-	-	-	-
Total Requirements	\$ 727,026	\$2,345,990	\$ 25,644,400	\$ 25,644,400	\$14,772,000	\$14,772,000	\$14,772,000

Requirements by Type	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	\$ 41,472	\$2,057,050	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
Capital	40,523	92,063	25,611,100	25,611,100	14,638,700	14,638,700	14,638,700
Transfers Out	645,032	196,877	33,300	33,300	33,300	33,300	33,300
Total Requirements	\$ 727,027	\$2,345,990	\$ 25,644,400	\$ 25,644,400	\$14,772,000	\$14,772,000	\$14,772,000

Adopted Requirements by Program and Type	Materials & Services		Capital	Transfers Out	Adopted Budget	% of Fund Budget
	Albany Data Integration Project	\$ 100,000	\$ 400,000	\$ -	\$ 500,000	3.38%
LID Construction Projects	-	2,233,700	33,300	2,267,000	15.35%	
Public Safety Facilities	-	12,005,000	-	12,005,000	81.27%	
Total Requirements	\$ 100,000	\$ 14,638,700	\$ 33,300	\$14,772,000	100.00%	
Percent of Fund Budget	0.67%	99.10%	0.23%	100.00%		

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: Albany Data Integration (402-10-1011)

Responsible Manager/Title: Anne Baker, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This program accounts for the conversion from Tyler's Eden Enterprise Resource Planning (ERP) system to a new ERP system.
 - Tyler is phasing Eden out and is no longer providing enhancements to the system. The City has been using Eden for over ten years.
 - The new system will be purchased using funds made available through an accounting change required during the Fiscal Year 2015-16 audit.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2017-2018 Effective Government		Ongoing	<ul style="list-style-type: none">• Select and begin implementation of a new ERP.

402: Capital Projects
 10: Finance

CITY OF ALBANY, OREGON
PROG 1011: Albany Data Integration Project

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Investment Income	105	92	-	-	-	- %
Beginning Balance	16,719	16,824	-	-	500,000	- %
TOTAL REVENUES	16,824	16,916	-	-	500,000	- %
EXPENDITURES						
Materials & Services	-	-	-	-	100,000	- %
Capital	-	-	-	-	400,000	- %
TOTAL EXPENDITURES	-	-	-	-	500,000	- %
Prog 1011: Albany Data Integration Project						
Revenues less Expenditures	16,824	16,916	-	-	-	

PROGRAM NARRATIVE

CAPITAL PROJECTS FUND: LID CONSTRUCTION PROJECTS (402-10-1012)

Responsible Manager/Title: Anne Baker, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This program accounts for the construction and financing of special assessment Local Improvement District (LID) projects and the payment of assessments from benefited property owners.
 - Assessment payments for the Timber Ridge and Oak Street LID assessments will be transferred to settlement proceeds to repay the loans for those projects.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017 Effective Government		Ongoing	<ul style="list-style-type: none">• Collect and disburse assessments due from completed LID projects.
Budget Year 2017-2018 Effective Government			<ul style="list-style-type: none">• Collect and disburse assessments due from completed LID projects.

402: Capital Projects

10: Finance

CITY OF ALBANY, OREGON
PROG 1012: LID Construction Projects

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	848,354	527,492	50,800	50,800	85,000	67.32 %
Investment Income	4,301	4,497	2,500	2,500	5,000	100.00 %
Transfers In	-	-	790,800	790,800	1,002,000	26.71 %
Beginning Balance	617,427	822,391	715,300	715,300	1,175,000	64.27 %
TOTAL REVENUES	1,470,082	1,354,380	1,559,400	1,559,400	2,267,000	45.38 %
EXPENDITURES						
Capital	15,690	44,298	1,526,100	1,526,100	2,233,700	46.37 %
Transfers Out	632,000	139,700	33,300	33,300	33,300	- %
TOTAL EXPENDITURES	647,690	184,498	1,559,400	1,559,400	2,267,000	45.38 %
Prog 1012: LID Construction Projects						
Revenues less Expenditures	822,392	1,169,882	-	-	-	

PROGRAM NARRATIVE

PUBLIC SAFETY FACILITIES (402-10-1052)

Responsible Manager/Title: Anne Baker, Accounting Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This program accounts for the construction of the new police and fire facilities.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017 Effective Government	07/16	Completed	<ul style="list-style-type: none">• Begin construction of new facilities for the Police Department and Fire Department.
Budget Year 2017-2018 Effective Government	06/18		<ul style="list-style-type: none">• Complete construction of new facilities for the Police Department and Fire Department.

402: Capital Projects

10: Finance

CITY OF ALBANY, OREGON

PROG 1052: Public Safety Facilities

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Miscellaneous Revenue	-	18,636,761	-	-	-	- %
Investment Income	-	149,770	30,000	30,000	5,000	(83.33)%
Transfers In	-	6,455,000	-	-	-	- %
Beginning Balance	-	(41,472)	24,055,000	24,055,000	12,000,000	(50.11)%
TOTAL REVENUES	-	25,200,059	24,085,000	24,085,000	12,005,000	(50.16)%
EXPENDITURES						
Materials & Services	41,472	2,056,550	-	-	-	- %
Capital	-	11,967	24,085,000	24,085,000	12,005,000	(50.16)%
TOTAL EXPENDITURES	41,472	2,068,517	24,085,000	24,085,000	12,005,000	(50.16)%
Prog 1052: Public Safety Facilities						
Revenues less Expenditures	(41,472)	23,131,542	-	-	-	



CITY OF
Albany

O R E G O N

PERMANENT FUNDS

PERMANENT FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Permanent funds are used to report resources that are legally restricted to the extent that only earnings, and not principal, may be used for the benefit of the government or its citizenry. The City has two Permanent funds.

SENIOR CENTER ENDOWMENT FUND

This fund receives private gifts and donations dedicated to Senior Center operations. Donations have ranged from \$3,500 to \$5,000 annually. Because the nature of the fund has changed and expenditures may be made from all donations, in 2017-18 the funds are being transferred to the Parks Fund for management.

LIBRARY TRUST FUND

Veda O. Torney Trust: Interest earnings on the \$10,000 trust balance are used for the purchase of children's picture books.

Manela Trust: Interest earnings on the \$69,500 trust balance are used to purchase scientific, educational, and technical books.

RESOURCES

Investment Earnings	\$	700
Beginning Balance		56,500
Beginning Balance Held in Trust		79,500
Total Resources	\$	136,700

REQUIREMENTS

Materials & Services	\$	4,800
Transfers out		52,400
Unappropriated		79,500
Total Requirements	\$	136,700



CITY OF
Albany

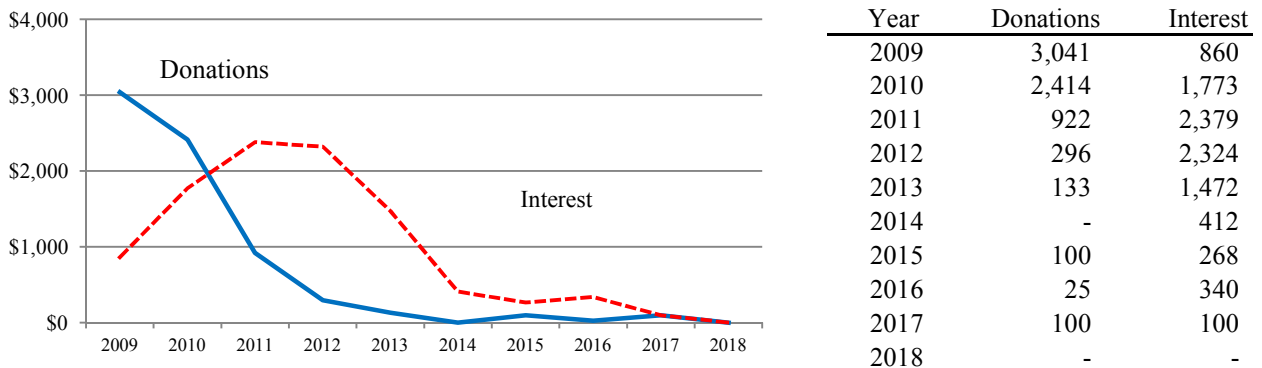
O R E G O N

SENIOR CENTER ENDOWMENT FUND

RESOURCE DETAIL

Resources		2016-17.....		2017-18	% Change	% of
	2014-15 Actual	2015-16 Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Donations	\$ 100	\$ 25	\$ 100	\$ 100	\$ -	(100.00%)	-
Interest	268	340	100	100	-	(100.00%)	-
Total Current Resources	368	365	200	200	-	(100.00%)	-
Beginning Balance	51,259	51,627	51,800	51,800	52,400	1.16%	100.00%
Total Resources	\$ 51,627	\$ 51,992	\$ 52,000	\$ 52,000	\$ 52,400	0.77%	100.00%

DONATIONS AND INTEREST EARNINGS FOR TEN FISCAL YEARS



REQUIREMENT SUMMARIES

Program Expenditures/ Requirements		2016-17.....	2017-18.....		
	2014-15 Actual	2015-16 Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	\$ -	\$ -	\$ 200	\$ 200	\$ -	\$ -	\$ -
Unappropriated	-	-	51,800	51,800	-	-	-
Total Requirements	\$ -	\$ -	\$ 52,000	\$ 52,000	\$ -	\$ -	\$ -

Percent of Fund Total		2016-17.....	2017-18.....		
	2014-15 Actual	2015-16 Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	-	-	0.38%	0.38%	-	-	-
Unappropriated	-	-	99.62%	99.62%	-	-	-
Totals	-	-	100.00%	100.00%	-	-	-

PROGRAM NARRATIVE

Senior Center Endowment Fund: Senior Center Endowment (501-35-1418)

Responsible Manager/Title: Katie Nooshazar, Recreation Programs Manager

FUNCTIONS AND RESPONSIBILITIES

- Promote collection of endowment funds to be used for operation of the Albany Senior Center.
 - Receive funds, recognize donors, and ensure capital is reinvested.
 - Oversee fund expenditures and ensure monies are used solely for operation of the Albany Senior Center.
-

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017 Effective Government	06/17	Completed	<ul style="list-style-type: none">• Identify how fund might best assist with rebranding and remodeling efforts.
Budget Year 2017-2018 Effective Government	06/18		<ul style="list-style-type: none">• Dissolve Endowment Fund, and transfer assets to 501c3 Senior Center Foundation.

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Investment Income	268	340	100	100	-	(100.00)%
Beginning Balance	51,259	51,627	51,800	51,800	52,400	1.16 %
TOTAL REVENUES	51,627	51,992	52,000	52,000	52,400	0.77 %
EXPENDITURES						
Materials & Services	-	-	200	200	-	(100.00)%
Transfers Out	-	-	-	-	52,400	- %
Unappropriated	-	-	51,800	51,800	-	(100.00)%
TOTAL EXPENDITURES	-	-	52,000	52,000	52,400	0.77 %
Prog 1418: Senior Center Endowment						
Revenues less Expenditures	51,627	51,992	-	-	-	



CITY OF
Albany

O R E G O N

**LIBRARY TRUST FUND
RESOURCE DETAIL**

Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Interest	\$ 438	\$ 565	\$ 500	\$ 500	\$ 700	40.00%	0.83%
Total Current Resources	438	565	500	500	700	40.00%	0.83%
Beginning Balance	-	-	4,000	4,000	4,100	2.50%	4.86%
Beginning Balance Held in Trust	84,036	83,485	79,500	79,500	79,500	-	94.31%
Total Resources	\$ 84,474	\$ 84,050	\$ 84,000	\$ 84,000	\$ 84,300	0.36%	100.00%

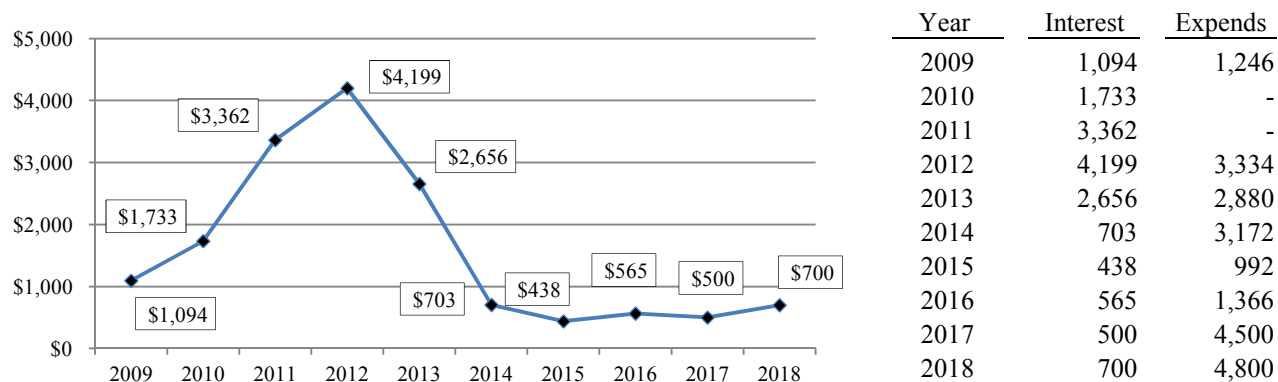
REQUIREMENT SUMMARIES

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
V. O. Torney Trust	\$ -	\$ -	\$ 13,500	\$ 13,500	\$ 13,600	\$ 13,600	\$ 13,600
Manela Trust	992	1,366	70,500	70,500	70,700	70,700	70,700
Total Requirements	\$ 992	\$ 1,366	\$ 84,000	\$ 84,000	\$ 84,300	\$ 84,300	\$ 84,300

Requirements by Type	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Materials & Services	\$ 992	\$ 1,366	\$ 4,500	\$ 4,500	\$ 4,800	\$ 4,800	\$ 4,800
Unappropriated	-	-	79,500	79,500	79,500	79,500	79,500
Total Requirements	\$ 992	\$ 1,366	\$ 84,000	\$ 84,000	\$ 84,300	\$ 84,300	\$ 84,300

Adopted Requirements by Program and Type	Materials & Services	Unappropriated	Adopted Budget	% of Fund Budget
V. O. Torney Trust	\$ 3,600	\$ 10,000	\$ 13,600	16.13%
Manela Trust	1,200	69,500	70,700	83.87%
Total Requirements	\$ 4,800	\$ 79,500	\$ 84,300	100.00%
Percent of Fund Budget	5.69%	94.31%	100.00%	

INTEREST EARNINGS LAST TEN FISCAL YEARS



PROGRAM NARRATIVE

LIBRARY TRUST FUND: V.O. TORNEY TRUST (502-45-1703)

Responsible Manager/Title: Ed Gallagher, Library Director

FUNCTIONS AND RESPONSIBILITIES

- Upon her death, Veda Torney left \$10,000 to the Library solely for the purchase of children's picture books. The principal is invested and only the interest is used each year for the intended purpose.
 - Established March 31, 1977.
-
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Great Neighborhoods	06/17	Completed	<ul style="list-style-type: none">• Purchase 125 picture books.
Budget Year 2017-2018			
Great Neighborhoods	06/18		<ul style="list-style-type: none">• Purchase 135 children's picture books.

502: Library Trust

CITY OF ALBANY, OREGON

45: Library

PROG 1703: V. O. Torney Trust

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Investment Income	69	105	100	100	100	- %
Dedicated Beginning Balance	13,206	13,275	10,000	10,000	10,000	- %
Beginning Balance	-	-	3,400	3,400	3,500	2.94 %
TOTAL REVENUES	13,275	13,380	13,500	13,500	13,600	0.74 %
EXPENDITURES						
Materials & Services	-	-	3,500	3,500	3,600	2.86 %
Unappropriated	-	-	10,000	10,000	10,000	- %
TOTAL EXPENDITURES	-	-	13,500	13,500	13,600	0.74 %
Prog 1703: V. O. Torney Trust						
Revenues less Expenditures	13,275	13,380	-	-	-	

PROGRAM NARRATIVE

LIBRARY TRUST FUND: MANELA TRUST (502-45-1704)

Responsible Manager/Title: Ed Gallagher, Library Director

FUNCTIONS AND RESPONSIBILITIES

- Upon the death of Olive Manela, a trust fund was established in the amount of \$69,500 for the Albany Public Library, with the principal to be invested and only the interest to be spent on religious, educational, scientific, or technical books.
 - Established June 11, 1975.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Great Neighborhoods	06/17	Completed	<ul style="list-style-type: none">• Purchase 75 books in the designated subject areas.
Budget Year 2017-2018			
Great Neighborhoods	06/18		<ul style="list-style-type: none">• Purchase 50 books in the designated subject areas.

502: Library Trust

CITY OF ALBANY, OREGON

45: Library

PROG 1704: Manela Trust

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Investment Income	369	460	400	400	600	50.00 %
Dedicated Beginning Balance	70,830	70,210	69,500	69,500	69,500	- %
Beginning Balance	-	-	600	600	600	- %
TOTAL REVENUES	71,202	70,670	70,500	70,500	70,700	0.28 %
EXPENDITURES						
Materials & Services	992	1,366	1,000	1,000	1,200	20.00 %
Unappropriated	-	-	69,500	69,500	69,500	- %
TOTAL EXPENDITURES	992	1,366	70,500	70,500	70,700	0.28 %
Prog 1704: Manela Trust						
Revenues less Expenditures	70,210	69,304	-	-	-	



CITY OF
Albany

O R E G O N

ENTERPRISE FUNDS

ENTERPRISE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Enterprise funds are established for operations that are financed and managed in a manner similar to private enterprises. The intent of enterprise funds is that the cost of providing utility services to the general public on a continuing basis will be financed or recovered primarily through user charges. The City has three enterprise funds.

SEWER FUND

The Sewer Fund accounts for all programs associated with the collection and treatment of wastewater in the City. Activities include collection, treatment, billing, equipment replacement, plant expansion, system improvements, economic development, and the repayment of debt incurred to make improvements to the sewer system.

The primary source of revenue for the Sewer Fund is sewer service charges. The City Council authorizes increases to sewer service charges on an annual basis to cover debt service for major construction projects and the cost of inflation.

In Fiscal Year 2004-05, the City began a major renovation and improvement of its wastewater treatment plant and facilities. Funding has been provided through a State Revolving Fund loan, the city of Millersburg, and resources of the Sewer Fund.

Development fees, including systems development charges (SDC), vary with the level of residential and commercial development. SDC revenues are projected to increase by \$223,000 in 2017-18.

WATER FUND

The Water Fund accounts for all activities associated with the provision of water to the citizenry of Albany. Activities include treatment, distribution, source (canal) maintenance, billing, plant expansion, system improvements, equipment replacement, economic development, and repayment of debt incurred to purchase and improve the water system.

The primary source of revenue for the Water Fund is water service charges. The City Council authorizes increases to the water rates on an annual basis to cover debt service for major capital projects and the costs of inflation.

In 2003, the City sold \$40.485 million of water revenue bonds to finance several large capital projects, including a new water treatment plant in a joint venture with the city of Millersburg, and to make fish screen, diversion dam, and hydroelectric improvements to the existing water system. The new treatment plant was put online in the fall of 2005.

Development fees, including systems development charges (SDC), vary with the level of residential and commercial development. SDC revenues are projected to increase by \$23,300 in 2017-18.

STORMWATER FUND

The Stormwater Fund accounts for all programs associated with the collection of stormwater in the City. Activities include collection, equipment replacement, and system improvements to the stormwater system.

The primary source of revenue for the Stormwater Fund is post-construction stormwater quality permit fees and other post-construction stormwater quality program activities. Permit Fees are estimated at \$1,740,000 for 2017-18.

RESOURCES

Licenses & fees	\$ 1,301,800
Intergovernmental resources	796,900
Charges for service	30,247,200
Assessment payments	248,000
Other resources	178,200
Investment earnings	1,906,000
Transfers in	32,284,700
Beginning balance	1,602,000
Total Resources	\$ 68,564,800

REQUIREMENTS

Personnel	\$ 4,927,400
Materials & Services	14,270,200
Capital	31,664,000
Transfers Out	3,146,900
Debt Service	12,549,200
Contingency	2,007,100
Total Requirements	\$ 68,564,800

**SEWER FUND
RESOURCE DETAIL**

Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Storm Drain Plan Review/ Inspection Fees	\$ 6,729	\$ 25,609	\$ -	\$ -	\$ -	-	-
Stormwater Quality Permits	-	8,013	-	-	-	-	-
Sewer SDC: Principal	177,611	4,688	3,000	3,000	2,500	(16.67%)	0.01%
Sewer SDC: Interest	4,215	717	600	600	500	(16.67%)	-
Connection Fees: Principal	6,999	7,097	4,000	4,000	6,000	50.00%	0.02%
Connection Fees: Interest	4,980	4,586	3,100	3,100	3,100	-	0.01%
General Sewer Connection Fees	22,329	7,363	15,000	15,000	10,000	(33.33%)	0.03%
Storm Drain Connection Fees	25,692	6,539	-	-	-	-	-
Connection Fees	33,594	3,876	-	-	-	-	-
Public Facility Construction Permit	16,051	44,518	5,000	5,000	5,000	-	0.01%
Sewer Systems Development Charges	881,359	752,617	470,000	470,000	715,000	52.13%	1.79%
Stormwater In-Lieu-of Planting	-	20,565	-	-	-	-	-
WComp Wage Subsidy Reimb	1,061	979	-	-	-	-	-
Millersburg Debt Service Payment	405,650	-	-	-	-	-	-
Millersburg Debt - Principal	-	256,653	264,500	264,500	272,500	3.02%	0.68%
Millersburg Debt - Interest	-	159,855	150,700	150,700	141,400	(6.17%)	0.35%
Albany Sewer Service Charges	14,898,828	16,231,487	16,506,000	16,506,000	15,604,000	(5.46%)	39.17%
Certified Sewer Charges	38,460	46,471	50,000	50,000	50,000	-	0.13%
Millersburg O&M Charges	153,480	199,454	150,000	150,000	175,000	16.67%	0.44%
Wah Chang O&M Charges	124,664	219,971	125,000	125,000	140,000	12.00%	0.35%
Collection Agency Payments	19,812	13,289	5,000	5,000	5,000	-	0.01%
Equipment Replacement Charges	93,200	118,000	118,600	118,600	99,500	(16.10%)	0.25%
Financed Asmnts: Principal	19,036	-	5,000	5,000	-	(100.00%)	-
Financed Asmnts: Interest	105	-	100	100	-	(100.00%)	-
Miscellaneous Revenue	27,189	34,594	25,000	25,000	25,000	-	0.06%
Interest	105,755	193,214	104,300	104,300	111,700	7.09%	0.28%
Total Current Resources	17,066,799	18,360,155	18,004,900	18,004,900	17,366,200	(3.55%)	43.59%
From 2502: SDC-I for WWTP SRF debt	-	727,300	1,424,100	1,424,100	1,467,400	3.04%	3.68%
Total Transfers In	-	727,300	1,424,100	1,424,100	1,467,400	3.04%	3.68%
Beginning Balance	19,092,178	20,588,336	20,473,900	20,473,900	21,001,500	2.58%	52.73%
Total Resources	\$36,158,977	\$39,675,791	\$39,902,900	\$39,902,900	\$39,835,100	(0.17%)	100.00%

SDC - Systems Development Charges
SRF - State Revolving Fund

SDC-I - Systems Development Charges - Improvement fee

**SEWER FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Wastewater Treatment Plant	\$ 2,571,092	\$ 3,030,244	\$ 2,459,700	\$ 2,459,700	\$ 2,637,900	\$ 2,637,900	\$ 2,637,900
Wastewater Collection	1,943,319	2,055,658	1,601,800	1,601,800	1,499,900	1,499,900	1,499,900
Wastewater Administration	2,829,112	3,188,477	6,090,000	6,090,000	5,138,500	5,138,500	5,138,500
Water Reuse and Biosolids	5,446	21,376	9,000	9,000	8,600	8,600	8,600
TWG Wetlands	235,009	306,994	265,800	265,800	266,900	266,900	266,900
Stormwater Operations	328,453	435,697	-	-	-	-	-
Industrial Pretreatment	538,317	550,447	621,100	621,100	483,600	483,600	483,600
Sewer System Capital Projects	1,439,279	1,752,408	14,284,100	14,284,100	15,892,600	15,892,600	15,892,600
Sewer Equipment Replacement	115,207	564,321	776,400	776,400	726,200	726,200	726,200
Sewer SDC Imp. Fee Projects	9	727,300	3,648,500	3,648,500	3,094,500	3,094,500	3,094,500
Sewer SDC Reimb. Fee Projects	-	-	483,700	483,700	536,600	536,600	536,600
Sewer Debt Service	5,494,826	5,629,989	9,013,500	9,013,500	9,010,600	9,010,600	9,010,600
Sewer Economic Development	30,333	7,535	649,300	649,300	539,200	539,200	539,200
Wetlands Treatment Project	155,294	270,154	-	-	-	-	-
Total Requirements	\$15,685,696	\$18,540,600	\$39,902,900	\$39,902,900	\$39,835,100	\$39,835,100	\$39,835,100

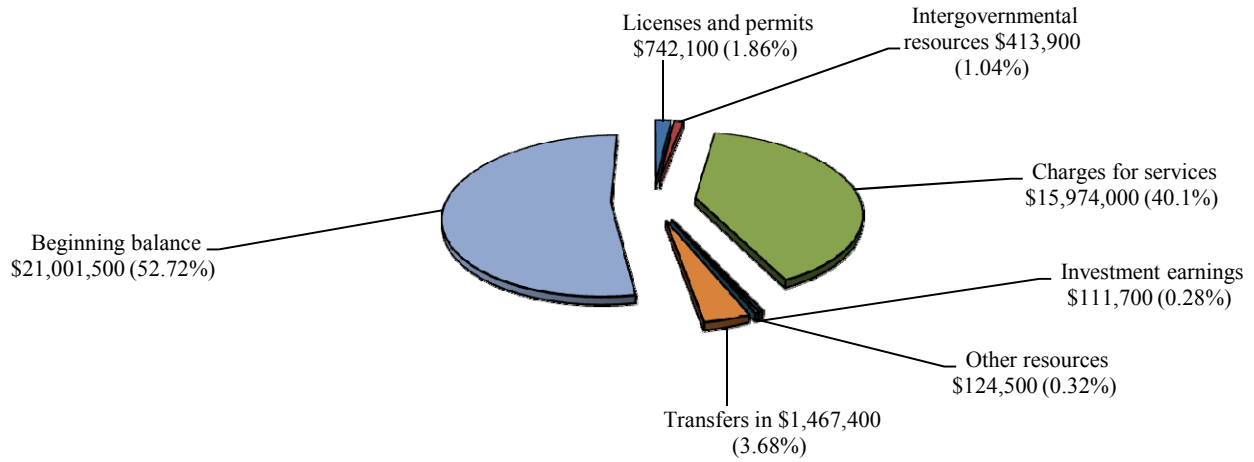
Requirements by Type	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Personnel	\$ 2,174,895	\$ 2,347,565	\$ 2,324,900	\$ 2,324,900	\$ 2,109,000	\$ 2,109,000	\$ 2,109,000
Materials & Services	6,126,600	6,737,114	6,921,800	6,921,800	6,655,800	6,655,800	6,655,800
Capital	1,211,539	2,460,189	17,907,900	17,907,900	19,001,700	19,001,700	19,001,700
Transfers Out	677,835	1,365,743	2,759,800	2,759,800	2,063,500	2,063,500	2,063,500
Debt Service	5,494,826	5,629,989	9,013,500	9,013,500	9,010,600	9,010,600	9,010,600
Contingency	-	-	975,000	975,000	994,500	994,500	994,500
Total Requirements	\$15,685,695	\$18,540,600	\$39,902,900	\$39,902,900	\$39,835,100	\$39,835,100	\$39,835,100

Adopted Requirements by Program and Type	Materials		Transfers		Debt	Contin-	Adopted	% of Fund
	Personnel	& Services	Capital	Out	Service	gency		
Wastewater Treatment Plant	\$ 737,400	\$ 1,833,500	\$ 67,000	\$ -	\$ -	\$ -	2,637,900	6.62%
Wastewater Collection	767,900	721,000	11,000	-	-	-	1,499,900	3.77%
Wastewater Administration	151,800	3,396,100	-	596,100	-	994,500	5,138,500	12.90%
Water Reuse and Biosolids	-	8,600	-	-	-	-	8,600	0.02%
TWG Wetlands	110,300	149,600	7,000	-	-	-	266,900	0.67%
Industrial Pretreatment	341,600	142,000	-	-	-	-	483,600	1.21%
Sewer System Capital Projects	-	405,000	15,487,600	-	-	-	15,892,600	39.90%
Sewer Equipment Replacement	-	-	726,200	-	-	-	726,200	1.82%
Sewer SDC Imp. Fee Projects	-	-	1,627,100	1,467,400	-	-	3,094,500	7.77%
Sewer SDC Reimb. Fee Projects	-	-	536,600	-	-	-	536,600	1.35%
Sewer Debt Service	-	-	-	-	9,010,600	-	9,010,600	22.62%
Sewer Economic Development	-	-	539,200	-	-	-	539,200	1.35%
Total Requirements	\$ 2,109,000	\$ 6,655,800	\$19,001,700	\$ 2,063,500	\$ 9,010,600	\$ 994,500	\$39,835,100	100.00%
Percent of Fund Budget	5.29%	16.71%	47.70%	5.18%	22.62%	2.50%	100.00%	

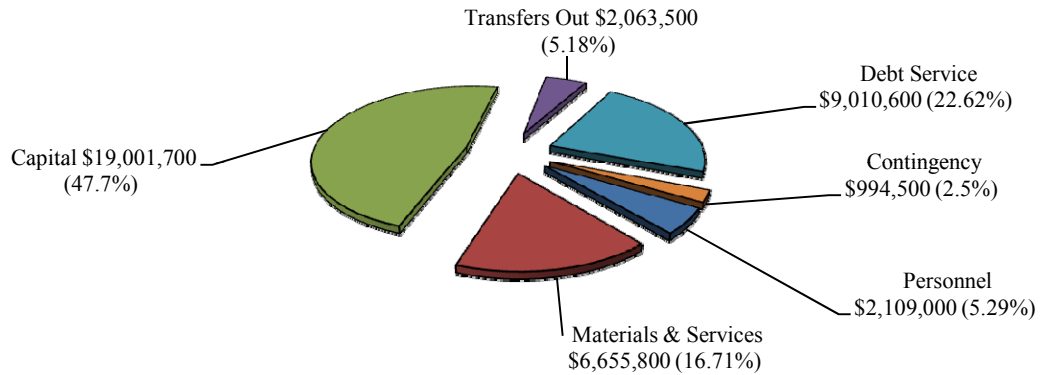
Staffing Summary (FTE)	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Wastewater Treatment Plant	7.000	7.000	7.000	7.000	7.000	7.000	7.000
Wastewater Collection	10.500	10.500	10.500	10.500	10.500	10.500	10.500
Wastewater Administration	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Water Reuse and Biosolids	-	1.000	1.000	1.000	1.000	1.000	1.000
Industrial Pretreatment	4.000	4.000	4.000	4.000	3.000	3.000	3.000
Total FTE	22.500	23.500	23.500	23.500	22.500	22.500	22.500

SEWER FUND RESOURCES AND REQUIREMENTS

TOTAL SEWER FUND RESOURCES BY SOURCE



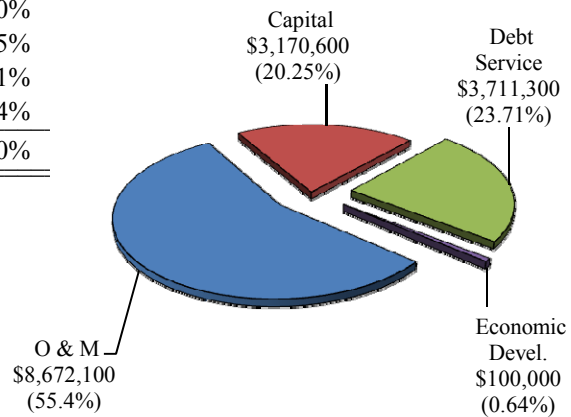
TOTAL SEWER FUND REQUIREMENTS BY TYPE



USE OF SEWER SERVICE CHARGES FOR FISCAL YEAR 2017-18

O & M	\$ 8,672,100	55.40%
Capital	3,170,600	20.25%
Debt Service	3,711,300	23.71%
Economic Development	100,000	0.64%
Total Sewer Service Charges	\$15,654,000	100.00%

O & M - Operation & Maintenance



**SEWER FUND
RESOURCES
Ten Fiscal Years**

Fiscal Year	Charges for Services	Licenses & Permits	Other Revenues	Transfers In	Debt Proceeds	Beginning Balance	Totals
2009	\$ 10,883,554	\$ 458,541	\$ 495,910	\$ -	\$ 7,637,289	\$ 12,719,639	\$ 32,194,933
2010	11,483,847	497,701	3,843,436	-	14,083,964	8,930,945	38,839,893
2011	12,091,105	529,652	10,366,748	-	426,336	13,051,865	36,465,706
2012	12,044,223	446,073	427,557	-	417,316	18,427,707	31,762,876
2013	12,955,303	892,883	5,229,976	-	420,135	17,488,625	36,986,921
2014	14,097,974	739,173	263,859	-	406,254	22,493,841	38,001,101
2015	15,235,245	1,179,560	246,346	115,052	405,650	19,092,178	36,274,031
2016	16,710,672	886,187	763,295	727,300	-	20,588,336	39,675,790
2017	16,836,000	500,700	668,200	696,800	-	20,473,900	39,175,600
2018	15,974,000	742,100	650,100	-	-	21,001,500	38,367,700

NOTES:

Actual revenues for Fiscal Years 2009 through 2016. Budgeted resources for 2017 and 2018.

Other Revenues: In Fiscal Year 2008, the Sewer Fund received \$1,000,000 from the City of Millersburg and \$710,000 from Settlement Proceeds.

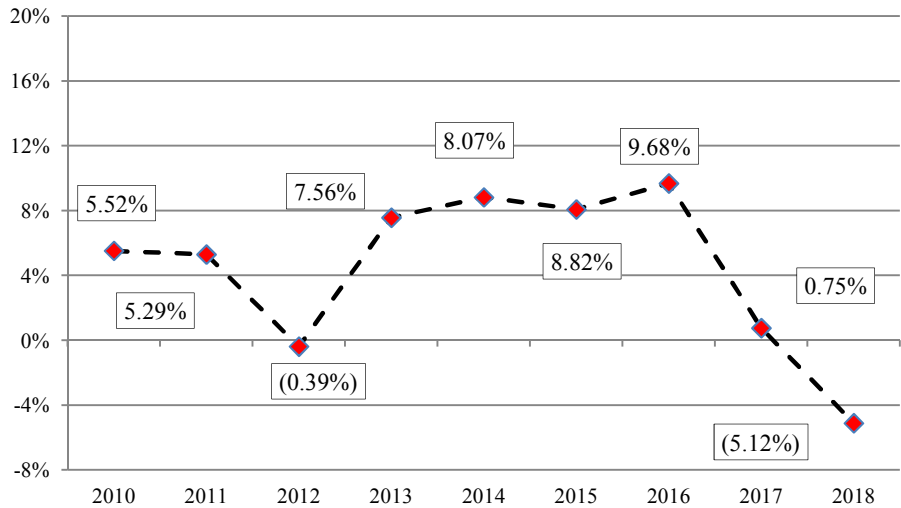
In Fiscal Year 2010, the City received resources of \$2,000,000 from the City of Millersburg.

Transfers In: Intrafund transfers have been eliminated from all years in the table above.

Debt Proceeds: The City received SRF loan proceeds for the new Wastewater Treatment Plant from Fiscal Year 2007 through Fiscal Year 2010.

**SEWER SERVICE CHARGE REVENUES
Annual Percentage Change**

Fiscal Year	Annual % Change
2010	5.52%
2011	5.29%
2012	(0.39%)
2013	7.56%
2014	8.82%
2015	8.07%
2016	9.68%
2017	0.75%
2018	(5.12%)



SEWER FUND REQUIREMENTS

Ten Fiscal Years

Fiscal Year	Operating Expenditures	Capital	Transfers Out	Debt Service	Totals
2009	\$ 7,151,115	\$ 15,315,647	\$ 1,991,874	\$ 695,351	\$ 25,153,987
2010	7,851,432	10,287,148	12,412,515	5,300,646	35,851,741
2011	7,997,179	6,576,349	-	5,054,086	19,627,614
2012	8,260,807	837,402	743,211	5,608,369	15,449,789
2013	9,434,600	9,301,600	523,420	9,516,000	28,775,620
2014	8,401,275	4,449,039	556,214	5,502,395	18,908,923
2015	8,301,495	1,211,539	677,835	5,494,826	15,685,695
2016	9,084,679	2,460,189	818,943	5,629,989	17,993,800
2017	9,246,700	11,125,000	2,032,500	9,013,500	31,417,700
2018	8,764,800	7,678,800	596,100	9,010,600	26,050,300

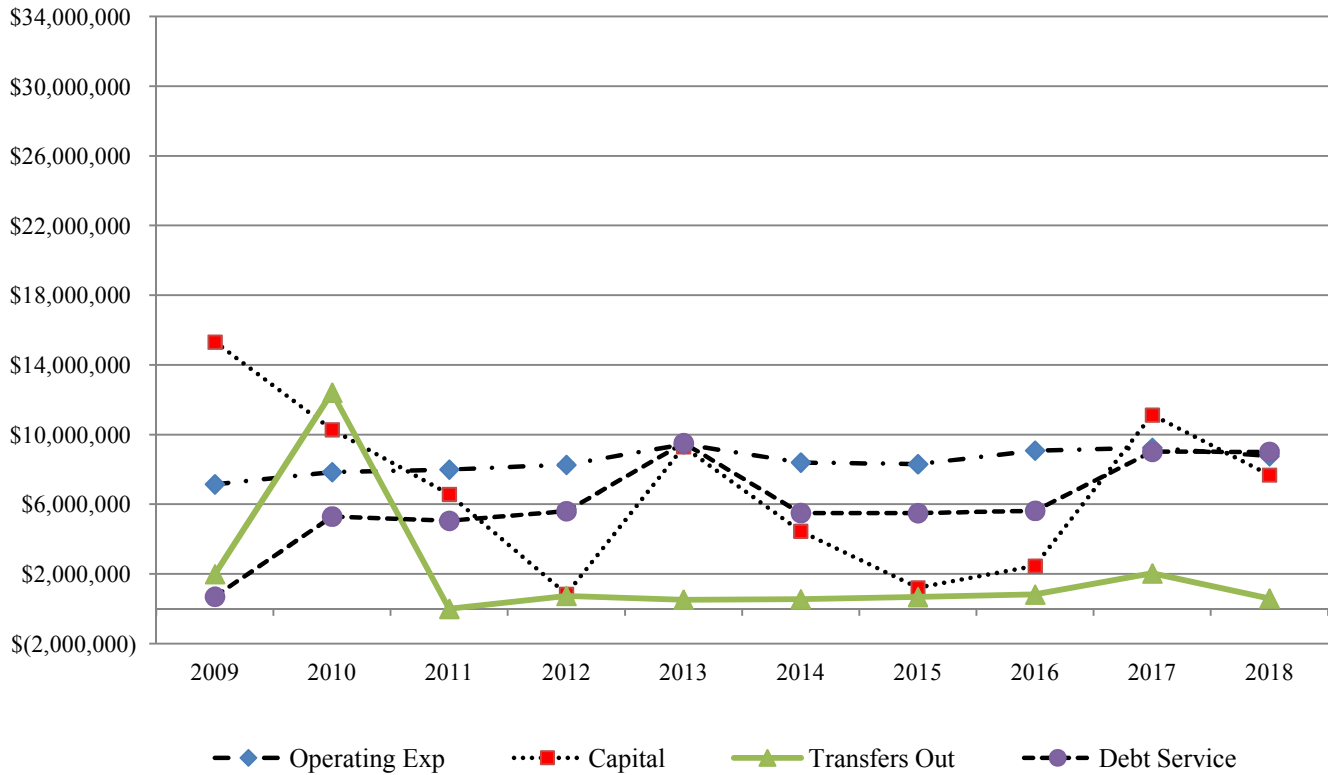
NOTES:

Actual revenues for Fiscal Years 2009 through 2016. Budgeted resources for 2017 and 2018.

Operating Expenditures equal Personnel plus Materials and Services.

Debt Service includes Debt Reserves. In April 2010, a \$4.3 million payment was made on the SRF loan to finance the new sewage treatment plant.

REQUIREMENTS, TEN FISCAL YEARS



**SEWER FUND
DEBT SERVICE COMBINED BUDGET**

Detailed below are the resources dedicated to fund sewer system debt service. The Sewer Fund currently has one debt service program: Sewer Debt Service. The resource items listed below are included in the Sewer Fund - Resource Detail presented earlier. In Fiscal Year 2016-2017, the Millersburg debt payment was split to reflect the principal and interest payments.

Resources	2014-15	2016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Millersburg Debt Service Payment	\$ 405,650	\$ -	\$ -	\$ -	\$ -	-	-
Millersburg Debt - Principal	-	256,653	264,500	264,500	272,500	3.02%	3.02%
Millersburg Debt - Interest	-	159,855	150,700	150,700	141,400	(6.17%)	1.57%
Albany Sewer Service Charges	3,735,300	3,821,600	3,742,500	3,742,500	3,711,300	(0.83%)	41.19%
Interest	27,081	18,251	15,000	15,000	15,000	-	0.17%
Total Current Resources	4,168,031	4,256,359	4,172,700	4,172,700	4,140,200	(0.78%)	45.95%
From 2502: SDC-I for WWTP SRF debt	-	727,300	1,424,100	1,424,100	1,467,400	3.04%	16.29%
Total Transfers In	-	727,300	1,424,100	1,424,100	1,467,400	3.04%	16.29%
Beginning Balance	5,393,196	4,066,401	3,416,700	3,416,700	3,403,000	(0.40%)	37.76%
Total Resources	\$ 9,561,227	\$ 9,050,060	\$ 9,013,500	\$ 9,013,500	\$ 9,010,600	(0.03%)	100.00%

Adopted Requirements by Program and Type	Debt Service	Adopted Budget	% of Fund Budget
Sewer Debt Service	\$ 9,010,600	\$ 9,010,600	100.00%
Total Requirements	\$ 9,010,600	\$ 9,010,600	100.00%
Percent of Budget	100.00%	100.00%	

Adopted Budget Detail of Debt Service	Final Maturity	Principal	Interest	Debt Reserve	Adopted Budget
WWTP SRF Loan	10/01/2029	\$ 3,839,900	\$ 1,757,700	\$ 3,413,000	\$ 9,010,600
Totals		\$ 3,839,900	\$ 1,757,700	\$ 3,413,000	\$ 9,010,600

WWTP - Wastewater Treatment Plant
SRF - State Revolving Fund

SDC - Systems Development Charge

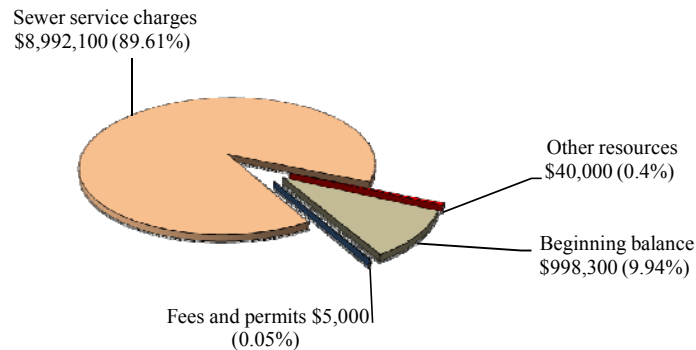
**SEWER FUND
OPERATION AND MAINTENANCE COMBINED BUDGET**

Detailed below are the resources which provide funding for operation and maintenance of the sewer system. Programs funded are Sewer Environmental Services, Wastewater Treatment Plant, Wastewater Collection, and Wastewater Administration. The resource items listed below are included in the Sewer Fund - Resource Detail presented earlier.

Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Storm Drain Plan Review/ Inspection Fees	\$ 6,729	\$ -	\$ -	\$ -	\$ -	-	-
Public Facility Construction Permit	16,051	44,518	5,000	5,000	5,000	-	0.05%
Albany Sewer Service Charges	7,691,628	9,174,382	9,671,300	9,671,300	8,622,100	(10.85%)	85.92%
Certified Sewer Charges	38,460	46,471	50,000	50,000	50,000	-	0.50%
Millersburg O&M Charges	153,480	199,454	150,000	150,000	175,000	16.67%	1.74%
Wah Chang O&M Charges	124,664	219,971	125,000	125,000	140,000	12.00%	1.40%
Collection Agency Payments	19,812	13,289	5,000	5,000	5,000	-	0.05%
Miscellaneous Revenue	20,076	25,113	25,000	25,000	25,000	-	0.25%
Interest	9,028	26,002	15,000	15,000	15,000	-	0.15%
Total Current Resources	8,079,928	9,749,200	10,046,300	10,046,300	9,037,100	(10.05%)	90.06%
Beginning Balance	1,386,989	1,017,230	1,001,100	1,001,100	998,300	(0.28%)	9.94%
Total Resources	\$ 9,466,917	\$ 10,766,430	\$ 11,047,400	\$ 11,047,400	\$ 10,035,400	(9.16%)	100.00%

Adopted Requirements by Program and Type	Materials & Services			Transfers	Contingency	Adopted Budget	% of Fund Budget
	Personnel	& Services	Capital	Out			
Wastewater Treatment Plant	\$ 737,400	\$ 1,833,500	\$ 67,000	\$ -	\$ -	2,637,900	26.28%
Wastewater Collection	767,900	721,000	11,000	-	-	1,499,900	14.95%
Wastewater Administration	151,800	3,396,100	-	596,100	994,500	5,138,500	51.20%
Water Reuse and Biosolids	-	8,600	-	-	-	8,600	0.09%
TWG Wetlands	110,300	149,600	7,000	-	-	266,900	2.66%
Industrial Pretreatment	341,600	142,000	-	-	-	483,600	4.82%
Total Requirements	\$ 2,109,000	\$ 6,250,800	\$ 85,000	\$ 596,100	\$ 994,500	\$ 10,035,400	100.00%
Percent of Budget	21.01%	62.29%	0.85%	5.94%	9.91%	100.00%	

SEWER OPERATION & MAINTENANCE RESOURCES BY TYPE
Category Totals and Percent of Budget



SEWER FUND
SUMMARY OF CAPITAL REQUIREMENTS AND CAPITAL RESERVES - FISCAL YEAR 2017-18

Project Description	Totals	Wastewater Collection	Wastewater Administration	Water Reuse and Biosolids	TWG Wetlands
Capital Equipment	\$ 85,000	\$ 67,000	\$ 11,000	\$ -	\$ 7,000
SS-17-01 Cox Creek Interceptor P7	1,430,000	-	-	-	-
SS-17-02 Cox Creek Interceptor P8	1,184,900	-	-	-	-
SS-17-03 2017 Collection System Rehab	765,000	-	-	-	-
SS-17-04 Marion Lift Station	70,000	-	-	-	-
SS-17-05 Cox Creek Interceptor P10A	1,285,000	-	-	-	-
SS-17-09 Lyon & Ellsworth Sewer Imp	245,000	-	-	-	-
SS-18-01 2018 Collection System Rehab	1,250,000	-	-	-	-
SS-18-02 Hill St Sewer Imp	665,000	-	-	-	-
SS-18-03 Santa Maria Sewer Imp	803,000	-	-	-	-
WWTP-13-01 WRF Solids Handling Imp Proj	500,000	-	-	-	-
Project Totals	8,282,900	67,000	11,000	-	7,000
Reserve: Pipe Over-sizing	10,000	-	-	-	-
Reserve: Connection Fees	462,700	-	-	-	-
Reserve: Equipment Replacement	726,200	-	-	-	-
Reserve: Capital Projects	5,766,900	-	-	-	-
Reserve: Siemens Settlement	3,753,000	-	-	-	-
Total Reserves	10,718,800	-	-	-	-
Grand Totals	\$ 19,001,700	\$ 67,000	\$ 11,000	\$ -	\$ 7,000

Sewer System Capital Projects	Sewer Equipment Replacement	SDC Improvement Fee Projects	SDC Reimbursement Fee Projects	Sewer Economic Development	Project Description
\$ -	\$ -	\$ -	\$ -	\$ -	- Capital Equipment
1,430,000	-	-	-	-	- SS-17-01 Cox Creek Interceptor P7
800,000	-	384,900	-	-	- SS-17-02 Cox Creek Interceptor P8
765,000	-	-	-	-	- SS-17-03 2017 Collection System Rehab
70,000	-	-	-	-	- SS-17-04 Marion Lift Station
1,285,000	-	-	-	-	- SS-17-05 Cox Creek Interceptor P10A
245,000	-	-	-	-	- SS-17-09 Lyon & Ellsworth Sewer Imp
1,250,000	-	-	-	-	- SS-18-01 2018 Collection System Rehab
665,000	-	-	-	-	- SS-18-02 Hill St Sewer Imp
647,200	-	155,800	-	-	- SS-18-03 Santa Maria Sewer Imp
500,000	-	-	-	-	- WWTP-13-01 WRF Solids Handling Imp Proj
7,657,200	-	540,700	-	-	- Project Totals
-	-	10,000	-	-	- Reserve: Pipe Over-sizing
462,700	-	-	-	-	- Reserve: Connection Fees
-	726,200	-	-	-	- Reserve: Equipment Replacement
3,614,700	-	1,076,400	536,600	539,200	Reserve: Capital Projects
3,753,000	-	-	-	-	- Reserve: Siemens Settlement
7,830,400	726,200	1,086,400	536,600	539,200	Total Reserves
\$ 15,487,600	\$ 726,200	\$ 1,627,100	\$ 536,600	\$ 539,200	Grand Totals

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER TREATMENT PLANT (601-50-2404)
Responsible Manager/Title: Kristin Preston – Utility Superintendent - Wastewater
Developed By: Scott LaRoque, Wastewater Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the operation of the Albany-Millersburg Water Reclamation Facility (A-M WRF).
- The A-M WRF processes domestic and industrial wastewater from the City of Albany and domestic wastewater from the City of Millersburg.
- Is compliant by maintaining effluent quality within limits established in the City's National Pollutant Discharge Elimination System Permit.
- Maintains the Peak Performance Award from the National Association of Clean Water Agencies for treatment performance.
- Maintains management and operational practices commensurate with the City's Biosolids Management Program.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Great Neighborhoods	06/17	Completed	<ul style="list-style-type: none"> • Maintain an effective short-term sludge management system which will minimize operator involvement, control odors, and reduce costs for hauling and disposal.
Healthy Economy	06/17	Completed	<ul style="list-style-type: none"> • Reduce energy usage by 3% per year for three years.
Effective Government	06/17	In Progress	<ul style="list-style-type: none"> • Reinitiate a sustainable biosolids reuse program through the design, construction, start-up, and successful operation of a solids stabilization and biosolids land application program.
Budget Year 2017-2018			
Great Neighborhoods	06/18		<ul style="list-style-type: none"> • Reduce odor notifications by means of increased communication to neighboring homes regarding plant activities and maintenance.
Healthy Economy	06/18		<ul style="list-style-type: none"> • Participate in energy management activities to further reduce energy consumption annually by 2% and maintain energy saving processes and policies.
Effective Government	06/18		<ul style="list-style-type: none"> • Participate in the planning, design, and construction of processes in order to re-establish the City's biosolids re-use program.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Wastewater treated annually (million gallons).	2,940	3,240	3,440	3,200
Percentage of days facility is in regulatory compliance.	99.5%	100%	100%	100%
Cost/wet ton sludge hauling.	\$49.42	\$53.46	\$56.50	\$58.20
Award for operational excellence from the National Association of Clean Water Agencies.	Silver	Gold	Gold	Gold
Odor notifications.	13	9	4	0

STAFFING SUMMARY

	2014-2015	2015-2016	2016-2017	2017-2018
Budgeted FTEs	7.00	7.00	7.00	7.00

601: Sewer
50: Public Works

CITY OF ALBANY, OREGON
PROG 2404: Wastewater Treatment Plant

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	628,638	684,503	744,300	744,300	737,400	(0.93)%
Materials & Services	1,942,455	2,255,270	1,675,400	1,675,400	1,833,500	9.44 %
Capital	-	90,471	40,000	40,000	67,000	67.50 %
TOTAL EXPENDITURES	2,571,093	3,030,244	2,459,700	2,459,700	2,637,900	7.24 %

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER COLLECTION (601-50-2405)

Responsible Manager/Title: Kristin Preston, Utility Superintendent – Wastewater

Developed By: Jeff Gill, Wastewater Collections Supervisor

FUNCTIONS AND RESONSIBILITIES

- To ensure compliance with City of Albany *Standard Construction Specifications*, this work group inspects all service replacement connections, including warranty video inspection of all mainline construction projects.
- The televising program is on a five-year cycle and provides updated information on needed sanitary mainline repairs and replacements.
- The wastewater pipelines are on a four-year cleaning cycle to prevent blockages that could cause overflows. Large diameter mains are cleaned and assessed on a five-year cycle. Root cutting is a two-year process.
- Responsible for flow monitoring within the wastewater collection and stormwater systems to monitor flows during routine operations and storm events.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Safe City	06/17	Completed	<ul style="list-style-type: none"> • Complete initial assessment of sewer manholes in system.
Effective Government	06/17	Completed	<ul style="list-style-type: none"> • Develop an internal grouting program for manhole repairs.
Safe City	06/17	In Progress	<ul style="list-style-type: none"> • Clean and inspect the large effluent pipelines to the river.
Budget Year 2017-2018			
Safe City	10/17		<ul style="list-style-type: none"> • Clean and inspect the large effluent pipelines to the river.
Effective Government	06/18		<ul style="list-style-type: none"> • Complete repair projects to gain access to lines that are inaccessible for inspection.
	06/18		<ul style="list-style-type: none"> • Install a new flow meter at the College Green Lift Station.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2014-2015	2015-2016	2016-2017	2017-2018
Number of sanitary sewer overflows.	6	3	10	0
Volume of sanitary sewer overflows (millions of gallons).	0.45	1.68	3.77	0
Miles of sanitary sewer mainline maintained.	200	201	201	201
Percentage of the sewer system cleaned annually.	45%	47%	30%	30%
Percentage of sewer system televised annually.	37%	39%	20%	20%

STAFFING SUMMARY

Budgeted FTEs	10.50	10.50	10.50	7.85
---------------	-------	-------	-------	------

601: Sewer
50: Public Works

CITY OF ALBANY, OREGON
PROG 2405: Wastewater Collection

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	838,112	853,907	869,000	869,000	767,900	(11.63)%
Materials & Services	1,105,207	1,201,750	732,800	732,800	721,000	(1.61)%
Capital	-	-	-	-	11,000	- %
TOTAL EXPENDITURES	1,943,319	2,055,657	1,601,800	1,601,800	1,499,900	(6.36)%

PROGRAM NARRATIVE

SEWER FUND: WASTEWATER ADMINISTRATION (601-50-2407)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director
 Jeff Blaine, P.E., Public Works Engineering and Community Development Director

FUNCTIONS AND RESPONSIBILITIES

- This activity provides funding for the Wastewater Superintendent and the PW Internal Services fund, which includes administration charges and charges for Operations Administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering.
- Maintains the contingency for the Sewer fund.
- Maintains a sustainable funding plan for the utility.
- Manages permit development, such as the City's National Pollution Discharge Elimination System (NPDES) permit for the Albany-Millersburg Water Reclamation Facility (A-M WRF), monitors regulatory activities that affect utility operations, and participates in the development of state and federal rules and regulations.
- Pays in-lieu-of franchise fees for the sewer utility.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Safe City	06/17	Completed	<ul style="list-style-type: none"> • Update the wastewater treatment facility plan.
Effective Government	06/17	In Progress	<ul style="list-style-type: none"> • Adopt updated wastewater System Development Charge methodology incorporating the collection and treatment facility plan updates.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none"> • Adopt updated wastewater System Development Charge methodology.
	06/18		<ul style="list-style-type: none"> • Secure new NPDES discharge permit for A-M WRF, if DEQ initiates permit renewal for Albany.

STAFFING SUMMARY

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Budgeted FTEs	1.00	1.00	1.00	1.00

601: Sewer
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2407: Wastewater Administration

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	133,320	133,468	144,800	144,800	151,800	4.83 %
Materials & Services	2,133,009	2,416,566	3,634,500	3,634,500	3,396,100	(6.56)%
Transfers Out	562,783	638,443	1,335,700	1,335,700	596,100	(55.37)%
Contingencies	-	-	975,000	975,000	994,500	2.00 %
TOTAL EXPENDITURES	2,829,112	3,188,477	6,090,000	6,090,000	5,138,500	(15.62)%

PROGRAM NARRATIVE

SEWER FUND: WATER REUSE & BIOSOLIDS (601-50-2410)

Responsible Manager/Title: Kristin Preston, Utility Superintendent - Wastewater

Developed By: Scott LaRoque, Wastewater Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- Ensure that biosolids generated at the Albany-Millersburg Water Reclamation Facility (A-M WRF) are beneficially reused in conformance with state and federal regulations.
- This program is responsible for biosolids storage and agriculture application.
- This program is currently in a transitional phase pending resolution of the solids stabilization system limitations resulting from the failed Cannibal solids reduction system.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017 Safe City Effective Government	06/17	In Progress	<ul style="list-style-type: none"> • Continue to coordinate with A-M WRF, consultants, and other City personnel to determine a viable Class A or B biosolids option and equipment needs.
Budget Year 2017-2018 Safe City Effective Government	06/18		<ul style="list-style-type: none"> • Continue to coordinate with A-M WRF, consultants, and other City personnel to determine a viable Class A or B biosolids option and equipment needs.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Dry tons of biosolids applied per year/percentage of biosolids applied for beneficial agriculture use.	0/0%	0/0%	0/0%	0/0%

601: Sewer
50: Public Works

CITY OF ALBANY, OREGON
PROG 2410: Water Reuse and Biosolids

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Materials & Services	5,446	21,376	9,000	9,000	8,600	(4.44)%
TOTAL EXPENDITURES	5,446	21,376	9,000	9,000	8,600	(4.44)%

PROGRAM NARRATIVE

SEWER FUND: TWG WETLANDS (601-50-2411)

Responsible Manager/Title: Kristin Preston, Utility Superintendent – Wastewater

Prepared By: Scott LaRoque, Wastewater Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the operation and maintenance of Talking Water Gardens (TWG) in coordination with the City of Millersburg and ATI Wah Chang.
- Monitor vegetation and add native plants as necessary to increase diversity. Use wetland as nursery for other plantings. Control invasive species.
- Ensure that TWG is operated and managed to provide maximum protection to the Willamette River, and to provide compliance with temperature allocations under the Willamette Total Maximum Daily Load (TMDL).
- Encourage public involvement at Talking Water Gardens by providing community group and educational tours and outreach programs.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Safe City	06/17	In Progress	<ul style="list-style-type: none"> • Complete the installation of visitor information kiosk and bike rack.
Great Neighborhoods			
Safe City	06/17	Completed	<ul style="list-style-type: none"> • Implement Integrated Pest Management (IPM) strategies to minimize potential harm to people, property, and the environment.
Safe City	06/17	Completed	<ul style="list-style-type: none"> • Update and improve wetland monitoring capability to aid understanding of wetland performance.
Budget Year 2017-2018			
Great Neighborhoods	12/17		<ul style="list-style-type: none"> • Complete the installation of a visitor bike rack.
Safe City	04/18		<ul style="list-style-type: none"> • Complete installation of security camera to monitor and protect facilities from vandalism.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Shade plant coverage of the wetland ponds.	45%	65%	73%	80%
Number of TWG tours or events/participants.	24/721	33/1,012	30/1,000	30/1,000

STAFFING SUMMARY

Budgeted FTEs	1.00	1.00	1.00	1.00
---------------	------	------	------	------

601: Sewer
50: Public Works

CITY OF ALBANY, OREGON
PROG 2411: TWG Wetlands

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	77,507	91,505	101,500	101,500	110,300	8.67 %
Materials & Services	156,231	158,332	164,300	164,300	149,600	(8.95)%
Capital	1,271	57,157	-	-	7,000	- %
TOTAL EXPENDITURES	235,009	306,994	265,800	265,800	266,900	0.41 %

PROGRAM NARRATIVE

SEWER FUND: INDUSTRIAL PRETREATMENT (601-50-2413)

Responsible Manager/Title: Kristin Preston, Utility Superintendent – Wastewater

Developed by: Mark Humphrey, Industrial Pretreatment Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This activity funds the Industrial Pretreatment Program, a regulatory program required by the National Pollutant Discharge Elimination System (NPDES) wastewater permit.
 - Permits, inspects, and monitors industrial sewer users under federal and state regulations. Commercial and minor industrial sewer users in Albany and Millersburg are inspected regularly under the industrial survey.
 - Performs plan reviews and code enforcement as related to environmental programs concerns.
- This program also samples and reports on wet-weather sewer overflows as required by the Oregon Department of Environmental Quality (ODEQ) and responds to spills to the wastewater collection or stormwater systems.
 - Staff evaluates and revises major program documents as needed, including Albany Municipal Code Chapter 10.06 (Wastewater Collection and Treatment System-Regulation of Industrial Wastes).
 - Responds to problem discharges including expansion of the fats, oil, and grease (FOG) program.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017 Safe City	06/17	Completed	<ul style="list-style-type: none"> • Identify new pretreatment activities required to comply with impending DEQ wastewater treatment plant permit renewal.
Effective Government Safe City	06/17	Completed	<ul style="list-style-type: none"> • Assess and develop a strategy for sampling protocols to meet pending new permit requirements.
Effective Government Safe City	06/17	In Progress	<ul style="list-style-type: none"> • Complete <i>Local Limits</i> evaluation.
Effective Government Budget Year 2017-2018 Safe City	06/17	In Progress	<ul style="list-style-type: none"> • Create inventory of grease-retention devices.
Effective Government Safe City	06/18		<ul style="list-style-type: none"> • Complete <i>Local Limits</i> evaluation.
Effective Government Safe City	06/18		<ul style="list-style-type: none"> • Create an inventory of grease-retention devices.
Effective Government Safe City	06/18		<ul style="list-style-type: none"> • Update all Standard Operating Procedures (SOPs). • Develop new SOPs for hazardous waste, universal waste, Fire Marshal reports, and pesticide reporting. Provide Operations-wide training for waste disposal protocols.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Number of responses to sewer and stormwater complaints or spills.	73	41	54	54
Number of Significant Industrial User (SIU) permits.	14	15	15	15
Number of Non-Discharging Categorical Industrial User (NDCIU) permits.	5	5	5	5
Number of non-SIU (general) permits.	6	7	7	7
Number of non-permitted businesses in the Pretreatment Program.	436	435	440	440
Number of inspections by Pretreatment staff.	34	54	32	32

STAFFING SUMMARY

Budgeted FTEs	4.00	4.00	4.00	3.00
---------------	------	------	------	------

601: Sewer
50: Public Works

CITY OF ALBANY, OREGON
PROG 2413: Industrial Pretreatment

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	407,268	422,950	465,300	465,300	341,600	(26.58)%
Materials & Services	131,049	127,496	155,800	155,800	142,000	(8.86)%
TOTAL EXPENDITURES	538,317	550,446	621,100	621,100	483,600	(22.14)%

PROGRAM NARRATIVE

SEWER FUND: SEWER SYSTEM CAPITAL PROJECTS (601-50-2500)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This activity provides very limited funding to repair, replace, or upgrade treatment facilities, pumping stations, and collection systems.
- Funding provided through this budget is used to repair or replace sewer system facilities, equipment, and structures that are not accumulating a depreciation reserve from a specific replacement schedule.
- Identify and complete capacity-increasing improvements necessary to support economic development and future growth.
- Eliminate basement flooding by replacing inadequate piping in the collection system and managing the Sewer Lateral Replacement Program.
- Prevent sanitary sewer overflows by completing projects to reduce infiltration and inflow into the sanitary sewer system.
- Continue perpetual life replacement program of failing (cracked, collapsing) sewer pipes as funds become available.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017 Safe City	10/16	Completed	<ul style="list-style-type: none"> • Construct SS-16-01, 2016 Pipe Replacement Projects.
	10/16	Completed	<ul style="list-style-type: none"> • Construct SS-16-02, Umatilla LS & FM Improvements.
	10/16	Completed	<ul style="list-style-type: none"> • Construct SS-16-04, Collection System Access Improvements.
	06/17	In Progress	<ul style="list-style-type: none"> • Construct SS-17-01, Cox Creek Interceptor P7.
	06/17	In Progress	<ul style="list-style-type: none"> • Construct SS-17-02, Cox Creek Interceptor P8.
	06/17	In Progress	<ul style="list-style-type: none"> • Construct SS-17-03, 2017 Collection System Rehabilitation Improvements.
	06/17	In Progress	<ul style="list-style-type: none"> • Construct SS-17-04, Marion Lift Station.
	06/17	In Progress	<ul style="list-style-type: none"> • Construct SS-17-05, Cox Creek Interceptor P10a.
Budget Year 2017-2018 Safe City	06/18		<ul style="list-style-type: none"> • Construct SS-17-01, Cox Creek Interceptor P7.
	06/18		<ul style="list-style-type: none"> • Construct SS-17-02, Cox Creek Interceptor P8.
	06/18		<ul style="list-style-type: none"> • Construct SS-17-03, 2017 Collection System Rehabilitation Improvements.
	06/18		<ul style="list-style-type: none"> • Construct SS-17-04, Marion Lift Station.
	06/18		<ul style="list-style-type: none"> • Construct SS-17-05, Cox Creek Interceptor P10a.
	06/18		<ul style="list-style-type: none"> • Construct SS-18-01, 2018 Collection System Rehabilitation.
	06/18		<ul style="list-style-type: none"> • Construct SS-18-03, Santa Maria Sewer Extension.

PROG 2500: Sewer System Capital Projects

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Licenses and Fees	59,216	18,603	21,000	21,000	18,000	(14.29)%
Charges for Services	3,271,900	2,994,900	2,992,200	2,992,200	3,270,600	9.30 %
Miscellaneous Revenue	2,439	7,830	-	-	-	- %
Investment Income	43,562	114,557	51,500	51,500	61,200	18.83 %
Beginning Balance	8,091,850	10,029,688	11,219,400	11,219,400	12,542,800	11.80 %
TOTAL REVENUES	11,468,967	13,165,578	14,284,100	14,284,100	15,892,600	11.26 %
EXPENDITURES						
Materials & Services	384,468	277,069	540,000	540,000	405,000	(25.00)%
Capital	939,758	1,475,338	13,744,100	13,744,100	15,487,600	12.69 %
Transfers Out	115,052	-	-	-	-	- %
TOTAL EXPENDITURES	1,439,278	1,752,407	14,284,100	14,284,100	15,892,600	11.26 %
Prog 2500: Sewer System Capital Projects						
Revenues less Expenditures	10,029,689	11,413,171	-	-	-	

PROGRAM NARRATIVE

SEWER FUND: SEWER EQUIPMENT REPLACEMENT (601-50-2501)

Responsible Manager/Title: Jeff Babbitt, Public Works Business Manager

FUNCTIONS AND RESPONSIBILITIES

- This program funds replacement of sewer system equipment in accordance with an established depreciation and replacement schedule.
 - Receive revenues from other sewer fund budgets to fund future equipment replacement.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	06/17	Completed	<ul style="list-style-type: none">• Receive revenues from other sewer fund budgets to fund future equipment replacement.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none">• Receive revenues from other sewer fund budgets to fund future equipment replacement.

601: Sewer
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2501: Sewer Equipment Replacement

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	93,200	118,000	118,600	118,600	99,500	(16.10)%
Miscellaneous Revenue	4,675	1,651	-	-	-	- %
Investment Income	4,785	5,548	2,000	2,000	3,500	75.00 %
Beginning Balance	951,403	938,857	655,800	655,800	623,200	(4.97)%
TOTAL REVENUES	1,054,063	1,064,056	776,400	776,400	726,200	(6.47)%
EXPENDITURES						
Capital	115,207	564,321	776,400	776,400	726,200	(6.47)%
TOTAL EXPENDITURES	115,207	564,321	776,400	776,400	726,200	(6.47)%
Prog 2501: Sewer Equipment Replacement						
Revenues less Expenditures	938,856	499,735	-	-	-	

PROGRAM NARRATIVE

SEWER FUND: SEWER SDC IMPROVEMENT FEE PROJECTS (601-50-2502)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program is dedicated to funding eligible, capacity-increasing projects that are a direct result of new growth and development. Revenues are received from System Development Charges (SDC).
- In 1989, legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDCs effective July 1, 1991. This budget was created in order to comply with that legislation.
- Maintain a reserve for future participation in funding of eligible over-sizing of capital projects. Maximum reserve of \$50,000.
- Provide funding for pipe over-sizing as needed.
- In January 2000, the City Council accepted the Mayor’s Wastewater Task Force-recommended sewer SDC fees designed to recognize wastewater strength and to fund growth-related improvements identified in the Wastewater Facility Plan through the SDC improvement fee. The current wastewater SDC fee for a single-family residence is \$3,031 (effective July 2016). This program receives \$2,902 of the fee.
- This budget receives in-lieu-of assessment receipts from the former North Albany Sewer Health Project area to repay this program for a Fiscal Year 1995-1996 transfer used to retire the North Albany construction bonds.
- Identify and complete capacity-increasing improvements necessary to support economic development and future growth.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	06/17	Completed	<ul style="list-style-type: none"> • Build reserves for future planned projects and for debt service payments due for the Water Reclamation Facility and Talking Water Gardens State Revolving Fund loan.
	06/17	In Progress	<ul style="list-style-type: none"> • Construct SS-17-02, Cox Creek Interceptor P8.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none"> • Build reserves for future planned projects and for debt service payments due for the Water Reclamation Facility and Talking Water Gardens State Revolving Fund loan.
	06/18		<ul style="list-style-type: none"> • Construct SS-17-02, Cox Creek Interceptor P8.
	06/18		<ul style="list-style-type: none"> • Construct SS-18-03, Santa Maria Sewer Extension.

601: Sewer

CITY OF ALBANY, OREGON

50: Public Works

PROG 2502: Sewer SDC Improvement Fee Projects

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Licenses and Fees	987,776	730,345	453,000	453,000	676,000	49.23 %
Assessment Revenue	19,141	-	5,100	5,100	-	(100.00)%
Investment Income	16,056	22,083	15,800	15,800	12,000	(24.05)%
Beginning Balance	2,366,553	3,389,516	3,174,600	3,174,600	2,406,500	(24.20)%
TOTAL REVENUES	3,389,526	4,141,944	3,648,500	3,648,500	3,094,500	(15.18)%
EXPENDITURES						
Capital	9	-	2,224,400	2,224,400	1,627,100	(26.85)%
Transfers Out	-	727,300	1,424,100	1,424,100	1,467,400	3.04 %
TOTAL EXPENDITURES	9	727,300	3,648,500	3,648,500	3,094,500	(15.18)%

Prog 2502: Sewer SDC Improvement Fee Projects						
Revenues less Expenditures	3,389,517	3,414,644	-	-	-	

PROGRAM NARRATIVE

SEWER FUND: SEWER SDC REIMBURSEMENT FEE PROJECTS (601-50-2503)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Revenues are received from System Development Charges (SDCs). These revenues reimburse the City for past investments in capacity-increasing projects identified in the City's adopted sewer SDC methodology.
- Funding provided through this program is used to complete capital projects within the sewer system.
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDCs. This program complies with that legislation.
- In January 2000, the City Council accepted the Mayor's Wastewater Task Force-recommended sewer SDC fees designed to recover the value of available system capacity through the SDC reimbursement fee. The current wastewater SDC fee for a single-family residence is \$3,031 (effective July 2016). This program receives \$129 of the fee.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	06/17	Completed	<ul style="list-style-type: none">• Build reserves for future projects.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none">• Build reserves for future projects.

601: Sewer

CITY OF ALBANY, OREGON

50: Public Works

PROG 2503: Sewer SDC Reimbursement Fee Projects

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Licenses and Fees	109,788	31,996	21,700	21,700	43,100	98.62 %
Investment Income	2,094	2,962	2,300	2,300	2,400	4.35 %
Beginning Balance	323,380	435,263	459,700	459,700	491,100	6.83 %
TOTAL REVENUES	435,262	470,221	483,700	483,700	536,600	10.94 %
EXPENDITURES						
Capital	-	-	483,700	483,700	536,600	10.94 %
TOTAL EXPENDITURES	-	-	483,700	483,700	536,600	10.94 %

Prog 2503: Sewer SDC Reimbursement Fee Projects						
Revenues less Expenditures	435,262	470,221	-	-	-	

PROGRAM NARRATIVE

SEWER FUND: SEWER DEBT SERVICE (601-50-2504)

Responsible Manager/Title: Jeff Babbitt, Public Works Business Manager

FUNCTIONS AND RESPONSIBILITIES

- This program provides for the principal, interest, and .5% annual fee payments on the State Revolving Fund (SRF) loan associated with the 2009 Wastewater Treatment Plant.
 - A reserve is required in the amount of \$2,402,925.
 - This program provides for the principal and interest payments on the Wetlands land acquisition loan.
- This program provides for the principal and .5% annual fee payments on the SRF loan associated with the Wetlands Treatment Project.
 - A reserve is required in the amount of \$50,000.

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Annual Fee</u>	<u>Total</u>
2017-2018	3,260,904	1,448,182	243,588	4,952,674
2018-2028	38,601,348	8,489,512	1,452,003	48,542,863
2028-2030	6,855,319	208,309	45,874	7,109,502
Totals (SRF - A-M WRF)	\$ 48,717,571	\$ 10,146,003	\$ 1,741,465	\$ 60,605,039

SRF - Wetlands Treatment Project

2017-2018	100,000	0	7,250	107,250
2018-2028	1,000,000	0	45,000	1,045,000
2028-2032	350,000	0	4,000	354,000
Totals (SRF - Wetlands)	\$ 1,450,000	\$ -	\$ 56,250	\$ 1,506,250

Wetlands Land Acquisition

2017-2018	441,416	58,584	0	500,000
2018-2021	1,023,180	66,958	0	1,090,138
Totals (Wetlands Land Acquisition)	\$ 1,464,596	\$ 125,542	\$ -	\$ 1,590,138

DEBT SUMMARY

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
SRF Loan (A-M WRF)	69,000,000	48,717,571	2,402,925
SRF Loan (Wetlands)	4,000,000	1,450,000	50,000
Wetlands Land Acquisition	4,114,000	1,464,596	-
Totals	\$ 77,114,000	\$ 51,632,167	\$ 2,452,925

601: Sewer
 50: Public Works

CITY OF ALBANY, OREGON

PROG 2504: Sewer Debt Service

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Intergovernmental Revenue	405,650	416,508	415,200	415,200	413,900	(0.31)%
Charges for Services	3,735,300	3,821,600	3,742,500	3,742,500	3,711,300	(0.83)%
Investment Income	27,081	18,251	15,000	15,000	15,000	- %
Transfers In	-	727,300	1,424,100	1,424,100	1,467,400	3.04 %
Beginning Balance	5,393,196	4,066,401	3,416,700	3,416,700	3,403,000	(0.40)%
TOTAL REVENUES	9,561,227	9,050,060	9,013,500	9,013,500	9,010,600	(0.03)%
EXPENDITURES						
Debt Service	5,494,826	5,629,989	9,013,500	9,013,500	9,010,600	(0.03)%
TOTAL EXPENDITURES	5,494,826	5,629,989	9,013,500	9,013,500	9,010,600	(0.03)%
Prog 2504: Sewer Debt Service						
Revenues less Expenditures	4,066,401	3,420,071	-	-	-	

PROGRAM NARRATIVE

SEWER FUND: SEWER ECONOMIC DEVELOPMENT (601-50-2506)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program annually receives up to \$100,000 from service charges to help fund economic development-related capital projects as approved by the City Council.
 - Fund balance for this program will be capped at \$500,000.
 - Council authorization to annually fund this program began in Fiscal Year 2003-2004.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	10/16	Completed	<ul style="list-style-type: none">• Construct SS-16-07, Lochner Road Sewer.
	06/17	Completed	<ul style="list-style-type: none">• Complete Elevation Certificates for North Albany property owners facing potential negative financial impacts as a result of the Federal Emergency Management Agency’s (FEMA) new floodplain maps.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none">• Build reserves for future projects.

601: Sewer
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2506: Sewer Economic Development

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	-	91,000	100,000	100,000	-	(100.00)%
Investment Income	2,586	3,414	2,700	2,700	2,600	(3.70)%
Beginning Balance	503,925	476,178	546,600	546,600	536,600	(1.83)%
TOTAL REVENUES	506,511	570,592	649,300	649,300	539,200	(16.96)%
EXPENDITURES						
Materials & Services	30,333	4,788	10,000	10,000	-	(100.00)%
Capital	-	2,747	639,300	639,300	539,200	(15.66)%
TOTAL EXPENDITURES	30,333	7,535	649,300	649,300	539,200	(16.96)%
Prog 2506: Sewer Economic Development						
Revenues less Expenditures	476,178	563,057	-	-	-	

**WATER FUND
RESOURCE DETAIL**

Resources	2014-15 Actual	2015-16 Actual2016-17.....		2017-18 Adopted Budget	% Change from 2016-17	% of Fund Budget
			Adopted Budget	Revised Budget			
Property Taxes - Delinquent	\$ 3,588	\$ 263	\$ -	\$ -	\$ -	-	-
Water SDC: Principal	23,544	2,013	3,500	3,500	1,500	(57.14%)	0.01%
Water SDC: Interest	599	176	300	300	200	(33.33%)	-
Water Connection Fees	22,202	25,135	15,000	15,000	20,000	33.33%	0.08%
Water SDC	382,329	385,485	350,000	350,000	383,000	9.43%	1.44%
Public Facility Construction							
Permit	54,640	77,377	10,000	10,000	10,000	-	0.04%
Water Service Installation							
Charge	106,547	109,804	60,000	60,000	60,000	-	0.23%
WComp Wage Subsidy Reimb	-	2,535	-	-	-	-	-
City of Lebanon	77,000	77,000	633,000	633,000	383,000	(39.49%)	1.44%
Hydropower Revenue	68,295	77,273	70,000	70,000	70,000	-	0.26%
Millersburg Service Charges	249,269	360,622	240,000	240,000	240,000	-	0.90%
Dumbeck Water District	65,728	64,041	57,000	57,000	55,000	(3.51%)	0.21%
Albany Water Service Charges	11,795,552	12,229,733	12,371,900	12,371,900	11,985,200	(3.13%)	45.16%
Capital Charges	109,300	111,400	113,100	113,100	109,800	(2.92%)	0.41%
Collection Agency Payments	14,960	11,751	7,500	7,500	7,500	-	0.03%
Equipment Replacement Charges	174,000	146,400	215,600	215,600	117,500	(45.50%)	0.44%
Miscellaneous Revenue	25,274	9,420	6,000	6,000	6,000	-	0.02%
Over & short	(349)	(130)	-	-	-	-	-
Interest	67,665	120,964	54,300	54,300	64,400	18.60%	0.24%
Total Current Resources	13,240,143	13,811,262	14,207,200	14,207,200	13,513,100	(4.89%)	50.91%
From Water SDC-I	384,900	402,100	419,300	419,300	214,300	(48.89%)	0.81%
From: Water SDC-R	-	-	-	-	224,300	-	0.85%
Total Transfers In	384,900	402,100	419,300	419,300	438,600	4.60%	1.66%
Beginning Balance	10,361,557	12,419,656	9,721,400	9,721,400	10,984,900	13.00%	41.39%
Reserved Beginning Balance	1,621,904	1,632,354	1,607,400	1,607,400	1,602,000	(0.34%)	6.04%
Total Resources	\$25,608,504	\$28,265,372	\$25,955,300	\$25,955,300	\$26,538,600	2.25%	100.00%

SDC - System Development Charges

SDC-I - System Development Charge Improvement Fee

**WATER FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Water Administration	\$ 2,859,999	\$ 3,040,066	\$ 5,298,400	\$ 5,298,400	\$ 4,689,100	\$ 4,689,100	\$ 4,689,100
Water Canal Maintenance	749,285	781,718	855,100	855,100	886,900	886,900	886,900
Vine Street WTP	873,962	1,065,494	939,400	939,400	993,200	993,200	993,200
Water Distribution	1,850,785	2,025,713	2,061,600	2,061,600	2,039,800	2,039,800	2,039,800
Albany-Millersburg WTP	1,469,186	1,600,473	1,416,600	1,416,600	1,899,500	1,899,500	1,899,500
SDC Improvement Fee Projects	389,061	402,100	442,800	442,800	357,900	357,900	357,900
SDC Reimbursement Fee Projects	-	-	1,056,900	1,056,900	1,071,500	1,071,500	1,071,500
Water Debt Service	1,928,194	1,931,594	3,533,400	3,533,400	3,538,600	3,538,600	3,538,600
Water System Capital Projects	1,185,920	4,681,584	7,785,200	7,785,200	9,039,600	9,039,600	9,039,600
Water Economic Development	-	2,684	625,000	625,000	591,300	591,300	591,300
N. Albany Water Capital Projects	199,249	-	678,200	678,200	792,500	792,500	792,500
Water Equipment Replacement	50,854	359,324	1,262,700	1,262,700	638,700	638,700	638,700
Total Requirements	\$11,556,495	\$15,890,750	\$25,955,300	\$25,955,300	\$26,538,600	\$26,538,600	\$26,538,600

Requirements by Type

Personnel	\$ 2,097,263	\$ 2,245,880	\$ 2,471,800	\$ 2,471,800	\$ 2,515,400	\$ 2,515,400	\$ 2,515,400
Materials & Services	5,281,717	6,086,725	6,580,400	6,580,400	6,023,700	6,023,700	6,023,700
Capital	1,343,752	4,666,790	11,365,300	11,365,300	12,461,900	12,461,900	12,461,900
Transfers Out	905,570	959,762	1,043,400	1,043,400	1,043,700	1,043,700	1,043,700
Debt Service	1,928,194	1,931,594	3,533,400	3,533,400	3,538,600	3,538,600	3,538,600
Contingency	-	-	961,000	961,000	955,300	955,300	955,300
Total Requirements	\$11,556,496	\$15,890,751	\$25,955,300	\$25,955,300	\$26,538,600	\$26,538,600	\$26,538,600

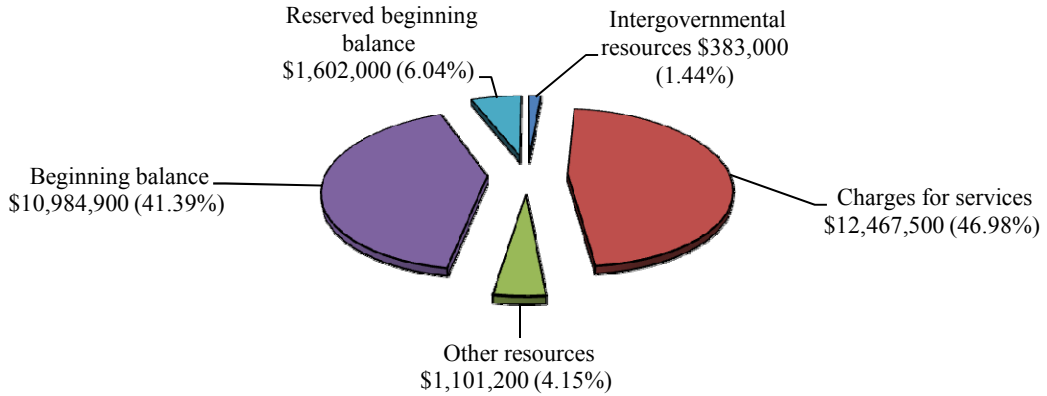
**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Capital	Transfers Out	Debt Service	Contingency	Adopted Budget	% of Fund Budget
Water Administration	\$ 156,100	\$ 3,047,600	\$ -	\$ 530,100	\$ -	\$ 955,300	\$ 4,689,100	17.67%
Water Canal Maintenance	440,300	398,600	48,000	-	-	-	886,900	3.34%
Vine Street WTP	476,600	498,600	18,000	-	-	-	993,200	3.74%
Water Distribution	965,800	992,500	81,500	-	-	-	2,039,800	7.69%
Albany-Millersburg WTP	476,600	889,900	533,000	-	-	-	1,899,500	7.16%
SDC Improvement Fee Projects	-	-	143,600	214,300	-	-	357,900	1.35%
SDC Reimbursement Fee Projects	-	-	847,200	224,300	-	-	1,071,500	4.04%
Water Debt Service	-	-	-	-	3,538,600	-	3,538,600	13.33%
Water System Capital Projects	-	196,500	8,768,100	75,000	-	-	9,039,600	34.06%
Water Economic Development	-	-	591,300	-	-	-	591,300	2.23%
N. Albany Water Capital Projects	-	-	792,500	-	-	-	792,500	2.99%
Water Equipment Replacement	-	-	638,700	-	-	-	638,700	2.40%
Total Requirements	\$ 2,515,400	\$ 6,023,700	\$12,461,900	\$ 1,043,700	\$ 3,538,600	\$ 955,300	\$26,538,600	100.00%
Percent of Fund Budget	9.48%	22.70%	46.96%	3.93%	13.33%	3.60%	100.00%	

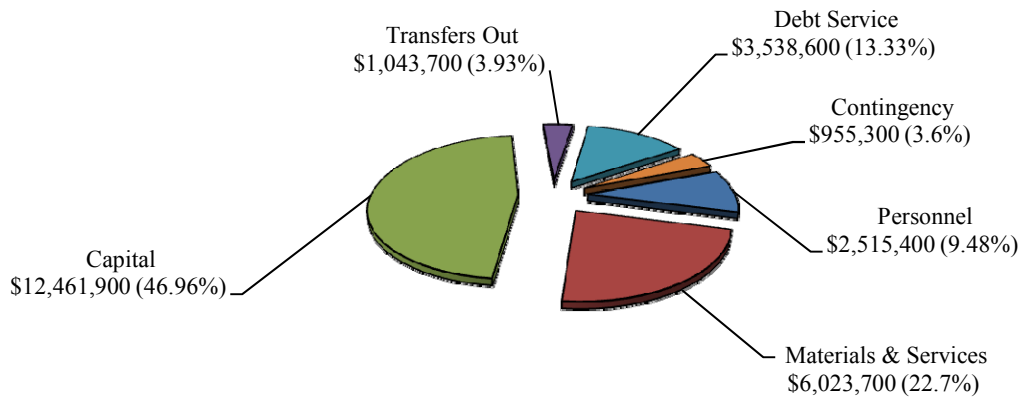
Staffing Summary (FTE)	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Water Administration	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Water Canal Maintenance	3.500	3.500	3.500	3.500	3.500	3.500	3.500
Vine Street WTP	3.250	3.250	4.000	4.000	4.500	4.500	4.500
Water Distribution	9.000	9.000	9.000	9.000	9.000	9.000	9.000
Albany-Millersburg WTP	4.750	4.750	4.000	4.000	4.500	4.500	4.500
Total FTE	21.500	21.500	21.500	21.500	22.500	22.500	22.500

WATER FUND RESOURCES AND REQUIREMENTS

TOTAL WATER FUND RESOURCES BY SOURCE



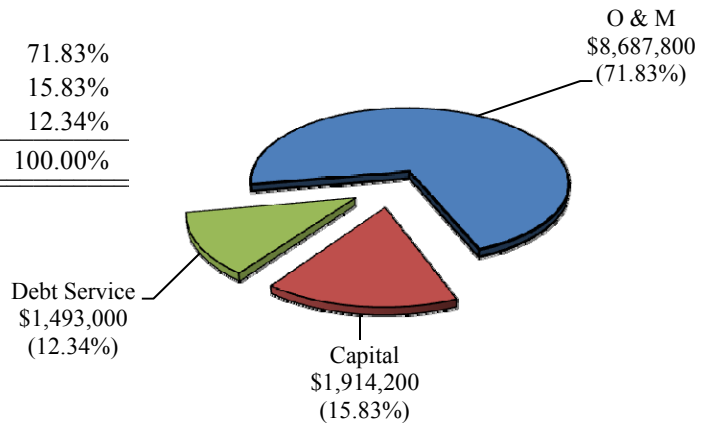
TOTAL WATER FUND REQUIREMENTS BY TYPE



USE OF WATER SERVICE CHARGES FOR FISCAL YEAR 2017-18

O & M	\$ 8,687,800	71.83%
Capital	1,914,200	15.83%
Debt Service	1,493,000	12.34%
Total Water Service Charges	\$12,095,000	100.00%

O & M - Operation & Maintenance



**WATER FUND
RESOURCES**

Ten Fiscal Years

Fiscal Year	Charges for Services	Property Taxes	Licenses & Permits	Other Revenues	Transfers In	Debt Proceeds	Beginning Balance	Totals
2009	\$ 11,439,042	\$ 800,750	\$ 463,332	\$ 1,243,106	\$ -	\$ -	\$ 17,588,904	\$ 31,535,134
2010	11,533,472	656,587	446,300	1,195,995	-	-	16,628,741	30,461,095
2011	10,894,536	27,358	354,748	433,165	-	-	13,824,152	25,533,959
2012	11,083,208	25,898	346,576	712,705	-	-	14,838,378	27,006,765
2013	11,487,341	10,988	439,437	31,454,823	-	-	14,413,702	57,806,291
2014	11,884,427	2,298	618,497	470,375	-	-	12,644,224	25,619,821
2015	12,303,104	3,588	589,862	343,590	-	-	11,983,461	25,223,605
2016	12,854,820	263	599,989	356,191	-	-	14,052,010	27,863,273
2017	12,859,500	-	438,800	908,900	-	-	11,328,800	25,536,000
2018	12,467,500	-	474,700	570,900	-	-	12,586,900	26,100,000

NOTES:

Actual revenues for Fiscal Years 2009 through 2016. Budgeted resources for 2017 and 2018.

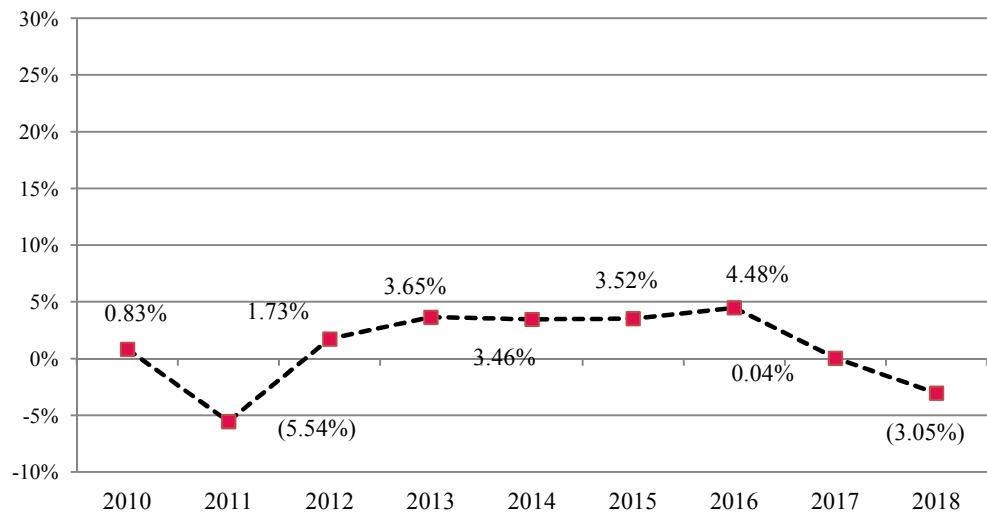
Debt Service: In FY 2012-13, the City issued bonds in the amount of \$27,400,000 to refund the 2003 Water Revenue Bonds.

Transfers In: Intrafund transfers have been eliminated from all years in the table above.

WATER SERVICE CHARGE REVENUES, ANNUAL PERCENTAGE CHANGE

Nine Fiscal Years

Fiscal Year	Annual % Change
2010	0.83%
2011	(5.54%)
2012	1.73%
2013	3.65%
2014	3.46%
2015	3.52%
2016	4.48%
2017	0.04%
2018	(3.05%)



WATER FUND REQUIREMENTS

Ten Fiscal Years

Fiscal Year	Operating Expenditures	Capital	Transfers Out	Debt Service	Totals
2009	\$ 7,390,298	\$ 3,564,537	\$ 428,874	\$ 3,849,683	\$ 15,233,392
2010	7,499,726	3,171,286	1,025,228	3,835,479	15,531,719
2011	7,120,915	2,310,797	460,477	2,655,032	12,547,221
2012	6,886,842	2,427,261	752,213	2,526,748	12,593,064
2013	7,842,307	3,804,694	958,384	33,001,945	45,607,330
2014	7,364,431	3,097,379	1,639,685	1,967,064	14,068,559
2015	7,378,980	1,343,752	905,570	1,928,194	11,556,496
2016	8,332,605	4,666,790	959,762	1,931,594	15,890,751
2017	9,052,200	11,365,300	1,043,400	3,533,400	24,994,300
2018	8,539,100	12,461,900	1,043,700	3,538,600	25,583,300

NOTES:

Actual revenues for Fiscal Years 2009 through 2016. Budgeted resources for 2017 and 2018.

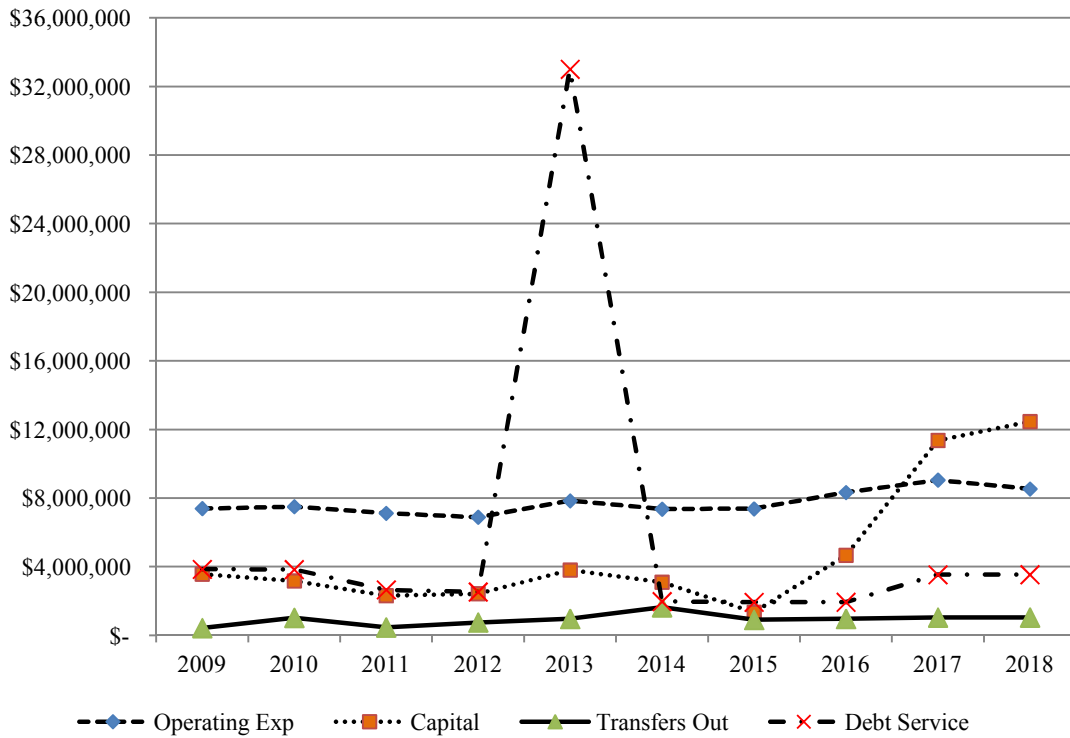
Operating Expenditures equal Personnel plus Materials & Services.

Debt Service: In FY 2012-13, the City issued bonds in the amount of \$27,400,000 to refund the 2003 Water Revenue Bonds.

Transfers Out: Intrafund transfers have been eliminated from all years in the table above.

EXPENDITURES/REQUIREMENTS

Ten Fiscal Years



WATER FUND
OPERATION AND MAINTENANCE COMBINED BUDGET

Detailed below are the resources used to fund operation and maintenance of the water system. Programs funded are Water Administration, Water Canal Maintenance, Vine Street Water Treatment Plant (WTP), Water Distribution, and Albany-Millersburg Water Treatment Plant (WTP). The resource items listed below are included in the Water Fund - Resource Detail presented earlier.

Resources	2014-15 Actual	2015-16 Actual2016-17.....		2017-18 Adopted Budget	% Change from 2016-17	% of Fund Budget
			Adopted Budget	Revised Budget			
Public Facility Construction Permit	\$ 54,640	\$ 77,377	\$ 10,000	\$ 10,000	\$ 10,000	-	0.10%
Water Service Installation Charge	106,547	109,804	60,000	60,000	60,000	-	0.57%
WComp Wage Subsidy Reimb	-	2,535	-	-	-	-	-
City of Lebanon	69,000	77,000	133,000	133,000	133,000	-	1.27%
Hydropower Revenue	68,295	77,273	70,000	70,000	70,000	-	0.67%
Millersburg Service Charges	249,269	360,622	240,000	240,000	240,000	-	2.28%
Dumbeck Water District	53,713	52,027	45,000	45,000	55,000	22.22%	0.52%
Albany Water Service Charges	7,189,952	7,942,833	8,929,100	8,929,100	8,687,800	(2.70%)	82.67%
Collection Agency Payments	14,960	11,751	7,500	7,500	7,500	-	0.07%
Miscellaneous Revenue	25,153	7,615	6,000	6,000	6,000	-	0.06%
Over & short	(349)	(130)	-	-	-	-	-
Interest	9,584	42,995	10,000	10,000	10,000	-	0.10%
Total Current Resources	7,840,764	8,761,702	9,510,600	9,510,600	9,279,300	(2.43%)	88.31%
Beginning Balance	1,005,239	1,042,787	1,060,500	1,060,500	1,229,200	15.91%	11.69%
Total Resources	\$8,846,003	\$9,804,489	\$ 10,571,100	\$ 10,571,100	\$ 10,508,500	(0.59%)	100.00%

Adopted Requirements by Program and Type	Materials			Transfers Out	Contin- gency	Adopted Budget	% of Fund Budget
	Personnel	& Services	Capital				
Water Administration	\$ 156,100	\$3,047,600	\$ -	\$ 530,100	\$ 955,300	\$ 4,689,100	44.62%
Water Canal Maintenance	440,300	398,600	48,000	-	-	886,900	8.44%
Vine Street WTP	476,600	498,600	18,000	-	-	993,200	9.45%
Water Distribution	965,800	992,500	81,500	-	-	2,039,800	19.41%
Albany-Millersburg WTP	476,600	889,900	533,000	-	-	1,899,500	18.08%
Total Requirements	\$2,515,400	\$5,827,200	\$ 680,500	\$ 530,100	\$ 955,300	\$ 10,508,500	100.00%
Percent of Budget	23.94%	55.45%	6.48%	5.04%	9.09%	100.00%	

WATER FUND
DEBT SERVICE COMBINED BUDGET

Detailed below are the resources used to fund water system debt service. The Water Fund currently has one debt service program: Water Debt Service. The resource items listed below are included in the Water Fund - Resource Detail presented earlier.

Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Property Taxes - Delinquent	\$ 3,588	\$ 263	\$ -	\$ -	\$ -	-	-
Albany Water Service Charges	1,545,900	1,500,300	1,503,700	1,503,700	1,493,000	(0.71%)	42.19%
Interest	4,256	7,505	3,000	3,000	5,000	66.67%	0.14%
Total Current Resources	1,553,744	1,508,068	1,506,700	1,506,700	1,498,000	(0.58%)	42.33%
From Water SDC-I	384,900	402,100	419,300	419,300	214,300	(48.89%)	6.06%
From: Water SDC-R	-	-	-	-	224,300	-	6.34%
Total Transfers In	384,900	402,100	419,300	419,300	438,600	4.60%	12.40%
Reserved Beginning Balance	1,621,904	1,632,354	1,607,400	1,607,400	1,602,000	(0.34%)	45.27%
Total Resources	\$ 3,560,548	\$ 3,542,522	\$3,533,400	\$3,533,400	\$3,538,600	0.15%	100.00%

Adopted Requirements by Program and Type	Debt Service	Adopted Budget	% of Fund Budget
Water Debt Service	\$3,538,600	\$ 3,538,600	100.00%
Total Requirements	\$3,538,600	\$ 3,538,600	100.00%
Percent of Budget	100.00%	100.00%	

Adopted Budget Detail of Debt Service	Final Maturity	Principal	Interest	Debt Reserve	Adopted Budget
2004 Water Revenue Bonds	08/01/2033	1,020,000	918,500	1,600,100	3,538,600
Totals		\$1,020,000	\$ 918,500	\$ 1,600,100	\$ 3,538,600

WATER FUND
CAPITAL AND ECONOMIC DEVELOPMENT COMBINED BUDGET

Detailed below are the resources used to fund water system capital projects and economic development. Programs funded are Water SDC Improvement Fee Projects, Water SDC Reimbursement Fee Projects, 2003 Water Bond Projects, Water Capital: Canal, Water System Capital Projects, Water Economic Development, North Albany Water Capital Projects, and Water Equipment Replacement. The resource items listed below are included in the Water Fund - Resource Detail presented earlier.

Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Water SDC: Principal	\$ 23,544	\$ 2,013	\$ 3,500	\$ 3,500	\$ 1,500	(57.14%)	0.01%
Water SDC: Interest	599	176	300	300	200	(33.33%)	-
Water Connection Fees	22,202	25,135	15,000	15,000	20,000	33.33%	0.16%
Water SDC	382,329	385,485	350,000	350,000	383,000	9.43%	3.07%
City of Lebanon	8,000	-	500,000	500,000	250,000	(50.00%)	2.00%
Dumbeck Water District	12,014	12,014	12,000	12,000	-	(100.00%)	-
Albany Water Service Charges	3,059,700	2,786,600	1,939,100	1,939,100	1,804,400	(6.95%)	14.45%
Capital Charges	109,300	111,400	113,100	113,100	109,800	(2.92%)	0.88%
Equipment Replacement Charges	174,000	146,400	215,600	215,600	117,500	(45.50%)	0.94%
Miscellaneous Revenue	121	1,805	-	-	-	-	-
Interest	53,825	70,465	41,300	41,300	49,400	19.61%	0.40%
Total Current Resources	3,845,634	3,541,493	3,189,900	3,189,900	2,735,800	(14.24%)	21.90%
From Water Capital: Canal	-	-	-	-	-	-	-
Total Transfers In	-	-	-	-	-	-	-
Beginning Balance	9,356,318	11,376,870	8,660,900	8,660,900	9,755,700	12.64%	78.10%
Total Resources	\$13,201,952	\$14,918,363	\$11,850,800	\$11,850,800	\$12,491,500	5.41%	100.00%

Adopted Requirements by Program and Type	Materials & Services		Capital	Transfers Out	Adopted Budget	% of Fund Budget
	Water SDC Improvement Fee Projects	\$ -	\$ 143,600	\$ 214,300	\$ 357,900	2.87%
Water SDC Reimbursement Fee Projects	-	847,200	224,300	1,071,500	8.58%	
Water System Capital Projects	196,500	8,768,100	75,000	9,039,600	72.37%	
Water Economic Development	-	591,300	-	591,300	4.73%	
N. Albany Water Capital Projects	-	792,500	-	792,500	6.34%	
Water Equipment Replacement	-	638,700	-	638,700	5.11%	
Total Requirements	\$ 196,500	\$11,781,400	\$ 513,600	\$12,491,500	100.00%	
Percent of Budget	1.57%	94.32%	4.11%	100.00%		

WATER FUND
SUMMARY OF CAPITAL REQUIREMENTS AND CAPITAL RESERVES - FISCAL YEAR 2017-18

Project Description	Totals	Water Canal Maint	Vine Street Treatment Plant	Water Distribution	Water SDC Improv Fee Projects
Capital Equipment	\$ 910,500	\$ 48,000	18,000	\$ 81,500	\$ -
WC-13-01 Canal Diversion Structures	250,000	-	-	-	-
WL-16-01 Crocker LID Waterline	400,000	-	-	-	-
WC-16-01 CZ Gates Improvements	600,000	-	-	-	-
WL-16-03 Fire Line Backflow Install	90,000	-	-	-	-
WC-16-03 Canal Bank Repair Goltra	120,000	-	-	-	-
WL-17-01 CARA Water Line Imp	345,600	-	-	-	-
WL-17-02 Industrial Way Water Line	320,000	-	-	-	-
WL-17-03 Oak Street WL 34th-38th	253,700	-	-	-	-
WC-17-03 Canal Bank Repair 4th-5th	460,000	-	-	-	-
WL-17-04 Seismic Valves	130,000	-	-	-	-
WC-17-01 Raised Canal Embankment	150,000	-	-	-	-
WL-17-05 Lyon/Ellsworth Water Line Imp	485,000	-	-	-	-
WL-18-01 Lafayette et al WL	1,300,000	-	-	-	-
WL-18-02 Pine Meadows WL Repl	940,000	-	-	-	-
WL-18-03 Santa Maria WL	329,700	-	-	-	113,600
WTP-15-02 AM WTP Chemical Tank Rehab	60,000	-	-	-	-
WTP-17-01 Ponds Imp	308,000	-	-	-	-
WTP-17-02 Vine WTP Imp	290,000	-	-	-	-
WTP-18-01 Vine St WTP Accelator Imp	542,000	-	-	-	-
W-12-02 AM WTP Sand Removal	443,000	-	-	-	-
Project Totals	8,727,500	48,000	18,000	81,500	113,600
Reserve: Pipe Over-sizing	10,000	-	-	-	10,000
Reserve: Connection Fees	281,400	-	-	-	-
Reserve: Equipment Replacement	408,700	-	-	-	-
Reserve: Capital Projects	3,034,300	-	-	-	20,000
Total Reserves	3,734,400	-	-	-	30,000
Grand Totals	\$12,461,900	\$ 48,000	\$ 18,000	\$ 81,500	\$ 143,600

Water SDC Reimburse Fee Projects	Water System Capital Projects	Water Economic Development	N Albany Water Capital Projects	Water Equipment Replacement	Project Description
\$ -	\$ -	\$ -	\$ -	\$ 230,000	Capital Equipment
-	250,000	-	-	-	WC-13-01 Canal Diversion Structures
-	400,000	-	-	-	WL-16-01 Crocker LID Waterline
-	600,000	-	-	-	WC-16-01 CZ Gates Improvements
-	-	90,000	-	-	WL-16-03 Fire Line Backflow Install
-	120,000	-	-	-	WC-16-03 Canal Bank Repair Goltra
-	345,600	-	-	-	WL-17-01 CARA Water Line Imp
-	320,000	-	-	-	WL-17-02 Industrial Way Water Line
-	253,700	-	-	-	WL-17-03 Oak Street WL 34th-38th
460,000	-	-	-	-	WC-17-03 Canal Bank Repair 4th-5th
-	130,000	-	-	-	WL-17-04 Seismic Valves
-	150,000	-	-	-	WC-17-01 Raised Canal Embankment
-	485,000	-	-	-	WL-17-05 Lyon/Ellsworth Water Line Imp
-	1,300,000	-	-	-	WL-18-01 Lafayette et al WL
-	940,000	-	-	-	WL-18-02 Pine Meadows WL Repl
-	216,100	-	-	-	WL-18-03 Santa Maria WL
-	60,000	-	-	-	WTP-15-02 AM WTP Chemical Tank Rehab
-	308,000	-	-	-	WTP-17-01 Ponds Imp
-	290,000	-	-	-	WTP-17-02 Vine WTP Imp
-	542,000	-	-	-	WTP-18-01 Vine St WTP Accelator Imp
-	443,000	-	-	-	W-12-02 AM WTP Sand Removal
460,000	7,153,400	90,000	-	230,000	Project Totals
-	-	-	-	-	Reserve: Pipe Over-sizing
-	281,400	-	-	-	Reserve: Connection Fees
-	-	-	-	408,700	Reserve: Equipment Replacement
387,200	1,333,300	501,300	792,500	-	Reserve: Capital Projects
387,200	1,614,700	501,300	792,500	408,700	Total Reserves
\$ 847,200	\$ 8,768,100	\$ 591,300	\$ 792,500	\$ 638,700	Grand Totals

PROGRAM NARRATIVE

WATER FUND: WATER ADMINISTRATION (615-50-2202)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director
 Jeff Blaine, P.E., Public Works Engineering and Community Development Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides funding for the Water Superintendent and the Public Works (PW) Internal Services fund, which includes charges for PW Administration, Operations Administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering.
- Maintains a sustainable funding plan for the utility.
- Pays in-lieu-of-franchise fees for the water utility.
- Maintains the contingency for the Water Fund.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017 Effective Government	06/17	In Progress	<ul style="list-style-type: none"> • Complete perfection of additional water rights.
Budget Year 2017-2018 Effective Government	06/18		<ul style="list-style-type: none"> • Complete a preliminary work plan to build resilience in the water system.
Safe City	06/18		<ul style="list-style-type: none"> • Maintain or improve compliance with disinfection byproducts standards in drinking water.

STAFFING SUMMARY

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Budgeted FTEs	1.00	1.00	1.00	1.00

615: Water
50: Public Works

CITY OF ALBANY, OREGON
PROG 2202: Water Administration

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	120,154	146,953	156,000	156,000	156,100	0.06 %
Materials & Services	2,219,175	2,335,451	3,632,300	3,632,300	3,047,600	(16.10)%
Transfers Out	520,670	557,662	549,100	549,100	530,100	(3.46)%
Contingencies	-	-	961,000	961,000	955,300	(0.59)%
TOTAL EXPENDITURES	2,859,999	3,040,066	5,298,400	5,298,400	4,689,100	(11.50)%

PROGRAM NARRATIVE

WATER FUND: CANAL MAINTENANCE (615-50-2204)

Responsible Manager/Title: Karen Kelley, Utility Superintendent - Water

Developed By: Jeff Kinney, Water Operations Supervisor

FUNCTIONS AND RESPONSIBILITIES

- Performs routine operation and maintenance of the Albany-Santiam Canal. Water is diverted from the South Santiam River into the Canal southeast of Lebanon. The Canal runs approximately 18 miles from the diversion dam to the Vine Street Water Treatment Plant (WTP) and into the Calapooia River.
- Removes debris, performs vegetation and pest management, and routinely inspects and repairs bank condition to preserve bank stability.
- Complete comprehensive bank inspection of entire length of the canal within a five-year cycle.
- Operates hydro-electric generator to maximize revenue and comply with all relevant articles in the Federal Energy Regulatory Commission license.
- Controls and monitors flow and water levels to ensure adequate raw water supplies for Albany and Lebanon water treatment plants, hydro-electric facility, flow augmentation, and to control against flooding.
- Performs semi-annual raw water sampling to monitor for potential contaminants in the Canal.
- Monitors and collects data from Canal gauging stations.
- Performs quarterly inspections for penstock, tainter gate, level sensors, crest gates, and Supervisory Control and Data Acquisition (SCADA) alarms.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	12/16	Completed	<ul style="list-style-type: none"> • Develop and implement a training program for crew and contractors that work in and around the canal.
Safe City	06/17	In Progress	<ul style="list-style-type: none"> • Develop standard operating procedures for headgate operation and flow control structures to relieve excess flows in high-flow events.
Budget Year 2017-2018			
Safe City	12/17		<ul style="list-style-type: none"> • Design and install a safety catwalk above the fish screens.
Effective Government	06/18		<ul style="list-style-type: none"> • Develop scope of work and consultant contract for Part 12D Safety Inspection Report Update.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Fully utilize the water right for hydropower (Y/N).	N	N	Y	Y
Fully utilize the water right for flow augmentation (Y/N).	N	Y	Y	Y
Percent of time water levels/flow are managed to ensure an adequate supply of water to the Vine Street WTP.	100%	100%	100%	100%
Number of excursions to the Article 404 flow compliance plan for the year. Goal = 0.	0	0	0	0
Number of excursions to the Article 416 slough flow compliance plan. Goal = 0.	2	0	0	0
Number of miles of brush cleared to stabilize banks and provide sight distance.	2	2	12	12
During hydropower production, average monthly kWh produced. Goal = 100,000.	111,560	128,121	148,836	100,000
Days per year the hydro-electric generator is in operation. Goal = 250.	102	167	220	250

STAFFING SUMMARY

Budgeted FTEs	337	3.50	3.50	3.50	3.50
---------------	-----	------	------	------	------

615: Water
50: Public Works

CITY OF ALBANY, OREGON
PROG 2204: Water Canal Maintenance

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	398,827	413,454	445,500	445,500	440,300	(1.17)%
Materials & Services	350,458	368,265	399,600	399,600	398,600	(0.25)%
Capital	-	-	10,000	10,000	48,000	380.00 %
TOTAL EXPENDITURES	749,285	781,719	855,100	855,100	886,900	3.72 %

PROGRAM NARRATIVE

WATER FUND: VINE STREET WATER TREATMENT PLANT (615-50-2205)

Responsible Manager/Title: Karen Kelley, Utility Superintendent - Water

Developed by: John Adams, Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This program funds the operation and maintenance of the Vine Street Water Treatment Plant (Vine WTP).
- The Vine Street Water Treatment Plant provides water to residential, commercial, and industrial customers in Albany and Millersburg in conjunction with the Albany-Millersburg Water Treatment Plant (A-M WTP).
- The plant has a current operating capacity of 14.5 million gallons per day, and is operated approximately 8 hours per day, 365 days per year to meet peak demand requirements including pressure, flow, and storage, as well as maintain filter readiness.
- Plant operators are responsible for acquiring and interpreting operational and water quality data and using that information to develop operating strategies that will meet water quality objectives set forth by the Safe Drinking Water Act and Oregon Drinking Water Quality Act while managing efficient use of facility infrastructure and resources.
- Plant operators are responsible for responding to emergency situations in ways that protect public health and safety as well as facility infrastructure.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Safe City	12/16	In Progress	<ul style="list-style-type: none"> • Develop a chemical and water storage tank management plan. • Complete entry of plant equipment into Computerized Maintenance Management System (CMMS) and process work orders through CMMS. • Implement the Energy Consumption Reduction Plan.
Safe City	12/16	In Progress	
Effective Government			
Effective Government	06/17	Completed	
Budget Year 2017-2018			
Effective Government	12/17		<ul style="list-style-type: none"> • Prepare for Water System Survey performed by Oregon Health Authority. • Complete coagulant change and chemical delivery, storage, and injection efficiency improvements.
Safe City	12/17		

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Water treated annually (millions of gallons).	383	521	605	605
Peak demand in million gallons per day.	3.6	4.6	5.0	5.0
Percent of time plant met regulatory requirements for safe drinking water.	100%	100%	100%	100%
Percent of time plant met peak daily flow.	100%	100%	100%	100%
Percent energy consumption reduced after plan implementation.	n/a	n/a	5%	5%
Percent of preventative maintenance tasks tracked through CMMS after plan implementation.	n/a	100%	100%	100%

STAFFING SUMMARY

Budgeted FTEs	3.25	3.25	4.00*	4.50*
---------------	------	------	-------	-------

*FTE split between Vine WTP and A-M WTP

615: Water
50: Public Works

CITY OF ALBANY, OREGON
PROG 2205: Vine Street Water Treatment Plant

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	307,733	345,129	444,300	444,300	476,600	7.27 %
Materials & Services	566,229	720,365	481,800	481,800	498,600	3.49 %
Capital	-	-	13,300	13,300	18,000	35.34 %
TOTAL EXPENDITURES	873,962	1,065,494	939,400	939,400	993,200	5.73 %

PROGRAM NARRATIVE

WATER FUND: WATER DISTRIBUTION (615-50-2206)

Responsible Manager/Title: Karen Kelley, Utility Superintendent - Water

Developed By: Jeff Kinney, Water Operations Supervisor

FUNCTIONS AND RESPONSIBILITIES

- Operate and maintain the water distribution systems for the cities of Albany and Millersburg and the Dumbeck Lane Water District to assure adequate water pressure, flow, and quality. This includes a network of 288 miles of water mains, 7,845 valves, 2,016 fire hydrants, 18,344 meters, 88 large meters (3-inch or greater), 9 reservoirs, 6 pump stations, and 54 water quality sample stations.
- Perform perpetual meter maintenance of all small meters; changing out all meters more than 20 years old.
- Ensure compliance with all Federal Safe Drinking Water Act and Oregon Drinking Water Quality Act Rules and Regulations.
- Maintain water system flushing, fire hydrant maintenance, valve survey and exercising, water service installation, repair, replacement, and cross-connection programs.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	06/17	Completed	<ul style="list-style-type: none"> • Implement the Energy Consumption Reduction Plan.
Safe City	06/17	In Progress	<ul style="list-style-type: none"> • Develop and implement an Asbestos Cement (AC) pipe replacement program.
Budget Year 2017-2018			
Effective Government	12/17		<ul style="list-style-type: none"> • Complete and implement citywide flushing plan.
Safe City	12/17		<ul style="list-style-type: none"> • Prepare for Water System Survey performed by Oregon Health Authority.
	06/18		<ul style="list-style-type: none"> • Develop and implement a copper service line protection program.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2014-2015	2015-2016	2016-2017	2017-2018
Number of miles of pipe maintained.	278	283	288	290
Number of leaks reported.	159	70	105	90
Percent of leaks repaired within 1 week of reporting.	95%	100%	100%	100%
Percent of out-of-service fire hydrants returned to service within 36 hours.	98%	100%	100%	100%
Percent of new meters installed within 48 hours of receipt of permit.	100%	100%	92%	100%
Percent energy consumption reduced after plan implementation.	n/a	n/a	5%	5%

STAFFING SUMMARY

Budgeted FTEs	9.00	9.00	9.00	9.00
---------------	------	------	------	------

615: Water
50: Public Works

CITY OF ALBANY, OREGON
PROG 2206: Water Distribution

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	851,011	870,738	967,700	967,700	965,800	(0.20)%
Materials & Services	999,774	1,119,083	1,001,900	1,001,900	992,500	(0.94)%
Capital	-	35,892	92,000	92,000	81,500	(11.41)%
TOTAL EXPENDITURES	1,850,785	2,025,713	2,061,600	2,061,600	2,039,800	(1.06)%

PROGRAM NARRATIVE

WATER FUND: ALBANY-MILLERSBURG WATER TREATMENT PLANT (615-50-2207)

Responsible Manager/Title: Karen Kelley, Utility Superintendent - Water

Developed by: John Adams, Treatment Plant Supervisor

FUNCTIONS AND RESPONSIBILITIES

- This program funds the operation and maintenance of the Albany-Millersburg Water Treatment Plant.
- The Albany-Millersburg Water Treatment Plant provides water to residential, commercial, and industrial customers in Albany and Millersburg in conjunction with the Vine Street Water Treatment Plant.
- The plant has a current operating capacity of 12 million gallons per day, and is operated 24 hours per day, 365 days per year to meet peak demand requirements including pressure, flow, and storage.
- Plant operators are responsible for acquiring and interpreting operational and water quality data and using that information to develop operating strategies that will meet water quality objectives set forth by the Safe Drinking Water Act and Oregon Drinking Water Quality Act while managing efficient use of facility infrastructure and resources.
- Plant operators are responsible for responding to emergency situations in ways that protect public health and safety as well as facility infrastructure.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government Safe City	12/16	In Progress	<ul style="list-style-type: none"> • Develop a chemical and water storage tank management plan.
Effective Government	06/17	Completed	<ul style="list-style-type: none"> • Implement the Energy Consumption Reduction Plan.
Budget Year 2017-2018			
Effective Government Safe City	12/17		<ul style="list-style-type: none"> • Implement the membrane replacement program.
	12/17		<ul style="list-style-type: none"> • Prepare for Water System Survey performed by Oregon Health Authority.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	2014-2015	2015-2016	2016-2017	2017-2018
Water treated annually (millions of gallons).	2,470	2,282	2,080	2,080
Peak demand in million gallons per day.	11.1	9.7	10.9	10.9
Percent of time the plant met regulatory requirements for safe drinking water.	100%	100%	100%	100%
Percent of time the plant met peak daily flow.	100%	100%	100%	100%
Percent energy consumption reduced after plan implementation.	n/a	n/a	36.29%	5%
Percent of preventative maintenance tasks tracked through CarteGraph Maintenance Management Software (CMMS) after plan implementation.	n/a	100%	100%	100%

STAFFING SUMMARY

Budgeted FTEs	4.75	4.75	4.00*	4.50*
---------------	------	------	-------	-------

*FTE split between A-M WTP and Vine WTP

615: Water
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2207: Albany-Millersburg WTP

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	419,538	469,606	458,300	458,300	476,600	3.99 %
Materials & Services	1,049,648	1,109,717	958,300	958,300	889,900	(7.14)%
Capital	-	21,150	-	-	533,000	- %
TOTAL EXPENDITURES	1,469,186	1,600,473	1,416,600	1,416,600	1,899,500	34.09 %

PROGRAM NARRATIVE

WATER FUND: WATER SDC IMPROVEMENT FEE PROJECTS (615-50-2300)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program is dedicated to funding eligible, capacity-increasing projects that are a direct result of new growth and development. Revenues are received from Water System Development Charges (SDCs).
- Provide over-sizing component funding for City projects constructed by development projects.
- Identify and complete capacity-increasing improvements necessary to support economic development and future growth.
- The current SDC for the water system is \$2,481 for a single-family residence with a 3/4-inch meter (effective July 2016). This program receives \$2,125 of the fee.
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDCs. This budget complies with that legislation.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	06/17	Completed	<ul style="list-style-type: none">• Build reserves for future capital projects.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none">• Build reserves for future capital projects.
	06/18		<ul style="list-style-type: none">• Construct WL-18-03, Santa Maria Water Line Improvements.

615: Water
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2300: Water SDC Improvement Fee Projects

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Licenses and Fees	316,848	330,655	300,600	300,600	323,900	7.75 %
Investment Income	1,857	1,500	700	700	700	- %
Beginning Balance	341,920	271,563	141,500	141,500	33,300	(76.47)%
TOTAL REVENUES	660,625	603,718	442,800	442,800	357,900	(19.17)%
EXPENDITURES						
Capital	4,161	-	23,500	23,500	143,600	511.06 %
Transfers Out	384,900	402,100	419,300	419,300	214,300	(48.89)%
TOTAL EXPENDITURES	389,061	402,100	442,800	442,800	357,900	(19.17)%
Prog 2300: Water SDC Improvement Fee Projects						
Revenues less Expenditures	271,564	201,618	-	-	-	

PROGRAM NARRATIVE

WATER FUND: WATER SDC REIMBURSEMENT FEE PROJECTS (615-50-2301)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Revenues are received from System Development Charges (SDCs). These revenues reimburse the City for past investments in capacity-increasing projects identified in the City's adopted water SDC methodology.
- The current SDC for the water system is \$2,481 for a single-family residence with a 3/4-inch meter (effective July 2016). This program receives \$356 of the fee.
- Funding provided through this program is used to complete capital projects within the water system.
- In 1989 legislation was adopted in Oregon requiring justification and separate accounting of revenues and expenditures for all SDCs effective July 1, 1991. This budget was created to comply with that legislation.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	06/17	In Progress	<ul style="list-style-type: none">• Construct WC-17-03, Santiam-Albany Canal Bank Repair: 4th to 5th Avenues.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none">• Construct WC-17-03, Santiam-Albany Canal Bank Repair: 4th to 5th Avenues.

615: Water

CITY OF ALBANY, OREGON

50: Public Works

PROG 2301: Water SDC Reimbursement Fee Projects

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Licenses and Fees	89,624	57,019	53,200	53,200	60,800	14.29 %
Charges for Services	12,014	12,014	12,000	12,000	-	(100.00)%
Investment Income	4,787	6,436	4,900	4,900	5,000	2.04 %
Beginning Balance	816,074	922,499	986,800	986,800	1,005,700	1.92 %
TOTAL REVENUES	922,499	997,968	1,056,900	1,056,900	1,071,500	1.38 %
EXPENDITURES						
Capital	-	-	1,056,900	1,056,900	847,200	(19.84)%
Transfers Out	-	-	-	-	224,300	- %
TOTAL EXPENDITURES	-	-	1,056,900	1,056,900	1,071,500	1.38 %
Prog 2301: Water SDC Reimbursement Fee Projects						
Revenues less Expenditures	922,499	997,968	-	-	-	

PROGRAM NARRATIVE

WATER FUND: WATER DEBT SERVICE (615-50-2305)

Responsible Manager/Title: Jeff Babbitt, Public Works Business Manager

FUNCTIONS AND RESPONSIBILITIES

- This program provides for the principal and interest payments on City of Albany Water Revenue Bonds.
-

MATURITY SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017-2018	1,020,000	918,494	1,938,494
2018-2019	1,060,000	876,894	1,936,894
2019-2020	1,100,000	833,694	1,933,694
2020-2021	1,140,000	783,194	1,923,194
2021-2022	1,195,000	730,794	1,925,794
2022-2023	1,240,000	682,094	1,922,094
2023-2024	1,290,000	631,494	1,921,494
2024-2025	1,345,000	572,069	1,917,069
2025-2026	1,420,000	502,944	1,922,944
2026-2027	1,500,000	437,444	1,937,444
2027-2028	1,560,000	376,244	1,936,244
2028-2029	1,625,000	312,544	1,937,544
2029-2030	1,705,000	254,469	1,959,469
2030-2031	1,760,000	202,494	1,962,494
2031-2032	1,815,000	147,734	1,962,734
2032-2033	1,875,000	90,078	1,965,078
2033-2034	1,945,000	30,391	1,975,391
Totals	\$ 24,595,000	\$ 8,383,066	\$ 32,978,066

DEBT SUMMARY

<u>Issue</u>	<u>Original Amount</u>	<u>Principal Balance</u>	<u>Required Reserve</u>
2013	\$ 28,405,000	\$ 24,595,000	\$ 1,100,000
Totals	\$ 28,405,000	\$ 24,595,000	\$ 1,100,000

615: Water
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2305: Water Debt Service

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Property Taxes	3,588	263	-	-	-	- %
Charges for Services	1,545,900	1,500,300	1,503,700	1,503,700	1,493,000	(0.71)%
Investment Income	4,256	7,505	3,000	3,000	5,000	66.67 %
Transfers In	384,900	402,100	419,300	419,300	438,600	4.60 %
Dedicated Beginning Balance	1,621,904	1,632,354	1,607,400	1,607,400	1,602,000	(0.34)%
TOTAL REVENUES	3,560,548	3,542,522	3,533,400	3,533,400	3,538,600	0.15 %
EXPENDITURES						
Debt Service	1,928,194	1,931,594	3,533,400	3,533,400	3,538,600	0.15 %
TOTAL EXPENDITURES	1,928,194	1,931,594	3,533,400	3,533,400	3,538,600	0.15 %
Prog 2305: Water Debt Service						
Revenues less Expenditures	1,632,354	1,610,928	-	-	-	

PROGRAM NARRATIVE
WATER FUND: WATER SYSTEM CAPITAL PROJECTS (615-50-2308)
Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program provides only limited funding to repair, replace, or upgrade facilities, equipment, and accessories to maintain the design capacity of the existing Water Treatment Plants (WTP), reservoirs, and distribution system.
- Identify and complete capacity increasing improvements necessary to support economic development and future growth.
- Funding provided through this program is used to repair or replace water system facilities, equipment, and structures that are not accumulating a depreciation reserve from a specific replacement schedule.
- Maintain adequate reserve for funding emergency repairs or replacement of equipment or systems.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Safe City	06/17	In Progress	<ul style="list-style-type: none"> • Construct WC-16-01, CZ Gates Improvements.
	06/17	In Progress	<ul style="list-style-type: none"> • Construct WL-17-01, CARA Water Line Improvements.
	06/17	In Progress	<ul style="list-style-type: none"> • Construct WL-17-02, Industrial Way Water Line.
	06/17	In Progress	<ul style="list-style-type: none"> • Construct WL-17-03, Oak Street Water Line – 34th to 38th.
	06/17	In Progress	<ul style="list-style-type: none"> • Construct WTP-17-01, Backwash Ponds Improvements.
	06/17	In Progress	<ul style="list-style-type: none"> • Construct WTP-17-02, Vine WTP Improvements.
Budget Year 2017-2018			
Safe City	09/17		<ul style="list-style-type: none"> • Construct WC-16-01, CZ Gates Improvements.
	09/17		<ul style="list-style-type: none"> • Construct WL-17-01, CARA Water Line Improvements.
	09/17		<ul style="list-style-type: none"> • Construct WL-17-02, Industrial Way Water Line.
	09/17		<ul style="list-style-type: none"> • Construct WL-17-03, Oak Street Water Line – 34th to 38th.
	09/17		<ul style="list-style-type: none"> • Construct WTP-17-01, Backwash Ponds Improvements.
	09/17		<ul style="list-style-type: none"> • Construct WTP-17-02, Vine WTP Improvements.
	06/18		<ul style="list-style-type: none"> • Construct WL-18-01, Lafayette, Cloverdale, Peach Tree, Cherry and Fairway Area Water Line.
	06/18		<ul style="list-style-type: none"> • Construct WL-18-02, Pine Meadows Water Line Replacement.
	06/18		<ul style="list-style-type: none"> • Construct WL-18-03, Santa Maria Water Line.
06/18		<ul style="list-style-type: none"> • Construct WTP-18-01, Vine WTP Accelerator Improvements. 	

615: Water

50: Public Works

CITY OF ALBANY, OREGON
PROG 2308: Water System Capital Projects

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Licenses and Fees	22,202	25,135	15,000	15,000	20,000	33.33 %
Intergovernmental Revenue	8,000	-	500,000	500,000	250,000	(50.00)%
Charges for Services	3,059,700	2,786,600	1,867,100	1,867,100	1,804,400	(3.36)%
Miscellaneous Revenue	121	250	-	-	-	- %
Investment Income	35,522	48,154	26,900	26,900	35,000	30.11 %
Beginning Balance	6,098,014	8,037,639	5,376,200	5,376,200	6,930,200	28.91 %
TOTAL REVENUES	9,223,559	10,897,778	7,785,200	7,785,200	9,039,600	16.11 %
EXPENDITURES						
Materials & Services	96,432	74,520	106,500	106,500	196,500	84.51 %
Capital	1,089,488	4,607,064	7,603,700	7,603,700	8,768,100	15.31 %
Transfers Out	-	-	75,000	75,000	75,000	- %
TOTAL EXPENDITURES	1,185,920	4,681,584	7,785,200	7,785,200	9,039,600	16.11 %
Prog 2308: Water System Capital Projects						
Revenues less Expenditures	8,037,639	6,216,194	-	-	-	

PROGRAM NARRATIVE

WATER FUND: WATER ECONOMIC DEVELOPMENT (615-50-2309)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program annually receives up to \$100,000 from service charges to help fund economic development-related capital projects as approved by the City Council.
- Fund balance for this program will be capped at \$500,000.
- Council authorization to annually fund this program began in Fiscal Year 2003-2004.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	06/17	Completed	<ul style="list-style-type: none">• Build reserves for future projects.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none">• Build reserves for future projects.
	06/18		<ul style="list-style-type: none">• Construct WL-16-03, Fire Line Backflow Installation.

615: Water

CITY OF ALBANY, OREGON

50: Public Works

PROG 2309: Water Economic Development

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	-	-	72,000	72,000	-	(100.00)%
Investment Income	3,119	3,839	2,100	2,100	2,900	38.10 %
Beginning Balance	570,019	573,137	550,900	550,900	588,400	6.81 %
TOTAL REVENUES	573,138	576,976	625,000	625,000	591,300	(5.39)%
EXPENDITURES						
Capital	-	2,684	625,000	625,000	591,300	(5.39)%
TOTAL EXPENDITURES	-	2,684	625,000	625,000	591,300	(5.39)%

Prog 2309: Water Economic Development						
Revenues less Expenditures	573,138	574,292	-	-	-	

PROGRAM NARRATIVE

WATER FUND: NORTH ALBANY WATER CAPITAL PROJECTS (615-50-2310)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- This program receives revenue (\$23.10 per month per customer) from water customers outside the city limits in North Albany. Currently there are 396 meters in this program.
- Revenues received in this program are dedicated to funding capital projects and fixed assets that benefit the North Albany water system outside the city limits.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Safe City	06/17	Completed	<ul style="list-style-type: none">• Build reserves for future capital projects.
Budget Year 2017-2018			
Safe City	06/18		<ul style="list-style-type: none">• Build reserves for future capital projects.

615: Water
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2310: N. Albany Water Capital Projects

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	109,300	111,400	113,100	113,100	109,800	(2.92)%
Investment Income	2,714	3,391	2,700	2,700	3,300	22.22 %
Beginning Balance	536,030	448,795	562,400	562,400	679,400	20.80 %
TOTAL REVENUES	648,044	563,586	678,200	678,200	792,500	16.85 %
EXPENDITURES						
Capital	199,249	-	678,200	678,200	792,500	16.85 %
TOTAL EXPENDITURES	199,249	-	678,200	678,200	792,500	16.85 %

Prog 2310: N. Albany Water Capital Projects						
Revenues less Expenditures	448,795	563,586	-	-	-	

PROGRAM NARRATIVE

WATER FUND: WATER EQUIPMENT REPLACEMENT (615-50-2311)

Responsible Manager/Title: Jeff Babbitt, Public Works Business Manager

FUNCTIONS AND RESPONSIBILITIES

- This program funds replacement of water system vehicles and major equipment in accordance with an established depreciation and replacement schedule.
- Receive revenues from other water fund budgets to fund future equipment replacement.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	06/17	Completed	<ul style="list-style-type: none"> • Receives revenues from other water fund budgets to fund future equipment replacement.
	06/17	Completed	<ul style="list-style-type: none"> • Purchase replacement filter membranes for the Albany-Millersburg Water Treatment Plant.
	06/17	Completed	<ul style="list-style-type: none"> • Replace Vehicle 947-03.
	06/17	Completed	<ul style="list-style-type: none"> • Replace Vehicle 950-01.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none"> • Receives revenues from other water fund budgets to fund future equipment replacement.
	06/18		<ul style="list-style-type: none"> • Purchase replacement filter membranes for the Albany-Millersburg Water Treatment Plant.
	06/18		<ul style="list-style-type: none"> • Replace Vehicle 900-02.
	06/18		<ul style="list-style-type: none"> • Replace Vehicle 914-01.

615: Water
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2311: Water Equipment Replacement

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	174,000	146,400	215,600	215,600	117,500	(45.50)%
Miscellaneous Revenue	-	1,555	-	-	-	-%
Investment Income	5,827	7,145	4,000	4,000	2,500	(37.50)%
Beginning Balance	994,262	1,123,236	1,043,100	1,043,100	518,700	(50.27)%
TOTAL REVENUES	1,174,089	1,278,336	1,262,700	1,262,700	638,700	(49.42)%
EXPENDITURES						
Materials & Services	-	359,324	-	-	-	-%
Capital	50,854	-	1,262,700	1,262,700	638,700	(49.42)%
TOTAL EXPENDITURES	50,854	359,324	1,262,700	1,262,700	638,700	(49.42)%
Prog 2311: Water Equipment Replacement						
Revenues less Expenditures	1,123,235	919,012	-	-	-	

**STORMWATER FUND
RESOURCE DETAIL**

Resources	2014-15	2015-162016-17.....		2017-18	% Change	% of
	Actual	Actual	Adopted Budget	Revised Budget	Adopted Budget	from 2016-17	Fund Budget
Storm Dr Plan Review/Insp Fees	\$ 6,729	\$ -	\$ 5,000	\$ 5,000	\$ 10,000	100.00%	0.46%
Stormwater Quality Permits	-	-	5,000	5,000	10,000	100.00%	0.46%
Storm Drain Connection Fees	-	-	5,000	5,000	5,000	-	0.23%
EPSC Permit Fees	43,215	56,440	50,000	50,000	50,000	-	2.28%
Stormwater Service Charges	-	-	-	-	1,750,000	-	79.87%
Stormwater Deferred Planting	-	-	5,000	5,000	5,000	-	0.23%
Stormwater In-Lieu-of Planting	-	-	5,000	5,000	5,000	-	0.23%
Equipment Replacement Charges	-	-	21,600	21,600	55,700	157.87%	2.54%
Interest	-	-	800	800	2,100	162.50%	0.10%
Total Current Resources	49,944	56,440	97,400	97,400	1,892,800	1,843.33%	86.40%
From Street Fund	-	-	206,700	206,700	-	(100.00%)	-
From Sewer Fund	-	-	696,000	696,000	-	(100.00%)	-
Total Transfers In	-	-	902,700	902,700	-	(100.00%)	-
Beginning Balance	-	-	156,800	156,800	298,300	90.24%	13.60%
Total Resources	\$ 49,944	\$ 56,440	\$ 1,156,900	\$ 1,156,900	\$ 2,191,100	89.39%	100.00%

**STORMWATER FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Stormwater Operations	\$ -	\$ -	\$ 511,200	\$ 511,200	\$ 554,900	\$ 554,900	\$ 554,900
Stormwater Administration	-	-	451,500	451,500	1,381,100	1,381,100	1,381,100
Vine Street WTP	-	-	172,500	172,500	177,700	177,700	177,700
Stormwater Equipment Replacement	-	-	21,700	21,700	77,400	77,400	77,400
Total Requirements	\$ -	\$ -	\$ 1,156,900	\$ 1,156,900	\$ 2,191,100	\$ 2,191,100	\$ 2,191,100

Requirements by Type

Personnel	\$ -	\$ -	\$ 338,000	\$ 338,000	\$ 303,000	\$ 303,000	\$ 303,000
Materials & Services	-	-	570,400	570,400	1,590,700	1,590,700	1,590,700
Capital	-	-	194,200	194,200	200,400	200,400	200,400
Contingency	-	-	54,300	54,300	57,300	57,300	57,300
Total Requirements	\$ -	\$ -	\$ 1,156,900	\$ 1,156,900	\$ 2,191,100	\$ 2,191,100	\$ 2,191,100

**Adopted Requirements
by Program and Type**

	Personnel	Materials & Services	Capital	Contin- gency	Adopted Budget	% of Fund Budget
Stormwater Operations	\$ 303,000	\$ 251,900	\$ -	\$ -	\$ 554,900	25.79%
Stormwater Administration	-	1,323,800	-	57,300	1,381,100	64.19%
Stormwater Capital	-	15,000	123,000	-	138,000	6.40%
Stormwater Equipment Replacement	-	-	77,400	-	77,400	3.60%
Total Requirements	\$ 303,000	\$ 1,590,700	\$ 200,400	\$ 57,300	\$ 2,151,400	100.00%
Percent of Fund Budget	14.09%	73.94%	9.31%	2.66%	100.00%	



CITY OF
Albany

O R E G O N

STORMWATER FUND
SUMMARY OF CAPITAL REQUIREMENTS AND CAPITAL RESERVES - FISCAL YEAR 2017-18

Project Description	Totals	Stormwater Capital	Stormwater Equipment Replacement
Reserve: Equipment Replacement	\$ 77,400	\$ -	\$ 77,400
Reserve: Stormwater Capital	200	200	-
Reserve: Stormwater Deferred Planting	5,000	5,000	-
Reserve: Stormwater In-Lieu-of Planting	5,000	5,000	-
Reserve: Stormwater Drain Connection	112,800	112,800	-
Total Reserves	200,400	123,000	77,400
Grand Totals	\$ 200,400	\$ 123,000	\$ 77,400

PROGRAM NARRATIVE FORM

STORMWATER FUND: STORMWATER OPERATIONS (625-50-3003)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director

FUNCTIONS AND RESPONSIBILITIES

- Manage stormwater runoff to minimize impacts to private property and public infrastructure.
- Inspect, maintain, and repair stormwater infrastructure.
- Respond to storm events to control street flooding, place high water signs, and close streets as necessary.
- Inspect, maintain, and repair post-construction stormwater quality facilities.
- No personnel are assigned to this program. All work is performed by Wastewater Collections, Street Maintenance, and Water Quality Control staff.
- Respond to spills which may impact the stormwater system, including those affecting area streams and rivers.
- Ensure that National Pollutant Discharge Elimination System (NPDES) 1200-Z stormwater permit and Willamette Total Maximum Daily Load (TMDL) actions are implemented as required.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Safe City Effective Government	06/17	Completed	<ul style="list-style-type: none"> • Deliver a series of presentations to City Council about the development and implementation of a stormwater utility fee.
	06/17	Completed	<ul style="list-style-type: none"> • Update City website content regarding stormwater quality information and best management practices.
Budget Year 2017-2018			
Safe City Effective Government	06/18		<ul style="list-style-type: none"> • Begin repairing or replacing failing stormwater catch basins.
	06/18		<ul style="list-style-type: none"> • Expand the amount of storm infrastructure cleaned and inspected throughout the year.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Miles of streets swept annually.	4,792	4,816	4,840	4,860
Pounds of debris removed by street sweeping (millions).	1.20	1.38	1.40	1.40
Miles of storm drain mainlines.	130	130	130	130
Percentage of storm drain mainlines cleaned.	9%	10%	18%	20%
Percentage of storm catch basins inspected/cleaned.	34%	43%	50%	50%
Number of after-hours stormwater callouts.	14	10	15	0

625: Stormwater
 50: Public Works

CITY OF ALBANY, OREGON
PROG 3003: Stormwater Operations

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	151,005	233,175	338,000	338,000	303,000	(10.36)%
Materials & Services	383,388	385,107	173,200	173,200	251,900	45.44 %
TOTAL EXPENDITURES	534,393	618,282	511,200	511,200	554,900	8.55 %

PROGRAM NARRATIVE FORM

STORMWATER FUND: STORMWATER ADMINISTRATION (625-50-3004)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director
Jeff Blaine, P.E., Public Works Engineering and Community Development Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides funding for administration of the Stormwater fund and programs and the Public Works Internal Services fund, which includes Administration charges and charges for Operations administration, PW Engineering Services, Water Quality Control Services, and Facilities Engineering.
 - Maintains the contingency for the Stormwater fund.
 - Maintains a sustainable funding plan for the utility.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Safe City Effective Government	06/17	Completed	<ul style="list-style-type: none">• Deliver a series of presentations to City Council about the development and implementation of a stormwater utility fee.
	06/17	In Progress	<ul style="list-style-type: none">• Apply for National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Water Sewer System (MS4) permit in accordance with Department of Environmental Quality (DEQ) requirements.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none">• Begin implementation of new NPDES MS4 permit upon issuance.

625: Stormwater
 50: Public Works

CITY OF ALBANY, OREGON
PROG 3004: Stormwater Administration

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Materials & Services	-	-	397,200	397,200	1,323,800	233.28 %
Contingencies	-	-	54,300	54,300	57,300	5.52 %
TOTAL EXPENDITURES	-	-	451,500	451,500	1,381,100	205.89 %

PROGRAM NARRATIVE

STORMWATER FUND: STORMWATER CAPITAL (625-50-3100)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Revenues are received from post-construction stormwater quality permit fees and other post-construction stormwater quality program activities.
 - Funding provided through this program is used for design review and construction inspection of developer-initiated post-construction stormwater quality facilities.
 - Complete landscaping requirements on facilities where the developer has funded City installation of plant materials.
 - Construct post-construction stormwater quality retrofit projects.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017 Effective Government	06/17	Completed	<ul style="list-style-type: none">• Build reserves for future projects.
Budget Year 2017-2018 Effective Government	06/18		<ul style="list-style-type: none">• Build reserves for future projects.

625: Stormwater
 50: Public Works

CITY OF ALBANY, OREGON
PROG 3100: Stormwater Capital

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Licenses and Fees	-	-	15,000	15,000	15,000	- %
Charges for Services	-	-	-	-	10,000	- %
Investment Income	-	-	700	700	1,000	42.86 %
Beginning Balance	-	-	156,800	156,800	151,700	(3.25)%
TOTAL REVENUES	-	-	172,500	172,500	177,700	3.01 %
EXPENDITURES						
Materials & Services	-	-	-	-	15,000	- %
Capital	-	-	172,500	172,500	123,000	(28.70)%
Transfers Out	-	-	-	-	39,700	- %
TOTAL EXPENDITURES	-	-	172,500	172,500	177,700	3.01 %
Prog 3100: Stormwater Capital						
Revenues less Expenditures	-	-	-	-	-	

PROGRAM NARRATIVE

STORMWATER FUND: STORMWATER EQUIPMENT REPLACEMENT (625-50-3101)

Responsible Manager/Title: Jeff Babbitt, Public Works Business Manager

FUNCTIONS AND RESPONSIBILITIES

- This program funds replacement of stormwater system equipment in accordance with an established depreciation and replacement schedule.
 - Receive revenues from other stormwater fund budgets to fund future equipment replacement.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	06/17	Completed	<ul style="list-style-type: none">• Receive revenues from other stormwater fund budgets to fund future equipment replacement.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none">• Receive revenues from other stormwater fund budgets to fund future equipment replacement.

625: Stormwater
 50: Public Works

CITY OF ALBANY, OREGON
PROG 3101: Stormwater Equipment Replacement

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	-	-	21,600	21,600	55,700	157.87 %
Investment Income	-	-	100	100	100	- %
Beginning Balance	-	-	-	-	21,600	- %
TOTAL REVENUES	-	-	21,700	21,700	77,400	256.68 %
EXPENDITURES						
Reserves	-	-	21,700	21,700	77,400	256.68 %
TOTAL EXPENDITURES	-	-	21,700	21,700	77,400	256.68 %

Prog 3101: Stormwater Equipment Replacement						
Revenues less Expenditures	-	-	-	-	-	



CITY OF
Albany

O R E G O N

INTERNAL
SERVICE
FUNDS

INTERNAL SERVICE FUNDS

PROGRAM FUNCTIONS, REVENUE TRENDS, AND ASSUMPTIONS

Internal Service funds are used to account for the financing of goods and/or services provided to various City departments on a cost-reimbursement basis. The City has two Internal Service funds.

CENTRAL SERVICES FUND

The Central Services Fund provides services to all City departments. Those services are provided by the following programs: City Council & Nondepartmental, City Manager's Office, Finance, Human Resources, Information Technology Services, Geographic Information Systems Services, Permit Tracking Services, and Building Maintenance.

On a Citywide basis, each operating program is charged fees for the services provided by the Central Services Fund. The fees are based on a range of factors including number of personnel, current operating budget, pieces of information technology equipment, usage of the GIS and Permit Tracking systems, square footage, and age of City buildings.

PUBLIC WORKS SERVICES FUND

The Public Works Services Fund is divided into six programs: Administration, Engineering Services, Operations Administration, Water Quality Control Services, Public Works Customer Services, and Facilities and Maintenance Engineering, which primarily provide services to the Water, Sewer, and Street Funds. Responsibilities include management of public improvements, traffic engineering and design, fee and rate development guidance, laboratory testing of water and wastewater samples, water and sanitary sewer flow monitoring, oversight of the bridge maintenance program, and oversight and development of the automated process control and monitoring system for water and sewer treatment.

RESOURCES

Charges for Services	14,945,200
Other Revenues	40,000
Investment Earnings	6,900
Transfers in	17,100
Beginning Balance	312,100
Total Resources	\$ 15,321,300

REQUIREMENTS

Personnel	11,512,600
Materials & Services	3,808,700
Total Requirements	\$ 15,321,300



CITY OF
Albany

O R E G O N

COST ALLOCATION METHODOLOGY FOR CENTRAL SERVICES FUND PROGRAMS

ADMINISTRATIVE SERVICES

Administrative Services includes four programs: City Council and Nondepartmental, City Manager's Office, Finance, and Human Resources. To calculate the amount of administrative charges to be allocated Citywide, the estimated budgets of the four programs are added together to determine the gross budget. Interest, miscellaneous revenues, and estimated beginning balance are subtracted from the gross budget to determine the net budget to allocate.

The net budgets for the four programs are divided into three cost centers: personnel, special assessments, and everything else. The total budget of the 'personnel' cost center is allocated Citywide based on employee full-time equivalents (FTE). The total budget of the 'special assessment' cost center is allocated to the funds which generate property assessments: Water, Sewer, Street, and Parks Funds. The 'everything else' cost center is allocated Citywide based on a fund's current year operating budget. The City does not allocate Central Services charges to the Grants, Risk Management, Public Safety Levy, Capital Replacement, Debt Service, Capital Projects, and Permanent Funds.

For Fiscal Year 2017-18, the net budget to allocate is \$3,370,800, and the operating budget allocation basis is \$79,313,400, making the administrative central service charge average \$0.0425 per \$1 of operating budget.

INFORMATION TECHNOLOGY (IT)

Information Technology Services is responsible for maintenance and support of the City's network infrastructure, business applications, telephone system, server room operations, database systems, systems security, backup and restore services, and hardware maintenance and replacement.

The first step in calculating IT Service charges is to prepare the estimated budget for the IT Services program and to prepare a list of all of the IT equipment, personal computers, laptop computers, and mobile data terminals it is responsible for servicing. The IT Services estimated budget is allocated as a Citywide service charge based on the number of pieces of equipment on the list. For Fiscal Year 2017-18, the net budget to allocate is \$1,518,000 and the total number of pieces of equipment in the allocation basis is 417, making the information technology charge \$3,640 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 2017-18, the GIS charges to using programs will be \$457,400.

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 2017-18, the Permit Tracking charges to using programs will be \$112,800.

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 2017-18, the Building Maintenance charges to using programs will be \$789,000.

FISCAL YEAR SURPLUS/DEFICIT

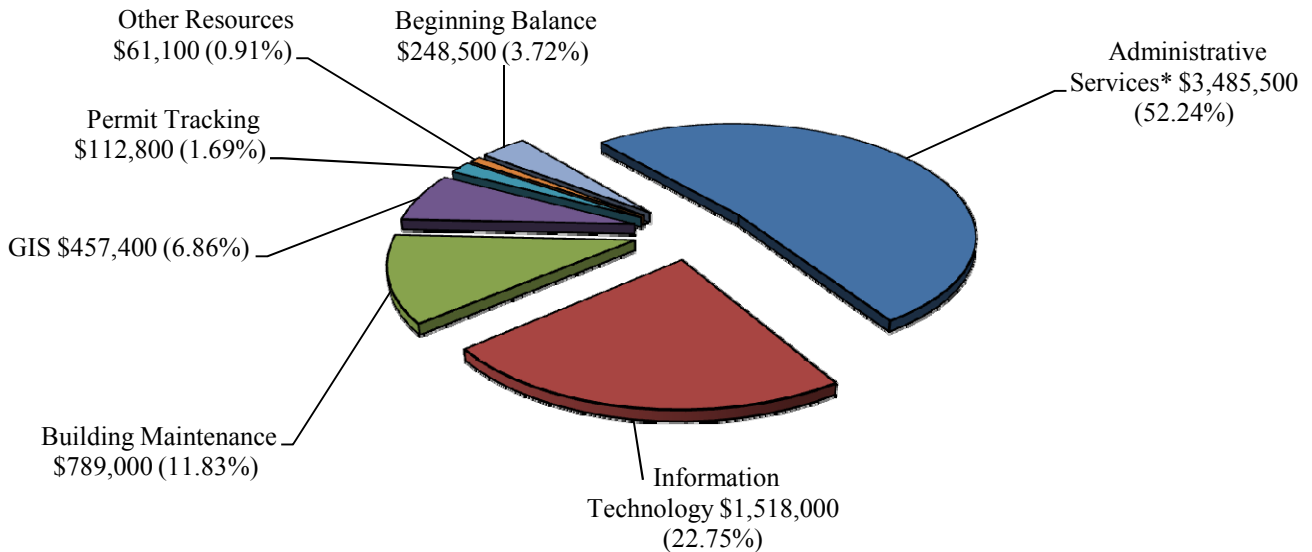
At fiscal year end, any surplus, total revenues less total expenditures, will be refunded Citywide using the same allocation proportion as when initially charged. An allowance for the estimated beginning balance of the new fiscal year will be considered when determining the amount of the refund. In a deficit situation, significant additional charges would be approved and program expenditures appropriated by City Council action.

**CENTRAL SERVICES FUND
RESOURCE DETAIL**

Resources		2016-17.....		2017-18	% Change	% of
	2014-15	2015-16	Adopted	Revised	Adopted	from	Fund
	Actual	Actual	Budget	Budget	Budget	2016-17	Budget
WComp Wage Subsidy Reimb	\$ -	\$ 179	\$ -	\$ -	\$ -	-	-
GIS Information Sales Revenue	145	90	-	-	-	-	-
Building Maintenance Charges	709,000	552,984	761,300	761,300	789,000	3.64%	11.83%
Administrative Services Charges	3,082,900	3,106,496	3,487,300	3,487,300	3,485,500	(0.05%)	52.23%
Information Technology Charges	1,366,200	1,438,900	1,450,700	1,450,700	1,518,000	4.64%	22.75%
GIS Services Charge	395,700	298,180	425,900	425,900	457,400	7.40%	6.86%
Permit Tracking Services Charge	116,900	106,073	118,700	118,700	112,800	(4.97%)	1.69%
Miscellaneous Revenue	47,510	57,769	40,000	40,000	40,000	-	0.60%
Interest	2,407	6,709	1,000	1,000	4,000	300.00%	0.06%
Total Current Resources	5,720,762	5,567,344	6,284,900	6,284,900	6,406,700	1.94%	96.02%
From Economic Development	-	-	-	-	17,100	-	0.26%
Total Transfers In	-	-	-	-	17,100	-	0.26%
Beginning Balance	304,275	490,789	82,300	82,300	248,500	201.94%	3.72%
Total Resources	\$6,025,037	\$6,058,133	\$6,367,200	\$6,367,200	\$6,672,300	4.79%	100.00%

GIS - Geographic Information Systems

CENTRAL SERVICES FUND RESOURCES
Category Totals and Percent of Budget



* Council & Nondepartmental, City Manager's Office, Finance, and Human Resources

**CENTRAL SERVICES FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Finance Department	\$1,415,178	\$1,444,354	\$1,503,800	\$1,503,800	\$1,616,800	\$1,616,800	\$1,616,800
Council & Nondepartmental	205,829	217,522	211,700	211,700	205,400	205,400	205,400
City Manager's Office	901,955	856,998	862,500	862,500	972,300	972,300	972,300
IT Services	1,298,780	1,535,684	1,618,700	1,618,700	1,671,700	1,671,700	1,671,700
Human Resources	585,277	636,126	844,600	844,600	838,900	838,900	838,900
Facilities Maintenance	690,910	701,509	761,300	761,300	789,000	789,000	789,000
GIS Services	320,233	426,468	440,900	440,900	457,400	457,400	457,400
Permit Tracking	115,463	113,236	123,700	123,700	120,800	120,800	120,800
Total Requirements	\$5,533,625	\$5,931,897	\$6,367,200	\$6,367,200	\$6,672,300	\$6,672,300	\$6,672,300

Requirements by Type	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Personnel	\$3,927,565	\$4,068,614	\$4,418,900	4,418,900	\$4,742,700	\$4,742,700	\$4,742,700
Materials & Services	1,606,060	1,863,285	1,948,300	1,948,300	1,929,600	1,929,600	1,929,600
Total Requirements	\$5,533,625	\$5,931,899	\$6,367,200	\$6,367,200	\$6,672,300	\$6,672,300	\$6,672,300

Adopted Requirements by Program and Type			Materials		Adopted Budget	% of Fund Budget
	Personnel		& Services			
Finance Department			\$1,353,000	\$ 263,800	\$1,616,800	24.23%
Council & Nondepartmental			17,800	187,600	205,400	3.08%
City Manager's Office			632,000	340,300	972,300	14.57%
IT Services			1,312,500	359,200	1,671,700	25.05%
Human Resources			691,300	147,600	838,900	12.57%
Facilities Maintenance			375,000	414,000	789,000	11.83%
GIS Services			310,400	147,000	457,400	6.86%
Permit Tracking			50,700	70,100	120,800	1.81%
Total Requirements			\$4,742,700	\$1,929,600	\$6,672,300	100.00%
Percent of Fund Budget			71.08%	28.92%	100.00%	

Staffing Summary (FTE)	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Council & Nondepartmental	7.000	7.000	7.000	7.000	7.000	7.000	7.000
City Manager's Office	4.700	3.700	3.700	3.700	4.700	4.700	4.700
IT Services	9.500	10.500	10.500	10.500	10.500	10.500	10.500
Human Resources	4.000	4.000	4.000	4.000	5.000	5.000	5.000
Facilities Maintenance	2.500	3.500	3.500	3.500	3.500	3.500	3.500
Finance Department	10.000	10.000	10.000	10.000	11.000	11.000	11.000
GIS Services	2.000	2.000	2.000	2.000	2.000	2.000	2.000
Permit Tracking	0.500	0.500	0.500	0.500	0.500	0.500	0.500
Total FTE	40.200	41.200	41.200	41.200	44.200	44.200	44.200

PROGRAM NARRATIVE

CENTRAL SERVICES: FINANCE DEPARTMENT (701-10-1035)

Responsible Manager/Title: Stewart Taylor, Finance Director

FUNCTIONS AND RESPONSIBILITIES

- Provide administration and management of the City’s financial services including general ledger, budget preparation, payroll, purchasing, assessments, accounts payable and receivable, and treasury.
 - Maintain official records and legal documents of the City and provide for the recording of necessary records with Linn County, Benton County, and the state.
- Prepare a Comprehensive Annual Financial Report (CAFR), Popular Annual Financial Report (PAFR), and annual budget document. Submit each to the Government Finance Officers Association (GFOA) to be considered for annual awards of excellence.
 - Administer risk management and franchise functions for the City.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	10/16	Ongoing	<ul style="list-style-type: none"> • Maximize efficiencies in payroll and time management through the use of NovaTime time and attendance software.
	12/16	Completed	<ul style="list-style-type: none"> • Implement Uniform Grant Guidance for federal reporting
	06/17	Partially completed	<ul style="list-style-type: none"> • Receive GFOA awards of excellence for the 2016 CAFR, PAFR, and Adopted Budget.
Budget Year 2017-2018			
Effective Government	9/17		<ul style="list-style-type: none"> • Identify an alternative to Eden financial software and a viable funding source.
	01/17		<ul style="list-style-type: none"> • Conduct a successful recruitment for a new Finance Director.
	06/18		<ul style="list-style-type: none"> • Receive GFOA awards of excellence for the 2017 CAFR, PAFR, and Adopted Budget.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017*</u>	<u>2017-2018</u>
Number of consecutive years - GFOA Distinguished Budget Presentation Award.	24	25	26	27
Number of consecutive years - GFOA Excellence in Financial Reporting Award.	31	32	33	34
Number of Accounts Payable payments.	7,249	5,934	3,049	6,098
Average number of active assessments.	175	122	157	157
Average number of monthly paychecks issued.	444	448	453	453
Number of RFPs, ITBs, and other formal purchasing processes.	37	45	45	45
Average number of documents recorded and filed each month.	78	80	80	80

*YTD through December

STAFFING SUMMARY

Budgeted FTEs	9.75	10.00	10.00	11.00
---------------	------	-------	-------	-------

701: Central Services

10: Finance

CITY OF ALBANY, OREGON

PROG 1035: Finance Department

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	1,129,150	1,148,346	1,238,100	1,238,100	1,353,000	9.28 %
Materials & Services	286,028	296,008	265,700	265,700	263,800	(0.72)%
TOTAL EXPENDITURES	1,415,178	1,444,354	1,503,800	1,503,800	1,616,800	7.51 %

PROGRAM NARRATIVE

CENTRAL SERVICES: COUNCIL & NONDEPARTMENTAL (701-11-1027)

Responsible Manager/Title: Wes Hare, City Manager

FUNCTIONS AND RESPONSIBILITIES

- The seven-member City Council is responsible for establishing general policies that govern the functions and operations of the City, accomplished primarily through the adoption of ordinances and resolutions.
- The Council meets in regular meetings on 24 occasions during the year. In addition, many special meetings and Council work sessions are held to study upcoming issues and develop an understanding of their impact upon the community.
- Develop a balanced budget that reflects changing costs, revenues, and constitutional limitations.
- The Council members represent the City in many areas of community activity; e.g., AMEDC, Linn-Benton Transit Committee, Cascades West Council of Governments, and Albany Visitors Association.
- Publish *City Bridges* on-line monthly.
- Implement multiyear Strategic Plan.
- Use economic development resources to improve prosperity throughout the community.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
<u>Budget Year 2016-2017</u>			
Effective Government	07/17	In Progress	• Complete new City Manager recruitment.
Healthy Economy	06/20	In Progress	• Implement contract with local manufacturers to create 250 jobs within five years.
Safe City	07/17	In Progress	• Complete construction of new police and fire stations.
<u>Budget Year 2017-2018</u>			
Healthy Economy	06/20		• Implement contract with local manufacturers to create 250 jobs within five years.
Safe City	09/17		• Complete construction of new police and fire stations.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Update the City’s Strategic Plan annually.	Yes	Yes	Yes	Yes

STAFFING SUMMARY

Budgeted FTEs	7.00	7.00	7.00	7.00
---------------	------	------	------	------

701: Central Services
11: City Manager's Office

CITY OF ALBANY, OREGON
PROG 1027: Council & Nondepartmental

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	15,187	15,703	17,800	17,800	17,800	- %
Materials & Services	190,641	201,819	193,900	193,900	187,600	(3.25)%
TOTAL EXPENDITURES	205,828	217,522	211,700	211,700	205,400	(2.98)%

PROGRAM NARRATIVE

CENTRAL SERVICES: CITY MANAGER’S OFFICE (701-11-1028)

Responsible Manager/Title: Wes Hare, City Manager

FUNCTIONS AND RESPONSIBILITIES

- Provide leadership, coordination, and management for the affairs of the City.
- Provide oversight for the City Attorney contract, budget development, legislative activities, and public information.
- Conduct annual review of City’s Strategic Plan.
- Monitor legislative sessions.
- Work with local businesses to assist with job creation.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	07/17	In Progress	<ul style="list-style-type: none"> • Complete police and fire stations.
Budget Year 2017-2018			
Effective Government	09/17		<ul style="list-style-type: none"> • Complete police and fire stations.
	09/17		<ul style="list-style-type: none"> • Begin recruitment process for Finance Director.
	10/17		<ul style="list-style-type: none"> • Begin recruitment process for Human Resources Director.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017*</u>	<u>2017-2018</u>
Percent of departments that rate legal services as satisfactory or better.	100%	91%	100%	100%

* actual YTD thru 1-25-17

STAFFING SUMMARY

Budgeted FTEs	4.70	3.70	3.70	4.70
---------------	------	------	------	------

701: Central Services
11: City Manager's Office

CITY OF ALBANY, OREGON
PROG 1028: City Manager's Office

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	617,868	524,447	529,400	529,400	632,000	19.38 %
Materials & Services	284,087	332,552	333,100	333,100	340,300	2.16 %
TOTAL EXPENDITURES	901,955	856,999	862,500	862,500	972,300	12.73 %

PROGRAM NARRATIVE

CENTRAL SERVICES: INFORMATION TECHNOLOGY (701-13-1030)

Responsible Manager/Title: Jorge Salinas, Assistant City Manager/CIO

FUNCTIONS AND RESPONSIBILITIES

- Responsible for maintenance and support of network and virtual infrastructure, business applications, telephone system, server room operations, database systems, information system security, desktops, laptops, and mobile data terminals.
- Provide system analyst and IT project management services, including gathering requirements and mapping business processes.
- Provide Web and graphic services to all City Departments.
- Manage software licensing program, assist departments in improving service through the effective use of technology, and provide limited software training to City employees.
- Provide IT Help Desk services to all City departments, including installation and configuration of software and hardware-related equipment.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017 Effective Government	11/16	Completed	<ul style="list-style-type: none"> • Upgrade Virtual Infrastructure (i.e., Storage Area Network (SAN), hosts and fiber channel switches).
	04/17	In Progress	<ul style="list-style-type: none"> • Core network switch upgrade.
Budget Year 2017-2018 Effective Government	07/17		<ul style="list-style-type: none"> • Phone system upgrade.
	07/17		<ul style="list-style-type: none"> • MS Office upgrade.
	03/18		<ul style="list-style-type: none"> • Cyber security testing/analysis.
	05/18		<ul style="list-style-type: none"> • Evaluate the feasibility of deploying a 311 solution for the City.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Number of IT service requests per year.	5,459	6,165	6764	5,100
Monthly average closed calls.	454	513	563.7	425
System availability.	99.99%	99.99%	99.99%	99.99%
Number of servers and workstations supported.	620	619	625	654
Timeliness of services provided (Excellent or Good)	94%	92%	93.61%	90%
Quality of services provided (Excellent or Good)	95%	89.8%	91.49%	90%

STAFFING SUMMARY

Budgeted FTEs	8.50	9.50	10.50	10.50
---------------	------	------	-------	-------

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	1,366,200	1,531,168	1,563,700	1,563,700	1,632,700	4.41 %
Miscellaneous Revenue	1,067	2,070	-	-	-	- %
Investment Income	412	1,445	-	-	2,000	- %
Transfers In	-	-	-	-	17,100	- %
Beginning Balance	30,123	99,023	55,000	55,000	19,900	(63.82)%
TOTAL REVENUES	1,397,802	1,633,706	1,618,700	1,618,700	1,671,700	3.27 %
EXPENDITURES						
Personnel Services	1,063,000	1,199,738	1,290,900	1,290,900	1,312,500	1.67 %
Materials & Services	235,779	335,945	327,800	327,800	359,200	9.58 %
TOTAL EXPENDITURES	1,298,779	1,535,683	1,618,700	1,618,700	1,671,700	3.27 %
Prog 1030: Information Technology Services						
Revenues less Expenditures	99,023	98,023	-	-	-	

PROGRAM NARRATIVE

CENTRAL SERVICES: GEOGRAPHIC INFORMATION SERVICES (701-13-2010)

Responsible Manager/Title: Richard Montague, Data Systems Manager

FUNCTIONS AND RESPONSIBILITIES

- Coordinate the planning, implementation, and maintenance of a computerized Geographic Information System (GIS) accessible to all departments. Evaluate and implement significant software upgrades.
- Provide timely maintenance and enhancements for data sets including parcels, zoning, addressing, transportation, environmental, political, etc.
- Provide data and record-keeping services.
- Coordinate with other governmental agencies conducting mutually beneficial GIS projects, including Linn and Benton Counties and the cities of Corvallis and Lebanon.
- Provide mapping services, analysis, application development, GIS software, and GIS training to participating City departments.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	08/16	Complete	<ul style="list-style-type: none"> • Implement BuildingEye software. • Complete Aerial Mapping Update Project.
	10/16	Complete	
Budget Year 2017-2018			
Effective Government	1/18		<ul style="list-style-type: none"> • Develop a routing map service and use it to enable the inspectors routing feature in Accela.
	12/18		<ul style="list-style-type: none"> • Work with Community Development to update the wetlands GIS layers to reflect new wetland delineations.
	12/18		<ul style="list-style-type: none"> • Complete upgrade to ArcGIS 10.3.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Complete or schedule GIS user requests within three working days.	90%	90%	90%	90%

As requests to create routine mapping and analysis products are received, GIS staff will review the project requirements with the submitting department. For smaller projects, GIS staff will complete the work within three working days of finalizing the project requirements. For larger projects, GIS staff will provide a schedule for completion of the project within three working days of finalizing the project requirements.

STAFFING SUMMARY

Budgeted FTEs	2.50	2.00	2.00	2.00
---------------	------	------	------	------

701: Central Services
 13: Information Technology

CITY OF ALBANY, OREGON
PROG 2010: GIS Services

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	395,845	298,270	425,900	425,900	457,400	7.40 %
Investment Income	849	1,350	-	-	-	- %
Beginning Balance	65,916	142,458	15,000	15,000	-	(100.00)%
TOTAL REVENUES	462,691	442,078	440,900	440,900	457,400	3.74 %
EXPENDITURES						
Personnel Services	217,187	257,326	301,100	301,100	310,400	3.09 %
Materials & Services	103,045	169,143	139,800	139,800	147,000	5.15 %
TOTAL EXPENDITURES	320,232	426,469	440,900	440,900	457,400	3.74 %
Prog 2010: GIS Services						
Revenues less Expenditures	142,459	15,609	-	-	-	

PROGRAM NARRATIVE

CENTRAL SERVICES: PERMIT TRACKING (701-13-2011)

Responsible Manager/Title: Jorge Salinas, Assistant City Manager/CIO

FUNCTIONS AND RESPONSIBILITIES

- Provide daily user support and guidance to using departments; develop documentation for system procedures.
 - Update Accela system to meet user expectations.
 - Design program reports for system users.
-

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017 Effective Government	12/16	Complete	<ul style="list-style-type: none">• Assist with the implementation of additional permit types for Accela Citizen Access.
Budget Year 2017-2018 Effective Government	12/17		<ul style="list-style-type: none">• Accela upgrade. This includes moving users to a new interface.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Complete user requests within established customer expectations.	94%	92%	93.61%	90%

As requests for new enhancements and additions are received, the program analyst will review the requirements with the submitting department. For smaller projects, the analyst will complete the work within two working days of finalizing the project requirements. For larger projects, the analyst will provide a schedule for project completion within two working days of finalizing the project requirements.

STAFFING SUMMARY

Budgeted FTEs	0.50	0.50	0.50	0.50
---------------	------	------	------	------

PROG 2011: Permit Tracking

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	116,900	106,073	118,700	118,700	112,800	(4.97)%
Investment Income	(1)	111	-	-	-	- %
Beginning Balance	10,813	12,249	5,000	5,000	8,000	60.00 %
TOTAL REVENUES	127,712	118,433	123,700	123,700	120,800	(2.34)%
EXPENDITURES						
Personnel Services	52,505	48,447	49,800	49,800	50,700	1.81 %
Materials & Services	62,958	64,790	73,900	73,900	70,100	(5.14)%
TOTAL EXPENDITURES	115,463	113,237	123,700	123,700	120,800	(2.34)%
Prog 2011: Permit Tracking						
Revenues less Expenditures	12,249	5,196	-	-	-	

PROGRAM NARRATIVE

CENTRAL SERVICES: HUMAN RESOURCES (701-14-1032)
Responsible Manager/Title: David Shaw, Human Resources Director

FUNCTIONS AND RESPONSIBILITIES

- Provide leadership and expertise in attracting, retaining, and sustaining an effective and high-quality workforce committed to providing quality public service for a better Albany.
- Increase diversity of the City’s applicant pools and workforce for underrepresented populations.
- Continue and enhance the Wellness Program and Benefits Committee.
- Provide recruitment, training and development, safety compliance, employee relations, benefit and compensation administration, and collective bargaining services to the City of Albany.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	07/16	In Progress	<ul style="list-style-type: none"> • Negotiate a fiscally responsible collective bargaining agreement with the Albany Police Association.
	07/16	In Progress	<ul style="list-style-type: none"> • Negotiate a fiscally responsible collective bargaining agreement with the IAFF Local 845 Fire Union.
	01/17	Completed	<ul style="list-style-type: none"> • Implement new health insurance plan and VEBA for AFSCME, Nonbargaining, and Executive employees.
Budget Year 2017-2018			
Effective Government	09/17		<ul style="list-style-type: none"> • Negotiate a fiscally responsible collective bargaining agreement with the Albany Police Association.
	09/17		<ul style="list-style-type: none"> • Negotiate a fiscally responsible collective bargaining agreement with the IAFF Local 845 Fire Union.
	01/18		<ul style="list-style-type: none"> • Implement new health insurance plan and VEBA for IAFF Local 845 Fire Union and Albany Police Association employees.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017*</u>	<u>2017-2018</u>
Personnel Action forms processed.	791	761	674	750
Percent processed by monthly deadline.	99.8%	99.7%	100%	100%
Recruitments.	44	48	30	45
Applications processed.	2,428	1,896	1,655	1,800
FMLA cases.	67	91	29	60
Worker’s Comp claims filed.	58	51	17	40

* Numbers are through January 20, 2017.

STAFFING SUMMARY

Budgeted FTEs	4.00	4.00	4.00	5.00
---------------	------	------	------	------

701: Central Services

14: Human Resources

CITY OF ALBANY, OREGON

PROG 1032: Human Resources

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
EXPENDITURES						
Personnel Services	497,330	527,666	616,200	616,200	691,300	12.19 %
Materials & Services	87,947	108,460	228,400	228,400	147,600	(35.38)%
TOTAL EXPENDITURES	585,277	636,126	844,600	844,600	838,900	(0.67)%

PROGRAM NARRATIVE

**Central Service Fund: Parks & Recreation Department,
Facilities Maintenance (701-35-1033)
Responsible Manager/Title: Rick Barnett, Park Operations Supervisor**

FUNCTIONS AND RESPONSIBILITIES

- Provide both in-house and contractual services for building maintenance, repair, and renovation at seventeen City facilities including City Hall, libraries, fire stations, police station, park buildings, airport, train depot, operations, and transit.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	06/17	Completed	<ul style="list-style-type: none"> • Develop plan to replace aging HVAC system at City Hall.
	06/17	Completed	<ul style="list-style-type: none"> • Continue to look for energy saving opportunities at all City facilities.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none"> • Complete carpet replacement first and second floors of City Hall.
	06/18		<ul style="list-style-type: none"> • Research solar power for Main Library and Fire Stations 12, 13 and 14.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Number of work requests completed.	2,700	2,630	2,630	2,820
FTE per 50,000 sq. ft. of facilities.	.75	.75	.75	.75
Avg. cost per unit of service, in-house.	\$2.30 sq. ft.	\$2.32 sq. ft.	\$2.34 sq. ft.	\$2.49 sq. ft.

STAFFING SUMMARY

Budgeted FTEs	3.50	3.50	3.50	3.50
---------------	------	------	------	------

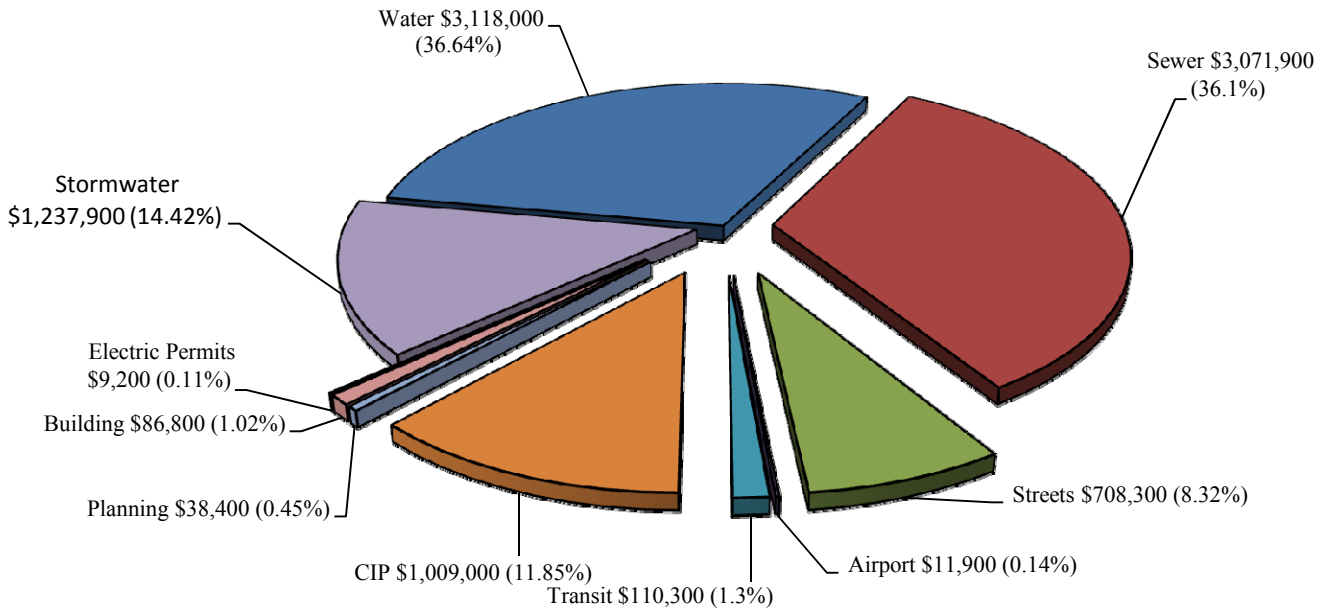
Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	709,000	552,984	761,300	761,300	789,000	3.64 %
Beginning Balance	129,632	148,105	-	-	-	- %
TOTAL REVENUES	839,015	701,808	761,300	761,300	789,000	3.64 %
EXPENDITURES						
Personnel Services	335,336	346,941	375,600	375,600	375,000	(0.16)%
Materials & Services	355,574	354,568	385,700	385,700	414,000	7.34 %
TOTAL EXPENDITURES	690,910	701,509	761,300	761,300	789,000	3.64 %

Prog 1033: Facilities Maintenance						
Revenues less Expenditures	148,105	299	-	-	-	

**PUBLIC WORKS CENTRAL SERVICES FUND
RESOURCE DETAIL**

Resources	2014-15 Actual	2015-16 Actual2016-17.....		2017-18 Adopted Budget	% Change from 2016-17	% of Fund Budget
			Adopted Budget	Revised Budget			
Dept Charges - Water	\$ 2,332,473	\$2,666,494	\$3,118,000	\$3,118,000	\$2,566,600	(17.68%)	29.68%
Dept Charges - Sewer	2,652,266	3,016,506	3,071,900	3,071,900	2,864,200	(6.76%)	33.12%
Dept Charges - Streets	688,353	744,188	708,300	708,300	634,600	(10.41%)	7.34%
Dept Charges - Airport	16,019	12,117	11,900	11,900	10,800	(9.24%)	0.12%
Dept Charges - Transit	95,190	77,390	110,300	110,300	114,800	4.08%	1.33%
Dept Charges - CIP	789,648	840,551	1,009,000	1,009,000	1,031,300	2.21%	11.92%
Dept Charges - Planning	31,906	35,421	38,400	38,400	36,300	(5.47%)	0.42%
Dept Charges - Bldg Inspection	51,092	82,546	86,800	86,800	77,400	(10.83%)	0.89%
Dept Charges - Elec Permit	5,674	10,466	9,200	9,200	8,600	(6.52%)	0.10%
Dept Charges - Stormwater	-	-	346,400	346,400	1,237,900	257.36%	14.31%
Miscellaneous Revenue	2,561	9,102	-	-	-	-	-
Interest	2,210	4,355	-	-	2,900	-	0.03%
Total Current Resources	6,667,392	7,499,136	8,510,200	8,510,200	8,585,400	0.88%	99.26%
Beginning Balance	617,913	179,765	68,500	68,500	63,600	(7.15%)	0.74%
Total Resources	\$ 7,285,305	\$7,678,901	\$8,578,700	\$8,578,700	\$8,649,000	0.82%	100.00%

SOURCE OF REVENUE - DEPARTMENTAL CHARGES FOR SERVICES



**PUBLIC WORKS CENTRAL SERVICES FUND
REQUIREMENT/STAFFING SUMMARIES**

Program Requirements	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
PW Administration	\$1,168,025	\$1,183,061	\$1,303,200	\$1,303,200	\$1,184,100	\$1,184,100	\$1,184,100
Engineering Services	2,311,949	2,498,693	2,964,500	2,964,500	2,945,600	2,945,600	2,945,600
Operations Admin	541,333	528,614	561,500	561,500	566,100	566,100	566,100
Water Quality Control Service	339,450	356,224	391,700	391,700	523,700	523,700	523,700
PW Customer Services	1,143,031	1,186,257	1,379,300	1,379,300	1,391,100	1,391,100	1,391,100
Facilities & Maintenance Engineering	1,601,750	1,686,822	1,978,500	1,978,500	2,038,400	2,038,400	2,038,400
Total Requirements	\$7,105,538	\$7,439,671	\$8,578,700	\$8,578,700	\$8,649,000	\$8,649,000	\$8,649,000

PW-Public Works

Requirements by Type	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
Personnel	\$5,567,970	\$5,872,318	\$6,752,600	\$6,752,600	\$6,769,900	\$6,769,900	\$6,769,900
Materials & Services	1,537,568	1,567,354	1,826,100	1,826,100	1,879,100	1,879,100	1,879,100
Total Requirements	\$7,105,538	\$7,439,672	\$8,578,700	\$8,578,700	\$8,649,000	\$8,649,000	\$8,649,000

Adopted Requirements by Program and Type			Materials & Services	Adopted Budget	% of Fund Budget
	Personnel				
PW Administration	\$ 996,900	\$ 187,200		\$1,184,100	13.68%
Engineering Services	2,540,300	405,300		2,945,600	34.06%
Operations Admin	223,100	343,000		566,100	6.55%
Water Quality Control Service	461,900	61,800		523,700	6.06%
PW Customer Services	787,800	603,300		1,391,100	16.08%
Facilities & Maintenance Engineering	1,759,900	278,500		2,038,400	23.57%
Total Requirements	6,769,900	1,879,100		\$8,649,000	100.00%
Percent of Fund Budget	78.27%	21.73%		100.00%	

Staffing Summary (FTE)	2014-15	2015-162016-17.....	2017-18.....		
	Actual	Actual	Adopted	Revised	Proposed	Approved	Adopted
PW Administration	10.000	10.000	10.000	10.000	9.000	9.000	9.000
Engineering Services	17.000	20.000	19.000	19.000	19.000	19.000	19.000
Operations Admin	2.000	2.000	1.000	1.000	1.000	1.000	1.000
Water Quality Control Service	3.000	3.000	3.000	3.000	4.000	4.000	4.000
PW Customer Services	9.000	9.000	9.000	9.000	9.000	9.000	9.000
Facilities & Maintenance Engineering	13.000	13.000	15.000	15.000	15.000	15.000	15.000
Total FTE	54.000	57.000	57.000	57.000	57.000	57.000	57.000

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: PW ADMINISTRATION (705-50-2802)

Responsible Manager/Title: Jeff Blaine, P.E., Public Works Engineering and
Community Development Director

FUNCTIONS AND RESPONSIBILITIES

- This program provides funding for Public Works Administration Charges, which is an overhead cost to the Public Works (PW) and Community Development (CD) Departments' programs in the Airport, Transit, Water, Sewer, Street, Stormwater, Planning, and Building Funds.
- Provides leadership and administrative support for all operations and functions of the Public Works and Community Development Departments.
- Provides process improvements in the administration of operation functions for the Department programs.
- Maintains American Public Works Association Accreditation (APWA) for Best Management Practices.
- Provide priorities and direction for funding and budget expenditures.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	06/17	In Progress	<ul style="list-style-type: none"> • Evaluate and begin implementation of any needed changes for customer service improvements in CD and PW.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none"> • Prepare for APWA reaccreditation.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Number of years accredited by the American Public Works Association.	4	5	6	7

STAFFING SUMMARY

Budgeted FTEs	10.00	10.00	10.00	9.00
---------------	-------	-------	-------	------

PROG 2802: PW Administration

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	1,046,111	1,201,332	1,293,200	1,293,200	1,174,100	(9.21)%
Transfers In	146,222	23,078	10,000	10,000	10,000	- %
TOTAL REVENUES	1,191,104	1,230,668	1,303,200	1,303,200	1,184,100	(9.14)%
EXPENDITURES						
Personnel Services	978,342	985,227	1,113,500	1,113,500	996,900	(10.47)%
Materials & Services	189,683	197,834	189,700	189,700	187,200	(1.32)%
TOTAL EXPENDITURES	1,168,025	1,183,061	1,303,200	1,303,200	1,184,100	(9.14)%

Prog 2802: PW Administration

Revenues less Expenditures

23,079

47,607

-

-

-

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: ENGINEERING SERVICES (705-50-2803)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

FUNCTIONS AND RESPONSIBILITIES

- Manage the design and construction of capital improvement projects.
- Manage public improvements constructed through the Local Improvement District (LID) process. Includes efforts to form the district, prepare the Engineer's Report, conduct engineering designs, manage construction, and develop final assessments.
- Coordinate with developers through the Site Improvement (SI) Project process to evaluate the adequacy of existing infrastructure and to issue permits for privately constructed public improvements.
- Transportation Management responsibilities include traffic engineering and design, transportation planning, and development review.
- Provide financial planning, System Development Charges (SDC) fee and rate-setting guidance, and policy development for the water, wastewater, stormwater, and transportation utilities.
- Provide long-range facility planning services for the City's water, wastewater, stormwater, and transportation facilities.
- Manage administration of the sewer lateral replacement program.
- Support Community Development in developing conditions of approval for land use applications.
- Manage the City's Erosion Prevention Sediment Control (EPSC) program for compliance with state of Oregon regulations and guidelines.
- Manage the City Post-Construction Stormwater Quality program for compliance with local, state, and federal regulations and guidelines.
- Oversee and develop the Bridge Maintenance Program. Provide interaction with the state highway department and subcontractor for National Bridge Inventory (NBI) bridge inspections.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Great Neighborhoods Safe City	06/17	In Progress	<ul style="list-style-type: none"> • Secure new NPDES discharge permit for A-M WRF, if DEQ initiates permit renewal for Albany.
	06/17	In Progress	<ul style="list-style-type: none"> • Secure NPDES Phase II stormwater permit, if required by DEQ.
	06/17	In Progress	<ul style="list-style-type: none"> • Develop draft wastewater facility plan and update SDC documents.
Budget Year 2017-2018			
Great Neighborhoods Safe City	06/18		<ul style="list-style-type: none"> • Complete wastewater SDC update.

PROGRAM NARRATIVE (continued)

PUBLIC WORKS SERVICES FUND: ENGINEERING SERVICES (705-50-2803)

Responsible Manager/Title: Staci Belcastro, P.E., City Engineer

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Number of new site improvement (SI) projects.	15	15	18	15
Number of capital projects in design or construction phase.	26	30	30	30
Number of local improvement district (LID) projects.	0	1	1	1
Number of sewer lateral replacement projects completed.	60	55	50	55
Number of development reviews performed annually.	70	65	65	55
Number of permits issued annually.	550	575	600	650
Update master plan every 10 to 15 years. Age of the current plan:				
Water master plan	10 yr	11 yr	12 yr	13 yr
Wastewater master plan	16 yr	17 yr	18 yr	19 yr
Transportation master plan	5 yr	6 yr	7 yr	8 yr
Storm drain master plan	26 yr	27 yr	28 yr	29 yr

STAFFING SUMMARY

Budgeted FTEs	17.00	19.00	19.00	19.00
---------------	-------	-------	-------	-------



CITY OF
Albany

O R E G O N

PROG 2803: Engineering Services

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	2,325,038	2,493,981	2,949,500	2,949,500	2,931,000	(0.63)%
Miscellaneous Revenue	336	797	-	-	-	- %
Investment Income	68	2,546	-	-	1,000	- %
Beginning Balance	57,388	70,881	15,000	15,000	13,600	(9.33)%
TOTAL REVENUES	2,382,830	2,568,205	2,964,500	2,964,500	2,945,600	(0.64)%
EXPENDITURES						
Personnel Services	2,016,447	2,201,575	2,583,700	2,583,700	2,540,300	(1.68)%
Materials & Services	295,502	292,618	380,800	380,800	405,300	6.43 %
TOTAL EXPENDITURES	2,311,949	2,494,193	2,964,500	2,964,500	2,945,600	(0.64)%
Prog 2803: Engineering Services						
Revenues less Expenditures	70,881	74,012	-	-	-	

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: OPERATIONS ADMINISTRATION (705-50-2805)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director

FUNCTIONS AND RESPONSIBILITIES

- Provides management for the Operations work groups including Water Distribution, Wastewater Collection, Water and Wastewater Treatment Plants, Street Maintenance, Facilities Engineering, Transit, and Utility Facilities Maintenance.
- Provides emergency on-call service for Public Works.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	09/16	Completed	<ul style="list-style-type: none"> • Develop Operations facility improvement plans.
Safe City	12/16	In Progress	<ul style="list-style-type: none"> • Finalize Public Works Emergency Operations Plan.
Budget Year 2017-2018			
Safe City	06/18		<ul style="list-style-type: none"> • Finalize Public Works Emergency Operations Plan.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Percent completion of Asset Management Program.	87.5%	91%	93%	100%
Percent completion of PW Emergency Operations Plan.	25%	50%	60%	75%

STAFFING SUMMARY

Budgeted FTEs	2.00	2.00	1.00	1.00
---------------	------	------	------	------

PROG 2805: Operations Admin

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	453,020	551,536	551,500	551,500	555,400	0.71 %
Beginning Balance	96,172	9,953	10,000	10,000	10,000	- %
TOTAL REVENUES	551,286	562,906	561,500	561,500	566,100	0.82 %
EXPENDITURES						
Personnel Services	230,593	254,410	210,200	210,200	223,100	6.14 %
Materials & Services	310,740	274,204	351,300	351,300	343,000	(2.36)%
TOTAL EXPENDITURES	541,333	528,614	561,500	561,500	566,100	0.82 %
Prog 2805: Operations Admin						
Revenues less Expenditures	9,953	34,292	-	-	-	

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: WATER QUALITY CONTROL SERVICES (705-50-2806)

Responsible Manager/Title: Kristin Preston, Utility Superintendent - Wastewater

FUNCTIONS AND RESPONSIBILITIES

- Provides outreach for citizens of Albany on water conservation, stormwater runoff, and other issues of concern to the City. Provides educational outreach to schools within Albany on water and related environmental issues.
- Performs laboratory tests on wastewater samples, stormwater samples, biosolids, and other tests as required. Coordinates contract lab sample collection and testing.
- Provides water audits for Albany residents, identifies water conservation opportunities.
- Assists in developing City response to regulatory requirements relating to water quality, including federal and state stormwater, Total Maximum Daily Load (TMDL), and pretreatment requirements.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Effective Government	06/17	Completed	<ul style="list-style-type: none"> • Continue to update website content regarding water quality information and events.
Great Neighborhoods Safe City Effective Government	06/17	Ongoing	<ul style="list-style-type: none"> • Partner with the Parks Department and Calapooia Watershed Council on restoration projects along Periwinkle Creek.
Budget Year 2017-2018			
Great Neighborhoods Safe City Effective Government	06/18		<ul style="list-style-type: none"> • Partner with the Parks Department and Calapooia Watershed Council on a restoration planting project along Periwinkle Creek in Bowman Park.
	06/18		<ul style="list-style-type: none"> • Complete a review of the City's TMDL implementation activities for the previous five years and submit a summary report to DEQ.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Number of residential water conservation audits performed.	5	3	5	5
Tons of trash removed from local streams.	19	11	12	12
Number of laboratory tests performed in-house.	2,687	2,488	2,100	1,700
Number of area students receiving outreach programs.	1,123	1,434	1,200	1,200
Number of outreach events attended or supported.	15	14	15	15
Number of storm system inlets marked.	60	59	75	75

STAFFING SUMMARY

Budgeted FTEs	3.00	3.00	3.00	4.00
---------------	------	------	------	------

PROG 2806: Water Quality Control Service

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	348,258	350,053	386,700	386,700	518,400	34.06 %
Miscellaneous Revenue	48	114	-	-	-	- %
Investment Income	109	185	-	-	300	- %
Beginning Balance	9,640	18,605	5,000	5,000	5,000	- %
TOTAL REVENUES	358,055	368,957	391,700	391,700	523,700	33.70 %
EXPENDITURES						
Personnel Services	297,417	306,919	323,800	323,800	461,900	42.65 %
Materials & Services	42,033	49,305	67,900	67,900	61,800	(8.98)%
TOTAL EXPENDITURES	339,450	356,224	391,700	391,700	523,700	33.70 %
Prog 2806: Water Quality Control Service						
Revenues less Expenditures	18,605	12,733	-	-	-	

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: PW CUSTOMER SERVICES (705-50-2807)

Responsible Manager/Title: Jeff Babbitt, Public Works Business Manager

Developed by: Patty McInnes, Public Works Customer Service Supervisor

FUNCTIONS AND RESPONSIBILITIES

- Provide all services related to the billing and collection of revenues for the water, wastewater, and stormwater utilities.
- Provide all office and field customer service activities for water, sewer, and stormwater accounts served by the City of Albany.

STRATEGIES/ACTIONS

<u>Strategic Plan Theme</u>	<u>Target Date</u>	<u>Status</u>	<u>Strategies/Actions</u>
Budget Year 2016-2017			
Effective Government	06/17	Ongoing	<ul style="list-style-type: none"> • Utilize billing inserts for communication with customers for Keep It Clean; What Not To Flush; etc.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none"> • Utilize billing inserts for communication with customers for Keep It Clean; What Not To Flush; etc.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Maintain the dollar amount of Utility Billing write-offs of uncollectible accounts at less than 0.5% of annual billings.	0.25%	0.25%	0.24%	0.25%
Online utility bill payments became active August 2010 – Number of transactions per year.	32,087	37,000	46,200	46,500
Online utility bill payments became active August 2010 – Dollar volume per year (in millions).	\$3.8M	\$4.5M	\$5.8M	\$5.8M

STAFFING SUMMARY

Budgeted FTEs	9.00	9.00	9.00	9.00
---------------	------	------	------	------

705: Public Works Central Service
 50: Public Works

CITY OF ALBANY, OREGON
PROG 2807: PW Customer Services

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	1,155,444	1,189,299	1,370,800	1,370,800	1,381,100	0.75 %
Miscellaneous Revenue	39	-	-	-	-	- %
Investment Income	(57)	481	-	-	-	- %
Beginning Balance	7,156	19,550	8,500	8,500	10,000	17.65 %
TOTAL REVENUES	1,162,582	1,209,330	1,379,300	1,379,300	1,391,100	0.86 %
EXPENDITURES						
Personnel Services	691,762	712,597	793,100	793,100	787,800	(0.67)%
Materials & Services	451,269	473,660	586,200	586,200	603,300	2.92 %
TOTAL EXPENDITURES	1,143,031	1,186,257	1,379,300	1,379,300	1,391,100	0.86 %
Prog 2807: PW Customer Services						
Revenues less Expenditures	19,551	23,073	-	-	-	

PROGRAM NARRATIVE

PUBLIC WORKS SERVICES FUND: FACILITIES & MAINTENANCE ENGINEERING (705-50-2809)

Responsible Manager/Title: Chris Bailey, Public Works Operations Director

Developed by: Mike Bryan, Public Works Technical Services Manager

FUNCTIONS AND RESPONSIBILITIES

- Manage Public Works infrastructure asset data through the CarteGraph Maintenance Management Software (CMMS) system.
- Assist in the review of existing infrastructure condition reports, and assist in developing plans for future rehabilitation/replacement work.
- Manage preventive, predictive, and corrective maintenance management tasks including repairs and replacement of the various pieces of equipment at the Water Treatment Plants (WTPs) and Albany-Millersburg Water Reclamation Facility (AM WRF) as well as all remote sites.
- Provide inventory support and control for the Operations department.
- Oversee and develop Supervisory Control and Data Acquisition (SCADA) automated process control and monitoring systems for the WTPs and AM WRF and associated systems outside of the plants.
- Perform weekly, bi-weekly, monthly, six-month, and annual inspections of eight reservoirs, five water pump stations, and 16 sewer lift stations as well as performing large-scale preventive maintenance and repairs at the treatment facilities. Perform most of the fabrication work for all of the sections in Public Works.

STRATEGIES/ACTIONS

Strategic Plan Theme	Target Date	Status	Strategies/Actions
Budget Year 2016-2017			
Safe City	06/17	Completed	<ul style="list-style-type: none"> • Implement the recommended security upgrades from the SCADA security audit.
Effective Government	06/17	In Progress	<ul style="list-style-type: none"> • Complete the stormwater system integration project into the CMMS.
Budget Year 2017-2018			
Effective Government	06/18		<ul style="list-style-type: none"> • Complete the integration of the new CMMS software.
	06/18		<ul style="list-style-type: none"> • Integrate new workflow processes within public works utilizing the new OMS.

PERFORMANCE MEASURES AND WORKLOAD INDICATORS

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
CMMS:				
Percentage of total assets in the CMMS System				
Water	92%	95%	97%	100%
Wastewater	92%	95%	97%	100%
Streets	86%	90%	92%	100%
Stormwater	80%	85%	87%	100%
Maintenance:				
Number of after-hours call-outs.	38	50	46	60
SCADA:				
Total number of data points monitored and managed.	31,363	31,600	31,611	33,388
Total number of SCADA-related computers supported.	87	88	98	101

STAFFING SUMMARY

Budgeted FTEs	13.00	13.00	15.00	15.00
---------------	-------	-------	-------	-------

PROG 2809: Facilities & Maintenance Engineering

Description	2014-2015 Actual	2015-2016 Actual	2016-2017 Adopted	2016-2017 Revised	2017-2018 Adopted	% Change
REVENUES						
Charges for Services	1,334,750	1,699,478	1,958,500	1,958,500	2,022,500	3.27 %
Miscellaneous Revenue	995	96	-	-	-	- %
Investment Income	2,369	1,565	-	-	900	- %
Beginning Balance	301,334	37,699	20,000	20,000	15,000	(25.00)%
TOTAL REVENUES	1,639,448	1,738,838	1,978,500	1,978,500	2,038,400	3.03 %
EXPENDITURES						
Personnel Services	1,353,409	1,411,590	1,728,300	1,728,300	1,759,900	1.83 %
Materials & Services	248,340	275,232	250,200	250,200	278,500	11.31 %
TOTAL EXPENDITURES	1,601,749	1,686,822	1,978,500	1,978,500	2,038,400	3.03 %
Prog 2809: Facilities & Maintenance Engineering						
Revenues less Expenditures	37,699	52,016	-	-	-	



CITY OF
Albany

O R E G O N

CAPITAL BUDGET

City Manager's Message

To the City Council and Citizens of Albany:

My last introduction to Albany's Capital Improvement Program (CIP) emphasizes not only the importance of capital planning, but the need to recognize that building sound infrastructure takes time. Earthquakes, fire, floods and other catastrophes can destroy facilities quickly and without warning. The task of building, rebuilding and maintaining never ends.

Albany can and should celebrate the completion of two new facilities that have been discussed and planned for more than 20 years. The new fire and police stations should serve the community for generations and allow us to focus on other capital priorities that need attention.

Our CIP attempts to allocate resources objectively by identifying projects where the need for improvements is high due to the condition of the infrastructure and how heavily it is used. Projects that tend to get deferred are those that are least visible and least likely to cause immediate problems. This strategy makes sense, but can lead to expensive failures that might have been prevented with earlier investment. Failed culverts on 2nd and Belmont Avenues are good examples of projects that required expensive replacements. Albany's new stormwater utility will eventually help direct revenue to badly needed improvements in a system that influences flooding, water quality, habitat and erosion, to name a few. Unfortunately, there are few advocates for new box culverts and other critical infrastructure that goes unnoticed until it fails.

Albany's CIP makes no pretense of putting enough money in savings to replace the city's infrastructure. The costs of providing services every day imposes a significant financial burden on residents that makes it difficult to save enough for replacement. Additionally, there is great variability in how long infrastructure will last. Site-specific conditions can increase or decrease life expectancy, making it difficult to predict when something should be replaced. Like most homeowners, we save to cover projects like painting and borrow to pay for larger projects such as a new roof.

It has been my pleasure to work with our engineering and public works staff over the past 12 years to maintain and improve the water, sewer, stormwater and street systems as well as parks and city buildings. We have a well-established process that allows us to make the best use of the money we have, recognizing that there is never enough to do all that should be done. My role in this process is relatively small and I would like to particularly thank Jeff Babbitt for his part in coordinating the work needed to produce the CIP. We are fortunate to have great public works staff who routinely do the work needed to maintain critical city services. The CIP is an important part of this work.

Respectfully submitted,



Wes Hare, City Manager

Introduction

Decisions, Decisions, Decisions!

Strategic planning will focus our community strategies and actions

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

<p>Our Mission: Providing quality public services for a better Albany community.</p> <p>Our Vision: A vital and diverse community that promotes a high quality of life, great neighborhoods, balanced economic growth, and quality public services.</p>

If our mission and vision statements are to have any meaning, they must be accompanied by deliberate planning efforts to move the organization and community toward a desired future. This requires clearly defined goals, proactive objectives, committed leadership, and effective management under significant forces of change. These forces include changing community demographics, new state and federal mandates, fiscal constraints, changing economic conditions, emerging technologies, and many other influences on our service delivery efforts. 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 our community objectives is strategic planning. Therefore, the Albany City Council has developed a strategic plan.

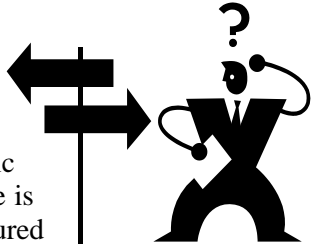
The four primary themes of the strategic plan are Great Neighborhoods, a Safe City, a Healthy Economy, and an Effective Government.

Financial Planning

The Capital Improvement Program (CIP) is a planning document that identifies capital projects in the next five-year horizon for elected officials, citizens, and staff. The first year of the CIP will be the basis for developing the capital portion of the forthcoming City Budget for 2017-2018. This CIP shows the total cost of a project in the year it is funded. Once a project appears in the first year of the CIP and makes it into the budget, it does not appear again in the CIP because the project has moved beyond the planning phase.

How to Use This Report

Each section of the report deals with a major infrastructure service the City provides. You will find separate sections for accessibility, finance, parks, public facilities, revitalization, stormwater, transportation, wastewater, and water. There is also a community needs section showing the most important projects without secured



funding sources.

Each project scheduled over the next five years is individually identified. Each project shows the total cost and the sources of money used to pay for it. In certain cases, special emphasis by way of a signpost is shown for projects financed through General Obligation bonds or revenue bonds, along with those projects qualifying for System Development Charge funding for some or all of their costs.

Example:

REVENUE BOND

SDC

Each project has a unique CIP identification number attached to it. Related projects occurring in different areas, or over several years, are linked by use of a phase identifier. As a result, on any given project sheet, you will also see all the related projects regardless of the CIP section in which they appear.

Throughout the CIP document there are many commonly-used acronyms. The following list provides those most frequently used:

- AC – Asbestos Cement
- CARA – Central Albany Revitalization Area
- HDPE – High Density Polyethylene
- SDC – System Development Charges
- STP – Surface Transportation Program

The CIP Process

Actually, it is fairly simple. This report is distributed to the City Council, Planning Commission, and Budget Committee and copies are made available to the public at the libraries, City Hall, and on the City's website. A joint work session of the City Council, Planning Commission, and Budget Committee is held to go over the proposed project list and give opportunity to ask questions to clarify issues and information.

Following the joint work session, a public hearing is held where everyone is invited to express feelings about these plans for the future. Following the public hearing process, the City Council revises the CIP as necessary and then adopts the final Program. This final version becomes the basis for projects found in the City Budget.

Cross Check: Accomplishments and On-going Projects

The following list shows projects funded in prior CIPs and budgets that are currently in process or that have been revised or completed. Because these and earlier continuing projects have been authorized and funded, they no longer appear in the detail pages of the CIP.

ACCESSIBILITY

IN PROCESS #2004, Phase 2, Improved Pedestrian Crossings at Transit Stops (Phase 2)

Construction is currently scheduled for summer 2017.

PARKS

IN PROCESS #1892 Sunrise Park Playground Replacement

After a long delay in securing wetland mitigation approval, this project is expected to be completed in 2017.

DEFERRED #2008 East Thornton Lake Natural Area Development

This development project has been delayed indefinitely due to capital and operating budget constraints. Planning and site design work will continue.

PUBLIC FACILITIES

IN PROCESS #1334 Downtown Fire Station

The project is expected to be completed in summer 2017.

IN PROCESS #1335 Police Station Replacement

The project is expected to be completed in summer 2017.

IN PROCESS #2179 Fire Station 14 Water Reclamation Project

The project is expected to be completed in Fiscal Year 2017-2018.

REVITALIZATION

IN PROCESS #1339 CARA Central Albany Building Revitalization Program

This Central Albany Revitalization Area (CARA)-funded program offers technical assistance, loans, and grants for the private redevelopment of commercial structures, as well as funding for specific public infrastructure projects in the 919-acre Urban Renewal District.

IN PROCESS #2339 Albany Downtown Street Improvements

Construction is currently scheduled for early 2017 and will be completed by the end of March for Phase 1, and September for Phase 2.

STORMWATER

IN PROCESS #1958 Stormwater Master Plan

This project is currently underway.

TRANSPORTATION

COMPLETED #2041 34th Avenue Signal: Marion Street

COMPLETED #2045 34th Avenue Signal: Hill Street

COMPLETED #2165 Update Airport Master Plan and Airport Layout Plan

IN PROCESS #2225 Oak Street Rehabilitation – 34th to 38th Avenue

Construction is currently scheduled for summer 2017.

IN PROCESS #2283 Pedestrian Crossing Improvements

Crossings in City rights-of-way are complete. Construction of crossings in ODOT rights-of-way is currently scheduled for summer 2017.

IN PROCESS #2305 Crocker Lane Street Improvements

Construction is currently scheduled for summer 2017.

WASTEWATER

COMPLETED #1254 Umatilla Lift Station, Force Main, and Wet Well Projects

COMPLETED #2200 2016 Sewer Pipe Rehabilitation Projects

COMPLETED #2307 Maple Street Lift Station Pump Replacement Project

COMPLETED #2308 Collection System Access Improvements

COMPLETED #2329 Marion Street Lift Station

IN PROCESS #2204 2017 Collection System Rehabilitation Projects

Construction is currently scheduled for summer 2017.

IN PROCESS #2323 Cox Creek Interceptor Projects – P7

Construction is currently scheduled for summer 2018.

IN PROCESS #2324 Cox Creek Interceptor Projects – P8

Construction is currently scheduled for summer 2018.

IN PROCESS #2330 Cox Creek Interceptor Projects – P10A

Construction is currently scheduled for summer 2018.

WATER

COMPLETED #2219 College Park Drive, Pacific Boulevard to East End

COMPLETED #2286 Maple Street Pump Station Electrical Improvements

COMPLETED #2291 Meadow Wood Water Line

COMPLETED #2316 Vine Street WTP Electrical and Clearwell Improvements

IN PROCESS #1999 Albany-Millersburg Water Treatment Plant Sand Removal

Construction is currently scheduled for summer 2017.

IN PROCESS #2187 Canal Diversion Structures

Design is underway and construction is currently scheduled for summer 2018.

IN PROCESS #2300 Oak Street Water Line – 34th to 38th Avenue

Construction is currently scheduled for summer 2017.

IN PROCESS #2314 Crown Zellerbach Gate Evaluation and Improvements

Design is underway and construction is currently scheduled for summer 2018.

IN PROCESS #2315 Crocker LID Water Line

Design is underway and construction is currently scheduled for summer 2017.

IN PROCESS #2317 Downtown Water Line Improvements

Construction is currently scheduled for summer 2017.

IN PROCESS #2318 Industrial Way Water Line

Construction is currently scheduled for summer 2017.

IN PROCESS #2332 Backwash Ponds Improvements

Construction is currently scheduled for summer 2017.

IN PROCESS #2333 Maple, Broadway, and A-M WTP Reservoirs Seismic Valves

Construction is currently scheduled for summer 2017.

IN PROCESS #2335 Vine Street Water Treatment Plant Improvements

Construction is currently scheduled for summer 2017.

IN PROCESS #2337 Santiam-Albany Canal Bank Repair: 4th Avenue to 5th Avenue

Construction is currently scheduled for summer 2017.

Got a Question?

Some of the information and issues in this report can be rather complex. If you are having trouble understanding something or have a question, your City staff stands ready and willing to provide the information you need.

For information please contact:

City Manager's Office

Marilyn Smith, 541-917-7507

Management Assistant/Public Information Officer

marilyn.smith@cityofalbany.net



Paying for Capital Projects

A preliminary look at financing, pending further decisions

Let us make it clear right at the top: there is not enough money available for all the projects the City needs to do. In most cases the source of money determines which projects get included. For instance, Water Fund revenue can only be spent on water projects. The money each of these funds receives must be spent for the purposes for which the fund was created.

Sources of Funding

The table on the next page shows the relative breakdown of funding sources for all the projects contained in the 2018-2022 CIP.

This chart shows a projection of funds needed for projects in any given year. As you can see, the relative amounts of money can vary significantly and can change from year to year based on the projects being constructed.

Grants are a one-time source of money. To rely on grants as a major source of improving our infrastructure is a precarious approach. The money may or may not be there and is available only through decisions made outside our community. While the City actively looks to get grants where available, we still have to provide our own source of money for a portion of the cost, even on grant projects.

Any given project can have funding from more than one source. For instance, a major sewer upgrade project may be funded by a combination of Sewer Rate revenue and Sewer Improvement System Development Charges (SDC) revenue. Each project in this CIP will have all funding sources clearly identified.



What is a Fund?
A fund is an accounting term that denotes a stand-alone operation that has its own set of accounting books. Even though it is part of the City, for financial purposes it operates as a separate service.



Projected Cost Totals by Funding Source

FUNDING SOURCE	2018	2019	2020	2021	2022	TOTAL
ADA Capital Reserves	\$0	\$0	\$95,000	\$0	\$0	\$95,000
Community Development Block Grant	\$95,000	\$0	\$0	\$0	\$0	\$95,000
GF Facilities Maintenance Projects	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Greater Albany Public Schools	\$950,000	\$0	\$0	\$0	\$0	\$950,000
In Lieu of Franchise Fees	\$0	\$0	\$0	\$579,000	\$595,000	\$1,174,000
Reserve: Capital Projects	\$50,000	\$0	\$0	\$0	\$0	\$50,000
SDC Improvement - Sewer	\$155,800	\$617,000	\$0	\$0	\$0	\$772,800
SDC Improvement – Transportation	\$911,200	\$515,000	\$0	\$1,880,000	\$0	\$3,306,200
SDC Improvement – Water	\$113,600	\$1,205,000	\$0	\$0	\$0	\$1,318,600
Sewer Rates/Operating Revenues	\$2,837,200	\$2,602,000	\$2,155,000	\$5,356,000	\$2,155,000	\$15,105,200
State of Oregon	\$980,000	\$1,256,000	\$238,000	\$546,000	\$631,000	\$3,651,000
Street Capital Reserves	\$1,483,800	\$1,745,000	\$40,000	\$40,000	\$40,000	\$3,348,800
Water Rates/Operating Revenues	\$2,998,100	\$2,580,000	\$2,348,000	\$1,399,000	\$2,596,000	\$11,921,100
TOTAL:	\$10,624,700	\$10,520,000	\$4,876,000	\$9,800,000	\$6,017,000	\$41,837,700

Financing Projects with Bonds or Loans

The City finances capital projects primarily through taxes and fees for service. In order to stretch the buying power of the available resources and to pay for big-ticket projects, the City may issue General Obligation bonds or revenue bonds. Bonds are sold in the worldwide financial marketplace in order to get the lowest interest rate possible. The federal tax code provides for municipal bonds that can be tax-exempt for the people or institutions that buy them. Because of this tax break, the interest rate is usually much lower than would be paid for a prime-rate loan from a bank. This saves the taxpayers money.

There are two types of bonds:

General Obligation (GO) bonds must be approved by a vote of the people before they can be issued. This is because GO bonds result in an additional property tax above and beyond the property tax otherwise paid. The bonds are secured by the revenue from the tax and the tax lasts only for the life of the bonds, usually 15 to 20 years.

Revenue bonds are not backed by property taxes and, in Albany, also require a vote of the people. Revenue bonds are repaid out of specific revenues, such as water rates for a water revenue bond.

In addition to bonds, the City can secure a loan from a bank or other source. In 2003, the City was able to secure a loan from the State of Oregon Clean Water Revolving Loan Fund for the planned wastewater projects at interest rates that were far better than what was available under bond programs.

It is important to remember bonds and loans are not a source of revenue; they are financing tools. The sources of revenue to pay for the projects are the taxes or rates that secure the bonds or loan.

The Five-Year Plan in a Snapshot

The following table shows the total cost of projects authorized in each of the next five years for each major category of capital projects. Some projects will be paid for in a single year, while other projects will take three years or more to complete.

Occasionally new issues, changing cost and revenue realities, or shifts in City priorities will cause a project, or a number of projects, to be either bumped forward or back in the five-year schedule. Any changes of this nature would be reflected in future CIP documents.

Projected Cost Totals by Category

CATEGORY	2018	2019	2020	2021	2022	TOTAL
Accessibility	\$95,000	\$0	\$95,000	\$0	\$0	\$190,000
Parks	\$0	\$0	\$0	\$0	\$0	\$0
Public Facilities	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Revitalization	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater	\$0	\$0	\$0	\$0	\$0	\$0
Transportation	\$4,325,000	\$3,516,000	\$278,000	\$3,045,000	\$1,266,000	\$12,430,000
Wastewater	\$2,993,000	\$3,219,000	\$2,155,000	\$5,356,000	\$2,155,000	\$15,878,000
Water	\$3,111,700	\$3,785,000	\$2,348,000	\$1,399,000	\$2,596,000	\$13,239,700
GRAND TOTALS:	\$10,624,700	\$10,520,000	\$4,876,000	\$9,800,000	\$6,017,000	\$41,837,700



CITY OF
Albany

O R E G O N

Major Needs that Remain Unfunded

Projects to strengthen our community...if funding is made available

This section of the CIP highlights projects that are considered important but don't have a funding plan identified.

Riverfront Interceptor Lift Station and Force Main

The Riverfront Interceptor (RFI) provides sewer service to approximately 2,682 acres, which includes the downtown core. The RFI does not have capacity to handle all tributary wastewater collection system flows during heavy rainfall events, resulting in occasional unpermitted overflows to the Willamette River. Additional development activities within the RFI basin will exacerbate the capacity problem, and the City is at risk of DEQ regulatory enforcement action if unpermitted overflows continue. The least cost option for addressing the capacity constraint is construction of an \$11.5M lift station and force main project. This cost exceeds the City's current financial capabilities and a funding strategy needs to be identified.

Residential Utility Services

Several pockets of residential areas within city limits remain without City utilities. Most were annexed after development under county jurisdiction, and most are characterized by moderate income households and modest homes.

Albany Train/Multimodal Station

The Albany train/multimodal station has been a great success. The station is seeing high volumes of use and often the existing parking is near or at capacity. To allow continued growth of the multiple transportation services using the station to service the region, additional space for parking will need to be developed.

Central Albany Revitalization

Central Albany remains a focus for public and private redevelopment and economic development activity. While CARA funding has stimulated significant private investment, completion of the vision for central Albany will require spending beyond the scope of the renewal agency. The following are among the projects that do not have fully identified funding:

- Public Spaces – The Central Albany Land Use and Transportation Study (CALUTS) Plan and the Town Center Plan call for a suite of public spaces designed to enhance the central Albany area, provide spatial organizing elements, offer alternate transportation options, and stimulate private investment.
- Water Avenue – The Water Avenue Streetscape Design Guide (2008) calls for reconstruction of Water Avenue from Washington Street to Main Street. This will be a key investment to support redevelopment of parcels along the river, including the riverfront housing in the Town Center Plan concept. The scope and timing of this project is currently being reviewed by CARA.

Park Repair and Replacement Needs

There is a significant backlog of park repair and replacement projects. Examples of these projects include the replacement of unsafe, 35-year-old playgrounds; ball field lighting systems; irrigation systems; walks and parking lots; and park buildings/structures. The 2006 Parks Master Plan proposes several projects that would address many of these needs through a funding mix including Parks SDCs, annual operating dollars, private donations, and grants. Currently, the total backlog is estimated at \$3.5 million. However, these funds have not yet been secured. Without a new funding source, the backlog will not be adequately addressed, requiring that facilities and equipment may be closed or removed when no longer serviceable.

Fire and Police Departments

- Both Fire and Police emergency responders lack adequate local training facilities to develop new skills and maintain proficiency and current capabilities. Emergency responders' skills must be maintained to safely and adequately handle the numerous high-risk and hazardous events they encounter. The existing training tower and Fire Station 11 were demolished to accommodate construction of a new main fire station. Construction of the new station does not include replacing the training tower. A functional tower is an important training aid for firefighters, and the lack of a tower can have an impact on the fire department's Insurance Services Office rating and ultimately the fire insurance rates paid by our community. At this time, the best solution is to relocate the City bus storage from behind Fire Station 12, build a new training tower, and enhance the training capabilities at that location.
- Fire and Police facilities need to be maintained. Currently, two of the four fire stations parking lots need to be replaced at a price of approximately \$270,000. The parking lot at Fire Station 13 has large potholes from continuous heavy truck traffic and areas turning to gravel. Funding is not available and this is creating significant maintenance issues for the Fire Department.
- Fire Department emergency communications systems need to be upgraded. Current emergency radios are problematic and a new County-wide system is needed. This is a major project that will require much coordination and funding from multiple agencies or an outside grant.

Street Construction and Preventative Maintenance

The needs for street repair and improvement continue to grow while funding remains stagnant and insufficient to address needs. Aging streets that cannot be properly maintained and invested in will fall into disrepair and ultimately will require full reconstruction. Reconstruction of streets is several times more expensive than ongoing repair and preventative maintenance.

The future revenue picture for streets is bleak. Gas tax and Surface Transportation Program (STP) revenues are not anticipated to grow at a pace that sustains current levels of investment in infrastructure. STP funding is also subject to federal approval, appropriation and allocation to Albany from the Albany Area Metropolitan Planning Organization (AAMPO).

Stormwater Infrastructure

The City recently took action to establish a stormwater utility; thus creating the framework for a dedicated funding source for stormwater activities. Initial service charges were set to cover the limited stormwater activities already conducted by the City but previously funded using sewer and street funds, plus a modest amount for complying with new regulatory requirements. Initial service charges will not fund routine operation and maintenance (O&M) activities necessary to support an asset management approach to managing our infrastructure, as is done for the water and sewer utilities. An asset management approach

is important to identify failing pipes that need to be replaced to prevent disruptions of service, street flooding, and property damage.

The City is also undergoing a significant stormwater planning effort. The new stormwater plan will identify short- and long-term capital improvements to address capacity constraints throughout the system and utility extensions to serve growth. Looking ahead, it will be important to secure additional funding to support an asset management approach for O&M activities, replace failing pipes, and replace undersized pipes.

SCHEDULE OF CAPITAL EQUIPMENT
Fiscal Year 2017-2018

Department:				
Program Name	(Program Number)	Capital Description	Budget	Fund
			Amount	Total
Fire Department:				
Fire Emergency Services	(100-25-1208)	Extrication Equipment	\$ 40,000	
		Thermal Imaging Camera	10,000	\$ 50,000
Equipment Replacement	(217-10-1010)	Type 1 Engine	\$ 500,000	
		Staff Vehicle	35,000	\$ 535,000
Total Fire Department				\$585,000
Police Department:				
Police	(100-30-1301)	Ford Transit Van	\$ 28,000	
				\$ 28,000
Total Police Department				\$28,000
Parks & Recreation Department:				
Aquatics	(202-35-1410)	Low Dive Board	\$ 29,000	
				\$ 29,000
Total Parks & Recreation Department				\$29,000
Public Works Department:				
Transit	(213-50-1106)	Replace Vehicle 455-05	\$ 440,000	
	(213-50-1107)	Replace Vehicle 428-03	420,000	
	(213-50-1108)	Replace Vehicle 825-11	50,000	
		Replace Vehicle 826-11	50,000	\$960,000
Equipment Replacement	(217-10-1010)	Facilities Maintenance Vehicle	\$ 28,000	
		Replace Vehicle 507-01	35,000	
		Replace Vehicle 528-94	128,000	\$191,000
Wastewater Treatment Plant	(601-50-2404)	WRF Server Room Fire Suppression	\$ 8,000	
		WRF DO/TSS Probes in VLR	16,000	
		WRF RAS Pump Rail	18,000	
		WRF UPS Backup	25,000	\$ 67,000

SCHEDULE OF CAPITAL EQUIPMENT
Fiscal Year 2017-2018
Continued

Public Works Department (continued):

Wastewater Collections (601-50-2405)	WRF Server Room Fire Suppression Flow Meter at College Green	\$ 1,000 10,000	\$ 11,000
TWG Wetlands (601-50-2411)	TWG Security Camera	\$ 7,000	\$ 7,000
Water Canal (615-50-2204)	WRF Server Room Fire Suppression Replace CCTV Equipment at Diversion Dam Upgrade Control Panel at Diversion Dam	\$ 2,000 18,000 28,000	\$ 48,000
Vine Street WTP (615-50-2206)	WRF Server Room Fire Suppression Fiber Optic Communication for Radial Gate	\$ 4,000 14,000	\$ 18,000
Water Distribution (615-50-2206)	WRF Server Room Fire Suppression Replacement Hatch Millersburg Vault Refurbish Pump at NA Lift Station Upgrade Millersburg Vault Upgrade Motor Control NA Pump Station	\$ 1,000 5,000 17,500 18,000 40,000	\$ 81,500
Albany-Millersburg WTP (615-50-2207)	WRF Server Room Fire Suppression Fiber Optic Communication for Reservoir Allen-Bradley ControlLogix Redundancy Module Life Cycle Process Control/Security CCTV Membrane Modules at AM WTP	\$ 4,000 28,000 31,000 40,000 430,000	\$ 533,000
Water Equipment Replacement (615-50-2311)	Replace Vehicle 900-02 Repl Membrane Modules at AM WTP Replace Vehicle 914-01	\$ 40,000 120,000 70,000	\$ 230,000

Total Public Works Department	\$2,146,500
--------------------------------------	--------------------

TOTAL CAPITAL EQUIPMENT	<u>\$2,788,500</u>
--------------------------------	---------------------------

SUMMARY OF CAPITAL REQUIREMENTS AND CAPITAL RESERVES - FISCAL YEAR 2017-18

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 2017-18 budget. The projects may also be included in the City's five-year Capital Improvements Program (CIP) for 2018-2023.

Project Description	Total	General Fund	Parks & Recreation	Grants	Risk Management	Economic Development	Public Transit
CAPITAL PROJECTS							
Capital Equipment	2,788,500	\$ 78,000	\$ 29,000	\$ -	\$ -	\$ -	\$ 960,000
Building Improvements	36,100	-	-	36,100	-	-	-
Albany Data Integration	400,000	-	-	-	-	-	-
Taxiway Connectors Design	25,000	-	-	25,000	-	-	-
AGIS Taxiway Construction	308,000	-	-	308,000	-	-	-
FTA 5307 -1% Safety Purchase	11,300	-	-	-	-	-	11,300
Renovation Projects	197,000	-	197,000	-	-	-	-
Comm Dev - Accessibility	125,000	-	-	125,000	-	-	-
Comm Dev - Public Improvements	239,300	-	-	239,300	-	-	-
Sunrise Park Play Replace	60,000	-	60,000	-	-	-	-
Operations Roof Replacements	100,000	50,000	-	-	-	-	-
Station 13 Parking Lot	-	-	-	-	-	-	-
Sidewalk Infill Program	15,000	-	-	-	-	-	-
SS-17-01 Cox Creek Interceptor P7	1,430,000	-	-	-	-	-	-
SS-17-02 Cox Creek Interceptor P8	1,184,900	-	-	-	-	-	-
SS-17-03 2017 Collection System Rehab	765,000	-	-	-	-	-	-
SS-17-04 Marion Lift Station	70,000	-	-	-	-	-	-
SS-17-05 Cox Creek Interceptor P10A	1,285,000	-	-	-	-	-	-
SS-17-09 Lyon & Ellsworth Sewer Imp	245,000	-	-	-	-	-	-
SS-18-01 2018 Collection System Rehab	1,250,000	-	-	-	-	-	-
SS-18-02 Hill St Sewer Imp	665,000	-	-	-	-	-	-
SS-18-03 Santa Maria Sewer Imp	803,000	-	-	-	-	-	-
ST-13-05 Corvallis Albany Path	304,500	-	-	-	-	-	-
ST-16-01 Transit Stop Ped Imp (Ph 2)	200,000	-	-	-	-	-	-
ST-16-02 Crocker Lane & Valley View Dr	1,460,000	-	-	-	-	-	-
ST-17-01 Oak Street Rehab 34th-38th	612,000	-	-	-	-	-	-
ST-17-02 Grand Prairie Park CW/Waverly	40,000	-	-	-	-	-	-
ST-18-01 Hill St, Queen to 24th	2,700,000	-	-	-	-	-	-
ST-18-02 Santa Maria Street Imp	1,450,000	-	-	-	-	-	-
WC-13-01 Canal Diversion Structures	250,000	-	-	-	-	-	-
WL-16-01 Crocker LID Waterline	400,000	-	-	-	-	-	-
WC-16-01 CZ Gates Improvements	600,000	-	-	-	-	-	-
WL-16-03 Fire Line Backflow Install	90,000	-	-	-	-	-	-
WC-16-03 Canal Bank Repair Goltra	120,000	-	-	-	-	-	-
WL-17-01 CARA Water Line Imp	345,600	-	-	-	-	-	-
WL-17-02 Industrial Way Water Line	320,000	-	-	-	-	-	-
WL-17-03 Oak Street WL 34th-38th	253,700	-	-	-	-	-	-
WC-17-03 Canal Bank Repair 4th-5th	460,000	-	-	-	-	-	-
WL-17-04 Seismic Valves	130,000	-	-	-	-	-	-
WC-17-01 Raised Canal Embankment	150,000	-	-	-	-	-	-
WL-17-05 Lyon/Ellsworth Water Line Imp	485,000	-	-	-	-	-	-
WL-18-01 Lafayette et al WL	1,300,000	-	-	-	-	-	-
WL-18-02 Pine Meadows WL Repl	940,000	-	-	-	-	-	-
WL-18-03 Santa Maria WL	329,700	-	-	-	-	-	-
WTP-15-02 AM WTP Chemical Tank Rehab	60,000	-	-	-	-	-	-
WTP-17-01 Ponds Imp	308,000	-	-	-	-	-	-
WTP-17-02 Vine WTP Imp	290,000	-	-	-	-	-	-
WTP-18-01 Vine St WTP Accelerator Imp	542,000	-	-	-	-	-	-
WWTP-13-01 WRF Solids Handling Imp Proj	500,000	-	-	-	-	-	-
W-12-02 AM WTP Sand Removal	443,000	-	-	-	-	-	-
Capital Project Totals	27,086,600	128,000	286,000	733,400	-	-	971,300

Capital Replacement	Street	Capital Projects	Sewer	Water	Stormwater	Project Description
\$ 726,000	\$ -	\$ -	\$ 85,000	\$ 910,500	\$ -	CAPITAL PROJECTS
-	-	-	-	-	-	- Capital Equipment
-	-	400,000	-	-	-	- Building Improvements
-	-	-	-	-	-	- Albany Data Integration
-	-	-	-	-	-	- Taxiway Connectors Design
-	-	-	-	-	-	- AGIS Taxiway Construction
-	-	-	-	-	-	- FTA 5307 -1% Safety Purchase
-	-	-	-	-	-	- Renovation Projects
-	-	-	-	-	-	- Comm Dev - Accessibility
-	-	-	-	-	-	- Comm Dev - Public Improvements
-	-	-	-	-	-	- Sunrise Park Play Replace
50,000	-	-	-	-	-	- Operations Roof Replacements
-	-	-	-	-	-	- Station 13 Parking Lot
-	15,000	-	-	-	-	- Sidewalk Infill Program
-	-	-	1,430,000	-	-	- SS-17-01 Cox Creek Interceptor P7
-	-	-	1,184,900	-	-	- SS-17-02 Cox Creek Interceptor P8
-	-	-	765,000	-	-	- SS-17-03 2017 Collection System Rehab
-	-	-	70,000	-	-	- SS-17-04 Marion Lift Station
-	-	-	1,285,000	-	-	- SS-17-05 Cox Creek Interceptor P10A
-	-	-	245,000	-	-	- SS-17-09 Lyon & Ellsworth Sewer Imp
-	-	-	1,250,000	-	-	- SS-18-01 2018 Collection System Rehab
-	-	-	665,000	-	-	- SS-18-02 Hill St Sewer Imp
-	-	-	803,000	-	-	- SS-18-03 Santa Maria Sewer Imp
-	304,500	-	-	-	-	- ST-13-05 Corvallis Albany Path
-	200,000	-	-	-	-	- ST-16-01 Transit Stop Ped Imp (Ph 2)
-	-	1,460,000	-	-	-	- ST-16-02 Crocker Lane & Valley View Dr
-	612,000	-	-	-	-	- ST-17-01 Oak Street Rehab 34th-38th
-	40,000	-	-	0	-	- ST-17-02 Grand Prairie Park CW/Waverly
-	2,700,000	-	-	0	-	- ST-18-01 Hill St, Queen to 24th
-	1,450,000	-	-	0	-	- ST-18-02 Santa Maria Street Imp
-	-	-	-	250,000	-	- WC-13-01 Canal Diversion Structures
-	-	-	-	400,000	-	- WL-16-01 Crocker LID Waterline
-	-	-	-	600,000	-	- WC-16-01 CZ Gates Improvements
-	-	-	-	90,000	-	- WL-16-03 Fire Line Backflow Install
-	-	-	-	120,000	-	- WC-16-03 Canal Bank Repair Goltra
-	-	-	-	345,600	-	- WL-17-01 CARA Water Line Imp
-	-	-	-	320,000	-	- WL-17-02 Industrial Way Water Line
-	-	-	-	253,700	-	- WL-17-03 Oak Street WL 34th-38th
-	-	-	-	460,000	-	- WC-17-03 Canal Bank Repair 4th-5th
-	-	-	-	130,000	-	- WL-17-04 Seismic Valves
-	-	-	-	150,000	-	- WC-17-01 Raised Canal Embankment
-	-	-	-	485,000	-	- WL-17-05 Lyon/Ellsworth Water Line Imp
-	-	-	-	1,300,000	-	- WL-18-01 Lafayette et al WL
-	-	-	-	940,000	-	- WL-18-02 Pine Meadows WL Repl
-	-	-	-	329,700	-	- WL-18-03 Santa Maria WL
-	-	-	-	60,000	-	- WTP-15-02 AM WTP Chemical Tank Rehab
-	-	-	-	308,000	-	- WTP-17-01 Ponds Imp
-	-	-	-	290,000	-	- WTP-17-02 Vine WTP Imp
-	-	-	-	542,000	-	- WTP-18-01 Vine St WTP Accelerator Imp
-	-	-	500,000	-	-	- WWTP-13-01 WRF Solids Handling Imp Proj
-	-	-	-	443,000	-	- W-12-02 AM WTP Sand Removal
776,000	5,321,500	1,860,000	8,282,900	8,727,500	-	Capital Project Totals

continued

SUMMARY OF CAPITAL REQUIREMENTS AND CAPITAL RESERVES - FISCAL YEAR 2017-18, continued

Project Description	Total	General Fund	Parks & Recreation	Grants	Risk Management	Economic Development	Public Transit
CAPITAL RESERVES							
Reserve: Pipe Over-sizing	20,000	-	-	-	-	-	-
Reserve: Connection Fees	744,100	-	-	-	-	-	-
Reserve: Replacement	6,139,200	-	-	-	-	-	-
Reserve: Equipment Replacement	1,212,300	-	-	-	-	-	-
Reserve: Building Replacement	93,400	-	-	-	-	-	-
Reserve: Street Connection Fees	163,900	-	-	-	-	-	-
Reserve: Building Maintenance	31,400	-	-	-	-	-	-
Reserve: Capital Projects	26,946,000	-	1,536,600	-	-	300,700	-
Reserve: Parks Capital Projects	50,000	-	50,000	-	-	-	-
Reserve: PepsiCo Settlement	186,600	-	-	-	186,600	-	-
Reserve: Facilities Maintenance	220,000	-	-	-	-	220,000	-
Reserve: Facilities Replacement	248,500	-	-	-	-	-	-
Reserve: Monteith House	11,700	-	-	-	-	-	-
Reserve: Waverly RH Land Mod Dep - WM	203,300	-	-	-	-	-	-
Reserve: Siemens Settlement	3,753,000	-	-	-	-	-	-
Reserve: Albany Transit	15,000	-	-	-	-	-	-
Reserve: Street Capital	72,200	-	-	-	-	-	-
Reserve: Stormwater Capital	200	-	-	-	-	-	-
Reserve: Stormwater Deferred Planting	5,000	-	-	-	-	-	-
Reserve: Stormwater In-Lieu-of Planting	5,000	-	-	-	-	-	-
Reserve: ODOT Safety Grant Match	30,000	-	-	-	-	-	-
Reserve: Lochner Road Imp	400,000	-	-	-	-	-	-
Reserve: ODOT I-5 EA	200,000	-	-	-	-	-	-
Reserve: Energy Trust	32,200	-	-	-	-	-	-
Reserve: Stormwater Drain Connection	112,800	-	-	-	-	-	-
Reserve Bus Barn	350,000	-	-	-	-	-	-
Total Capital Reserves	41,245,800	-	1,586,600	-	186,600	520,700	-
Grand Totals	68,332,400	\$ 128,000	\$ 1,872,600	\$ 733,400	\$ 186,600	\$ 520,700	\$ 971,300

Capital Replacement	Street	Capital Projects	Sewer	Water	Stormwater	Project Description
CAPITAL RESERVES						
-	-	-	10,000	10,000	-	Reserve: Pipe Over-sizing
-	-	-	462,700	281,400	-	Reserve: Connection Fees
6,139,200	-	-	-	-	-	Reserve: Replacement
-	-	-	726,200	408,700	77,400	Reserve: Equipment Replacement
93,400	-	-	-	-	-	Reserve: Building Replacement
-	163,900	-	-	-	-	Reserve: Street Connection Fees
31,400	-	-	-	-	-	Reserve: Building Maintenance
-	3,528,800	12,778,700	5,766,900	3,034,300	-	Reserve: Capital Projects
-	-	-	-	-	-	Reserve: Parks Capital Projects
-	-	-	-	-	-	Reserve: PepsiCo Settlement
-	-	-	-	-	-	Reserve: Facilities Maintenance
248,500	-	-	-	-	-	Reserve: Facilities Replacement
11,700	-	-	-	-	-	Reserve: Monteith House
-	203,300	-	-	-	-	Reserve: Waverly RH Land Mod Dep - WM
-	-	-	3,753,000	-	-	Reserve: Siemens Settlement
-	15,000	-	-	-	-	Reserve: Albany Transit
-	72,200	-	-	-	-	Reserve: Street Capital
-	-	-	-	-	200	Reserve: Stormwater Capital
-	-	-	-	-	5,000	Reserve: Stormwater Deferred Planting
-	-	-	-	-	5,000	Reserve: Stormwater In-Lieu-of Planting
-	30,000	-	-	-	-	Reserve: ODOT Safety Grant Match
-	400,000	-	-	-	-	Reserve: Lochner Road Imp
-	200,000	-	-	-	-	Reserve: ODOT I-5 EA
32,200	-	-	-	-	-	Reserve: Energy Trust
-	-	-	-	-	112,800	Reserve: Stormwater Drain Connection
350,000	-	-	-	-	-	Reserve Bus Barn
6,906,400	4,613,200	12,778,700	10,718,800	3,734,400	200,400	Total Capital Reserves
\$ 7,682,400	\$ 9,934,700	\$ 14,638,700	\$ 19,001,700	\$ 12,461,900	\$ 200,400	Grand Totals

Addressing Physical Barriers

The City recognizes that one of the characteristics of a truly great city is a commitment to ensuring all members of the community have equal access to public and private facilities and amenities. We strive to have an inclusive public infrastructure that adequately meets the needs of all citizens. Through progressive efforts, Albany's public facilities will become increasingly accessible to people of all abilities.

Acknowledging We Cannot Remedy All Issues Now

From steep slopes to stairs, there are many barriers to accessibility around the City. This is common in established cities, as much of the infrastructure, including sidewalks, was constructed before accessibility standards were enacted or even considered. The prevalence of these barriers may make complete accessibility seem daunting. Careful planning and proactive efforts ensures continued measurable progress will bring considerable benefits to Albany's citizens. In addition, because all new projects are required to be accessible, the number of deficiencies throughout the city will decline as the City continues to invest in replacing infrastructure that has exceeded its design and functional life.



In compliance with the Americans with Disabilities Act (ADA), fixing accessibility deficiencies is incorporated into the City's transportation infrastructure upgrade plans. This includes incorporation into transit improvement plans and the installation of new curb ramps where none exist. Staff will continue to design and implement plans for disability access. Such plans for new projects will meet either the *ADA Standards for Accessible Design* or the Access Board's *Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way*.

Transitioning toward Accessible Facilities

The primary ADA construction projects identified in this CIP window are the improvements to the Dave Clark Path and improvements on Washington Street. Other projects have been identified as areas in need of improvements, and will be scheduled when funding has been identified. They include curb ramp placement and sidewalk repair.

Separate from dedicated ADA projects, the City continues to make substantial investments in improving accessibility throughout Albany. These efforts are typically paired with other required maintenance or capital project activities. For instance, when a street overlay is planned, City staff evaluates the need for curb ramp placement or replacement and incorporates this work into the overlay project. Many new ADA-compliant curb ramps are added each year through this process. Over the last five years, 240 curb ramps have been constructed or replaced in conjunction with planned capital projects. A small amount of funding is also set aside each year to allow the City to address a limited number of complaint areas as they arise. Another 22 ramps have been replaced in response to specific ADA concerns expressed by residents.

Under the City’s current ADA Transition Plan, over 75 percent of the public building improvements called for in the plan have been completed. Funding limitations have made continued efforts on updating the City’s ADA Transition Plan a challenge. However, progress is slowly being made towards a plan that addresses the highest priority areas. As required by the Americans with Disabilities Act, complaint areas are a first priority. The updated transition plan will set a path toward bringing the City’s infrastructure into compliance with the ADA.

Private development proposals are also evaluated for accessibility compliance, inspections are performed to ensure all new public and private construction meets accessibility requirements, and complaints about inaccessible public and private elements and facilities are received and investigated. Such complaints have included inaccessible walkways, deficient curb ramps, and inadequate accessible parking, among other things. Enforcement action on private properties is taken when staff is not able to obtain voluntary compliance. Our goal is to address access-related citizen concerns in a timely and productive manner while continuing to transition City facilities toward improved accessibility.

Lastly, the City considers accessibility and evaluates ADA compliance as part of many other activities. For example, the Parks Department plans to include an ADA component in their upcoming master plan, ADA improvements have been incorporated into annual action plans for Community Development Block Grants (CDBG), and accessibility has been considered in the City’s Emergency Management Plan.

Funding Summary

The following table shows the total amount of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected construction costs in the year the project is proposed. Each year we take the estimated cost of the projects and bring them up to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle. The future year costs then have an annual three percent inflation factor added in to estimate the cost in the year proposed.

Projected Cost Totals

FUNDING SOURCE	2018	2019	2020	2021	2022	TOTAL
ADA Capital Reserves	\$0	\$0	\$95,000	\$0	\$0	\$95,000
Community Development Block Grant	\$95,000	\$0	\$0	\$0	\$0	\$95,000
GRAND TOTALS:	\$95,000	\$0	\$95,000	\$0	\$0	\$190,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2017 - 2018		
2216	DAVE CLARK PATH ADA IMPROVEMENTS	\$95,000
Total for FY 2017 - 2018		\$95,000
Plan Year: 2019 - 2020		
2172	WASHINGTON STREET ADA IMPROVEMENTS – 2ND AVENUE TO 9TH AVENUE	\$95,000
Total for FY 2019 - 2020		\$95,000
Grand Total for Accessibility:		\$190,000

Plan FY: 2017-2018 DAVE CLARK PATH ADA IMPROVEMENTS

CIP Project #: 2216

Master Plan: **Plan Element:**
Category: Accessibility **Classification:**
Department: Public Works Department

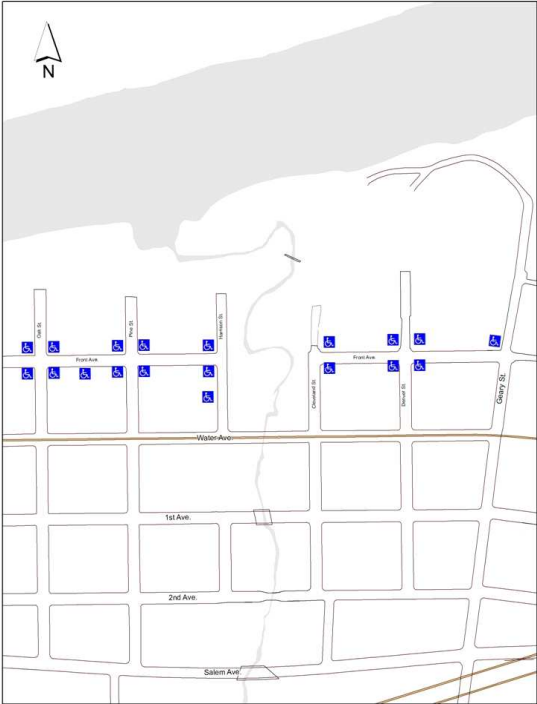
Total Cost: \$95,000

This project will repair broken sidewalks and construct curb ramps along the on-street portion of the Dave Clark Path, which includes portions of Front Avenue. These improvements will complete an accessible route between downtown Albany and Bowman Park.

Operating Budget Impact: This project will reduce maintenance costs over the long term by fixing damaged sidewalks.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
203-40-5100	COMMUNITY DEVELOPMENT BLOCK GRANT	\$95,000
Total:		\$95,000



Limited Resources Continue to Delay Parks Projects

In 2006, the Albany City Council adopted the current Parks & Recreation Master Plan. This plan guides the City's investment in park acquisition, renovation, and new facility improvements. Parks projects are funded by a mix of funds from outside grants, private donations, Parks System Development Charges, and the Parks and Recreation Department's annual operating fund. The slow-down in the local economy reduced estimated revenues in each of our funding sources for park projects, requiring adjustments to the schedules for several projects in this CIP.

A high priority of the Parks Master Plan is the replacement of grossly outdated and inadequate playgrounds in existing parks. Since the adoption of the master plan, new playgrounds have been installed in Eads, Takena, Swanson, Riverview Heights, Teloh Calapooia, and Burkhart parks. These projects were accomplished through a mix of Parks Fund operating revenues, grants, donations, and Parks SDCs. The playground at Sunrise Park has recently received an allocation from the City's Community Development Block Grant funding. This project was originally scheduled for completion in 2015. However, wetlands have been delineated on site and must now be mitigated, delaying the project. Sunrise Park is now scheduled for completion in 2017.

The remaining playground replacement projects must be suspended indefinitely due to a lack of reliable funding. Projects at Henderson, Draper, Deerfield, Grand Prairie, Pineway, and Lehigh parks have been deferred to future years.

No new Parks projects are included at this time for the FY 2018-2022 CIP. All other previously scheduled Parks projects have been either delayed or suspended indefinitely due to a lack of predictable funding over the next few years. The Parks Master Plan will be updated in 2017, resetting the list of proposed projects, implementation schedule, and project financing.

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Miscellaneous - Parks

CIP #	Phase	Year	Title	Projected Total
1937		0	NEW HIKE/BIKE TRAIL DEVELOPMENT	\$500,000
Total for Unfunded Miscellaneous - Parks:				\$500,000

Park Development

CIP #	Phase	Year	Title	Projected Total
1321		0	TIMBER RIDGE PARK ACQUISITION	\$300,000
1886		0	TIMBER LINN PARK IMPROVEMENTS - PHASE 1B	\$400,000
1887		0	TIMBER LINN PARK IMPROVEMENTS - PHASE 1C	\$600,000
1895		0	COMMUNITY PARK DEVELOPMENT - PHASE 1	\$1,500,000
1903		0	NEIGHBORHOOD PARK DEVELOPMENT - TIMBER RIDGE SITE	\$300,000
1904		0	NEIGHBORHOOD PARK DEVELOPMENT - TIMBER RIDGE SITE PHASE 2	\$200,000
1936		0	COMMUNITY PARK DEVELOPMENT - PHASE 2	\$1,000,000
Total for Unfunded Park Development:				\$4,300,000

Park Renovations

CIP #	Phase	Year	Title	Projected Total
1893		0	DEERFIELD PARK RENOVATION	\$400,000
Total for Unfunded Park Renovations:				\$400,000

Replacement Projects

CIP #	Phase	Year	Title	Projected Total
1889		0	GRAND PRAIRIE PARK PLAYGROUND REPLACEMENT	\$150,000
1896		0	DRAPER PARK PLAYGROUND REPLACEMENT	\$150,000
1898		0	PINEWAY PARK PLAYGROUND REPLACEMENT	\$100,000
1899		0	HENDERSON PARK PLAYGROUND REPLACEMENT	\$70,000
2321		0	LEHIGH PARK PLAYGROUND REPLACEMENT	\$200,000
Total for Unfunded Replacement Projects:				\$670,000

Grand Total for Unfunded Parks: \$5,870,000

Issues Before the Community

The Albany City Council and other community leaders have been discussing the City's public facility needs for several years. Much of the discussion has been about the City's emergency facilities. Replacement of the downtown fire station (Station 11) and the police station are underway and funding has been secured through litigation settlement proceeds, CARA funding, and a General Obligation Bond, which was approved by voters in May 2015. After conducting an Invitation to Bid process, the City awarded the construction contract for both facilities to the low bidder, Gerding Builders, LLC, in the amount of \$19,500,200. Gerding Builders began construction on both the police station and downtown fire station in August 2016, with completion being slated for the summer/fall of 2017.

Emergency Facilities

The new downtown fire station will be located at 611 Lyon Street SE, on approximately 1.65 acres of property. The replacement main fire station will be two stories, approximately 25,000 square feet, and will house Fire Department Administration, Life Safety Services, Ambulance Billing, Emergency Management, and one quarter of all Department emergency response operations. The new fire station will be completed in the first quarter of Fiscal Year 2017-2018.

The new police station will be located in the 2600 block of Pacific Boulevard on 3.69 acres of property. The replacement police station will be two stories, approximately 40,400 square feet, and will house all Police Department operations. The new police station will be completed in the first quarter of Fiscal Year 2017-2018.

Additionally, both Fire and Police emergency responders lack adequate local training facilities to develop new skills and maintain proficiency and current capabilities. Emergency responders' skills must be maintained to safely and adequately handle the numerous high-risk and hazardous events they encounter. Currently training has been focused on property located behind Fire Station 12 on 34th Avenue; however, City buses occupy space that is needed to expand current capacity. Additional efforts need to be taken to relocate City buses so that consistent training is available for all emergency responders inside of Albany.

City Buildings

Many City buildings, including fire stations, need major maintenance work: parking lot replacement, roof repairs, carpet, paint, and heating and cooling systems. Much of the work has been deferred year after year in favor of other pressing needs.

Funding Summary

The City, counties, and schools get money for capital projects from the same source; local taxpayers. In the fall of 2005, the Albany City Council established a reserve account to be used for one or more of the City's building needs. Ongoing projects have depleted these funds, and they have not been replenished

over the past few years due to funding other pressing needs. Funding for major facilities projects is needed, as major repairs are needed, but not possible, out of yearly General Fund operating budgets. Staff continues to look for additional sources of money to supplement available funds.

The following table shows the total amount of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected construction costs in the year the project is proposed. Each year we take the estimated cost of the projects and bring them up to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle. The future year costs then have an annual three percent inflation factor added in to estimate the cost in the year proposed.

Projected Cost Totals

FUNDING SOURCE	2018	2019	2020	2021	2022	TOTAL
GF Facilities Maintenance Projects	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Reserve: Capital Projects	\$50,000	\$0	\$0	\$0	\$0	\$50,000
GRAND TOTALS:	\$100,000	\$0	\$0	\$0	\$0	\$100,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2017 - 2018		
2369	FIRE STATION 13 PARKING LOT REPLACEMENT	\$100,000
Total for FY 2017 - 2018		\$100,000
Grand Total for Public Facilities:		\$100,000

Plan FY: 2017-2018 FIRE STATION 13 PARKING LOT REPLACEMENT

CIP Project #: 2369

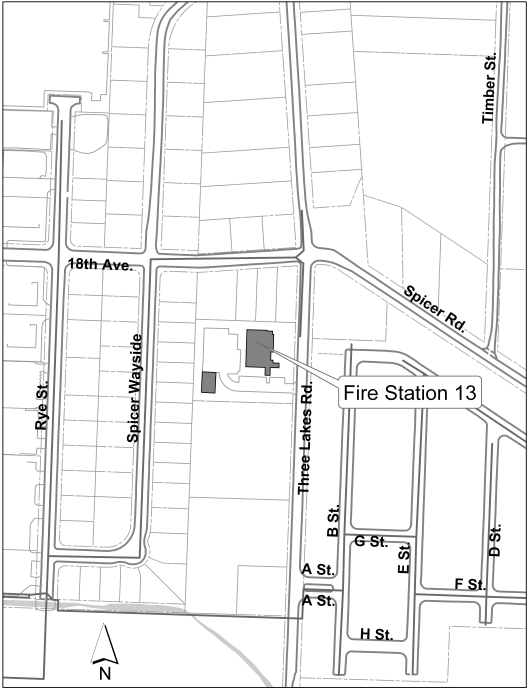
Master Plan:
 Category: Public Facilities
 Department: Fire Department

Plan Element:
 Classification: Fire Facilities

Total Cost: \$100,000

Funding Sources For This Project:

<u>Activity</u> <u>Funding Source</u>	<u>Projected Amount</u>
100-25-1208 RESERVE: CAPITAL PROJECTS	\$50,000
217-10-2002 GF FACILITIES MAINTENANCE PROJECTS	\$50,000
Total:	\$100,000





CITY OF
Albany

O R E G O N

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Fire Facilities

CIP #	Phase	Year	Title	Projected Total
1943		0	DEVELOP EMERGENCY SERVICE TRAINING CAPABILITIES	\$2,500,000
2180		0	UPDATE CURRENT RADIO SYSTEM TO 700/800 MHZ	\$2,000,000
2368		0	FIRE STATION 12 PARKING LOT REPLACEMENT	\$170,000
Total for Unfunded Fire Facilities:				\$4,670,000

Grand Total for Unfunded Public Facilities: \$4,670,000

Revitalization Underway!

CARA works to turn vision into reality

The Central Albany Revitalization Area's (CARA's) goal is to implement the community-based Town Center Plan vision for revitalizing Central Albany.

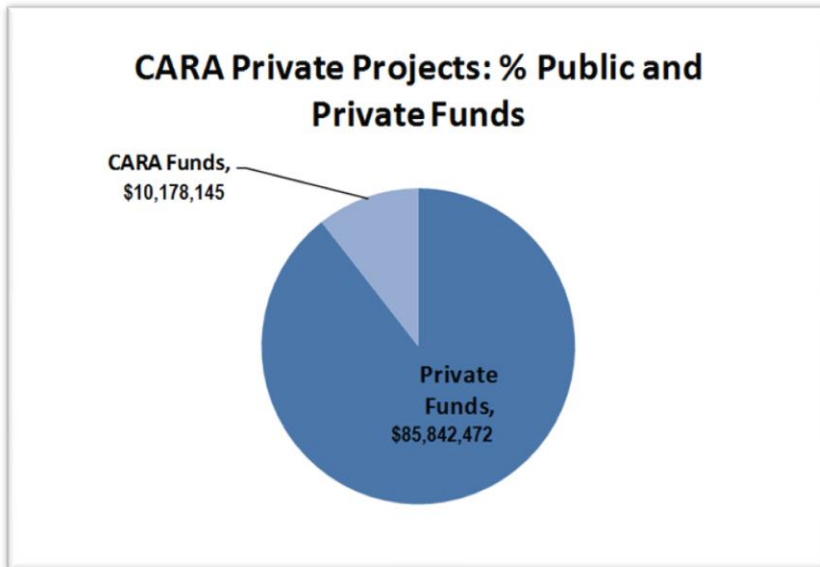
As an urban renewal district, CARA's funding comes from property tax dollars collected from increases in property values (the tax increment above 2001 values), not by imposing new taxes. CARA is able to fund activities within its 919-acre boundary from the Willamette River to the Queen Avenue/Ninth Avenue/Pacific Boulevard area roughly between Geary Street and the Elm Street medical area.

The Results

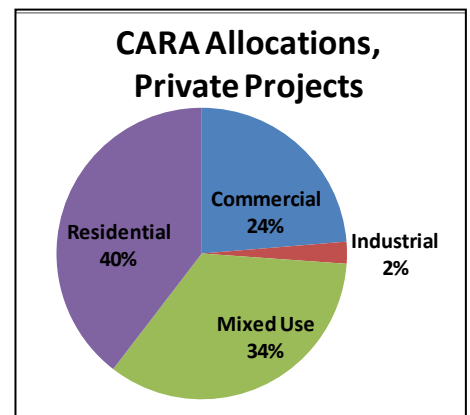
To date, CARA has committed about \$24 million on projects that assist the revitalization of Central Albany. Note: the unfunded projects in the CIP are based on 2001 dollars.



The majority of the projects have taken the form of taxable public-private partnerships. These partnerships have seen a CARA investment of roughly \$10.2 million, which has leveraged \$85.8 million in private investments, equating to a ratio of \$1 of public money leveraging \$8.50 of private funds (see graph *CARA Private Projects: % Public and Private Funds*, below).



A breakdown of private project types can be seen in graph: *CARA Allocations, Private Projects* (below). Funding from the urban renewal district takes the form of loans, grants, and forgivable loans.



Goals of the CARA Plan

CARA has worked to meet the specific goals of the urban renewal plan in the following ways:

Enhance public infrastructure in the downtown community:

Construction on Phase 1 of the new Downtown Streetscape Project will begin early 2017. This 8.4 million dollar project will upgrade sidewalk, asphalt pavement, and public right of ways in order to promote healthy business growth in the downtown community. Phase 2 will include street lighting, street furniture, stormwater quality planters, and road work that will coincide with the new fire station being completed this summer. This level of upgrades has not been seen in the downtown area in decades and will help provide the foundation needed for the community to grow in a positive manor.



CARA Project Before & After Pictures



Retain and Enhance the Value of Existing Private Investment and Public Investment in the Area:

Projects include the funding of five economic development projects, which created 145 new jobs in our community, and through the strategic investment of \$510,000 leveraged \$2.1 million of private investment.

Preserve the Historic Districts, Historic Resources, and Existing Housing in the Area:

Over 92 historic preservation projects in the area have been funded, including saving entire structures, storefront rehabilitation, exterior work, significant interior renovation, and reclamation of unused upper floor spaces.

Provide an Enriching Environment and Livable Neighborhoods:

CARA has been working with the East Salem Avenue neighborhood to eliminate blight and create a strong sense of community. This work has taken the form of a \$20,000 investment in a neighborhood community garden, as well as a partnership to see the use of the old mobile home park on East Salem Avenue converted to 54 units of workforce housing with construction which began in 2014 and finished in 2015.

Create a Readily Identifiable Core that is Unique and Vibrant with a Mixture of Entertainment, Housing, Specialty Shops, Offices, and Other Commercial Uses:

- Financial assistance in the form of small grants totaling \$262,000 for 60 small business owners in the downtown core. Projects that create vitality and attract people including the Albany Historic Carousel, the Pix Theatre, and ADA accessible event space in downtown.
- Financial assistance towards the Ironworks project. This development, now completed, includes a 15,000 square-foot office building, seven LEED-certified town homes, and an apartment building. In 2010, this project was the recipient of the Oregon Brownfield Award.

Provide a Safe and Convenient Transportation Network that Encourages Pedestrian and Bicycle Access to and within the Town Center:

- Installation of streetscape improvements along First Avenue in the downtown core.
- Pilot block of the Broadalbin sidewalk expansion and public utilities upgrade between First and Second Avenues.
- Noncapital projects include installation of a fiber-optic line, the Riverfront and Retail Refinement Plans, and others.

Ancillary benefits including a significant reduction in police calls to blighted properties which have since been rehabilitated with CARA funding, as well as increased visitors and visitor spending in our community.

Looking Forward

Fifteen years of the approximately 25-year Tax Increment Financing (TIF) funding have been completed. The maximum indebtedness of the Area is \$56,000,000, of which there is \$37,767,405 remaining at the end of FY 2015-2016. Efforts to further the goals of the Urban Renewal Plan and attract private investment that supports revitalization of the urban center will be part of the future activities. CARA approved funding for lights on the Dave Clark Path. Work on the downtown way finding signs continues. Other key issues for CARA include waterfront development, highest and best use of downtown City-owned properties, and continued improvement and restoration of downtown properties.



CITY OF
Albany

O R E G O N

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Development Partnerships

CIP #	Phase	Year	Title	Projected Total
1338		0	PROPERTY ACQUISITION & ASSEMBLY	\$250,000
1341		0	PROPERTY REDEVELOPMENT ASSISTANCE	\$1,000,000
1342		0	PAINT PROGRAM	\$100,000
1343		0	ALBANY SQUARE DEVELOPMENT	\$150,000
1344		0	WATER AVENUE IMPROVEMENTS	\$2,000,000
1345		0	RIVERFRONT HOUSING INFRASTRUCTURE	\$2,625,000
1346		0	TRANSITION AREAS REDEVELOPMENT	\$1,250,000
1347		0	HOUSING DEMONSTRATION	\$250,000
1348		0	HOUSING DEVELOPMENT	\$825,000
1349		0	HOUSING REHABILITATION	\$700,000
Total for Unfunded Development Partnerships:				\$9,150,000

General Facilities

CIP #	Phase	Year	Title	Projected Total
1331		0	CANAL ESPLANADE	\$3,698,000
1333		0	COMMUNITY GATEWAYS	\$626,000
Total for Unfunded General Facilities:				\$4,324,000

Infrastructure

CIP #	Phase	Year	Title	Projected Total
1366		0	COMMUNICATIONS INFRASTRUCTURE	\$500,000
1367		0	UNDERGROUND OVERHEAD UTILITIES	\$1,000,000
1368		0	ROADS, WATER, SEWER, STORM SEWER, RAIL CROSSING	\$3,000,000
1369		0	STREET REDEVELOPMENT	\$2,000,000
1370		0	ALLEY REDEVELOPMENT	\$750,000
1371		0	DOWNTOWN GRID SYSTEM	\$100,000
1372		0	TRAFFIC CALMING	\$250,000
1373		0	QUEEN AVENUE RAIL CROSSING	\$300,000
1374		0	1ST AVENUE UNDERCROSSING	\$500,000
Total for Unfunded Infrastructure:				\$8,400,000

Pedestrian/Bicycle Connectivity

CIP #	Phase	Year	Title	Projected Total
1375		0	WILLAMETTE RIVERFRONT PATH - CALAPOOIA CROSSING	\$1,000,000
1376		0	WILLAMETTE RIVERWALK - BOWMAN/HARRISON CONNECTION	\$250,000

Capital Improvement Program 2018-2022

CIP #	Phase	Year	Title	Projected Total
1377		0	CALAPOOIA RIVERWALK	\$500,000
1379		0	8TH AVENUE CANAL ESPLANADE	\$500,000
1380		0	THURSTON CANAL ESPLANADE	\$600,000
Total for Unfunded Pedestrian/Bicycle Connectivity:				\$2,850,000

Public Spaces & Facilities

CIP #	Phase	Year	Title	Projected Total
1352		0	BROADALBIN STREET IMPROVEMENTS	\$360,000
1353		0	ALBANY SQUARE	\$200,000
1354		0	ALBANY LANDING	\$350,000
1356		0	DOWNTOWN BEAUTIFICATION	\$300,000
1357		0	AWNING PROGRAM	\$125,000
1358		0	RIVERFRONT HOUSING AREA STREETSCAPE	\$120,000
1359		0	MAIN STREET AREA STREETSCAPE	\$75,000
1360		0	SIDEWALK PROGRAM	\$250,000
1361		0	STREET TREE PLANTING	\$250,000
1362		0	HISTORIC DISTRICTS SIGNAGE	\$200,000
1363		0	DOWNTOWN PARKING AREAS	\$350,000
1364		0	GOVERNMENT CENTER PARKING STRUCTURE	\$2,000,000
1365		0	WATER AVENUE AREA PARKING STRUCTURE	\$1,500,000
1384		0	PUBLIC FACILITIES	\$550,000
1990		0	DOWNTOWN STREETSCAPE	\$560,000
Total for Unfunded Public Spaces & Facilities:				\$7,190,000

Watershed Health & Education

CIP #	Phase	Year	Title	Projected Total
1381		0	WATERSHED HEALTH	\$265,000
1382		0	RIPARIAN RESTORATION	\$50,000
1383		0	ALBANY GROVE	\$75,000
Total for Unfunded Watershed Health & Education:				\$390,000

Grand Total for Unfunded Revitalization: \$32,304,000

Protecting our Resources

Making Progress

Albany receives an average annual rainfall of approximately 42 inches. During rain events, it is important to have infrastructure in place to manage the stormwater runoff. Infrastructure for stormwater includes pipes and ditches and facilities to hold, infiltrate, and clean up stormwater in a safe and efficient manner that protects against flooding while also minimizing impacts to the environment. Albany has 131 miles of stormwater pipes, 70 miles of ditches, 2,320 manholes, 4,302 catch basins, along with 116 stormwater quality facilities.

In order to properly operate and maintain the stormwater system, it is important the City understand how the existing stormwater system performs, plan for future infrastructure needs, adapt to new regulatory requirements, and understand new methods and technologies for protecting Albany's valuable water resources.

Assessing Our System and Planning for the Future

Albany's Strategic Plan identifies an objective to develop and implement an updated stormwater management plan and financial plan to meet state and federal laws and regulations. Consistent with this objective, the City is completing efforts to evaluate our existing system and plan for future growth. The last master plan, completed in 1988, did not evaluate North Albany and does not reflect current stormwater management practices, the current level of development within the community, or current regulatory requirements. When the management plan is completed, a comprehensive project list will be added to this section of the CIP.

One of the stormwater challenges the City is faced with is how to respond to new and upcoming regulatory requirements mandated by the Environmental Protection Agency (EPA) and the Oregon Department of Environmental Quality (DEQ). In June 2013, the City received approval of our second five-year plan for complying with the Willamette River Total Maximum Daily Load (TMDL). Now that Albany has passed the 50,000 population threshold, the City will be required to obtain a NPDES MS4 permit from DEQ. DEQ is drafting a new permit and Albany will be required to apply for coverage once released. To comply with the approved TMDL plan and NPDES MS4 Phase II permit, the City will need to make significant changes to our stormwater management practices within the five-year window of this CIP.

Taking steps to address the Funding Challenge

Unlike the street, wastewater, and water utilities, stormwater management and maintenance activities have not had a dedicated funding source. This changed when Council passed a resolution establishing stormwater service charges on November 9, 2016. The stormwater service charges were implemented March 1, 2017 and provide a dedicated funding source. However, initial service charges will not fund routine operation and maintenance activities necessary to support an asset management approach to managing our infrastructure.

Following completion of the master planning effort discussed above, Council can consider implementing a stormwater System Development Charge (SDC). This SDC could be used as another component of a stormwater funding methodology.

No new stormwater projects are proposed for funding at this time.

Partnering with our neighbors

The City's transportation system consists of city, state, and Linn and Benton county roads. The City maintains 400 lane miles of improved streets, 21 traffic signals, 7,145 signs, and 61 miles of painted pavement striping. The transportation network is the City's single largest capital asset.

Federal regulations require that communities with populations greater than 50,000 and adjacent communities within the "urbanized area" of the larger community form Metropolitan Planning Organizations (MPOs). As a result, in 2013 the Albany Area Metropolitan Planning Organization (AAMPO) was formed with the cities of Albany, Millersburg, Tangent, and Jefferson and Linn and Benton counties. AAMPO provides a platform for Albany and our neighboring communities to work together on regional planning efforts.

In past years, Albany's street capital projects have primarily been funded from Surface Transportation Program (STP) funding from the state, Sewer and Water in-lieu-of Franchise Fees that are transferred into the Street Fund each year, state gas tax revenues, and Street SDCs. Historically, STP revenues have been used to fund Albany's largest street reconstruction projects. It has not been uncommon for multiple years' worth of STP funding to be consolidated in order to fund a single project.

With the formation of AAMPO, Albany no longer directly receives STP funds from the state. The state provides STP funds to AAMPO based on the entire urbanized area. It is then up to the AAMPO policy board, made up of representatives of each agency, to decide how best to distribute the funds within the AAMPO boundaries. This year's CIP was developed based on AAMPO's anticipated distribution of STP funds. Future levels of gas tax and STP funding the City will receive are uncertain. Gas tax revenues are not anticipated to grow at a pace that will allow historic funding levels. The STP funding is dependent on the U.S. Congress's funding of the Highway Trust Fund.

Financial Challenges Remain

Albany's Strategic Plan identified an objective to maintain collector and arterial streets in satisfactory or better condition and address local street needs as funding allows. Due to a lack of financial resources, Albany's streets are not being maintained at a level that will allow all streets to remain in "satisfactory" condition. The number of miles of streets has grown, the cost to maintain streets is increasing, and the amount of money available to fund street maintenance activities is not sufficient.



Without additional funding, the backlog of streets needing repair or reconstruction will continue to grow significantly. Albany is not alone in this problem. The entire nationwide system is declining. The creation of a transportation utility fee has been discussed in the past to help close the annual funding gap in street maintenance but has not been implemented due to a concern of overburdening citizens with utility fees.

Funding Summary

The following table shows the total value of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected total costs in the year the project is proposed.

Each year the estimated cost of the projects are brought up to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle. The future year costs then have an annual three percent inflation factor added in to estimate the cost in the year proposed.

Projected Cost Totals

FUNDING SOURCE	2018	2019	2020	2021	2022	TOTAL
Greater Albany Public Schools	\$950,000	\$0	\$0	\$0	\$0	\$950,000
In Lieu of Franchise Fees	\$0	\$0	\$0	\$579,000	\$595,000	\$1,174,000
SDC – Improvement – Transportation	\$911,200	\$515,000	\$0	\$1,880,000	\$0	\$3,306,200
State of Oregon	\$980,000	\$1,256,000	\$238,000	\$546,000	\$631,000	\$3,651,000
Street Capital Reserves	\$1,483,800	\$1,745,000	\$40,000	\$40,000	\$40,000	\$3,348,800
GRAND TOTALS:	\$4,325,000	\$3,516,000	\$278,000	\$3,045,000	\$1,266,000	\$12,430,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2017 - 2018		
1002	6 HILL STREET: QUEEN AVENUE TO 24TH AVENUE	\$2,700,000
2124	SANTA MARIA STREET IMPROVEMENTS	\$1,450,000
2231	BICYCLE AND PEDESTRIAN IMPROVEMENT GRANT MATCH	\$40,000
2378	24TH AVENUE & GEARY STREET PEDESTRIAN IMPROVEMENTS	\$135,000
Total for FY 2017 - 2018		\$4,325,000
Plan Year: 2018 - 2019		
2207	HILL STREET: 24TH AVENUE TO 34TH AVENUE	\$3,476,000
2288	BICYCLE AND PEDESTRIAN IMPROVEMENT GRANT MATCH	\$40,000
Total for FY 2018 - 2019		\$3,516,000
Plan Year: 2019 - 2020		
2228	DAVIDSON STREET REHABILITATION – 14TH AVENUE TO 16TH AVENUE	\$238,000
2306	BICYCLE AND PEDESTRIAN IMPROVEMENT GRANT MATCH	\$40,000
Total for FY 2019 - 2020		\$278,000
Plan Year: 2020 - 2021		
2064	GIBSON HILL ROAD/CROCKER LANE ROUNDABOUT	\$1,803,000
2226	24TH AVENUE REHABILITATION – JACKSON STREET TO GEARY STREET	\$1,202,000
2322	BICYCLE AND PEDESTRIAN IMPROVEMENT GRANT MATCH	\$40,000
Total for FY 2020 - 2021		\$3,045,000
Plan Year: 2021 - 2022		
2233	5TH AVENUE OVERLAY – LYON STREET TO MAIN STREET	\$595,000
2248	SALEM AVENUE OVERLAY: UNION PACIFIC RAILROAD TO CITY LIMITS	\$631,000
2370	BICYCLE AND PEDESTRIAN IMPROVEMENT GRANT MATCH	\$40,000
Total for FY 2021 - 2022		\$1,266,000
Grand Total for Transportation:		\$12,430,000

Plan FY: 2017-2018 HILL STREET: QUEEN AVENUE TO 24TH AVENUE

CIP Project #: 1002 Phase: 6

Master Plan: Transportation Master Plan
Category: Transportation
Department: Public Works Department

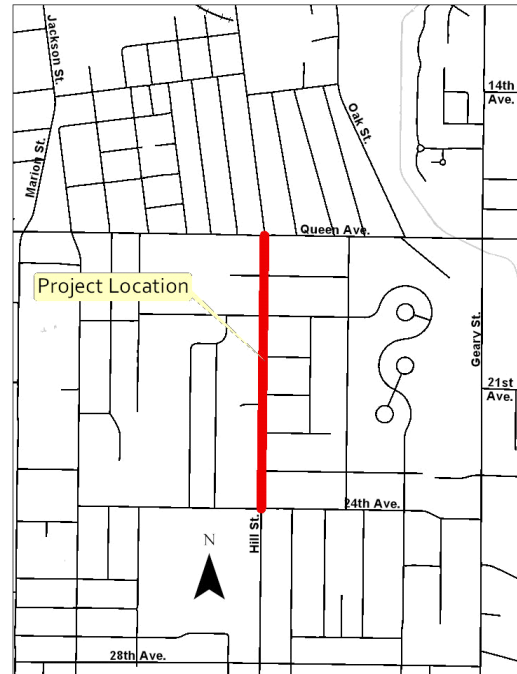
Plan Element: B3
Classification: Street Reconstruction/Improvements

SDC

Total Cost: \$2,700,000

This project will rehabilitate heavily deteriorated pavement on Hill Street from Queen Avenue to 24th Avenue. The existing street is heavily deteriorated due to its age. In addition to new pavement, this street reconstruction project will widen Hill Street to accommodate two travel lanes, on-street parking and bike lanes on both sides of the street. Pedestrian activated crossing improvements will be constructed on Hill Street at the Albany Boys and Girls Club. Sewer improvements as shown in CIP 2373 in the Wastewater section of the CIP will also be coordinated with this project.

Operating Budget Impact: This project will reduce maintenance costs over the long term by reducing the amount of temporary patching and other maintenance of the deteriorated pavement.



Funding Sources For This Project:

Activity	Funding Source	Projected Amount
250-50-2703	SDC - IMPROVEMENT - TRANSPORTATION	\$401,700
250-50-2700	STATE OF OREGON	\$980,000
250-50-2700	STREET CAPITAL RESERVES	\$1,318,300
Total:		\$2,700,000

Related Projects:

Phase	Year	Title	Category	Projected Total
2	2019	HILL STREET: 24TH AVENUE TO 34TH AVENUE	Water	\$1,854,000
6	2018	HILL STREET: QUEEN AVENUE TO 24TH AVENUE	Transportation	\$2,700,000
Grand Total - All Related Projects:				\$4,554,000

Capital Improvement Program 2018-2022

Plan FY: 2017-2018 SANTA MARIA STREET IMPROVEMENTS

CIP Project #: 2124

Master Plan:

Category: Transportation

Department: Public Works Department

Plan Element:

Classification: Link Projects

SDC

Total Cost: \$1,450,000

This project includes construction of approximately 1,100 linear feet of new street and storm drain improvements. Currently there are no public improvements on this undeveloped property. This project is being completed in partnership with Greater Albany Public Schools to facilitate construction of a new elementary school and provide connectivity to existing development. Waterline improvements as shown in CIP 2371 in the Water section of the CIP and sewer improvements as shown in CIP 2377 in the Wastewater section of the CIP will also be coordinated with this project.

Operating Budget Impact: This project will increase maintenance costs over the long term by adding to the street system.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
250-50-2700	GREATER ALBANY PUBLIC SCHOOLS	\$950,000
250-50-2703	SDC - IMPROVEMENT - TRANSPORTATION	\$500,000
Total:		\$1,450,000



Plan FY: 2017-2018 **BICYCLE AND PEDESTRIAN IMPROVEMENT GRANT MATCH**

CIP Project #: 2231

Master Plan:

Category: Transportation

Department: Public Works Department

Plan Element:

Classification: Pedestrian & Bikeway

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 the City Council for approval prior to acceptance.

Operating Budget Impact: None. There is no impact to street maintenance costs because this is reserve funding for potential grants, should the opportunity arise.

Funding Sources For This Project:

<u>Activity</u> <u>Funding Source</u>	<u>Projected Amount</u>
250-50-2700 STREET CAPITAL RESERVES	\$40,000
Total:	<hr/> \$40,000

Capital Improvement Program 2018-2022

Plan FY: 2017-2018 24TH AVENUE & GEARY STREET PEDESTRIAN IMPROVEMENTS

CIP Project #: 2378

Master Plan:

Category: Transportation

Department: Public Works Department

Plan Element:

Classification: Pedestrian Projects

SDC

Total Cost: \$135,000

This project includes construction of pedestrian safety improvements at the intersection of 24th Avenue and Geary Street. Improvements include pedestrian-activated warning lights, infill sidewalk on the west side of Geary Street, a curb extension on the northwest corner of the intersection, and ADA accessibility improvements.

Operating Budget Impact: This project will not significantly impact operation and maintenance costs over the long term.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
250-50-2700	STREET CAPITAL RESERVES	\$125,500
250-50-2703	SDC - IMPROVEMENT - TRANSPORTATION	\$9,500
Total:		\$135,000



Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Airport

CIP #	Phase	Year	Title	Projected Total
1697	1	0	REHABILITATE THE FIXED BASE OPERATOR BUILDING	\$222,000
1697	2	0	REHABILITATE THE FIXED BASE OPERATOR BUILDING	\$250,000
1697	3	0	REHABILITATE THE FIXED BASE OPERATOR BUILDING	\$298,000
1700		0	ACQUIRE PROPERTY - RUNWAY 16 RPZ	\$37,000
1880		0	SEWER EXTENSION TO NORTH HANGARS	\$751,000
1881		0	RUNWAY 34 SAFETY OVERRUN PROTECTION	\$401,000
1926		0	ALBANY AIRPORT SEWER EXTENSION	\$200,000
1953		0	AIRPORT MASTER PLAN UPDATE & ENVIRONMENTAL ASSESSMENT	\$350,000
2163		0	WEATHER REPORTING EQUIPMENT & INSTALLATION	\$200,000
2164		0	CONSTRUCT TAXIWAY	\$162,500
2166		0	APRON REHABILITATION	\$682,500
Total for Unfunded Airport:				\$3,554,000

Bicycle Projects

CIP #	Phase	Year	Title	Projected Total
2010		0	14TH AVENUE SHARROWS (B1)	\$2,000
2011		0	WAVERLY DRIVE BIKE SHARROWS (B2)	\$5,000
2013		0	24TH AVENUE BIKE SHARROWS (B4)	\$5,000
2014		0	JACKSON STREET BIKE LANES (B5)	\$674,000
2015		0	CENTER STREET BIKE SHARROWS (B6)	\$6,000
2016		0	US 20, NORTH ALBANY SHOULDER TO BIKE LANES (B7)	\$31,000
2017		0	1ST AVENUE BIKE BOULEVARD (B8)	\$43,000
2018		0	2ND AVENUE BIKE BOULEVARD (B9)	\$43,000
2019		0	MADISON STREET - 7TH AVENUE BIKE BOULEVARD (B10)	\$40,000
2020		0	7TH AVENUE BIKE BOULEVARD (B11)	\$95,000
2021		0	TAKENA BIKE BOULEVARD (B12)	\$53,000
2022		0	LIBERTY - LAKEWOOD BIKE BOULEVARD (B13)	\$76,000
2023		0	12TH AVENUE (WEST) BIKE BOULEVARD (B14)	\$32,000
2024		0	BAIN STREET BIKE BOULEVARD (B15)	\$49,000
2025		0	SOUTH SHORE DRIVE BIKE BOULEVARD (B16)	\$33,000
2026		0	SHORTRIDGE STREET BIKE BOULEVARD (B17)	\$27,000
2027		0	24TH AVENUE BIKE BOULEVARD (B18)	\$13,000
2028		0	38TH AND 39TH AVENUE BIKE BOULEVARDS (B19)	\$106,000
Total for Unfunded Bicycle Projects:				\$1,333,000

Capital Improvement Program 2018-2022

CIP #	Phase	Year	Title	Projected Total
-------	-------	------	-------	-----------------

Bridges

CIP #	Phase	Year	Title	Projected Total
1063		0	7TH AVENUE AT ALBANY CANAL	\$77,000
1064		0	9TH AVENUE AT ALBANY CANAL	\$70,000
1065		0	10TH AVENUE AT ALBANY CANAL	\$49,000
1066		0	11TH AVENUE AT ALBANY CANAL	\$42,000
1069		0	SALEM AVENUE AT PERIWINKLE CREEK	\$56,000

Total for Unfunded Bridges:				\$294,000
------------------------------------	--	--	--	------------------

Intersection Projects

CIP #	Phase	Year	Title	Projected Total
2036		0	WAVERLY DRIVE/QUEEN AVENUE INTERSECTION ADD LANE(S) (I6)	\$72,000
2037		0	WAVERLY DRIVE/GRAND PRAIRIE INTERSECTION ADD LANE(S) (I7)	\$175,000
2038		0	US 20/NORTH ALBANY ROAD INTERSECTION ADD LANE(S) (I8)	\$40,000
2039		0	US 20/SPRINGHILL DRIVE INTERSECTION ADD LANE(S) (I9)	\$14,000
2040		0	KNOX BUTTE/CENTURY DRIVE INTERSECTION CONTROL CHANGE (I10)	\$345,000
2042		0	US 20 (LYON STREET)/2ND AVENUE INTERSECTION ADD LANE(S) (I12)	\$23,000
2043		0	US 20/CLAY STREET SAFETY (I13)	\$185,000
2044		0	OR 99E/34TH AVENUE INTERSECTION ADD LANE(S) (I14)	\$192,000
2046		0	ELLINGSON ROAD/COLUMBUS STREET INTERSECTION CONTROL CHANGE (I16)	\$345,000
2047		0	WAVERLY DRIVE/14TH AVENUE INTERSECTION ADD LANE(S) (I17)	\$77,000
2048		0	QUEEN AVENUE/GEARY STREET INTERSECTION ADD LANE(S) (I18)	\$1,901,000
2049		0	WAVERLY DRIVE/34TH AVENUE INTERSECTION ADD LANE(S) (I19)	\$42,000
2050		0	US 20 (ELLSWORTH STREET) INTERSECTION ADD LANE(S) (I20)	\$18,000
2051		0	US 20 (LYON STREET)/1ST AVENUE INTERSECTION ADD LANE(S) (I21)	\$11,000
2053		0	US 20 (ELLSWORTH STREET) INTERSECTION ADD LANE(S) (I23)	\$17,000
2054		0	OR 99E/WAVERLY DRIVE INTERSECTION ADD LANE(S) (I24)	\$959,000
2055		0	US 20/WAVERLY DRIVE INTERSECTION ADD LANE(S) (I25)	\$853,000
2056		0	US 20/WAVERLY DRIVE INTERSECTION ADD LANE(S) (I26)	\$240,000
2057		0	OR 99E/QUEEN AVENUE INTERSECTION ADD LANE(S) (I27)	\$894,000
2058		0	OR 99E/34TH AVENUE INTERSECTION ADD LANE(S) (I28)	\$456,000
2059		0	OR 99E/KILLDEER AVENUE INTERSECTION ADD LANE(S) (I29)	\$3,207,000
2060		0	US 20/TIMBER STREET INTERSECTION ADD LANE(S) (I30)	\$571,000
2061		0	US 20/TIMBER STREET INTERSECTION ADD LANE(S) (I31)	\$619,000
2063		0	SPRINGHILL DRIVE/HICKORY STREET INTERSECTION CONTROL CHANGE (I34)	\$345,000
2065		0	TIMBER STREET EXTENSION/18TH AVENUE INTERSECTION CONTROL CHANGE (I36)	\$1,513,000
2066		0	OR 99E/29TH AVENUE INTERSECTION ADD LANE(S) (I37)	\$106,000
2067		0	SALEM AVENUE/GEARY STREET INTERSECTION CONTROL CHANGE (I38)	\$845,000
2068		0	OR 99E/LYON STREET INTERSECTION ADD LANE(S) (I39)	\$205,000
2069		0	OR 99E/53RD AVENUE INTERSECTION ADD LANE(S) (I40)	\$550,000

Total for Unfunded Intersection Projects:				\$14,820,000
--	--	--	--	---------------------

Capital Improvement Program 2018-2022

CIP #	Phase	Year	Title	Projected Total
Link Projects				
CIP #	Phase	Year	Title	Projected Total
2070		0	53RD AVENUE EXTENSION (L1)	\$17,986,000
2071		0	WAVERLY DRIVE ADD LANE(S) (L2)	\$1,394,000
2072		0	WASHINGTON/CALAPOOIA/1ST/2ND AVENUE SAFETY (L3)	\$100,000
2073		0	TIMBER STREET EXTENSION (L4)	\$3,674,000
2074		0	MAIN STREET/7TH AVENUE/HILL STREET URBAN UPGRADE (L5)	\$1,292,000
2076		0	LOCHNER - COLUMBUS CONNECTOR (L8)	\$2,742,000
2078		0	NEW NORTH ALBANY CONNECTOR (L10)	\$5,818,000
2079		0	SPICER DRIVE EXTENSION (WEST OF TIMBER STREET) (L11)	\$982,000
2080		0	SPICER DRIVE EXTENSION (EAST OF TIMBER STREET) (L12)	\$1,666,000
2081		0	GOLDFISH FARM ROAD EXTENSION (L13)	\$1,013,000
2082		0	DOGWOOD AVENUE EXTENSION (L14)	\$3,294,000
2083		0	NEW NORTH/SOUTH COLLECTOR (L15)	\$7,497,000
2084		0	NEW EAST/WEST COLLECTOR (L16)	\$3,723,000
2085		0	EXPO PARKWAY EXTENSION (SOUTH OF DUNLAP) (L17)	\$996,000
2086		0	TIMBER STREET EXTENSION TO SOMERSET AVENUE (L18)	\$1,720,000
2087		0	SOMERSET AVENUE EXTENSION (L19)	\$1,653,000
2088		0	SANTA MARIA AVENUE EXTENSION (L20)	\$1,357,000
2089		0	KNOX BUTTE ROAD WIDENING (L21)	\$4,647,000
2090		0	KNOX BUTTE ROAD WIDENING (L22)	\$856,000
2091		0	KNOX BUTTE ROAD WIDENING (L23)	\$1,256,000
2092		0	KNOX BUTTE ROAD WIDENING (L24)	\$7,688,000
2093		0	DUNLAP AVENUE EXTENSION (L25)	\$1,045,000
2094		0	SPRINGHILL DRIVE WIDENING (L26)	\$3,406,000
2095		0	US 20 WIDENING (L27)	\$8,351,000
2096		0	ELLINGSON ROAD EXTENSION (L28)	\$4,430,000
2097		0	OAK STREET (L30)	\$1,830,000
2098		0	FESCUE STREET TO THREE LAKES ROAD CONNECTOR (L31)	\$886,000
2099		0	FESCUE STREET EXTENSION (L32)	\$3,054,000
2100		0	THREE LAKES ROAD REALIGNMENT (L33)	\$2,617,000
2101		0	LOONEY LANE EXTENSION (L34)	\$914,000
2102		0	ALBANY AVENUE WIDENING (L35)	\$1,177,000
2104		0	SPRINGHILL DRIVE URBAN UPGRADE (L37)	\$4,158,000
2105		0	SCENIC DRIVE URBAN UPGRADE (L38)	\$6,842,000
2106		0	CENTURY DRIVE URBAN UPGRADE (L39)	\$3,199,000
2107		0	GIBSON HILL ROAD URBAN UPGRADE (L40)	\$3,816,000
2108		0	SKYLINE DRIVE URBAN UPGRADE (L41)	\$1,523,000
2109		0	CROCKER LANE URBAN UPGRADE (L42)	\$4,529,000
2110		0	VALLEY VIEW DRIVE URBAN UPGRADE (L43)	\$3,695,000
2111		0	WEST THORNTON LAKE DRIVE URBAN UPGRADE (L44)	\$6,097,000
2112		0	ALLEN LANE URBAN UPGRADE (L45)	\$2,689,000
2113		0	COLUMBUS STREET URBAN UPGRADE (L46)	\$2,727,000
2114		0	GRAND PRAIRIE ROAD URBAN UPGRADE (L47)	\$2,260,000
2115		0	SPICER DRIVE URBAN UPGRADE (L48)	\$868,000
2116		0	SCRAVEL HILL ROAD URBAN UPGRADE (L49)	\$9,699,000
2117		0	QUARRY ROAD URBAN UPGRADE (L50)	\$3,493,000
2118		0	SPICER ROAD URBAN UPGRADE (L51)	\$676,000

Capital Improvement Program 2018-2022

CIP #	Phase	Year	Title	Projected Total
2119		0	GOLDFISH FARM ROAD URBAN UPGRADE (L52)	\$4,444,000
2120		0	ELLINGSON ROAD URBAN UPGRADE (L53)	\$5,847,000
2121		0	LOCHNER ROAD URBAN UPGRADE (L54)	\$5,756,000
2122		0	THREE LAKES ROAD URBAN UPGRADE (L55)	\$4,856,000
2123		0	US 20 - EAST OF I-5 URBAN UPGRADE (L56)	\$2,068,000
2125		0	OAK STREET URBAN UPGRADE (L58)	\$2,445,000
2126		0	WATER AVENUE URBAN UPGRADE (L59)	\$4,070,000
2127		0	US 20 SUPERELEVATION AND WIDENING (L60)	\$3,122,000
2128		0	THREE LAKES ROAD URBAN UPGRADE (L61)	\$1,879,000
Total for Unfunded Link Projects:				\$189,822,000

Miscellaneous - Transportation

CIP #	Phase	Year	Title	Projected Total
2343		0	QUIET ZONE AT RAIL CROSSINGS	\$15,000,000
Total for Unfunded Miscellaneous - Transportation:				\$15,000,000

Multi-Use Path Projects

CIP #	Phase	Year	Title	Projected Total
2129		0	QUEEN/GEARY PERIWINKLE PATH CROSSING IMPROVEMENT (M1)	\$46,000
2130		0	OAK CREEK TRAIL (M2)	\$2,645,000
2131		0	WEST TIMBER-LINN TRAIL (M3)	\$161,000
2132		0	SOUTH WATERFRONT TRAIL (M4)	\$76,000
2133		0	ALBANY-CORVALLIS MULTIUSE PATH (M5)	\$435,000
2134		0	ALBANY-CORVALLIS MULTIUSE PATH (M6)	\$761,000
2135		0	EAST TIMBER-LINN TRAIL (M7)	\$277,000
2136		0	BAIN STREET/WAVERLY LAKE TRAIL (M8)	\$153,000
2137		0	LEBANON TRAIL (M9)	\$581,000
2138		0	PERIWINKLE TRAIL EXTENSION (M10)	\$1,528,000
2139		0	EAST ALBANY WILLAMETTE RIVER BRIDGE (M11)	\$7,657,000
2140		0	99E/OAK CREEK CROSSING IMPROVEMENT (M12)	\$129,000
2141		0	US 20/99E UNDERCROSSING (M13)	\$1,500,000
Total for Unfunded Multi-Use Path Projects:				\$15,949,000

Pedestrian & Bikeway

CIP #	Phase	Year	Title	Projected Total
1993		0	TAKENA STREET BIKE BOULEVARD	\$65,000
Total for Unfunded Pedestrian & Bikeway:				\$65,000

Pedestrian Projects

CIP #	Phase	Year	Title	Projected Total
2142		0	SPRINGHILL DRIVE SIDEWALK (P1)	\$542,000
2143		0	99E/24TH AVENUE CROSSING IMPROVEMENT (P2)	\$129,000
2144		0	OR 99E: BURKHART TO WAVERLY CROSSING IMPROVEMENT (P3)	\$129,000
2145		0	FERRY STREET SIDEWALK (P4)	\$725,000

Capital Improvement Program 2018-2022

CIP #	Phase	Year	Title	Projected Total
2146		0	COLUMBUS STREET SIDEWALK (P5)	\$277,000
2147		0	GEARY STREET SIDEWALK (P6)	\$791,000
2148		0	AIRPORT ROAD SIDEWALK (P7)	\$485,000
2149		0	KILLDEER AVENUE SIDEWALK (P8)	\$174,000
2150		0	WAVERLY DRIVE SIDEWALK (P9)	\$88,000
2151		0	SANTIAM-ALBANY CANAL PEDESTRIAN ESPLANADE (P10)	\$1,232,000
2152		0	THURSTON STREET CANAL PEDESTRIAN ESPLANADE (P11)	\$1,863,000
2153		0	GIBSON HILL ROAD SIDEWALK (P12)	\$220,000
2208		0	KNOX BUTTE ROAD PEDESTRIAN IMPROVEMENT	\$70,000
Total for Unfunded Pedestrian Projects:				\$6,725,000

Street Reconstruction/Improvements

CIP #	Phase	Year	Title	Projected Total
2182		0	BROADWAY STREET OVERLAY: 9TH AVENUE TO QUEEN AVENUE	\$291,000
2183		0	FERRY STREET REPAIR AND OVERLAY: QUEEN AVENUE TO 34TH AVENUE	\$521,000
2184		0	WAVERLY DRIVE OVERLAY: SANTIAM HIGHWAY TO QUEEN AVENUE	\$303,000
2227		0	24TH AVENUE REHABILITATION – LIBERTY STREET TO PACIFIC BOULEVARD	\$467,000
2230		0	THURSTON STREET REHABILITATION – QUEEN AVENUE TO SOUTH OF 19TH AVENUE	\$579,000
2232		0	38TH AVENUE REHABILITATION – 35TH AVENUE TO THURSTON STREET	\$327,000
2234		0	2ND AVENUE OVERLAY: ELLSWORTH STREET TO MAIN STREET	\$275,000
2235		0	QUEEN AVENUE OVERLAY: BROADWAY STREET TO PACIFIC BOULEVARD	\$263,000
2236		0	34TH AVENUE OVERLAY: PACIFIC BOULEVARD TO LYON STREET	\$351,000
2237		0	HICKORY STREET OVERLAY: NORTH ALBANY ROAD TO SPRINGHILL DRIVE	\$175,000
2238		0	TIMBER STREET OVERLAY: KNOX BUTTE ROAD TO DOGWOOD AVENUE	\$158,000
2239		0	DOGWOOD AVENUE OVERLAY: PRICE ROAD TO GOLDFISH FARM ROAD	\$164,000
2240		0	GEARY STREET OVERLAY: 24TH AVENUE TO 34TH AVENUE	\$280,000
2241		0	1ST AVENUE OVERLAY: LYON STREET TO MAIN STREET	\$275,000
2242		0	QUEEN AVENUE OVERLAY: SHERMAN STREET TO WAVERLY DRIVE	\$409,000
2243		0	GEARY STREET OVERLAY: 17TH AVENUE TO 24TH AVENUE	\$292,000
2244		0	PRICE ROAD OVERLAY: DOGWOOD AVENUE TO BLUE OX RV PARK	\$205,000
2245		0	LOCHNER ROAD OVERLAY: OREGON YOUTH AUTHORITY FRONTAGE	\$129,000
2246		0	GRAND PRAIRIE ROAD OVERLAY: GEARY STREET TO WAVERLY DRIVE	\$292,000
2247		0	QUEEN AVENUE OVERLAY: MARION STREET TO SHERMAN STREET	\$292,000
2249		0	21ST AVENUE OVERLAY: WAVERLY DRIVE TO LEXINGTON STREET	\$117,000
2250		0	LEXINGTON STREET OVERLAY: 21ST AVENUE TO GRAND PRAIRIE ROAD	\$234,000
2251		0	53RD AVENUE OVERLAY: CHINOOK DRIVE TO ELK RUN DRIVE	\$117,000
2252		0	CHINOOK DRIVE OVERLAY: COUGAR DRIVE TO 53RD AVENUE	\$129,000
2253		0	14TH AVENUE OVERLAY: SHORTRIDGE STREET TO END OF CONCRETE	\$35,000
2254		0	ELM STREET OVERLAY: 5TH AVENUE TO 24TH AVENUE	\$467,000
2255		0	SANTIAM ROAD OVERLAY: MAIN STREET TO CLEVELAND STREET	\$152,000
2256		0	MARION STREET OVERLAY: 24TH AVENUE TO 34TH AVENUE	\$193,000

Capital Improvement Program 2018-2022

CIP #	Phase	Year	Title	Projected Total
2257		0	34TH AVENUE OVERLAY: LYON STREET TO WAVERLY DRIVE	\$614,000
2258		0	NORTH ALBANY ROAD OVERLAY: PORTLAND & WESTERN RAILROAD TO U.S. HIGHWAY 20	\$175,000
2259		0	KILLDEER AVENUE OVERLAY: PACIFIC BOULEVARD TO AIRPORT ROAD	\$158,000
2260		0	5TH AVENUE OVERLAY: ELM STREET TO WASHINGTON STREET	\$129,000
2261		0	GEARY/14TH/CLAY OVERLAYS	\$643,000
2262		0	CLOVER RIDGE ROAD OVERLAY: KNOX BUTTE ROAD TO TRUAX CREEK BRIDGE	\$240,000
2263		0	53RD AVENUE OVERLAY: PACIFIC BOULEVARD TO ELK RUN DRIVE	\$158,000
2264		0	NORTH ALBANY ROAD OVERLAY: GIBSON HILL ROAD TO WEST OF GALE STREET	\$280,000
2265		0	HILL STREET OVERLAY: 9TH AVENUE TO QUEEN AVENUE	\$275,000
2266		0	GOLDFISH FARM ROAD OVERLAY: U.S. HIGHWAY 20 TO CREEL AVE	\$175,000
2268		0	SOMERSET DRIVE OVERLAY: TIMBER RIDGE STREET TO KNOX BUTTE ROAD	\$158,000
2269		0	MARION STREET OVERLAY: 34TH AVENUE TO ALBANY & EASTERN RAILROAD TRACKS	\$88,000
2270		0	GOLDFISH FARM ROAD OVERLAY: KNOX BUTTE ROAD TO DOGWOOD AVENUE	\$152,000
2271		0	WAVERLY DRIVE OVERLAY: GRAND PRAIRIE ROAD TO 36TH AVENUE	\$263,000
2272		0	GRAND PRAIRIE ROAD OVERLAY: WAVERLY DRIVE TO EAST OF LEXINGTON STREET	\$199,000
2273		0	SALEM AVENUE OVERLAY: SHERMAN STREET TO UNION PACIFIC RAILROAD	\$187,000
2274		0	GEARY STREET OVERLAY: FRONT AVENUE TO 6TH AVENUE	\$146,000
2275		0	LIBERTY STREET OVERLAY: QUEEN AVENUE 24TH AVENUE	\$187,000
2276		0	WAVERLY DRIVE OVERLAY: PACIFIC BOULEVARD TO SANTIAM HIGHWAY	\$175,000
2277		0	WAVERLY DRIVE OVERLAY: QUEEN AVENUE TO GRAND PRAIRIE ROAD	\$269,000
2278		0	DEL RIO AVENUE OVERLAY: COLUMBUS STREET TO WAVERLY DRIVE	\$88,000
2279		0	TIMBER RIDGE STREET OVERLAY: SOMERSET DRIVE TO KNOX BUTTE ROAD	\$234,000
Total for Unfunded Street Reconstruction/Improvements:				\$12,485,000

Study Projects

CIP #	Phase	Year	Title	Projected Total
2154		0	ADA ACCESSIBILITY AUDIT (S1)	\$25,000
2155		0	HIGHWAY 20 CORRIDOR AND DOWNTOWN REFINEMENT PLAN (S2)	\$250,000
2156		0	SAFETY AUDIT (S3)	\$30,000
2157		0	ALBANY TSP MPO UPDATE (S6)	\$350,000
2158		0	WAYFINDING (S8)	\$25,000
2159		0	INTERSTATE 5/OR 99E/KNOX BUTTE REFINEMENT PLAN (S9)	\$100,000
2160		0	INTERSTATE 5/US 20 (SANTIAM) REFINEMENT PLAN (S10)	\$100,000
Total for Unfunded Study Projects:				\$880,000

Transit Projects

CIP #	Phase	Year	Title	Projected Total
2174		0	PURCHASE OF BUS MAINTENANCE FACILITY PROPERTY	\$750,000
2175		0	DESIGN AND CONSTRUCTION OF BUS MAINTENANCE FACILITY	\$500,000

Capital Improvement Program 2018-2022

CIP #	Phase	Year	Title	Projected Total
2303		0	LAND ACQUISITION, ALBANY TRAIN/MULTIMODAL STATION ADDITIONAL PARKING LOT	\$1,500,000
2304		0	DESIGN AND CONSTRUCTION OF ALBANY TRAIN/MULTIMODAL STATION ADDITIONAL PARKING LOT	\$1,500,000
Total for Unfunded Transit Projects:				\$4,250,000

Grand Total for Unfunded Transportation: \$265,177,000

Catching Up on Deferred Maintenance

Replacement Needs Prominent

The City's wastewater system consists of a collection system that is made up of 194 miles of gravity flow pipes, 7.2 miles of pressure pipes, 4,231 manholes, 11 sewer lift stations, the Water Reclamation Facility, and Talking Water Gardens wetlands.

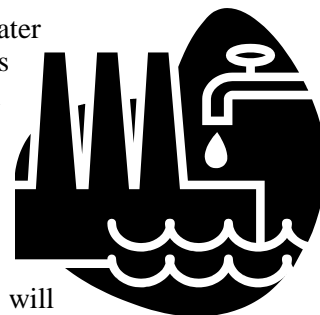
In 2012, City staff initiated an extensive condition assessment of the City's wastewater system in order to invest in collection system infrastructure in a prioritized and efficient manner. Of the City's 194 miles of gravity sewer pipes, approximately 20 miles are anticipated to require replacement or major repair within the next 10 years, or risk complete failures with interruption of service and potential overflows into basements. City staff will continue to reassess collection system infrastructure in order to identify and prioritize the perpetual life replacement of the infrastructure.

The Albany City Council has set five-year planning goals for funding perpetual life replacement to avoid wastewater main failures and disruption of sewer service to Albany citizens. This strategy requires a commitment to seeking additional revenues in the coming years. The City Council will be evaluating revenues, expenditures, system needs, and the state of the local economy annually to determine what future revenue resource increases are appropriate. If wastewater rates are not raised according to the five-year plan, it will not be possible to complete many of the projects listed in the five-year life of the wastewater portion of the CIP and future CIPs will reflect these changes.

The wastewater projects identified in this year's five-year window are consistent with Council's direction and represent the minimum necessary to begin restoring the condition of the collection system with the goal of continued provision of uninterrupted service to the Albany community. Restoration of the collection system helps reduce infiltration of groundwater and inflow of stormwater into the collection system which can impact capacity requirements within the system and require additional capital improvements for transportation and treatment of sewer flows.

Evaluating System Capacity Requirements

The City of Albany conducted a system-wide capacity analysis of the wastewater collection system in 2015. The evaluation identified a number of locations throughout town that are capacity limited and in need of eventual replacement/expansion. A handful of the identified locations are significantly limited and result in rainfall induced overflows that are not permitted under the City's discharge permit with DEQ. The cost to immediately address all of these deficiencies far exceeds the City's financial capabilities. Consequently, Council prioritized improvements based on risks and established a funding strategy to systematically construct improvements over time. However, the funding strategy will not support the largest required improvement, the Riverfront Interceptor Lift Station and Force Main Project, which remains unfunded at over \$11 million. Efforts continue to identify a funding source for this important project.



Funding Summary

The following table shows the total value of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected total project costs in the year the project is proposed.

Each year the estimated cost of the projects is adjusted to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle. An annual three percent inflation factor is added to estimate future year costs.

Projected Cost Totals

FUNDING SOURCE	2018	2019	2020	2021	2022	TOTAL
SDC – Improvement – Sewer	\$155,800	\$617,000	\$0	\$0	\$0	\$772,800
Sewer Rates/Operating Revenues	\$2,837,200	\$2,602,000	\$2,155,000	\$5,356,000	\$2,155,000	\$15,105,200
GRAND TOTALS:	\$2,993,000	\$3,219,000	\$2,155,000	\$5,356,000	\$2,155,000	\$15,878,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2017 - 2018		
2212	LATERAL REPLACEMENT & BASEMENT PROTECTION	\$275,000
2215	2018 COLLECTION SYSTEM REHABILITATION PROJECTS	\$1,250,000
2373	HILL STREET SEWER IMPROVEMENTS	\$665,000
2377	SANTA MARIA SEWER EXTENSION	\$803,000
Total for FY 2017 - 2018		\$2,993,000
Plan Year: 2018 - 2019		
2292	LATERAL REPLACEMENT & BASEMENT PROTECTION	\$275,000
2295	2019 COLLECTION SYSTEM REHABILITATION PROJECTS	\$1,400,000
2331	COX CREEK INTERCEPTOR PROJECTS - P10B	\$1,544,000
Total for FY 2018 - 2019		\$3,219,000
Plan Year: 2019 - 2020		
2309	LATERAL REPLACEMENT & BASEMENT PROTECTION	\$275,000
2312	2020 COLLECTION SYSTEM REHABILITATION PROJECTS	\$1,880,000
Total for FY 2019 - 2020		\$2,155,000
Plan Year: 2020 - 2021		
2327	LATERAL REPLACEMENT & BASEMENT PROTECTION	\$275,000
2328	2021 COLLECTION SYSTEM REHABILITATION PROJECTS	\$1,775,000
2341	FERRY STREET INTERCEPTOR PROJECT - P15	\$3,306,000
Total for FY 2020 - 2021		\$5,356,000
Plan Year: 2021 - 2022		
2375	LATERAL REPLACEMENT & BASEMENT PROTECTION	\$275,000
2376	2022 COLLECTION SYSTEM REHABILITATION PROJECTS	\$1,880,000
Total for FY 2021 - 2022		\$2,155,000
Grand Total for Wastewater:		\$15,878,000

Plan FY: 2017-2018 LATERAL REPLACEMENT & BASEMENT PROTECTION

CIP Project #: 2212

Master Plan:

Category: Wastewater
Department: Public Works Department

Plan Element:

Classification: Miscellaneous - Wastewater

Total Cost: \$275,000

During FY 1999-2000, the City Council adopted three new programs to assist property owners with sanitary sewer lateral service issues.

The Basement Flooding Protection Loan Program provides a no-interest, ten-year loan to assist property owners with installation of backflow protection valves and sump pumps needed to protect buildings from flooding due to the sanitary sewer system.

The Council also adopted a Basement Flooding Protection Grant Program that provides limited City participation in the cost of basement flooding protection improvements. The grant program is targeted for properties that have experienced frequent flooding, have responded with good faith efforts to minimize the flooding risk, and in spite of these efforts, continue to experience basement flooding.

The lateral replacement program provides a one-time-only replacement of qualifying sanitary sewer service laterals on private property. Replacement of these laterals reduces the amount of infiltration entering the sanitary sewer system through cracks and breaks in older, deteriorated service lines.

Operating Budget Impact: This project will reduce sewer maintenance costs over the long term by reducing the amount of extraneous flow into the sanitary sewer system that is receiving treatment.

Funding Sources For This Project:

<u>Activity</u> <u>Funding Source</u>	<u>Projected Amount</u>
601-50-2500SEWER RATES/OPERATING REVENUES	\$275,000
Total:	\$275,000

Capital Improvement Program 2018-2022

Plan FY: 2017-2018 2018 COLLECTION SYSTEM REHABILITATION PROJECTS

CIP Project #: 2215

Master Plan:

Category: Wastewater

Department: Public Works Department

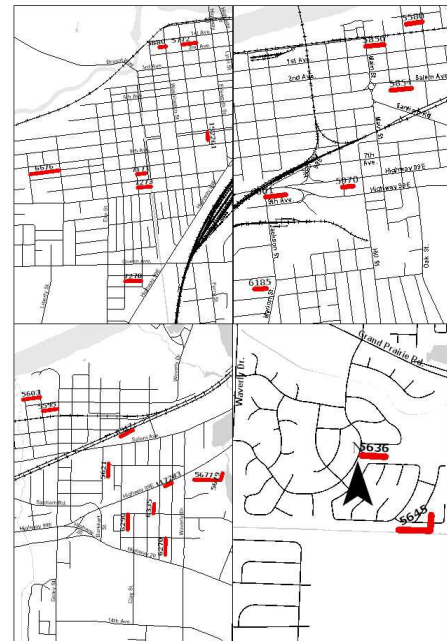
Plan Element:

Classification: Sewer Mains

Total Cost: \$1,250,000

For this fiscal year approximately 6,900 feet of sewer mains are proposed for rehabilitation with Cured-in-place Pipe (CIPP) or Pipe Bursting. CIPP and pipe bursting are effective and cost-efficient ways to rehabilitate existing sewer mains that are at the end of their service. Both are forms of "trenchless technology," which means costly excavations and surface restorations are minimized. The following pipes have been prioritized based on the City's system-wide condition assessment: ID's for the subject lines are 5595, 5621, 5636, 5970, 5880, 6270, 6290, 5856, 5603, 5917, 5580, 6335, 5645, 6001, 6185, 7278, 117283, 152261, 5772, 6676, 7171, 5854, 7273, 5677, 5679. A larger map can be found at the end of the CIP document.

Operating Budget Impact: This project will reduce long-term operations and maintenance costs through reduction in emergency responses and reduction in infiltrating groundwater that must be pumped and treated.



Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
601-50-2500	SEWER RATES/OPERATING REVENUES	\$1,250,000
Total:		\$1,250,000

Plan FY: 2017-2018 HILL STREET SEWER IMPROVEMENTS

CIP Project #: 2373

Master Plan: Plan Element:
Category: Wastewater **Classification:** Sewer Mains
Department: Public Works Department

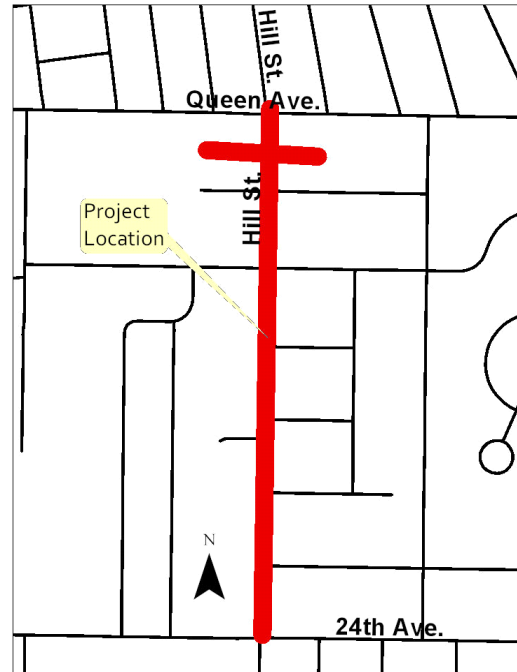
Total Cost: \$665,000

This project will use Cured-in-place Pipe (CIPP) to rehabilitate approximately 200 feet of 8-inch, 240 feet of 10-inch, and 2,400 feet of 12-inch sewer lines. CIPP is a "trenchless technology" providing an effective and cost-efficient way to rehabilitate existing sewer mains that are at the end of their service. Street Improvements as shown in CIP 1002 in the Transportation section of the CIP will also be coordinated with this project.

Operating Budget Impact: This project will reduce long-term operations and maintenance costs through reduction in emergency responses and reduction in infiltrating groundwater that must be pumped and treated.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
601-50-2500	SEWER RATES/OPERATING REVENUES	\$665,000
	Total:	\$665,000



Capital Improvement Program 2018-2022

Plan FY: 2017-2018 SANTA MARIA SEWER EXTENSION

CIP Project #: 2377

Master Plan:

Category: Wastewater

Department: Public Works Department

Plan Element:

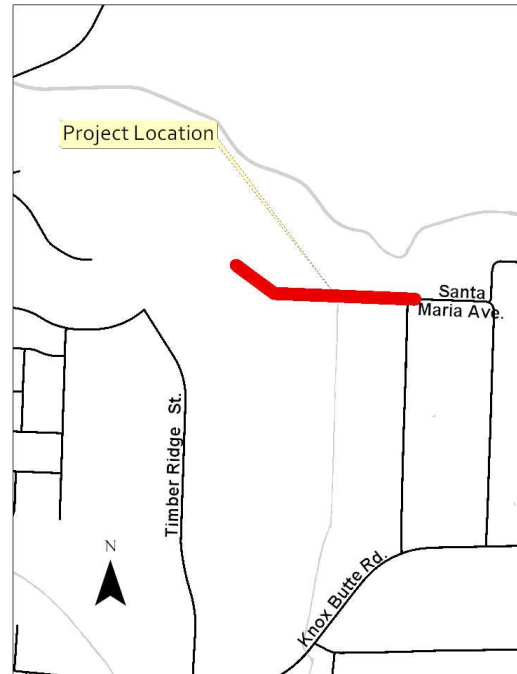
Classification: Sewer Mains

SDC

Total Cost: \$803,000

This project includes construction of approximately 1,100 feet of new 18-inch sewer line. Currently there are no sewer lines on this undeveloped property located east of Timber Ridge Street. This project is being completed in partnership with Greater Albany Public Schools to facilitate construction of a new elementary school and provide connectivity to existing development. Extension of this sewer line will allow the Charlotte Lift Station and force main to be decommissioned. Street improvements as shown in CIP 2124 in the Transportation section of the CIP and water improvements as shown in CIP 2371 in the Water section of the CIP will also be coordinated with this project.

Operating Budget Impact: Construction of these improvements will allow for decommissioning an existing lift station, thus reducing maintenance costs.



Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
601-50-2500	SEWER RATES/OPERATING REVENUES	\$647,200
601-50-2502	SDC - IMPROVEMENT - SEWER	\$155,800
Total:		\$803,000



CITY OF
Albany

O R E G O N

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Interceptors/Collectors

CIP #	Phase	Year	Title	Projected Total
1251	0		KNOX BUTTE ROAD COLLECTOR: UPSIZE LINE FROM CENTURY DRIVE LIFT STATION UPSTREAM TO ONYX STREET	\$2,768,000
1253	0		47TH AVENUE COLLECTOR: UPSIZE LINE FROM COLUMBUS STREET UPSTREAM TO END OF GRAVITY LINE	\$1,046,000
1724	0		FERRY STREET AND 28TH AVENUE	\$1,941,000
1770	0		COX CREEK INTERCEPTOR	\$6,373,000
1771	0		RIVERFRONT INTERCEPTOR	\$12,005,000
2345	0		HILL STREET COLLECTOR: UPSIZE LINE FROM 7TH AVENUE TO 13TH AVENUE	\$1,800,000
2346	0		MARION STREET COLLECTORS	\$216,000
2348	0		COLUMBUS STREET EXTENSION	\$1,720,000
2349	0		SOMERSET DRIVE COLLECTORS	\$1,439,000
2351	0		THREE LAKES ROAD COLLECTORS	\$4,584,000
2353	0		HIGHWAY 20 COLLECTORS	\$2,964,000
2356	0		KNOX BUTTE ROAD COLLECTORS	\$3,420,000
2359	0		SPRINGHILL DRIVE COLLECTORS	\$3,322,000
2362	0		WEST THORNTON LAKE COLLECTORS	\$1,843,000
2364	0		COLUMBUS STREET COLLECTORS	\$412,000
2366	0		CENTURY DRIVE - DRAPERVILLE COLLECTORS	\$10,830,000
Total for Unfunded Interceptors/Collectors:				\$56,683,000

Lift Stations

CIP #	Phase	Year	Title	Projected Total
1255	0		NEW LIFT STATIONS: THORNTON LAKE, AND SPRING HILL DRIVE	\$885,000
2344	0		NORTH ALBANY LIFT STATION	\$2,500,000
2347	0		MARION STREET LIFT STATION IMPROVEMENTS	\$1,000,000
2352	0		THREE LAKES ROAD LIFT STATION IMPROVEMENTS	\$850,000
2354	0		HIGHWAY 20 LIFT STATION IMPROVEMENTS	\$850,000
2357	0		KNOX BUTTE ROAD LIFT STATION IMPROVEMENTS	\$850,000
2358	0		BURKHART CREEK LIFT STATION IMPROVEMENTS	\$850,000
2360	0		SPRINGHILL DRIVE LIFT STATION IMPROVEMENTS	\$850,000
2361	0		QUARRY ROAD LIFT STATION IMPROVEMENTS	\$850,000
2363	0		WEST THORNTON LAKE LIFT STATION IMPROVEMENTS	\$850,000
2365	0		COLUMBUS STREET LIFT STATION IMPROVEMENTS	\$105,000
2367	0		CENTURY DRIVE LIFT STATION IMPROVEMENTS	\$1,650,000
Total for Unfunded Lift Stations:				\$12,090,000

Capital Improvement Program 2018-2022

CIP #	Phase	Year	Title	Projected Total
-------	-------	------	-------	-----------------

Sewer Mains

CIP #	Phase	Year	Title	Projected Total
2340		0	ANNUAL COLLECTION SYSTEM REHABILITATION PROJECTS (\$/YR)	\$2,600,000
2350		0	MARION STREET SEWER MAIN EXTENSION	\$1,204,000
2355		0	TIMBER LINN SEWER MAINS	\$3,261,000
				<hr/>
Total for Unfunded Sewer Mains:				\$7,065,000

Talking Water Gardens

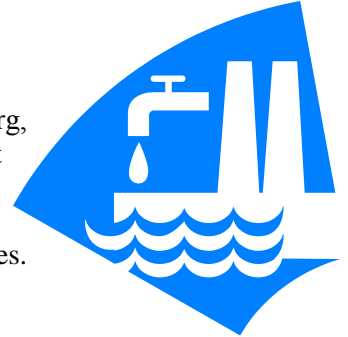
CIP #	Phase	Year	Title	Projected Total
2190		0	TALKING WATER GARDENS: COMPLETE ENTRANCE/PARKING LOT LANDSCAPING	\$130,000
2191		0	TALKING WATER GARDENS: COMPLETE BRIDGE IMPROVEMENTS AND LANDSCAPING	\$125,000
2192		0	TALKING WATER GARDENS: REROUTE OVERHEAD POWER LINES	\$400,000
2193		0	TALKING WATER GARDENS: ENTRANCE ROAD IMPROVEMENTS	\$700,000
				<hr/>
Total for Unfunded Talking Water Gardens:				\$1,355,000

Grand Total for Unfunded Wastewater: \$77,193,000

Water Sustains All

Looking to the Future

As a result of the City's partnership with the City of Millersburg, investments in transmission main capacity, and targeting replacement of leaky steel water lines, Albany water customers enjoy the security of two safe reliable sources of drinking water, a distribution system with capacity ready to serve growth, and stable operation and maintenance expenses. These benefits are not shared by all other Oregon communities.



The City's water system consists of a robust network of pipes, reservoirs, and pump stations. In all, the water system is made up of 263 miles of pipes, seven pump stations, seven reservoirs, 18,899 service lines, 1,820 hydrants, 7,233 valves, an 18-mile canal, and two water treatment plants.

In reviewing this year's CIP document, it is evident that water system investments in the coming years are primarily driven by perpetual life replacement needs. These projects are critical for realizing the full benefits of past investments in our water system, meeting regulatory requirements, and providing safe and reliable water service to our customers. The Albany City Council recognizes the importance of maintaining our system and has provided direction regarding five-year planning goals for perpetual life replacement. Meeting those goals requires a commitment to seeking additional revenues. The City Council evaluates revenues, expenditures, system needs, and the state of the local economy annually to determine what revenue increases are appropriate. If water rates are not raised according to the five-year plan, it will not be possible to complete many of the projects listed in the five-year life of the water portion of the CIP and future CIPs will reflect these changes.

The water system projects identified in this year's five-year CIP are consistent with Council's direction and represent the minimum necessary for continued consistent quality water services and to support economic development in the City.

Funding Summaries

The following table shows the total value of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected total project costs in the year the project is proposed.

Each year the estimated cost of the projects is adjusted to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle. An annual three percent inflation factor is added to estimate future year costs.

Projected Cost Totals

FUNDING SOURCE	2018	2019	2020	2021	2022	TOTAL
SDC – Improvement – Water	\$113,600	\$1,205,000	\$0	\$0	\$0	\$1,318,600
Water Rates/Operating Revenues	\$2,998,100	\$2,580,000	\$2,348,000	\$1,399,000	\$2,596,000	\$11,921,100
GRAND TOTALS:	\$3,111,700	\$3,785,000	\$2,348,000	\$1,399,000	\$2,596,000	\$13,239,700

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2017 - 2018		
1606	LAFAYETTE, CLOVERDALE, PEACH TREE, CHERRY AND FAIRWAY AREA	\$1,300,000
2290	PINE MEADOWS WATERLINE REPLACEMENT	\$940,000
2319	VINE STREET WTP ACCELATOR IMPROVEMENTS	\$542,000
2371	SANTA MARIA WATER LINE	\$329,700
Total for FY 2017 - 2018		\$3,111,700
Plan Year: 2018 - 2019		
1002	2 HILL STREET: 24TH AVENUE TO 34TH AVENUE	\$1,854,000
1596	LINCOLN STREET, 12TH AVENUE TO 15TH AVENUE	\$387,000
2220	18TH AVENUE: WAVERLY DRIVE TO WEST END	\$136,000
2221	BELMONT AVENUE AREA WATER LINE REPLACEMENTS	\$1,008,000
2372	ALBANY-MILLERSBURG WATER TREATMENT PLANT INTAKE GENERATOR	\$400,000
Total for FY 2018 - 2019		\$3,785,000
Plan Year: 2019 - 2020		
1594	WASHINGTON AND FERRY STREETS AREA; 9TH TO 14TH	\$1,097,000
2301	DAVIDSON WATER LINE - 14TH AVENUE TO 16TH AVENUE	\$199,000
2336	CANAL DREDGING - VINE STREET WTP TO 22ND AVENUE	\$530,000
2342	SANTIAM-ALBANY CANAL BANK REPAIR: 5TH AVENUE TO 6TH AVENUE	\$522,000
Total for FY 2019 - 2020		\$2,348,000
Plan Year: 2020 - 2021		
1587	6TH AVENUE, ELM TO MAPLE AND WALNUT STREET, 6TH TO 7TH	\$208,000
2003	24TH AVENUE WATER LINE, HILL TO GEARY STREET	\$699,000
2222	WILLAMETTE AREA WATER LINE	\$492,000
Total for FY 2020 - 2021		\$1,399,000
Plan Year: 2021 - 2022		
2188	JEFFERSON STREET WATERLINE REPLACEMENT	\$345,000
2302	ERMINE AREA WATER LINE - 22ND TO 27TH AVENUES & CLAY COURT TO WAVERLY DRIVE	\$2,251,000
Total for FY 2021 - 2022		\$2,596,000
Grand Total for Water:		\$13,239,700

Plan FY: 2017-2018 LAFAYETTE, CLOVERDALE, PEACH TREE, CHERRY AND FAIRWAY AREA

CIP Project #: 1606

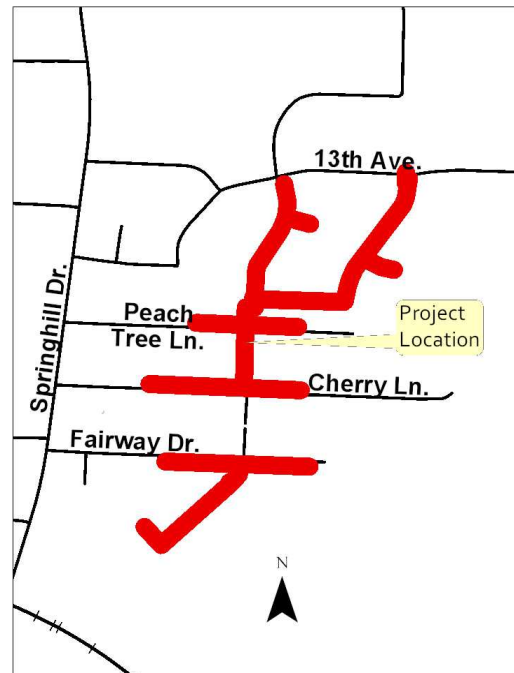
Master Plan: Water Supply Master Plan **Plan Element:** Program - 1
Category: Water **Classification:** Water Mains
Department: Public Works Department

Total Cost: \$1,300,000

This project will replace approximately 5,385 feet of deteriorated and undersized 2- and 4-inch steel water pipes with 8-inch ductile iron pipe. This project will increase fire flows in the general area.

Replacement locations include: Lafayette Street and Lafayette Place; Cloverdale, 13th to Putter Place; Peach Tree Lane, end of 6-inch main to dead end to the east; Cherry Lane, end of 6-inch main to dead end to the east; and Fairway, end of the 8-inch line to the dead end to the east.

Operating Budget Impact: This project will reduce maintenance costs over the long term. Replacement of these water mains will reduce the amount of water loss from the system and the number of emergency responses required to fix leaks.



Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$1,300,000
Total:		\$1,300,000

Capital Improvement Program 2018-2022

Plan FY: 2017-2018 PINE MEADOWS WATERLINE REPLACEMENT

CIP Project #: 2290

Master Plan:

Plan Element:

Category: Water

Classification: Water Mains

Department: Public Works Department

Total Cost: \$940,000

This project will replace approximately 4,000 feet of 8-inch asbestos cement water lines with new 8-inch ductile iron water lines. The existing pipes are deteriorated, requiring frequent maintenance, and have exceeded their service life.

Operating Budget Impact: This project will reduce maintenance costs over the long term by avoiding costs associated with large scale pipe failures common to asbestos cement water mains that have exceeded their service life.

Funding Sources For This Project:

<u>Activity</u> <u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308 WATER RATES/OPERATING REVENUES	\$940,000
Total:	\$940,000



Plan FY: 2017-2018 VINE STREET WTP ACCELATOR IMPROVEMENTS

CIP Project #: 2319

Master Plan:

Category: Water

Department: Public Works Department

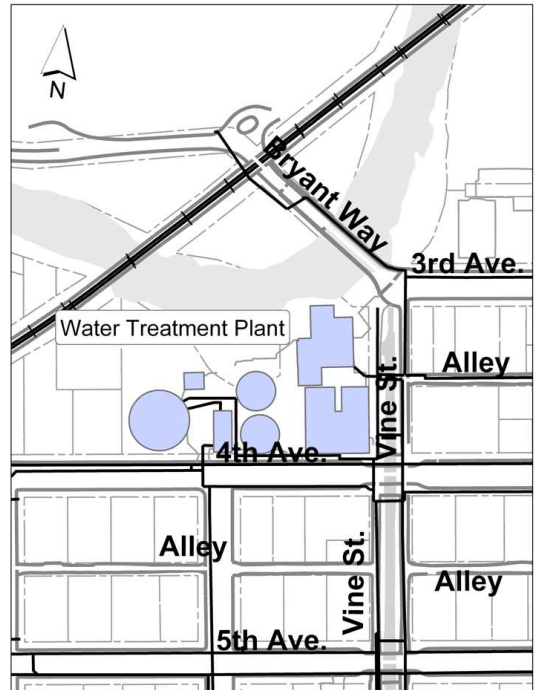
Plan Element:

Classification: Miscellaneous - Water

Total Cost: \$542,000

Accelator© is the trade name for the make and model of the solids contact clarifier which promotes settling of solids from the raw water in the treatment process. Accelator 2 is constructed of steel plates and while the turbine and other components are in generally good condition, the tube settlers have experienced significant wear and tear. This project will replace the existing tube settlers, clean and recoat the steel plate surfaces, and provide for a fiberglass grating over the top of the tubes to block sunlight and support foot traffic during inspections and washing activities. Accelator 1 is a concrete structure providing the same function as Accelator 2. Its tube settlers were replaced in 1998 and should be serviceable for many more years. A fiberglass cover will be installed to protect the settling tubes in Accelator 1 and the concrete surfaces in both the launder and the steel bridge will be cleaned and recoated.

Operating Budget Impact: This project will reduce maintenance costs in the long term by completing improvements to the Vine Street Water Treatment Plant.



Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2308	WATER RATES/OPERATING REVENUES	\$542,000
Total:		\$542,000

Capital Improvement Program 2018-2022

Plan FY: 2017-2018 SANTA MARIA WATER LINE

CIP Project #: 2371

Master Plan:

Category: Water

Department: Public Works Department

Plan Element:

Classification: Water Mains

SDC

Total Cost: \$329,700

This project includes construction of approximately 650 linear feet of new 24-inch ductile iron water line. Currently there are no water mains on this undeveloped property. This project is being completed in partnership with Greater Albany Public Schools to facilitate construction of a new elementary school and provide connectivity to existing development. Street improvements as shown in CIP 2124 in the Transportation section of the CIP and sewer improvements as shown in CIP 2377 in the wastewater section of the CIP will also be coordinated with this project.

Operating Budget Impact: This project will increase maintenance costs over the long term by adding additional water mains to the distribution system.

Funding Sources For This Project:

<u>Activity</u>	<u>Funding Source</u>	<u>Projected Amount</u>
615-50-2300	SDC - IMPROVEMENT - WATER	\$113,600
615-50-2308	WATER RATES/OPERATING REVENUES	\$216,100
Total:		\$329,700



Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Miscellaneous - Water

CIP #	Phase	Year	Title	Projected Total
2320		0	SANTIAM-ALBANY CANAL BANK REPAIR: 4TH AVENUE TO 12TH AVENUE	\$1,832,000
2338		0	VINE STREET WATER TREATMENT PLANT CHECK VALVE IMPROVEMENTS	\$120,000
Total for Unfunded Miscellaneous - Water:				\$1,952,000

New Construction - Water

CIP #	Phase	Year	Title	Projected Total
1311		0	MARION STREET & 41ST AVENUE TO COLLEGE PARK DRIVE	\$305,000
1640		0	CENTRAL ALBANY TRANSMISSION PROJECT	\$6,153,000
1641		0	DEVELOPMENT DRIVEN TRANSMISSION/DISTRIBUTION PROJECTS	\$5,718,000
1862		0	SOUTH NEBERGALL LOOP WATER LINE	\$298,000
1866		0	THREE LAKES ROAD WATERLINE EXTENSION (21ST AVE TO 2,500 FEET SOUTH)	\$713,000
Total for Unfunded New Construction - Water:				\$13,187,000

Water Mains

CIP #	Phase	Year	Title	Projected Total
1002	4	0	HILL STREET: 34TH TO 38TH AVENUE	\$384,000
1314		0	STEEL LINE REPLACEMENT PROGRAM	\$10,033,000
1558		0	SPRINGHILL DRIVE OFF COUNTRYMAN CIRCLE	\$137,000
1559		0	RIDGEVIEW LANE NW	\$123,000
1560		0	KOUNS DRIVE AREA TO SCENIC DRIVE	\$953,000
1561		0	RONDO STREET AREA, HIGHWAY 20 TO KOUNS DRIVE	\$1,268,000
1562		0	COUNTRYMAN CIRCLE, WEST SIDE	\$759,000
1564		0	SCENIC DRIVE NW, VALLEY VIEW DRIVE TO DEAD END NORTH OF PALESTINE AVENUE	\$1,118,000
1565		0	KNOLLWOOD DRIVE, SOUTH OF POWERS AVENUE NW	\$101,000
1566		0	SOX LANE NW, SOUTH OF POWERS AVENUE	\$116,000
1568		0	OAK GROVE DRIVE, NORTH OF POWERS AND ALONG PALESTINE DRIVE	\$740,000
1569		0	VINE STREET, 6TH TO 7TH	\$57,000
1570		0	CALAPOOIA STREET BETWEEN 5TH AND 6TH AVENUES	\$58,000
1571		0	THORNTON LAKE DRIVE NW, REPLACE SERVICE CONNECTION	\$21,000
1573		0	PARK TERRACE NW, OFF GIBSON HILL ROAD	\$195,000
1578		0	FRANKLIN AVENUE WATER LINE REPLACEMENT	\$127,000
1580		0	FRONT AVENUE, MAIN TO SHERMAN	\$38,000
1581		0	MONTGOMERY STREET, WATER AVENUE TO 1ST AVENUE	\$34,000

Capital Improvement Program 2018-2022

CIP #	Phase	Year	Title	Projected Total
1583		0	PACIFIC BOULEVARD, WAVERLY DRIVE TO ALBANY AVENUE	\$511,000
1585		0	SKYLINE DRIVE, GIBSON HILL ROAD TO ORCHARD HEIGHTS DRIVE	\$196,000
1592		0	JEFFERSON, MONTGOMERY, JACKSON AND 6TH AVENUE AREA	\$658,000
1608		0	BROADALBIN STREET: 1ST TO 2ND AVENUE AND 3RD TO 4TH AVENUE	\$117,000
1746		0	UNDERSIZED PIPELINES WITH HYDRANTS REPLACEMENT PROGRAM	\$4,858,000
1747		0	PERPETUAL LIFE REPLACEMENT PROGRAM	\$102,887,000
1782		0	CENTURY DRIVE WATER SYSTEM	\$1,405,000
1783		0	DRAPERVILLE WATER SYSTEM	\$963,000
1974		0	CEDAR CIRCLE WATER LINE	\$39,000
1975		0	PRAIRIE PLACE WATER LINE	\$58,000
1976		0	15TH AVENUE WATER LINE	\$80,000
1977		0	PARK TERRACE WATER LINE	\$123,000
1978		0	LAUREL COURT WATER LINE	\$53,000
2218		0	THURSTON STREET: QUEEN AVENUE TO 20TH AVENUE	\$129,000
Total for Unfunded Water Mains:				\$128,339,000

Water Supply & Storage

CIP #	Phase	Year	Title	Projected Total
1300	1	0	KNOX BUTTE RESERVOIR PROJECT, PHASE 1	\$8,426,000
1300	2	0	KNOX BUTTE RESERVOIR PROJECT, PHASE 2	\$4,899,000
1634		0	INCREASE LEVEL 2 PUMP STATION CAPACITY	\$14,000
1636	1	0	VINE STREET WTP IMPROVEMENTS, PHASE 1	\$1,376,000
1636	2	0	VINE STREET WTP PROJECTS, PHASE 2	\$6,321,000
1639	1	0	ELLINGSON ROAD RESERVOIR PROJECT	\$6,037,000
1639	2	0	ELLINGSON ROAD RESERVOIR PROJECT	\$4,738,000
1644		0	JOINT WATER PROJECT, PHASE 2	\$5,459,000
1675	11	0	SANTIAM-ALBANY CANAL IMPROVEMENTS	\$250,000
1675	12	0	SANTIAM-ALBANY CANAL IMPROVEMENTS	\$250,000
1675	13	0	SANTIAM-ALBANY CANAL IMPROVEMENTS	\$304,000
1749	2	0	MAPLE STREET RESERVOIR IMPROVEMENTS	\$284,000
1751	3	0	NORTH ALBANY DISTRIBUTION PROJECTS	\$28,000
Total for Unfunded Water Supply & Storage:				\$38,386,000

Grand Total for Unfunded Water: \$181,864,000

APPENDIX

RESOLUTION NO. 6613

BE IT RESOLVED that the Albany City Council hereby adopts the approved 2017-18 budget in the total sum of \$189,144,900 now on file at the Albany City Hall.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2017 , and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Nondepartmental	
Materials & Services	\$ 326,500
Municipal Court	770,500
Public Safety Levy: Fire	1,315,000
Fire & Life Safety	972,100
Fire Emergency Services	13,166,100
Police	14,652,300
Public Safety Levy: Police	1,356,000
Planning	1,057,200
Library	2,805,700
Transfers Out	882,900
Contingency	1,604,800
Total GENERAL FUND	\$ 38,909,100

SPECIAL REVENUE FUNDS

PARKS & RECREATION

Sports Services	\$ 308,000
Children/Youth/Family Rec Services	419,500
Resource Development Marketing Services	359,000
Park Maintenance Services	1,455,600
Parks & Recreation Administration	1,514,800
Aquatic Services	878,800
Adult Recreation Services	618,500
Performance and Cultural Arts	673,500
Park Facilities Repair & Construction	744,800
Park SDC Projects	1,801,900
Senior Center Foundation	70,300
Parks Capital Improvement Program	110,000
Transfers Out	290,400
Contingency	200,000
Total PARKS & RECREATION	\$ 9,445,100

GRANTS

Personnel	\$ 173,500
Materials & Services	788,100
Capital	733,400
Total GRANTS	\$ 1,695,000

SPECIAL REVENUE FUNDS, continued

BUILDING

Building Inspection	\$ 2,639,100
Electrical Permit Program	251,700
Total BUILDING	\$ 2,890,800

RISK MANAGEMENT

Risk Management Reserve	\$ 1,099,200
PepsiCo Settlement Projects	1,992,800
Total RISK MANAGEMENT	\$ 3,092,000

ECONOMIC DEVELOPMENT

Economic Development Activities	\$ 1,042,500
Albany Municipal Airport	315,500
Municipal Airport Capital Projects	304,300
Transfers Out	647,200
Total ECONOMIC DEVELOPMENT	\$ 2,309,500

PUBLIC TRANSIT

Albany Transit System	\$ 1,505,200
Linn-Benton Loop	1,120,800
Paratransit System	713,700
Total PUBLIC TRANSIT	\$ 3,339,700

PUBLIC SAFETY LEVY

Transfers Out	\$ 3,464,600
Total PUBLIC SAFETY LEVY	\$ 3,464,600

CAPITAL REPLACEMENT

Equipment Replacement	\$ 6,079,200
City Facilities Replacement	144,300
GF Facilities Maintenance Projects	75,300
IT Equipment Replacement	1,490,400
Facilities Replacement	648,500
Total CAPITAL REPLACEMENT	\$ 8,437,700

STREETS

Personnel	\$ 832,800
Materials & Services	2,367,700
Capital	9,934,700
Transfers Out	1,027,000
Contingency	379,100
Total STREETS	\$ 14,541,300

DEBT SERVICE FUNDS

DEBT SERVICE

2002 LTD Tax Pension Bonds	\$ 865,800
2004 Revenue Obligations	180,400
Total DEBT SERVICE	\$ 1,046,200

GENERAL OBLIGATION DEBT SERVICE

2015 Public Safety Facilities Bonds	\$ 1,179,100
Total GENERAL OBLIGATION DEBT SERVICE	\$ 1,179,100

CAPITAL PROJECT FUND

CAPITAL PROJECTS

Albany Data Integration Project	\$ 500,000
LID Construction Projects	2,233,700
Public Safety Facilities	12,005,000
Transfers Out	33,300
Total CAPITAL PROJECTS	\$ 14,772,000

PERMANENT FUNDS

SENIOR CENTER ENDOWMENT

Transfers Out	\$ 52,400
Total SENIOR CENTER ENDOWMENT	\$ 52,400

LIBRARY TRUST

V. O. Torney Trust	\$ 13,600
Manela Trust	70,700
Total LIBRARY TRUST	\$ 84,300

ENTERPRISE FUNDS

SEWER

Personnel	\$ 2,109,000
Materials & Services	6,655,800
Capital	19,001,700
Transfers Out	2,063,500
Debt Service	9,010,600
Contingency	994,500
Total SEWER	\$ 39,835,100

ENTERPRISE FUNDS, continued

WATER

Personnel	\$ 2,515,400
Materials & Services	6,023,700
Capital	12,461,900
Transfers Out	1,043,700
Debt Service	3,538,600
Contingency	955,300
Total WATER	\$ 26,538,600

STORMWATER

Personnel	\$ 303,000
Materials & Services	1,590,700
Capital	200,400
Transfers Out	39,700
Contingency	57,300
Total STORMWATER	\$ 2,191,100

INTERNAL SERVICE FUNDS

CENTRAL SERVICES

Finance Department	\$ 1,616,800
Council & Nondepartmental	205,400
City Manager's Office	972,300
Information Technology Services	1,671,700
GIS Services	457,400
Permit Tracking	120,800
Human Resources	838,900
Facilities Maintenance	789,000
Total CENTRAL SERVICES	\$ 6,672,300

PUBLIC WORKS CENTRAL SERVICES

PW Administration	\$ 1,184,100
Engineering Services	2,945,600
Operations Admin	566,100
Water Quality Control Service	523,700
PW Customer Services	1,391,100
Facilities & Maintenance Engineering	2,038,400
Total PUBLIC WORKS CENTRAL SERVICES	\$ 8,649,000

BE IT FURTHER RESOLVED that the Albany City Council hereby imposes the taxes provided for in the adopted budget at a permanent rate of \$6.3984 per one thousand of assessed value, a local option rate of \$1.15 per one thousand of assessed value, bonded debt service in the amount of \$1,110,838, 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, 2017.

The following allocations and categorizations, subject to the limits of SECTION IIIB, Article XI, of the Oregon Constitution, make the aggregate levy.

	Subject to the General Government Limitation	Excluded from the Limitation
Gross tax levy	\$6.3984 per \$1,000 of Assessed Value	
Public Safety Levy	\$1.15 per \$1,000 of Assessed Value	
Debt Service		\$ 1,110,838
Linn/Benton Sewer Certification		\$ 102,000

Passed by the Council: June 14, 2017

Approved by the Mayor: June 14, 2017

Effective Date: June 14, 2017



Mayor

ATTEST:



City Clerk

**CITY OF ALBANY
NOTICE OF BUDGET HEARING**

The City of Albany will hold a PUBLIC HEARING on Wednesday, June 14, 2017, 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, 2017, as approved by the City of Albany Budget Committee on May 11, 2017. The public is invited to present any written or oral testimony at this time. Written testimony may be addressed to the Finance Director's Office, 333 Broadalbin SW, Albany, OR 97321.

A copy of the Approved Budget document may be inspected between the hours of 8:00 a.m. and 5:00 p.m. at City Hall, 333 Broadalbin Street SW, Albany.

A notice of the City of Albany Budget Committee Hearing is posted on the City's website at www.cityofalbany.net.

A summary of the budget is presented below. The budget includes \$695,600 from State Revenue Sharing. The budget was prepared on a basis of accounting consistent with the basis of accounting used the preceding year. Major changes, if any and their affect on the budget are explained below.

FINANCIAL SUMMARY - RESOURCES

	2015-16 Actual	2016-17 Adopted	2017-18 Approved
Property taxes	\$ 25,929,999	\$ 26,988,100	\$ 27,848,000
Other taxes	5,941,347	6,105,200	6,376,400
Licenses & fees	4,836,003	3,668,200	3,998,300
Intergovernmental resources	9,610,380	10,526,900	11,963,400
Charges for service	48,145,345	49,857,500	52,148,600
Fines & forfeitures	718,892	671,500	636,100
Assessment payments	527,492	55,900	85,000
Other resources	21,741,586	916,900	1,741,500
Investment earnings	739,324	353,800	354,400
Total Current Resources	\$ 118,190,368	\$ 99,144,000	\$ 105,151,700
Transfers in	13,563,458	10,249,600	10,046,800
Beginning balance	62,733,592	78,250,700	72,023,800
Reserved beginning balance	1,914,256	1,911,100	1,843,100
Beginning balance held in trust	83,485	79,500	79,500
Total Resources	\$ 196,485,159	\$ 189,634,900	\$ 189,144,900

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

	2015-16 Actual	2016-17 Adopted	2017-18 Approved
Personnel Services	\$ 45,432,741	\$ 50,142,800	\$ 51,938,200
Materials and Services	33,332,628	38,574,200	40,044,200
Capital Projects	13,573,225	72,373,300	68,332,400
Transfers Out	11,978,758	9,989,700	9,786,800
Debt Service	9,327,187	14,569,700	14,772,800
Contingencies	-	3,853,900	4,191,000
Unappropriated	-	131,300	79,500
Total Requirements	\$ 113,644,539	\$ 189,634,900	\$ 189,144,900

**CITY OF ALBANY
NOTICE OF BUDGET HEARING**

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT

	2015-16 Actual	2016-17 Adopted	2017-18 Approved
10 - Finance	\$ 16,948,466	\$ 45,442,700	\$ 35,054,200
FTE	14.375	14.375	15.375
11 - City Manager's Office	2,418,381	2,627,600	2,867,400
FTE	11.700	12.700	13.700
13 - Information Technology	2,770,180	3,993,300	3,740,300
FTE	13.000	13.000	13.000
14 - Human Resources	636,126	844,600	838,900
FTE	4.000	4.000	5.000
25 - Fire	13,518,034	14,491,200	15,592,200
FTE	80.908	79.400	86.908
30 - Police	13,475,159	15,284,600	16,174,500
FTE	89.875	92.250	98.250
35 - Parks & Recreation	7,093,804	9,611,100	10,286,500
FTE	30.275	31.650	34.563
40 - Community Development	2,872,132	4,695,200	4,792,100
FTE	13.600	13.600	13.698
45 - Library	2,637,583	2,994,500	3,097,700
FTE	20.925	20.925	21.200
50 - Public Works	51,274,674	89,650,100	96,701,100
FTE	120.900	122.425	122.425
Total Requirements	\$ 113,644,539	\$ 189,634,900	\$ 189,144,900
Total FTE	399.558	404.325	424.118

Prominent Changes

Budget estimates are based on the continued slowed growth of the assessed values and also the effects of compression on the Public Safety Levy.

Statement of Indebtedness (Debt Service)

The City has a General Obligation Bond rating of "AA3" from Moody's Investors Service and a rate of "AA-" from Standard & Poors. The ratings reflect the City's growing tax base, stable financial position, and modest debt burden. Assessed value per capita is \$72,265.

**CITY OF ALBANY
NOTICE OF BUDGET HEARING**

As of July 1, 2017, the City will have the following debt issues outstanding:

Total Debt Outstanding

General Obligation	\$17,605,000
Water Revenue	25,570,000
Limited Tax Pension Obligation	5,101,484
Revenue Obligations	<u>655,000</u>
TOTAL	\$43,931,484

Other Debt:

State Revolving Fund	
(SRF) Loan	\$51,882,125
2010 Wetlands	1,889,035
2011 SRF ARRA Loan	<u>1,550,000</u>
	\$55,321,160

Oregon Revised Statutes Chapter 287 provides a debt limit for General Obligation Bonds of three percent of the true cash value (TCV) of all taxable property within the City's boundaries. As of June 30, 2017, the City's net General Obligation Bonded debt will be well below the estimated limit of \$109 million.

Summary of Property Tax Levies

The Budget Committee approved a total gross tax levy of \$6.3984/\$1,000 of the assessed valuation.

The estimated assessed valuation for Fiscal Year 2017-2018 is \$3,989,437,523.

Gross tax levy:

Subject to the General Government Limitation	\$6.3984/\$1,000 of Assessed Value
Public Safety Levy	\$1.15/\$1,000 of Assessed Value

Stewart Taylor
Finance Director

DATED THIS 31st DAY OF MAY 2017.

##

Send: May 24, 2017
Publish: May 31, 2017
Post: May 31, 2017
Remove: June 15, 2017

*G:\Administrative Services\Finance\Common\06 11 2014 Final Budget Public Hearing Notice.doc
G:\Administrative Services\Finance\Mary\Budget Calendars & Noticing - COA\2017-18\June.Final Budget Public Hearing Notice.docx*

*** Proof of Publication ***

CITY OF ALBANY NOTICE OF BUDGET HEARING

The City of Albany will hold a PUBLIC HEARING on Wednesday, June 14, 2017, at 7:15 p.m. in the City Hall Council Chambers, 333 Broadabin Street SW, Albany, for the purpose of discussing the budget for the Fiscal Year beginning July 1, 2017, as approved by the City of Albany Budget Committee on May 11, 2017. The public is invited to present any written or oral testimony at this time. Written testimony may be addressed to the Finance Director's Office, 333 Broadabin SW, Albany, OR 97321.

A copy of the Approved Budget document may be inspected between the hours of 8:00a.m. and 5:00p.m. at City Hall, 333 Broadabin Street SW, Albany.

A notice of the City of Albany Budget Committee Hearing is posted on the City's website at www.cityofalbany.net.

A summary of the budget is presented below. The budget includes \$695,600 from State Revenue Sharing. The budget was prepared on a basis of accounting consistent with the basis of accounting used the preceding year. Major changes, if any and their affect on the budget are explained below.

FINANCIAL SUMMARY - RESOURCES

	2015-16 Actual	2016-17 Adopted	2017-18 Approved
Property taxes	\$ 25,929,999	\$ 26,988,100	\$ 27,848,000
Other taxes	5,941,347	6,105,200	6,376,400
Licenses & fees	4,836,003	3,668,200	3,998,300
Intergovernmental resources	9,610,380	10,526,900	11,963,400
Charges for service	48,145,345	49,857,500	52,148,600
Fines & forfeitures	718,892	671,500	636,100
Assessment payments	527,492	55,900	85,000
Other resources	21,741,586	916,900	1,741,500
Investment earnings	739,324	353,800	354,400
Total Current Resources	\$ 118,190,368	\$ 99,144,000	\$ 105,151,700
Transfers in	13,563,458	10,249,600	10,046,800
Beginning balance	62,733,592	78,250,700	72,023,800
Reserved beginning balance	1,914,256	1,911,100	1,843,100
Beginning balance held in trust	83,485	79,500	79,500
Total Resources	\$ 196,485,159	\$ 189,634,900	\$ 189,144,900

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

	2015-16 Actual	2016-17 Adopted	2017-18 Approved
Personnel Services	\$ 45,432,741	\$ 50,142,800	\$ 51,938,200
Materials and Services	33,332,628	38,574,200	40,044,200
Capital Projects	13,573,225	72,373,300	68,332,400
Transfers Out	11,978,758	9,989,700	9,786,800
Debt Service	9,327,187	14,569,700	14,772,800
Contingencies	-	3,853,900	4,191,000
Unappropriated	-	131,300	79,500
Total Requirements	\$ 113,644,539	\$ 189,634,900	\$ 189,144,900

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT

	2015-16 Actual	2016-17 Adopted	2017-18 Approved
19 - Finance	\$ 16,948,466	\$ 45,442,700	\$ 35,054,200
FTE	14,375	14,375	15,375
11 - City Manager's Office	2,418,381	2,627,600	2,867,400
FTE	11,700	12,700	13,700
13 - Information Technology	2,770,180	3,993,300	3,740,300
FTE	13,000	13,000	13,000
14 - Human Resources	636,126	841,600	838,900
FTE	4,000	4,000	5,000
25 - Fire	13,518,034	14,491,200	15,592,200
FTE	80,908	79,400	86,908
30 - Police	13,475,159	15,284,600	16,174,500
FTE	89,875	92,250	98,250
35 - Parks & Recreation	7,093,804	9,611,100	10,286,500
FTE	30,275	31,650	34,563
40 - Community Development	2,872,132	4,695,200	4,792,100
FTE	13,600	13,600	13,698
45 - Library	2,637,583	2,994,500	3,097,700
FTE	20,925	20,925	21,200
50 - Public Works	51,274,674	89,650,100	96,701,100
FTE	120,900	122,425	122,425
Total Requirements	\$ 113,644,539	\$ 189,634,900	\$ 189,144,900
Total FTE	399,558	404,525	424,118

*** Proof of Publication ***

Prominent Changes

Budget estimates are based on the continued slowed growth of the assessed values and also the effects of compression on the Public Safety Levy.

Statement of Indebtedness (Debt Service)

The City has a General Obligation Bond rating of "AA3" from Moody's Investors Service and a rate of "AA-" from Standard & Poor's. The ratings reflect the City's growing tax base, stable financial position, and modest debt burden. Assessed value per capita is \$72,265.

As of July 1, 2017, the City will have the following debt issues outstanding.

Total Debt Outstanding

General Obligation	\$17,605,000
Water Revenue	25,570,000
Limited Tax Pension Obligation	5,101,484
Revenue Obligations	655,000
TOTAL	\$43,931,484

Other Debt:

State Revolving Fund (SRF) Loan	\$51,882,125
2011 Waterworks	1,889,035
2011 SRF ARRA Loan	1,550,000
	\$55,321,160

Oregon Revised Statutes Chapter 287 provides a debt limit for General Obligation Bonds of three percent of the true cash value (TCV) of all taxable property within the City's boundaries. As of June 30, 2017, the City's net General Obligation Bonded debt will be well below the estimated limit of \$109 million.

Summary of Property Tax Levies

The Budget Committee approved a total gross tax levy of \$6,3984/\$1,000 of the assessed valuation.

The estimated assessed valuation for Fiscal Year 2017-2018 is \$3,989,437,523.

Gross tax levy	
Subject to the General Government Limitation	\$6,3984/\$1,000 of Assessed Value
Public Safety Levy	\$1.15/\$1,000 of Assessed Value

Stewart Taylor
Finance Director

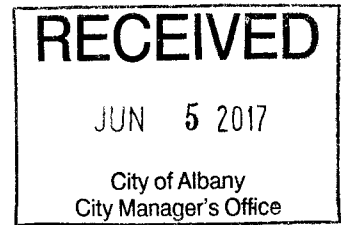
DATED THIS 31st DAY OF MAY 2017.

474069

PUBLISH: May 31, 2017

*** Proof of Publication ***

State of Oregon)
ss)
County of Linn



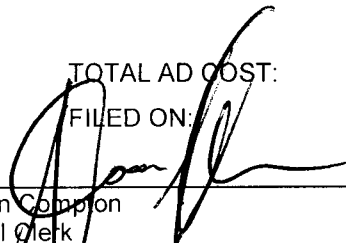
City of Albany/City Managers Office
PO Box 490
Albany, OR 97321

ORDER NUMBER 74069

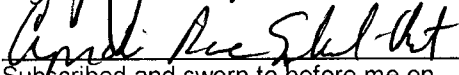
I, Jason Compton, being first duly sworn depose and say, that I am the Legal Clerk of the Democrat-Herald, a newspaper of general circulation, as defined by section 193.010 O.R.S., published at 600 Lyon St S. Albany, OR, in the aforesaid county and state; that a copy is hereto Annexed, was published in the entire issue of said newspaper.

PUBLISHED ON: 05/31/2017

TOTAL AD COST: 1172.00
FILED ON: 5/31/2017



Jason Compton
Legal Clerk



Subscribed and sworn to before me on may 31,
20 17
Cyndi Rae Sprinkel-Hart, Notary



GLOSSARY

City of Albany

FY 2016-2017

Account - A separate financial reporting unit for budgeting, management, or accounting purposes. All budgetary transactions, whether revenue or expenditure, are recorded in accounts.

Accounting Standards - The Generally Accepted Accounting Principles (GAAP) promulgated by the Governmental Accounting Standards Board (GASB), which guides the recording and reporting of financial information by state and local governments. The standards establish such guidelines as when transactions are recognized, the types and purpose of funds, and the content and organization of the annual financial report.

Accrual Basis of Accounting - A method of accounting in which revenues are recorded when measurable and earned, and expenses are recognized when obligations are incurred.

Activity - A departmental effort that contributes to the accomplishment of a specific identified program strategy or action.

Ad Valorem Taxes - Commonly referred to as property taxes; a property tax as a percentage of the value of taxable property; a tax based on the assessed value of the taxable property; a tax levied on both real and personal property according to the property's valuation and the tax rate.

Adopted Budget - The final budget appropriations approved by the City Council, which become the budget of the City.

AFSCME - American Federation of State, County, and Municipal Employees. One of the union organizations representing bargaining employees of the City of Albany.

AMEDC - Albany/Millersburg Economic Development Corporation. A non-profit organization the City contracts with to provide economic development coordination.

Annexation - The incorporation of land into an existing city with a resulting change in the boundaries of that city.

Appropriation - Legal authorization granted by the governing body to make expenditures and to incur obligations for specific purposes.

Approved Budget - The budget recommended by the Budget Committee for adoption by the City Council. The Council has limited authority to modify the budget. In no case may the City Council increase the tax levy approved by the Budget Committee, nor may the appropriation of any fund be increased more than 10 percent above that approved by the Budget Committee.

Assessed Value - The value set by the County Assessor on real and personal taxable property as a basis for levying taxes.

Assessment - An amount levied against a property for improvements specifically benefiting that property.

Balanced Budget - A balanced budget means the total resources, including transfers in, less total expenditures, including transfers out, net to zero.

Ballot Measure 5 - A 1.5 percent property tax measure passed by Oregon voters on November 6, 1990, limiting the consolidated tax rate for non-educational local governments to \$10 per \$1,000 of the assessed value. Effective date was July 1, 1991.

Ballot Measure 47 - A statewide property tax limitation measure approved by voters in November 1996. The measure rolled back taxes to individual properties by either the amount paid in 1995 less 10 percent or the amount paid in 1994, whichever was less. It limited future tax increases to not more than 3 percent per year. It placed limits on the kinds of purchases that can be made with general obligation bonds. It imposed a double majority (50 percent turnout and 50 percent approval) requirement to approve new bonds or property tax levies (this portion of the measure was removed through voter approval in May 2010).

Ballot Measure 50 - A statewide property tax limitation measure proposed by the Oregon Legislature and approved by voters on May 20, 1997. The measure was prompted by confusion over the meaning and language contained in Measure 47. It keeps most of the tax reduction intent of Measure 47, but attempts to make the system simpler and avoid legal challenges of the meaning of Measure 47.

GLOSSARY

City of Albany

FY 2016-2017

Bancroft - (also referred to as Bancroft Bonding Act). Oregon law (ORS 223.205) which allows property owners to make installment payments on assessments to specific property benefited by a City improvement. Property owners make scheduled payments to the City until assessment has been paid in full.

Basis of Accounting – The method employed in the recording and reporting of transactions. Three bases are commonly recognized: the cash basis, the modified accrual basis, and the accrual basis.

Beginning Fund Balance - The unexpended amount in a fund at fiscal year end, which is carried over into the next fiscal year.

Bond - A written promise to pay a specific sum of money, called the face value or principal amount, at a specific date or dates in the future, called the maturity dates(s), together with periodic interest at a specified rate. The difference between a note and a bond is that the latter runs for a longer period of time and requires greater legal formality.

Bond Refinancing - The payoff and re-issuance of bonds to obtain better interest rates and/or bond conditions.

Budget - A plan of financial operation embodying an estimate of expenditures for a given purpose and/or period (typically a fiscal year) and the proposed means of financing the estimated expenditures and revenues. The budget is the financial plan for the City's allocation of resources to provide services and accomplish the City's objectives.

Budget Calendar - The schedule of key dates, or events, which a government follows in the preparation and adoption of the budget.

Budget Committee - A committee required by Oregon Local Budget Law (ORS 294.305) which must recommend a budget and approve the maximum tax levy.

Budget Manual - A set of documents published in preparation for the budget year outlining the City's budget policies, procedures, forms, and calendar.

Budget Message - Written explanation of the budget and the City's financial plan and priorities presented to the Budget Committee by the City Manager, which is a requirement of Local Budget Law, ORS 294.

Budget Officer - The person designated by the Governing Body to be responsible for the preparation of the budget and meeting legal deadlines. The designation is required by Oregon Local Budget Law (ORS 294.305). The Finance Director is the designated Budget Officer for the City of Albany.

Budget Phases - The following are the major phases of the budget process:

Requested The requested appropriation for an activity as submitted to the City Manager.

Proposed The City Manager's recommended budget to the Budget Committee and City Council.

Approved The budget as approved by the Budget Committee and subsequently reviewed and certified by the City Council.

Adopted The budget as passed by ordinance by the City Council.

CAFR (Comprehensive Annual Financial Report) - Prepared at the close of each fiscal year to show the actual audited condition of the City's funds and serve as the official public record of the City's financial status and activities.

Capital Assets - Non-consumable assets of significant value (\$5,000 or more) and having a useful life of more than one year. Capital assets are also called **fixed assets**.

Capital Equipment - Operating equipment with unit costs of more than \$5,000 and a useful life of more than one year.

Capital Improvements - Expenditures related to acquisition, construction, expansion, or rehabilitation for improving an element of the government's physical plant and/or infrastructure.

Capital Improvement Program (CIP) - A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the expected beginning and ending dates for each project, the amount to be expended in each year, and the method of financing those expenditures.

Capital Outlays - Expenditures for the acquisition of capital assets.

Capital Projects - Projects which purchase or construct capital assets. Typically a capital project encompasses a purchase of land and/or the construction of a building or facility.

Capital Reserve - An account used to segregate a portion of the government's equity to be used for future capital program expenditures. The amount of capital reserve is roughly equal to the government's annual equipment depreciation and an amount identified as being needed for future capital acquisition.

CARA - Central Albany Revitalization Area. An urban renewal district in downtown Albany.

Cash Basis of Accounting - The system of accounting under which revenues are accounted for only when received, and expenditures are accounted for only when paid.

Charter - Oregon law allows Municipal Corporations, upon a vote of the people, to establish a charter government. Commonly referred to as Home Rule, it allows a local government more flexibility in organization and legal authority. The City of Albany's original Charter was adopted in 1891.

City Council - The governing body, consisting of the Mayor and six other elected persons, which sets policies and procedures for the functioning of the municipal government of the City of Albany.

City Match - The expenditure of City resources as the necessary condition for the award of a grant.

Compression (Tax Limitation) - The Oregon Constitution sets limits on the amount of property taxes that can be collected from each property tax account. These limits are often called the "Measure 5 limits." To figure these limits, taxes are divided into categories described in the constitution. The categories are: education and

general government. If taxes in either category exceed the limit for that property, the taxes are reduced or "compressed" until the limit is reached. Local option taxes are compressed first. If the local option tax is compressed to zero, and the limit still hasn't been reached, the other taxes in the category are proportionally reduced.

Contingency - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for. Formal Council action is required for transfers from Contingency to an expenditure appropriation.

Contract - An agreement between the City and an individual, legal, or political entity, agreeing to provide certain things. If the City is to provide a service(s) for reimbursement, the department providing the service must indicate the appropriation necessary and identify the source and amount of funds to be received in its budget request.

COP (Certificate of Participation) - Provides long-term financing through a lease, installment sale agreement, or loan agreement.

Depreciation - The decrease in the value of an asset due to use or becoming out of date. The depreciation of general fixed assets is calculated using the straight-line method, which calculates annual expense by dividing the historical cost by the number of years of useful life.

Debt Service - Annual principal and interest payments that the local government owes on money it has borrowed.

Debt Service Fund - One or more funds established to account for expenditures used to repay the principal and interest on debt.

Defeasement - Relieving the City of a particular liability (such as a specific bond series) by refunding the liability through an escrow account. Legally defeased liabilities do not need to be appropriated each year as the escrow account is removed from the control of the City.

Development-related Fees - Those fees and charges generated by building, development, and growth in a community. Included are building and street permit fees, development review fees, zoning, platting, and subdivision fees.

Disbursement - Payment for goods or services that have been delivered and invoiced.

Distinguished Budget Presentation Awards Program - A voluntary awards program administered by the Government Finance Officers Association of America and Canada to encourage governments to prepare effective and exceptional budget documents. Receiving this award is the highest form of recognition in governmental budgeting. Budgets are evaluated for effectiveness as a policy document, a financial plan, an operations guide, and a communication device.

Encumbrances - Obligations in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. Obligations cease to be encumbrances when paid.

Enterprise Fund - A separate fund used to account for services supported primarily by service charges; examples are water and sewer funds.

Entitlement Program - A program in which funding is allocated according to eligibility criteria; all persons or governments that meet the criteria specified in law receive the benefit.

Equipment Replacement Reserves - Reserves designated for the purchase of new vehicles or operating equipment as existing equipment becomes obsolete or unusable.

Equipment Replacement Schedule - A schedule of annual purchases to replace major equipment and vehicles that have met or exceeded their useful life to the City.

Expenditure - For accounts that are kept on the *accrual basis*, the total charge incurred, whether paid or unpaid, including provision for retirement of unreported debt as a liability of a fund from which retained, and capital outlay. The modified accrual basis shows decreases in net financial resources and may include encumbrances.

For accounts kept on the *cash basis*, the term covers only actual disbursement and the drawing of the check or warrant for these purposes, but not encumbrances, except that deferred employee compensation shall be included as a personal service expenditure where an approved deferred employee compensation plan is in effect for a municipal corporation.

Fiduciary Funds –

Agency Funds - Account for resources where the governmental unit acts solely as an agent in collecting and dispersing monies such as federal payroll monies. No fund balance is maintained and no appropriations are necessitated. These funds are accounted for on a modified accrual basis.

Internal Service Funds - Account for goods and/or services provided to other funds or departments within the organization. Internal charges, set to cover costs of the goods or services, provide the revenue for these funds.

Trust Funds - Account for resources where the governmental unit acts as a trustee either formally or informally for restricted fund users. Trust funds may be expendable (and thus subscribe to a modified accrual basis of accounting) for a specific project or service. Non-expendable trusts focus on the ongoing retention of earnings and subscribe to an accrual basis of accounting.

Fiscal Year (FY) - ORS 294.311(17) “Fiscal year” means for municipal corporations with the power to impose ad valorem property taxes, the fiscal year commencing on July 1 and closing on June 30, and for all other municipal corporations, an accounting period of 12 months ending on the last day of any month. This fiscal year is referred to using both calendar years. For example, a fiscal year beginning July 1, 2008, and ending June 30, 2009, would be called Fiscal Year 2008-09, or FY 08-09.

Fixed Assets (also see **Capital Assets**) - Non-consumable assets of a tangible nature (such as buildings, furniture, and other equipment) that have a useful life greater than one year and cost more than \$5,000.

Franchise Fees - Fees charged to utilities for the use of public right-of-way.

FTE - Full-Time Equivalent position. A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year.

GLOSSARY

City of Albany

FY 2016-2017

Fund - A budgetary and fiscal accounting mechanism for designating a sum of money or other resources set aside for providing services and achieving objectives in accordance with state and local laws, regulations, or other limitations. Each fund constitutes an independent budgetary, fiscal, and accounting entity.

Fund Balance - The excess of the assets of a fund over its liabilities.

Fund Transfer - A movement of resources as an expense in one fund to revenue in another fund. Transfers result in artificial inflation of the total budget, but provide a clearer picture of the true origins of revenue and expense.

Interfund transfers are appropriations that are transferred from one fund to another. Transfers must be made through formal adoption of a resolution by the City Council. Oregon Budget Law has several restrictions dealing with transfers; e.g., an appropriation may not be transferred from a Special Revenue Fund to the General Fund.

GAAP (Generally Accepted Accounting Principles) - Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

GEMS – City of Albany dance group, “young jewels.”

General Fund - The City’s major operating fund that includes all services authorized by the Council and the Charter not specifically provided for in other funds. The major source of revenue for this fund is usually property taxes. There are no restrictions as to the purposes for which the revenues in this fund can be used.

General Obligation Bond (G. O. Bond) - A government pledge of full faith and credit to the repayment of the bonds issued by the government. The term is also used to refer to bonds that are to be repaid from taxes and other general revenues.

Goal - A statement of direction, purpose, or intent based on the needs of the community, generally to be completed within a specified time period.

Governmental Funds - These funds subscribe to the modified accrual basis of accounting and include the following types of funds:

General Fund - see previous definition.

Special Revenue Funds - Resources received are limited to a specifically defined use; e.g., the Street Fund.

Debt Service Funds - Funds used for paying principal and interest of debt on non-enterprise funds.

Capital Project Funds - Resources are used for purchase or construction of long-term fixed assets.

Permanent Funds - Resources reported are legally restricted to the extent that only earnings, and not principal, may be used for the benefit of the government or its citizenry.

Special Assessment Funds - Resources are received from specific beneficiaries of a particular service or projects expended from these funds. Note: City of Albany does not have a Special Assessment Fund.

Internal Services Funds – Funds used to account for the financing of goods and/or services provided to various City Departments on a cost-reimbursement basis.

Agency Fund – Fund used to account for assets held by a government as an agent for individuals, private organizations, other governments, and/or other funds.

Grant - A donation or contribution of assets (usually cash) by an organization or governmental unit to another organization or governmental unit. Grants are generally made for specific purposes.

Infrastructure - The physical assets of a government (e.g., streets, water facilities, sewer facilities, public buildings, and parks).

Interfund Transfers - The movement of monies between funds of the same government entity.

GLOSSARY

City of Albany

FY 2016-2017

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).

Levy - The amount of ad valorem tax certified to the County Assessor by a local government for the support of governmental activities. The tax amount is spread (or levied) over the assessed value of property in that district.

Liabilities - Debt or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date. Also included are items that involve probable future sacrifices of economic benefits, arising from present obligations of a municipal corporation to transfer assets or provide services to other entities in the future as a result of past transactions or events. The term does not include encumbrances.

LID (Local Improvement District) - The property that is to be assessed for the cost or part of the cost of a local improvement and the property on which the local improvement is located.

Line Item - Five-digit numerical classification of revenues and expenditures.

Local Budget Law - Oregon Revised Statutes, Chapter 294, prescribes budgeting practices for municipalities within Oregon.

Millage - Taxation stated as one tenth of a cent per dollar of valuation; as \$.001 used in calculations. A **mill** is the property tax rate that is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of assessed property value.

Modified Accrual Basis of Accounting - The accrual basis of accounting adapted to the governmental fund types under which revenues and other financial sources (bond proceeds) are recognized when they become susceptible to accrual; that is, when they become both measurable and available to finance expenditures of the current period.

Municipal Code - A system of rules compiled and arranged by a municipal corporation, adopted, and used to regulate the conduct of its inhabitants and government.

Municipal Corporation - Any county, city, port, school district, union high school district, community college district, or any other public or quasi-public corporation operated by a separate board or commission.

Net Budget - The legally adopted budget less all interfund transfers and interdepartmental charges.

OAR - Oregon Administrative Rules, rules of various state agencies and programs operation.

Operating Expenses - Costs for personnel, materials, and equipment required for a department to function.

Operating Revenue - Funds that government receives as income to pay for ongoing operations including taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Ordinance - A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, an ordinance has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or City Charter will specify or imply which legislative actions must be made by ordinance and which may be made by resolution.

ORS - Oregon Revised Statutes, laws of the State of Oregon.

Part-time Position - A position that has no full-time position authority. A part-time position will fit into one of the following categories:

Part-time, Regular - A position budgeted for less than 40 hours per week. The position is eligible for prorated City-paid benefits of the normal amount paid to full-time City employees, if the employee works more than 20 hours per week.

GLOSSARY

City of Albany

FY 2016-2017

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 measure of the extent to which the performance of a series of related tasks achieves a desired result or objective: the ratio of actual to planned accomplishment of a specific objective.

Efficiency Measure - The extent to which the process utilized by an organization to produce goods and/or services minimizes the use of resources. The ratio of a unit of goods and/or services produced to the amount of resources required to produce it.

Input Measure - Measures the volume of resources, both monetary and non-monetary, used in delivering a program or service.

Output Measure - Measures the quantity or volume of products and services provided.

PERS (Public Employees Retirement System) - A State of Oregon-defined benefit pension plan to which both employees and employer contribute.

Plat - The map, drawing, or chart on which the subdivider's plan of subdivision or partition is presented and which he/she submits for approval and intends in final form to record.

Pooled Investments (Sweep Investments) - Liquid assets of various funds and sub-funds pooled together and invested to get the maximum investment earnings potential. Earnings go to each of the funds contributing to the pool on an approved basis.

Property Tax Levy - The tax levy combining the general operating levy and the debt service levy imposed by the City.

Program Budget - A budget that allocates money to the functions or activities of a government rather than to specific items of cost or to specific departments.

Proposed Budget - A draft of the budget document to be submitted to and reviewed by the Budget Committee and City Council. This begins the formal phase of budget deliberations by the Budget Committee.

Purchase Order - A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated estimated price. Outstanding purchase orders are encumbrances.

Reserve Fund - A fund established to accumulate revenues to use for a specific purpose in the future.

Resolution - An action of the governing body which requires less legal formality and has a lower legal status than an ordinance. Ordinarily, the statutes or City Charter will specify or imply those legislative actions that must be made by ordinance and those which may be made by resolution.

Resources and Requirements - In budgeting, resources turn into revenues when the money is received. Requirements turn into expenditures when the money is spent. Requirements define what is needed to perform the functions of the City (fire, police, library, sewer, water, etc.)

Revenues - The gross receipts and receivables that a governmental unit receives, such as: tax payments, licenses, fees for specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income. Excluded from revenues are appropriations, allotments, and return of principal from investment of surplus funds.

Revenue Bonds - Bonds issued pledging future revenues, usually water, sewer, or storm drainage charges, to make debt service payments.

Risk Management - An organized attempt to protect a government's assets against accidental loss in the most economical manner by identifying loss exposure, evaluating the risk, and treating the loss through risk control and financing.

GLOSSARY

City of Albany

FY 2016-2017

SDCs (System Development Charges) - Charges levied on new construction to help pay for additional expenses created by growth, or to compensate for already existing capacity in key facilities and systems which support the new development.

Sinking Fund Reserves - A collection of restricted assets that will be used to meet future debt service requirements.

Special Assessment - A compulsory levy made by a local government against certain properties to defray part or all of the costs of a specific improvement or service which is presumed to be of general benefit to the public and of special benefit to such properties.

Special Revenue Fund - A fund properly authorized and used to finance particular activities from the receipts of specific taxes or other revenues.

Supplemental Budget - A budget process used to increase appropriation authority made in the Adopted Budget.

Tax Levy - Total amount of dollars raised in property taxes imposed by the City.

Tax Rate - The amount of property tax to be paid for each \$1,000 of a property's assessed value. The tax rate is determined by dividing the assessed value of a district by the total tax levy approved for the district. The result is an amount, in dollars and cents, to be levied against each \$1,000 of taxable property value. (See **Ballot Measures 5, 49, and 50**).

Transfer - Amounts distributed from one fund to finance activities in another fund. Shown as an expenditure in the originating fund and a revenue in the receiving fund.

Transient Occupancy/Room Tax - A tax placed on lodging facilities for the occupancy of a room.

Trust Fund - A fund used to account for fiscal activities of assets held in trust by a local government.

Unappropriated Fund Balance - An amount set aside in the budget to be used as a cash carryover to the next year's budget. It provides the local government with cash until tax money is received from the county treasurer in November. This amount cannot be transferred by resolution or used through a supplemental budget.

User Charges - The payment of a fee for direct receipt of a public service by the one that benefits from the service.

ACRONYMS

City of Albany

FY 2017-2018

AAMPO – Albany Area Metropolitan Planning Organization

ACP – Albany Community Pool

ACWA – Association of Clean Water Agencies

ADA – Albany Downtown Association

ADA – Americans with Disabilities Act

ADC – Albany Development Code

AFSCME – American Federation of State, County, and Municipal Employees

AMBAC – American Municipal Bonds Assurance Corporation

AMC – Albany Municipal Code

AMEDC – Albany Millersburg Economic Development Corporation

AM WRF – Albany-Millersburg Water Reclamation Facility

APAK – Albany Police & Kids

APWA – American Public Works Association

APD – Albany Police Department

ARA – Albany Revitalization Agency

ARRA – American Recovery and Reinvestment Act

ATS – Albany Transit System

AV – Assessed Value

AVA – Albany Visitors Association

AYSO – American Youth Soccer Organization

BCSWD – Benton County Soil and Water District

BEST – Building Exceptional Service Together

BLM – Bureau of Land Management

BULB – Bringing Up Learning & Behavior

CAFR - Comprehensive Annual Financial Report

CAPER – Consolidated Annual Performance Evaluation Report

CARA – Central Albany Revitalization Area

CET – Construction Excise Tax

CD – Community Development

CDBG - Community Development Block Grant

CIP - Capital Improvement Program

CLG – Certified Local Government

CMOM – Capacity Management Operation Maintenance

COG – Oregon Cascades West Council of Governments

COLA – Cost of Living Adjustment

COPS – Community Oriented Policing Services

CPAS – Children’s Performing Arts Series

CRS – Community Rating System

CMMS – Computerized Maintenance Management System

CYF – Children, Youth, and Families

CZ – Crown Zellerbach

DARE – Drug Abuse Resistance Education

DEQ – Department of Environmental Quality

DFM – Deputy Fire Marshal

DLCD – Department of Land Conservation and Development

DMV – Department of Motor Vehicles

DOJ – Department of Justice

DUII – Driving Under the Influence of Intoxicants

ELA – Engineering, Legal, & Administrative Fees

EMMA – Electronic Municipal Market Access

EMS - Emergency Medical Services

ACRONYMS

City of Albany

FY 2017-2018

EMT - Emergency Medical Technician

EPA – Environmental Protection Agency

EPSC – Erosion Prevention Sediment Control

ERP – Enterprise Resource Planning

ESD – Educational Service District

ETLNA – East Thornton Lake Natural Area

FAA – Federal Aviation Administration

FEMA – Federal Emergency Management Agency

FGP – Foster Grandparent

FM – Force Main

FMLA – Family Medical Leave Act

FOG – Fats, Oils, and Grease Program

FTA – Federal Transit Administration

FTE - Full-Time Equivalent position

FY – Fiscal Year

GAAP - Generally Accepted Accounting Principles

GAPS – Greater Albany Public Schools

GASB – Governmental Accounting Standards Board

GF – General Fund

GFOA – Government Finance Officers Association

GIS – Geographic Information System

GO – General Obligation

HBRR – Highway Bridge Replacement & Rehabilitation

HPF – Historic Preservation Fund

HUD – Housing and Urban Development

HMEP – Hazardous Materials Emergency Preparedness

IAC – Information Access Corporation

IAF – Improvement Assurance Fee

IAFF – International Association of Fire Fighters

ICMA – International City Managers Association

IGA – Intergovernmental Agreement

ILFF – In Lieu of Franchise Fees

ILS – Integrated Library System

IOF – Immediate Opportunity Fund

IP – International Paper

IT – Information Technology

ITB – Invitation to Bid

IPM – Integrated Pest Management

JWP – Joint Water Project

LBCC – Linn-Benton Community College

LBL – Linn, Benton, and Lincoln Counties

LCDC – Land Conservation & Development Commission

LEML – Law Enforcement Medical Liability Assessment

LID - Local Improvement District

LINE – Linn County Interagency Narcotics Enforcement

LS – Lift Station

LT2 Rule– Long Term 2 Enhanced Surface Water Treatment Rule

LTD – Limited

MPO – Metropolitan Planning Organization

NBI – National Bridge Inventory

ACRONYMS

City of Albany

FY 2017-2018

NDCIU – Non-Discharging Categorical Industrial User

RFD – Rural Fire District

NFIP – National Floodplain Insurance Program

RFI – Riverfront Interceptor

NPDES – National Pollution Discharge Elimination System

RFP – Request for Proposal

NWAAF – Northwest Art & Air Festival

RFQ – Request for Quotes

OAR – Oregon Administrative Rules

RMTC – Regional Multimodal Transportation Center

OCF – Oregon Community Foundation

RMV – Real Market Value

ODOT – Oregon Department of Transportation

ROW – Right of Way

OECD – Oregon Economic & Community Development

RRP – Rental Rehabilitation Program

OEDD – Oregon Economic Development Department

RSVP – Retired Senior Volunteer Program

OEM – Oregon Emergency Management

SAFER – Staffing for Adequate Fire and Emergency Response

OHSU – Oregon Health Sciences University

SCADA – Supervisory Control & Data Acquisition

OLCC – Oregon Liquor Control Commission

SCBA – Self-Contained Breathing Apparatus

O&M – Operation & Maintenance

SCF – Sewer Connection Fees

ORS – Oregon Revised Statutes

SDCi – System Development Charge-Improvement

OS – Operating System

SCDr – System Development Charge-Reimbursement

OS – Oregon State

SDCs – System Development Charges

OSFM – Oregon State Fire Marshal

SHPO – State Historic Preservation Office

OTIA – Oregon Transportation Investment Act

SI – Site Improvement

OWEB – Oregon Water Enhancement Board

SIU – Significant Industrial User

P&R – Parks and Recreation

SOP – Standard Operating Procedure

PERS – Public Employees Retirement System

SPWRF – Special Public Works Revolving Fund

PAFR – Popular Annual Financial Report

SRF – State Revolving Fund

PE – Professional Engineer

STEAM – Science, Technology, Engineering, Art, and Math

PNCWA – Pacific Northwest Clean Water Association

STF – Special Transportation Fund

PW – Public Works

STP – Surface Transportation Program

REA – Railway Express Agency

TCV – True Cash Value

ACRONYMS

City of Albany

FY 2017-2018

TDY – Teledyne Industries

TE – Transportation Enhancement

TEA – Transportation Equity Act

TGM – Transportation and Growth Management

TIC – True Interest Costs

TLT – Transient Lodging Tax

TMDL – Total Maximum Daily Load

TRT – Transient Room Tax

TSDC – Transportation System Development Charge

TWG – Talking Water Gardens

UCR – Uniform Crime Reporting

UGM – Urban Growth Management

USAR – Urban Search and Rescue

UZA – Urbanized Area

WL – Wetlands

WRF – Water Reclamation Facility

WTP – Water Treatment Plant

WWTP – Wastewater Treatment Plant

YMCA – Young Men’s Christian Association



CITY OF
Albany

O R E G O N