

CITY OF LEBANON

Adopted Annual Budget

1991 — 1992



CITY OF LEBANON

ADOPTED ANNUAL BUDGET

1991-92

CITY OF LEBANON
1991-92 ADOPTED BUDGET
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CITY OF LEBANON
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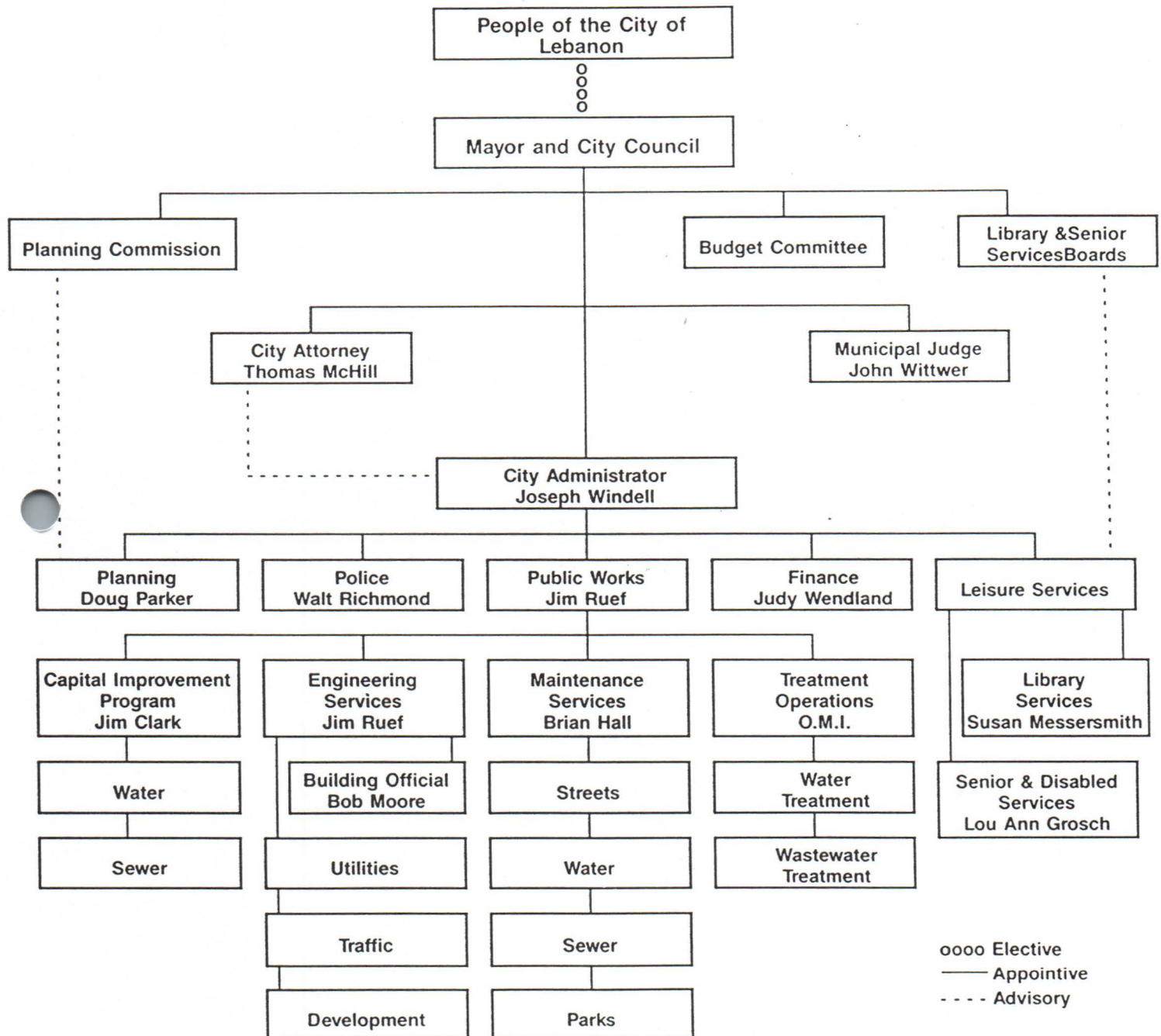
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CITY OF LEBANON Organizational Chart



SUMMARY SCHEDULES
& GRAPHS

SCHEDULE OF FULL TIME EMPLOYEE EQUIVALENTS

FY 91/92 COMPARED TO FY 90/91 & 89/90

89/90 FTE	90/91 FTE	91/92 FTE	# EMP	EXEMPT	MINIMUM	MIDPOINT	CONTROL POINT	MAXIMUM
1.000	1.000	0.400	1	Administrative Assistant	1369	1677	1763	1985
2.000	2.000	2.000	2	Administrative Secretary	1369	1677	1763	1985
n/a	1.000	0.800	1	Acct. Clerk - Confidential	1453	1798	1988	2180
1.000	1.000	1.000	1	Building Official	2029	2485	2612	2941
1.000	1.000	1.000	1	Finance Operations Manager	2029	2485	2612	2941
5.000	n/a	n/a	n/a	Police Sergeant	2029	2485	2612	2941
n/a	n/a	1.000	1	Project Engineer	2029	2485	2612	2941
1.000	1.000	1.000	1	Engineering Division Mgr.	2296	2813	2957	3330
1.000	1.000	1.000	1	Library Program Mgr.	2296	2813	2957	3330
1.000	1.000	1.000	1	Maint. Division Mgr.	2296	2813	2957	3330
1.000	1.000	1.000	1	Police Lieutenant	2296	2813	2957	3330
1.000	1.000	1.000	1	Sen. Serv. Program Mgr.	2296	2813	2957	3330
n/a	1.000	1.000	1	Senior Engineer	2296	2813	2957	3330
1.000	1.000	1.000	1	Director of Public Works	2735	3350	3521	3965
1.000	1.000	1.000	1	Finance Director	2735	3350	3521	3965
1.000	1.000	1.000	1	Police Chief	2735	3350	3521	3965
1.000	1.000	1.000	1	City Administrator	2902	3627	4026	4202
-----	-----	-----	---					
19.000	16.000	16.200	17	SUBTOTAL - EXEMPT				

				AFSCME	BASE	12 MO	24 MO	36 MO	48 MO
1.000	1.000	1.000	1	Crt. Clerk Assistant	1126	1182	1242	1303	1369
1.000	1.000	0.550	1	Dial-A-Bus Driver	1257	1338	1419	1500	1580
1.000	2.000	1.000	1	Sec./Receptionist	1297	1369	1441	1514	1586
1.000	1.000	0.800	1	Library Assistant II	1347	1436	1526	1614	1704
n/a	n/a	0.800	1	Sec./Account Pay. Clerk	1427	1498	1572	1652	1734
1.000	1.000	1.000	1	Municipal Court Clerk	1493	1573	1654	1734	1813
4.000	4.000	3.000	3	Maintenance Worker	1552	1642	1732	1823	1912
3.000	2.000	1.600	2	Accounting Clerk II	1573	1664	1757	1850	1942
n/a	1.000	1.000	1	Civil Eng. Tech. I	1695	1801	1907	2013	2118
1.000	1.000	1.000	1	Civil Eng. Tech. II	1821	1935	2050	2163	2277
3.000	3.000	4.000	4	Senior Maint. Worker	1828	1897	2068	2178	2291
1.000	1.000	2.000	2	Civil Eng. Tech. III	1947	2069	2191	2313	2435
4.000	4.000	4.000	4	Crew Chief	2062	2131	2302	2412	2524
-----	-----	-----	---						
21.000	22.000	21.750	23	SUBTOTAL - AFSCME					

SCHEDULE OF FULL TIME EMPLOYEE EQUIVALENTS

FY 91/92 COMPARED TO FY 90/91 & 89/90

<u>89/90</u> <u>FTE</u>	<u>90/91</u> <u>FTE</u>	<u>91/92</u> <u>FTE</u>	<u># EMP</u>	<u>POLICE</u>	<u>BASE</u>	<u>6 MO</u>	<u>18 MO</u>	<u>30 MO</u>
5.000	5.000	5.000	5	Communications Clerk	1431	1546	1670	1804
12.000	12.000	12.000	12	Police Officer	1922	2076	2241	2421
n/a	5.000	5.000	5	Police Sergeant	2476	2626	2776	2926
-----	-----	-----	--					
17.000	22.000	22.000	22	SUBTOTAL - POLICE				
					<u>MONTHLY</u> <u>SALARY</u>			
					<u>PART-TIME</u>			
0.133	0.133	0.133	1	Dial-A-Bus Driver (relief)	151			
n/a	0.475	n/a	n/a	Accounting Clerk Intern	n/a			
3.325	3.325	1.200	4	Library Assistant I	366			
0.475	0.475	n/a	n/a	Library Clerk	n/a			
0.250	0.250	n/a	n/a	Library Storyteller	n/a			
0.475	0.475	0.250	1	Sen. Ctr. Assistant	260			
n/a	0.420	n/a	n/a	Maintenance	483			
n/a	n/a	n/a	1	Municipal Court Judge	1230			
0.400	0.534	0.450	1	City Planner	n/a			
-----	-----	-----	--					
5.058	6.087	2.033	8	SUBTOTAL - PART-TIME				
					<u>ANNUAL</u> <u>BUDGET</u>			
					<u>SEASONAL/TEMPORARY HELP</u>			
1.886	1.404	0.000		General Fund	n/a			
0.610	0.379	0.330		Water Fund	5710			
n/a	n/a	0.250		Water CIP	3380			
0.280	0.019	0.000		Wastewater Fund	1200			
0.575	1.260	0.330		Intergovernmental Funds	4510			
0.210	0.000	0.000		Capital Improvements Fund	n/a			
0.005	0.000	0.000		Urban Renewal Fund	n/a			
-----	-----	-----			-----			
3.566	3.062	0.910		SUBTOTAL - SEASONAL/TEMP	14800			
-----	-----	-----	--					
65.624	69.149	62.893	70	TOTAL FTE				
=====	=====	=====	==					

1991-92 BUDGET

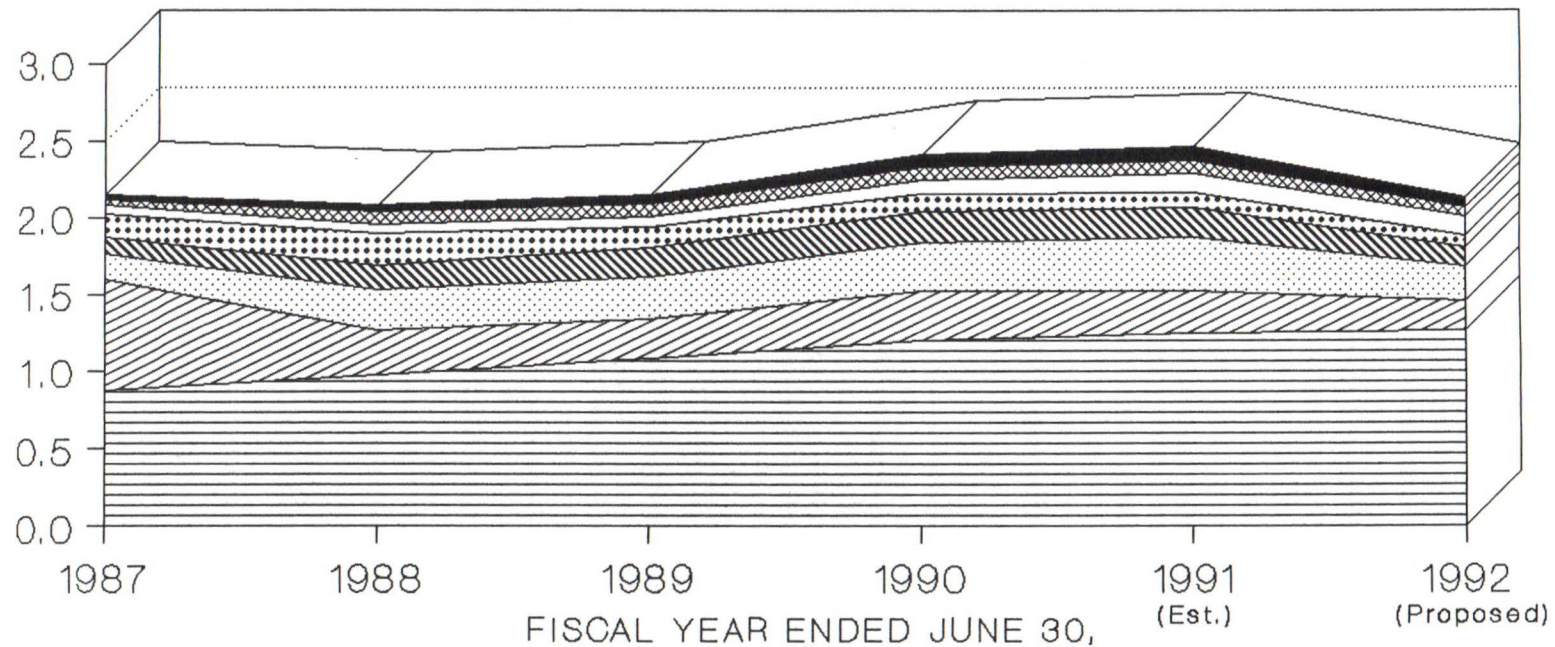
FTE ALLOCATION SCHEDULE

#	110	125	126	127	130	133	140	160	165	170	180	190	430	435	470	475	480	550	558	559	569	571	840	850	860	870	880	890	920	925		
EMP POSITION	ADMIN	ECON DEV	PLNG	BLDG	ENG SERV	PARKS	FIN	LEGIS	LIBR	MUNI CRT	POLICE	SR SERV	WTR	WATER CIP	WASTE WTR	SEWER CIP	RAIL ROAD	FOOT & BIKE PATH	STRTS	STORM DRNG	DIAL -A- BUS	FAU	STRTS CAP PROJ	DRAIN SDC	PARK SDC	SEWER SDC	STRTS SDC	WATER SDC	URBN RNWL	URBN RNWL	TOTALS	
1 Admin Assistant	0.240												0.080		0.080																0.400	
1 Admin Secretary		0.020	0.100	0.020	0.080	0.020							0.180	0.090	0.180	0.080		0.030	0.180	0.050		0.010	0.020						0.010		1.000	
1 Admin Secretary										1.000																						1.000
1 Acct Clerk - Conf							0.320						0.240		0.240																	0.800
1 Building Official				0.910									0.020		0.020									0.010	0.010	0.010	0.010	0.010				1.000
1 Fin Op Mgr						0.400							0.300		0.300																	1.000
1 Project Engineer													0.370		0.380								0.250									1.000
1 Eng Div Mgr				0.020	0.030								0.180	0.140	0.180	0.140			0.180	0.030		0.020	0.050				0.020		0.020	0.040	1.000	
1 Library Prog Mgr									1.000																							1.000
1 Maint Div Mgr						0.170							0.380		0.180	0.010	0.010		0.250	0.020												1.000
1 Police Lieutenant										1.000																						1.000
1 Sen Serv Prog Mgr										1.000																						1.000
1 Senior Eng														0.500		0.500																1.000
1 Dir of Pub Works		0.020		0.020	0.020	0.010							0.240	0.070	0.180	0.100		0.010	0.170	0.050		0.010	0.020				0.010		0.020	0.050	1.000	
1 Finance Director							0.400						0.300		0.300																	1.000
1 Police Chief										1.000																						1.000
1 City Admin	0.210	0.200						0.100					0.200		0.200				0.080													1.000
1 Crt Clerk Assist										1.000																						1.000
1 Dial-A-Bus Driver																					0.650											0.650
1 Sec/Receptionist			0.050	0.020	0.080	0.010							0.200	0.100	0.200	0.100		0.020	0.210	0.010												1.000
1 Library Assist II									0.800																							0.800
1 Sec/Acct Pay Clrk							0.080						0.312		0.312				0.098													0.800
1 Muni Court Clerk										1.000																						1.000
1 Maint Worker						0.750														0.250												1.000
2 Maint Worker													2.000																			2.000
2 Acctg Clerk II													0.800		0.800																	1.600
1 Civ Eng Tech I													0.300		0.280			0.010	0.300	0.110											1.000	
1 Civ Eng Tech II													0.070	0.400	0.050	0.410			0.030			0.040									1.000	
1 Sr Maint Worker															0.750				0.050	0.200												1.000
1 Sr Maint Worker																			1.000													1.000
1 Sr Maint Worker																	0.050		0.950													1.000
1 Sr Maint Worker													1.000																			1.000
1 Civ Eng Tech III													0.380		0.280				0.230								0.150					1.000
1 Civ Eng Tech III														0.380		0.380						0.280										1.000
1 Crew Chief					1.000								1.000																			1.000
1 Crew Chief																																1.000
1 Crew Chief																0.780	0.080			0.150												1.000
1 Crew Chief																			1.000													1.000
5 Communicat Clerk											5.000																					5.000
12 Police Officer											12.000																					12.000
5 Police Sergeant											5.000																					5.000
1 D-A-B Dr (PT)																					0.133											0.133
4 Lib Assist I-(PT)									1.200																							1.200
1 Sen Ctr Sec-(PT)												0.250																				0.250
1 Mun Crt Jdgs-(PT)										N/A																						0.000
1 City Planner			0.270																											0.090	0.090	0.450
N/A Seasonal Help													0.330	0.250					0.330													0.910
TOTAL	0.450	0.240	0.420	0.990	0.190	1.990	1.200	0.100	3.000	2.000	25.000	1.250	8.482	2.300	5.232	2.180	0.080	0.070	5.286	0.620	0.683	0.080	0.600	0.010	0.010	0.010	0.190	0.010	0.140	0.180	62.893	
70 EMPLOYEES	0.450	0.240	0.420	0.990	0.190	1.990	1.200	0.100	3.000	2.000	25.000	1.250	8.482	2.300	5.232	2.180	0.080	0.070	5.286	0.620	0.683	0.080	0.600	0.010	0.010	0.010	0.190	0.010	0.140	0.180	62.893	

CITY OF LEBANON, OREGON

GENERAL FUND EXPEND. BY DEPT

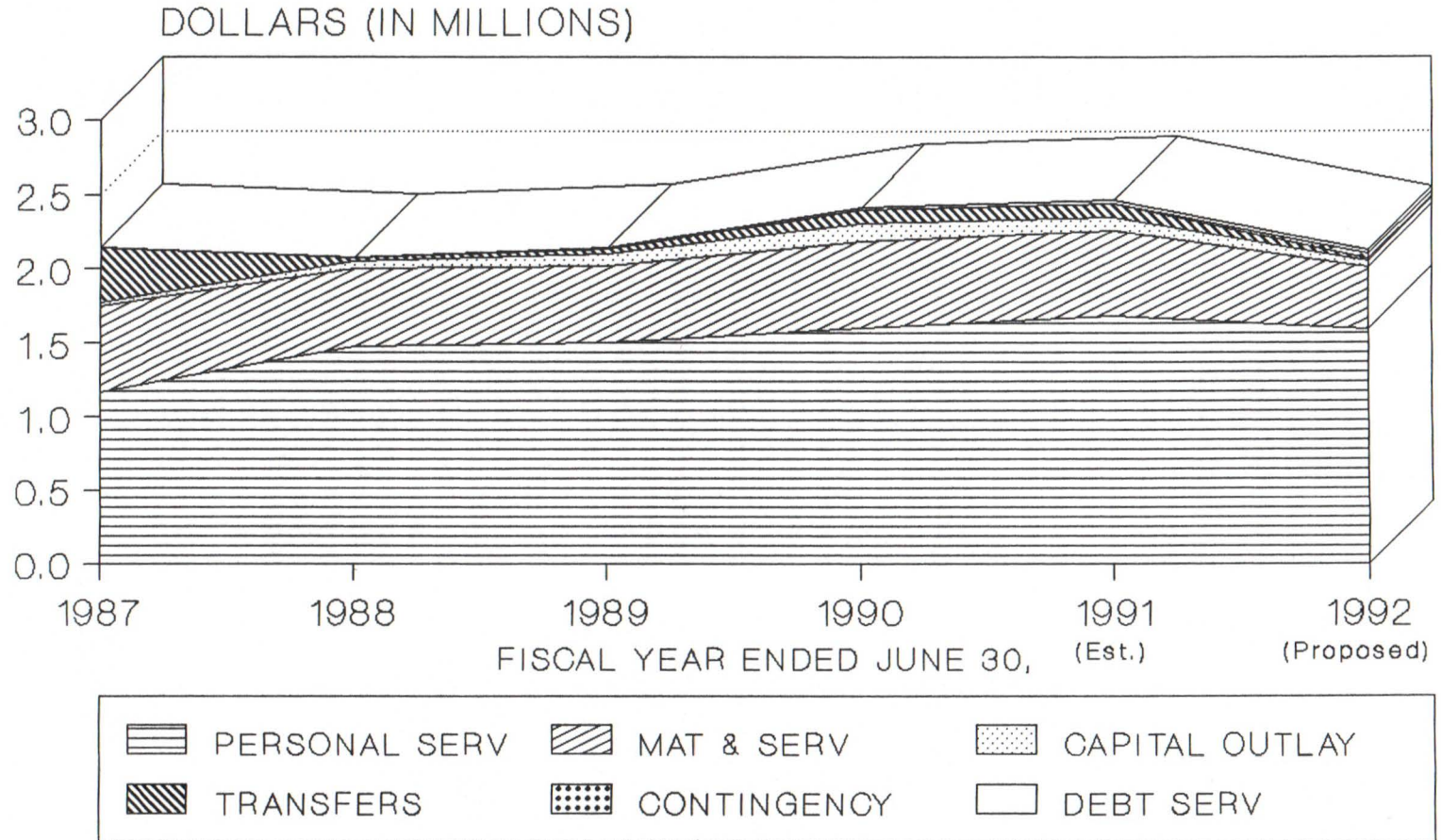
DOLLARS (IN MILLIONS)



POLICE	NON-DEPT	PUB WORKS	LIBRARY
ADMIN	MUNI COURT	FINANCE	SR SERV

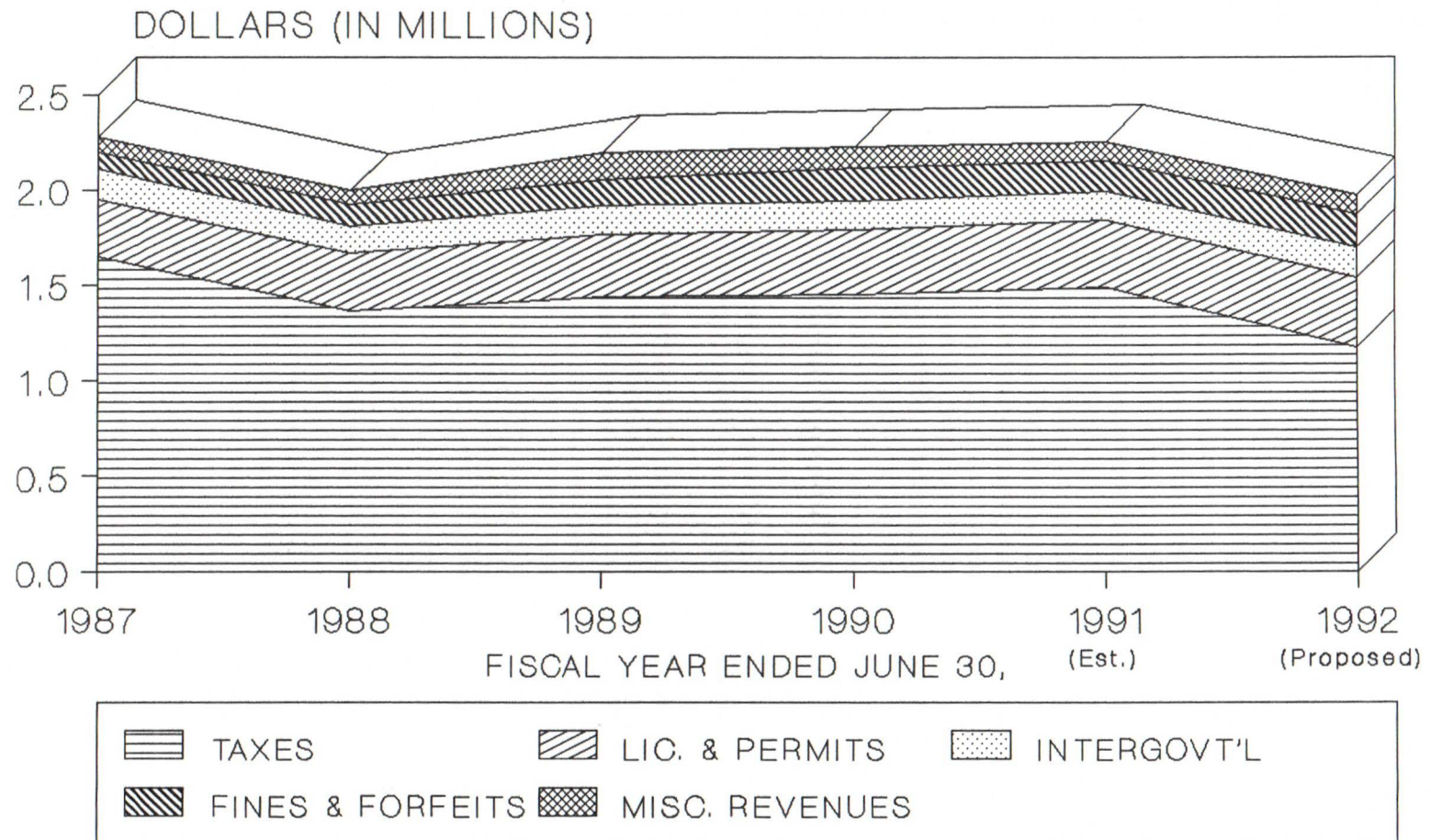
CITY OF LEBANON, OREGON

GEN. FUND EXPEND. BY CATEGORY



CITY OF LEBANON, OREGON

GENERAL GOVERNMENTAL REVENUES BY SOURCE



Date : 1/03/92
Time : 4:07
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

Page : 01
G10 Run Date : 1/03/92

Fund : 10 GENERAL FUND
Dept : 100 GENERAL FUND

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
385,000.00	335,000.00	280,000	41052 BANK LOAN FUNDS-TAN	400,000	400,000	280,000
16,121.13	26,354.61	22,400	41053 INT FROM BANK LOAN	32,000	32,000	22,400
34,070.06	34,482.09	35,000	41070 ST CIGARETTE REVENUE	34,000	34,000	35,000
65,125.43	70,111.86	88,500	41080 STATE LIQUOR REVENUE	80,000	80,000	88,500
178,749.00	169,985.57	175,000	43010 MU CRT FINE & FORFEIT	175,000	175,000	175,000
8,022.80	8,652.77	8,000	44010 CONSUMER POWER, INC.	8,000	8,000	8,000
15,459.33	18,923.30	22,000	44020 LEBANON SANITATION CO	22,000	22,000	22,000
17,943.10	19,584.04	19,000	44030 LIBERTY CABLE TV	18,000	18,000	19,000
58,304.88	61,007.81	63,000	44035 NW NAT GAS FRANCHISE	63,000	63,000	63,000
196,052.52	194,628.92	195,000	44040 PP&L ELECT FRANCHISE	195,000	195,000	195,000
23,261.00	24,108.00	24,000	44060 TELEPHONE UTILITIES	23,000	23,000	24,000
2,146.65	1,238.00	3,000	45010 REV FROM SALE OF PROP	3,000	3,000	3,000
3,900.00	3,900.00	3,900	45020 REV FROM RENTED PROP	3,900	3,900	3,900
23,814.44	32,519.97	33,800	46010 BLDG PERMITS & FEES	33,800	33,800	33,800
2,364.20	2,378.50	100	46020 BUSINESS LICENSES	100	100	100
1,263,872.98	1,342,382.17	1,044,927	47010 CURRENT PROPERTY TAXES	1,007,900	1,007,900	1,044,927
181,048.99	165,896.68	165,000	47020 DELINQUENT PROP TAXES	165,000	165,000	165,000
6,365.00	1,000.00	4,000	48030 AMUSEMENT MACHINE REV	4,000	4,000	4,000
51.28-	41.75-	0	48040 CASH OVER			
3,128.08	4,001.88	0	48060 ENGINEERING FEES			
0.00	0.00	500	48070 EXTRA POLICE SERVICE	500	500	500
45,032.79	36,201.28	25,000	48100 INTEREST ON INVESTMENT	20,000	20,000	25,000
3,610.30	2,187.94	2,000	48101 INTEREST ON TAXES	2,000	2,000	2,000
44.85	11.00	100	48130 MAPS AND ORDINANCES	100	100	100
2,455.64	2,345.26	3,000	48131 SR CTR REFRESH INC	3,000	3,000	3,000
8,521.80	6,672.75	6,000	48140 MISCELLANEOUS REVENUE	6,000	6,000	6,000
9,016.01	9,374.33	7,000	48144 MISC. REVENUE-LIBRARY	7,000	7,000	7,000
9,016.77	3,147.01	3,000	48146 MISC. REVENUE-POLICE	3,000	3,000	3,000
2,421.63	3,791.38	12,720	48148 MISC REV-SR CTR	12,720	12,720	12,720
3,924.40	4,056.98	5,000	48149 MISC REV-TALL GRASS	5,000	5,000	5,000
890.00	656.00	1,000	48150 PLANNING COMISSION REV	1,000	1,000	1,000
26.60	5.00	50	48295 XEROX COPIES	50	50	50
1,588.11	500.00	2,500	49012 FROM PUB IMPROV FUND			2,500
0.00	12,019.15	0	49028 FROM 83-84 HOUSING REH			
46,876.25	46,646.52	46,000	49040 STATE REVENUE SHARING	46,000	46,000	46,000
2,600.00	0.00	250	49075 FROM VAUGHN LN AC PARK	187	187	250
32,000.00	32,000.00	0	49095 FROM URBAN RENEW FUND			
0.00	0.00	0	49100 FROM SENIOR TRUST	6,000	6,000	
449,041.20	301,626.84	225,200	49901 BEGINNING BALANCE	150,000	150,000	225,200
3,101,764.66	2,977,355.86	2,525,947	49998 TOTAL REVENUE	2,530,257	2,530,257	2,525,947

PROGRAM INFORMATION

ADMINISTRATION

Page 1 of 1

PROGRAM DESCRIPTION:

The City Administrator's office directs and coordinates the activities of all City Departments, administers the City's personnel system, supervises preparation of the annual budget, implements policy as established by the City Council, and performs other general administrative functions.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
City Administrator	.21 FTE	.21 FTE
Administrative Assistant	<u>.30 FTE</u>	<u>.24 FTE</u>
TOTAL	.51 FTE	.45 FTE

1991-92 GOALS STATEMENT:

The proposed budget results in substantial reductions in Administration's ability to meet the goals of prior years. The most drastic reductions will be in the areas of community communications and intergovernmental relations, where the City of Lebanon has taken a leading role for the last five years. The Administrative Assistant position has been cut from full-time to .40 FTE, .24 of which is funded from the General Fund. Duties of the position will be largely limited to processing City Council meeting packets, preparing City Council meeting minutes, and doing confidential filing.

This year, Administration will focus on maintaining the maximum level of service with the funds available.

1991-92 SUPPLEMENTAL BUDGET

The changes to this budget include additional payroll costs for the Secretary-Accounts Payable Clerk to work two days per week in Administration.

The FTE allocation was revised to reflect these changes:

ADMINISTRATION	12%
FINANCE	18%
LEGISLATIVE	12%
WATER	26%
WASTEWATER	26%
STREETS	<u>6%</u>
	100%

\$5,000 has been allocated to contract services: \$3,000 for labor negotiations; and \$2,000 for exempt job position analysis.

POSITIONS:

	ORIGINAL BUDGET <u>1991-92</u>	SUPPLEMENTAL BUDGET <u>1991-92</u>
City Administrator	.21 FTE	.21 FTE
Administrative Assistant	.24 FTE	.00 FTE
Secretary/Accounts Payable Clerk	<u>.00 FTE</u>	<u>.12 FTE*</u>
TOTAL	.45 FTE	.33 FTE

* NOTE: The additional .12 FTE is now allocated to the Legislative Department, as in prior years.

Date : 1/03/92
Time : 4:07
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

Page : 02
G10 Run Date : 1/03/92

Fund : 10 GENERAL FUND
Dept : 110 ADMINISTRATION

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
19,150.82	20,265.29	13,526	50001 SALARIES	11,126	11,126	13,526
6,038.04	4,817.35	4,440	50003 FRINGE BENEFITS	3,640	3,640	4,440
2,991.70	0.00	3,387	50250 PART TIME	3,387	3,387	3,387
28,180.56	25,082.64	21,353	59999 TOTAL PERSONNEL SERV	18,153	18,153	21,353
MATERIALS & SERVICES						
14,460.70	7,088.15	9,948	61240 DEPT/OPERATING EXPENSE	4,948	4,948	9,948
175.75	121.15	200	61250 DEPT/OP SUPPLIES	200	200	200
2,045.42	1,265.05	810	61290 DUES & SUBSCRIPTIONS	810	810	810
3,088.55	2,687.93	0	61320 EDUCATION & TRAINING			
3,439.84	6,047.96	4,000	61401 UNEMPLOY INS	4,000	4,000	4,000
333.00	297.45	100	61570 MAINT/EQPT	100	100	100
4,322.67	3,404.44	563	61600 MEETINGS & CONFERENCES	563	563	563
1,454.00	2,050.38	1,100	61700 OFFICE SUPPLIES	1,100	1,100	1,100
29,319.93	22,962.51	16,721	69999 TOTAL MAT & SERV	11,721	11,721	16,721
CAPITAL OUTLAY						
516.00	968.95	0	72500 OFFICE EQPT.			
516.00	968.95	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
58,016.49	49,014.10	38,074	99000 TOTAL DEPT EXP	29,874	29,874	38,074

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 10 - GENERAL

DEPARTMENT: 110 - ADMINISTRATION

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Labor relations costs; consultant and attorney fees	6,500	
Employee Assistance/Wellness		
Program Expenses/Safety	1,000	
Expense Reimbursement	2,448	<u>9,948</u>
61250 DEPARTMENT/OPERATING SUPPLIES:	200	<u>200</u>
61290 DUES & SUBSCRIPTIONS:		
International City Management Assoc.	550	
Oregon Section, ICMA	200	
Subscriptions to professional journals and updating services	60	<u>810</u>
61401 UNEMPLOYMENT INSURANCE:	4,000	<u>4,000</u>
61570 MAINTENANCE/EQUIPMENT:		
Service and repair of office equipment	100	<u>100</u>
61600 MEETINGS AND CONFERENCES:		
Business luncheon meetings	313	
Annual ICMA Oregon Section Conference	250	<u>563</u>
61700 OFFICE SUPPLIES:	1,100	<u>1,100</u>

PROGRAM INFORMATION

CITY ATTORNEY

Page 1 of 1

PROGRAM DESCRIPTION:

Provides professional legal services for the City and serves as the City's legal officer; drafts and reviews ordinances, resolutions, contracts, and other legal documents; attends City Council meetings and other meetings as requested; provides legal advice to City Council, appointed boards and commissions, department heads, and other City employees; prosecutes violations of State law and City ordinances in Municipal Court; represents the City in general litigation. It is anticipated that outside counsel will occasionally need to be hired by the City when a specialized matter arises or when a conflict of interest exists.

This year, the City Attorney's salary has once again been allocated among various funds and departments. With the keeping of much more detailed time records, we have been able to more accurately allocate the costs. The cost of the City Attorney for prosecutions and cost of prosecutors for conflict of interest has been included in the Court budget.

Allocation of City Attorney Contract Wage

General Fund, City Attorney Budget	41.20%
General Fund, Court Budget	38.79%
Enterprise Fund, Water Budget	7.13%
Enterprise Fund, Wastewater Budget	7.13%
Intergovernmental Fund, Street Budget	<u>5.75%</u>
TOTAL	100.00%

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 10 GENERAL FUND
Dept : 120 CITY ATTORNEY

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
9,130.05	0.00	0	50001 SALARIES			
2,178.66	0.00	0	50003 FRINGE BENEFITS			
11,308.71	0.00	0	59999 TOTAL PERSONNEL SERV	0	0	0
MATERIALS & SERVICES						
17,650.00	28,938.80	19,775	61130 CONTRACT SERVICES	19,775	19,775	19,775
5,468.43	1,442.83	500	61132 OUTSIDE ATTORNEY'S FEE	3,000	3,000	3,000
23,118.43	30,381.63	20,275	69999 TOTAL MAT & SERV	22,775	22,775	22,775
34,427.14	30,381.63	20,275	99000 TOTAL DEPT EXP	22,775	22,775	22,775

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 10 - GENERAL

DEPARTMENT: 120 - CITY ATTORNEY

<u>MATERIALS & SERVICES:</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61130 CONTRACT SERVICES:	19,775	<u>19,775</u>
61132 OUTSIDE ATTORNEY FEES:		
Fees paid as a result of City Attorney conflict of interest or fees paid for litigation in a specialized area	3,000	<u>3,000</u>

PROGRAM INFORMATION

COMMUNITY & ECONOMIC DEVELOPMENT

Page 1 of 2

PROGRAM DESCRIPTION:

Activities in this program will be severely curtailed due to budget reductions required by Measure 5. The City Administrator will continue to participate to some degree in the Chamber, Lebanon Industrial Development Corporation, Lebanon Economic Development Council, Regional Economic Development Task Force, Linn County Regional Strategies, Linn County Tourism Coalition, Willamette Valley Economic Development Alliance, and the Southern Willamette Research Corridor. However, participation will be curtailed through less financial and city staff support for these activities. In exchange for the City's continuing support the Regional Strategies office will remain in Lebanon and some clerical support (.30 FTE) will be available for the City Administrator to continue economic development activities. Since all grant application costs in the past have been borne by the General Fund, costs for future applications have been reallocated to the Water and Wastewater Utilities which continue to benefit from grant funding.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
City Administrator	.20 FTE	.20 FTE
Administrative Assistant	.20 FTE	.00 FTE
Administrative Sec - Public Works	.02 FTE	.02 FTE
Director of Public Works	<u>.10 FTE</u>	<u>.02 FTE</u>
TOTAL	.54 FTE	.24 FTE

PROGRAM INFORMATION

COMMUNITY & ECONOMIC DEVELOPMENT

Page 2 of 2

1991-92 GOALS STATEMENT:

This program addresses the need for the City to present the community in the area of economic development by facilitating the marketing of our community, assisting in the retention and expansion of our existing businesses, and playing a major role in linking the economic development activities of the community's private industry.

1991-92 SUPPLEMENTAL BUDGET:

Contract Services was increased by \$2,500 to cover costs paid to the City Planner for economic development activities.

Date : 1/03/92
 Time : 4:07
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

Page : 04
 G10 Run Date : 1/03/92

Fund : 10 GENERAL FUND
 Dept : 125 COMM & ECONOMIC DEVELOPMENT

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
21,089.66	21,418.70	13,135	50001 SALARIES	11,935	11,935	13,135
7,873.36	6,999.96	4,559	50003 FRINGE BENEFITS	4,009	4,009	4,559
4,606.05	0.00	100	50250 PART TIME	100	100	100
0.00	0.00	0	50600 OVERTIME			
33,569.07	28,418.66	17,794	59999 TOTAL PERSONNEL SERV	16,044	16,044	17,794
MATERIALS & SERVICES						
165.15	0.00	0	61124 COMPUTER EXPENSE			
4,295.37	3,176.20	10,000	61130 CONTRACT SERVICES	7,500	7,500	10,000
3,014.65	1,777.03	500	61240 DEPT/OPERATING EXPENSE	500	500	500
326.64	175.27	100	61250 DEPT/OP SUPPLIES	100	100	100
1,037.11	778.80	340	61290 DUES & SUBSCRIPTIONS	340	340	340
3,484.77	1,589.35	500	61305 GRANT APPLICATION COST	500	500	500
365.02	629.29	100	61320 EDUCATION & TRAINING	100	100	100
1,716.63	1,021.09	300	61600 MEETINGS & CONFERENCES	300	300	300
1,387.27	816.96	1,000	61700 OFFICE SUPPLIES	1,000	1,000	1,000
15,792.61	9,963.99	12,840	69999 TOTAL MAT & SERV	10,340	10,340	12,840
CAPITAL OUTLAY						
0.00	0.00	0	72500 OFFICE EQPT.			
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
49,361.68	38,382.65	30,634	99000 TOTAL DEPT EXP	26,384	26,384	30,634

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 2

FUND: 10 - GENERAL

DEPARTMENT: 125 - COMMUNITY AND ECONOMIC DEVELOPMENT

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
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61300 CONTRACT SERVICES:

Outside engineering costs, Enterprise Zone publications printing costs, marketing publication costs, industrial site and commercial site catalog costs, Regional Strategies Office, City Planner	7,500	<u>10,000</u>
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61240 DEPARTMENT/OPERATING EXPENSE:

Cost for film developing, enlarging of photos, graphic art costs and maps	500	<u>500</u>
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61250 DEPARTMENT/OPERATING SUPPLIES:

Surveying and inspection supplies	100	<u>100</u>
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61290 DUES AND SUBSCRIPTIONS:

American Economic Development Council	265	
Council on Economic Development for Oregon	75	<u>340</u>

61305 GRANT APPLICATION COSTS:

Costs for materials, maps, slides, drawings, photos, etc.	500	<u>500</u>
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61320 EDUCATION AND TRAINING:

Training, workshops, seminars	100	<u>100</u>
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PROGRAM EXPENDITURE DETAIL SHEET

Page 2 of 2

FUND: 10 - GENERAL

DEPARTMENT: 125 - COMMUNITY AND ECONOMIC DEVELOPMENT

<u>MATERIALS & SERVICES:</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61600 MEETINGS AND CONFERENCES:		
Certified Economic Developers Conference	200	
Business luncheon meetings and out-of-town travel	100	<u>300</u>
61700 OFFICE SUPPLIES:		
General office supplies	1,000	<u>1,000</u>

PROGRAM INFORMATION

PLANNING

Page 1 of 3

PROGRAM DESCRIPTION:

The Planning Commission has various areas of responsibility including current and long-range planning, economic development support, Comprehensive Plan review and updating, state-mandated Periodic Review of the Comprehensive Plan, staff to the Planning Commission, and involvement with community enhancement projects.

The Planning staff and Planning Commission will be devoting a significant amount of time and energy to the state-required review and updating of the Comprehensive Plan during the 91-92 fiscal year. The Periodic Review process will include a review and updating of the Comprehensive Plan to insure that it still reflects the needs and objectives of the community. Additionally, as part of the Periodic Review, the City will incorporate into the Comprehensive Plan all of the state laws, rulings, and regulations that were established after our Comprehensive Plan was developed and acknowledged. The Periodic Review and Comprehensive Plan update activities will include many meetings of the Planning Commission and other citizens' groups.

City Planner services are provided by contracting with the Council of Governments. Funding for these services is shared by the General Fund and the two urban renewal districts. L.C.D.C. Grant Funds are no longer provided by the state to pay for a share of the costs of the Periodic Review for this mandated service. It has been estimated that completion of the review process will take until January 1992.

PROGRAM INFORMATION

PLANNING

Page 2 of 3

PROGRAM DESCRIPTION: (continued)

Allocation of City Planner Contract Wage

General Fund	60%
Lebanon Urban Renewal	20%
Northwest Lebanon Urban Renewal	<u>20%</u>
TOTAL	100%

1991-92 GOALS STATEMENT:

The Planning Section is often the first encounter or interaction between citizen and their citizen government. The Planning staff have the personal conviction and professional commitment to provide "user-friendly" service and to be as helpful and supportive as possible. Meeting the service expectations of the community is a mutual City Council and Planning staff goal.

Planning activities are vital and integral components of encouraging economic development. Insuring that adequate industrial, commercial and residentially zoned vacant land is available and ready for development is a primary responsibility of the Planning Section. Vacant industrial, commercial and residential lands have been inventoried and catalogued and will be updated during the year. Permit processing procedures are continually being refined and improved in order to help promote and encourage local economic development. Unfortunately, although these activities are increasing in Lebanon, funding cutbacks under Measure 5 do not allow for additional services.

PROGRAM INFORMATION

PLANNING

Page 3 of 3

1991-92 GOALS STATEMENT: (continued)

Positive intergovernmental relations is another Council goal that is critical to the success of planning activities, especially outside of City limits, but within the urban growth area. Much of the City's designated industrial land is located just outside of City limits and the Planning staff has amicably worked with the County Planning Department in developing procedures for implementing the Delayed Annexation and Urban Growth Management Agreements in order to quickly respond to and accommodate development opportunities in this designated urban growth area. Planning staff has also promoted positive intergovernmental relations with various state agencies, including the State Aeronautics Division which has state-mandated control over lands within the Aircraft Control Subzone surrounding the airport.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
City Planner	.45 FTE	.27 FTE
Administrative Sec. - Public Works	.15 FTE	.10 FTE
Secretary I - Public Works	<u>.00 FTE</u>	<u>.05 FTE</u>
TOTAL	.60 FTE	.42 FTE

1991-92 SUPPLEMENTAL BUDGET:

Additional funds (\$2,500) were added to this department and to LCDC Planning Grant, which received an unanticipated grant of \$2,500 to assist with the Comprehensive Plan. Increases Planner from .45 FTE to .56 FTE.

PROGRAM INFORMATION

PLANNING

Page 3A of 3

New allocation of costs is:

General Fund:

Community and Economical Development	7%
Planning	55%
Land Conservation and Development Commission Planning	8%
Lebanon Urban Renewal District	15%
Northwest Lebanon Urban Renewal District	<u>15%</u>
TOTAL	100%

Date : 1/03/92
 Time : 4:07
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

Page : 05
 G10 Run Date : 1/03/92

Fund : 10 GENERAL FUND
 Dept : 126 PLANNING

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
4,117.85	3,317.99	3,060	50001 SALARIES	2,910	2,910	3,060
2,153.69	1,380.10	1,504	50003 FRINGE BENEFITS	1,454	1,454	1,504
885.00	0.00	100	50250 PART TIME	100	100	100
0.00	0.00	0	50600 OVERTIME			
7,156.54	4,698.09	4,664	59999 TOTAL PERSONNEL SERV	4,464	4,464	4,664
MATERIALS & SERVICES						
450.00	10.00	0	61124 COMPUTER EXPENSE			
0.00	47.98	100	61128 COMPUTER EXP (PW)	100	100	100
28,831.19	27,411.75	20,466	61130 CONTRACT SERVICES	17,966	17,966	20,466
99.45	317.60	0	61240 DEPT/OPERATING EXPENSE			
73.79	248.55	100	61250 DEPT/OP SUPPLIES	100	100	100
0.00	57.27	30	61253 OP SUPPLIES (PW)	30	30	30
0.00	0.00	0	61290 DUES & SUBSCRIPTIONS			
273.20	457.00	0	61320 EDUCATION & TRAINING			
323.54	881.19	100	61600 MEETINGS & CONFERENCES	100	100	100
444.50	506.88	500	61700 OFFICE SUPPLIES	500	500	500
0.00	449.60	270	61703 OFFICE SUPPLIES (PW)	270	270	270
30,495.67	30,387.82	21,566	69999 TOTAL MAT & SERV	19,066	19,066	21,566
CAPITAL OUTLAY						
0.00	0.00	0	72503 OFFICE EQPT (PW)			
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
37,652.21	35,085.91	26,230	99000 TOTAL DEPT EXP	23,530	23,530	26,230

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 10 - GENERAL

DEPARTMENT: 126 - PLANNING

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61128 COMPUTER EXPENSES - PUBLIC WORKS:	100	<u>100</u>
61130 CONTRACT SERVICES:		
Planning services contract with Council of Governments	20,466	<u>20,466</u>
61250 DEPARTMENT/OPERATING SUPPLIES:		
Miscellaneous supplies other than routine office supplies	100	<u>100</u>
61253 OPERATING SUPPLIES - PUBLIC WORKS	30	<u>30</u>
61600 MEETINGS AND CONFERENCES:		
Costs for meetings and conferences attended by the contract planner as required by the City	100	<u>100</u>
61700 OFFICE SUPPLIES:		
Routine office supplies	500	<u>500</u>
61703 OFFICE SUPPLIES: - PUBLIC WORKS		
Routine office supplies	270	<u>270</u>

PROGRAM INFORMATION

BUILDING INSPECTION

Page 1 of 3

PROGRAM DESCRIPTION:

The primary responsibility of the building inspection program is the legally-mandated plan review and inspection of new building construction, reconstruction and remodeling projects, and woodstove installations. Other traditional responsibilities include enforcement of zoning regulations, abatement of nuisances and health hazards, and general assistance to the public.

Inspection of new building construction, woodstove installations, and remodel work can be handled by Linn County and the state. Long delays are inevitable, though, when this service must be scheduled with out-of-town agencies. At worst, safety hazards may go undetected. The builder or woodstove installer may decide the wait is not worth the effort and neglect to obtain inspection.

In-house plan review service is also important in preventing delays to the public. It is an inconvenience for local citizens, developers, and builders to make multiple out-of-town trips in the process of bringing a set of plans up to code.

Enforcement and application of the zoning ordinance often requires the attention of management-grade personnel, i.e. the City Planner. In many cases, however, review and enforcement can be handled by the building inspector at the plan review level. This frees up the Planner's time and, again, speeds up the development process.

Nuisance and health hazard abatement is necessary to maintain a safe community. Active enforcement of nuisance ordinances is an important element of the City Council goal: "Foster Community Pride." The building inspector spends many hours in this activity.

PROGRAM INFORMATION

BUILDING INSPECTION

Page 2 of 3

PROGRAM DESCRIPTION: (continued)

The building inspector works closely with the public and with other community-development-oriented personnel. In that capacity, the position becomes knowledgeable in many aspects of what we do. It is valuable to the city and a service to the public to have knowledgeable staff members readily available to respond in a variety of situations.

Increased development activities with the corresponding increase in building permit fee revenues has considerably reduced the General Fund support needed for this program for F.Y. 1991-92.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Administrative Secretary	.03 FTE	.02 FTE
Building Official	.90 FTE	.91 FTE
Director of Public Works	.02 FTE	.02 FTE
Engineering Manager	.02 FTE	.02 FTE
Secretary I	<u>.00 FTE</u>	<u>.02 FTE</u>
 TOTAL	 .97 FTE	 .99 FTE

1991-92 GOALS STATEMENT:

Activities in this program impact three Council goals: "Meet Service Expectations of the Community," "Encourage Economic Development," and "Foster Community Pride."

PROGRAM INFORMATION

BUILDING INSPECTION

Page 3 of 3

1991-92 GOALS STATEMENT: (continued)

Goals "Meet Service Expectations of the Community" and "Encourage Economic Development" are furthered by the plan review and building inspection functions. A local office is made available for obtaining plan reviews and building permits. The inspector is available in-house to provide information regarding building code requirements and to answer some questions on zoning regulations. Building inspections can be performed on short notice - often immediately on request.

The Goal "Foster Community Pride" is furthered by nuisance abatement and health hazard investigations, many of which are administered under this program.

Date : 1/03/92
 Time : 4:07
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

Page : 06
 G10 Run Date : 1/03/92

Fund : 10 GENERAL FUND
 Dept : 127 BUILDING INSPECTION

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
27,698.20	32,713.96	34,047	50001 SALARIES	33,347	33,347	34,047
10,675.19	12,408.92	13,930	50003 FRINGE BENEFITS	13,730	13,730	13,930
221.25	0.00	0	50250 PART TIME			
0.00	0.00	0	50600 OVERTIME			
38,594.64	45,122.88	47,977	59999 TOTAL PERSONNEL SERV	47,077	47,077	47,977
MATERIALS & SERVICES						
0.00	0.00	25	61010 ADVERTISING	25	25	25
50.00	135.43	100	61124 COMPUTER EXPENSE	100	100	100
0.00	87.99	125	61128 COMPUTER EXP (PW)	125	125	125
360.00	240.00	800	61130 CONTRACT SERVICES	800	800	800
1,401.25	1,109.90	1,400	61240 DEPT/OPERATING EXPENSE	1,400	1,400	1,400
83.41	319.57	150	61250 DEPT/OP SUPPLIES	150	150	150
0.00	0.00	50	61253 OP SUPPLIES (PW)	50	50	50
214.00	175.00	300	61290 DUES & SUBSCRIPTIONS	300	300	300
297.92	100.00	600	61320 EDUCATION & TRAINING	600	600	600
109.01	587.35	125	61600 MEETINGS & CONFERENCES	125	125	125
355.06	0.00	0	61700 OFFICE SUPPLIES			
0.00	448.78	450	61703 OFFICE SUPPLIES (PW)	450	450	450
2,870.65	3,204.02	4,125	69999 TOTAL MAT & SERV	4,125	4,125	4,125
CAPITAL OUTLAY						
0.00	0.00	0	72503 OFFICE EQPT (PW)			
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
41,465.29	48,326.90	52,102	99000 TOTAL DEPT EXP	51,202	51,202	52,102

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 2

FUND: 10 - GENERAL

DEPARTMENT: 127 - BUILDING INSPECTION

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:	25	<u>25</u>
61124 COMPUTER EXPENSE:	100	<u>100</u>
61128 COMPUTER EXPENSE (PW):		
Service and repair of hardware	35	
Supplies	30	
Software	30	
Training	30	<u>125</u>
61130 CONTRACT SERVICES:	800	<u>800</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Mileage reimbursement	1,300	
Expense reimbursement	100	<u>1,400</u>
61250 DEPARTMENT/OPERATING SUPPLIES:	150	<u>150</u>
61253 DEPARTMENT/OPERATING SUPPLIES (PW):		
Assessor maps/microfilm	25	
Reference, code and other books	25	<u>50</u>
61290 DUES & SUBSCRIPTIONS:		
International Conference of Building Officials (ICBO)	150	
Southern Oregon ICBO	50	
Oregon Building Official Association	50	
Willamette ICBO	50	<u>300</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 2 of 2

FUND: 10 - GENERAL

DEPARTMENT: 127 - BUILDING INSPECTION

MATERIALS & SERVICES

**SUB-LINE
ITEM TOTAL LINE TOTAL**

61320 EDUCATION AND TRAINING:

Spring and Fall Education Institute	300	
Fall Mechanical Short School	75	
Training, workshops, seminars	225	<u>600</u>

61600 MEETINGS & CONFERENCES:

OBOA meetings	75	
Southern Oregon Chapter meetings	30	
Willamette Building Officials meeting	20	<u>125</u>

61703 OFFICE SUPPLIES (PW):	450	<u>450</u>
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PROGRAM INFORMATION
PUBLIC WORKS/ENGINEERING

Page 1 of 2

PROGRAM DESCRIPTION:

While most of Engineering's activities are reimbursable through utility, development, public improvement, and other revenue-producing funds, the division depends on general fund monies for several areas of activity.

Most activity areas in this fund include technical assistance to other departments; response to and resolution of citizens' complaints; hazard investigations; and communication and cooperation with other government entities such as OSHD, FEMA, DEQ, Linn County, state and federal health agencies, the Soil Conservation Service and Grand Prairie Water Control District. Recent investigation into the groundwater contamination around Century Park by PCE is an example of this activity.

The cutback of revenue in the general fund will require the Department of Public Works to keep this kind of support activity to a minimum in F.Y. 1991-92.

In the past this fund also included development support activities in support of developments or projects prior to their approval for funding from other sources. Engineering activities in this category include feasibility studies, preliminary engineering, site and utility design for potential economic development; preliminary design and production of engineering reports for LID's; and grant applications.

This development support activity has been withdrawn from the general fund and is now funded out of the utility funds - water, wastewater, and streets.

PROGRAM INFORMATION

PUBLIC WORKS/ENGINEERING

Page 2 of 2

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Administrative Secretary	.12 FTE	.06 FTE
Secretary I	.00 FTE	.08 FTE
Director of Public Works	.15 FTE	.02 FTE
Engineering Division Manager	.12 FTE	.03 FTE
Engineering Technician II	.04 FTE	.00 FTE
Engineering Technician III	<u>.04 FTE</u>	<u>.00 FTE</u>
 TOTAL	 .47 FTE	 .19 FTE

1991-92 GOALS STATEMENT:

This program supports the Council goal to "Meet Service Expectations of the Community" by providing technical assistance to other departments within the city and to outside government agencies and organizations. It is also supported through nuisance and health hazard investigations and through resolution of citizens' complaints.

Date : 1/03/92
Time : 4:07
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

Page : 07
G10 Run Date : 1/03/92

Fund : 10 GENERAL FUND
Dept : 130 PUBLIC WORKS

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
23,773.08	14,659.20	5,396	50001 SALARIES	4,696	4,696	5,396
9,712.65	4,763.91	2,329	50003 FRINGE BENEFITS	2,129	2,129	2,329
2,177.85	0.00	0	50250 PART TIME			
278.37	552.12	100	50600 OVERTIME	100	100	100
35,941.95	19,975.23	7,825	59999 TOTAL PERSONNEL SERV	6,925	6,925	7,825
MATERIALS & SERVICES						
0.00	0.00	25	61009 ADVERTISING (PW)	25	25	25
63.44	51.38	300	61010 ADVERTISING	300	300	300
0.00	205.44	100	61120 COMMUNICATIONS	100	100	100
0.00	0.00	20	61123 COMMUNICATION (PW)	20	20	20
764.77	493.92	325	61124 COMPUTER EXPENSE	325	325	325
0.00	190.84	25	61128 COMPUTER EXP (PW)	25	25	25
0.00	0.00	869	61130 CONTRACT SERVICES	869	869	869
0.00	0.00	200	61131 CONTRACT SERVICES (PW)	200	200	200
727.99	2,272.33	400	61240 DEPT/OPERATING EXPENSE	400	400	400
0.00	2,692.80	40	61243 OPERATING EXP (PW)	40	40	40
699.80	616.87	600	61250 DEPT/OP SUPPLIES	600	600	600
0.00	158.65	25	61253 OP SUPPLIES (PW)	25	25	25
57.97	54.97	90	61290 DUES & SUBSCRIPTIONS	90	90	90
0.00	53.00	15	61293 DUES & SUBSCRIPT (PW)	15	15	15
633.98	774.44	100	61320 EDUCATION & TRAINING	100	100	100
0.00	420.21	100	61323 EDUCATION & TRNG (PW)	100	100	100
49.37	0.00	25	61500 UNIFORM-BUY & CLEAN	25	25	25
13.05	0.00	100	61570 MAINT/EQPT	100	100	100
0.00	8.55	40	61573 MAINT/EQPT (PW)	40	40	40
444.65	409.46	350	61580 MAINT/VEHICLES	350	350	350
446.64	134.58	30	61600 MEETINGS & CONFERENCES	30	30	30
0.00	107.54	30	61603 MTGS & CONF (PW)	30	30	30
715.83	0.00	0	61700 OFFICE SUPPLIES			
0.00	452.64	20	61703 OFFICE SUPPLIES (PW)	20	20	20
131.83	195.26	110	61800 PETROLEUM	110	110	110
4,749.32	9,292.88	3,939	69999 TOTAL MAT & SERV	3,939	3,939	3,939
CAPITAL OUTLAY						
250.00	641.61	0	72500 OFFICE EQPT.			
0.00	0.00	0	72503 OFFICE EQPT (PW)			
250.00	641.61	0	79999 TOTAL CAPITAL OUTLAY	0	0	0

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CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

Page : 08
G10 Run Date : 1/03/92

Fund : 10 GENERAL FUND
Dept : 130 PUBLIC WORKS

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
INTERFUND TRANSFERS						
290.00	510.00	450	90105 TO EQPT ACQ & REP FUND	450	450	450
290.00	510.00	450	90990 TOTAL INTERFUND TRANS	450	450	450
41,231.27	30,419.72	12,214	99000 TOTAL DEPT EXP	11,314	11,314	12,214

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 4

FUND: 10 - GENERAL

DEPARTMENT: 130 - PUBLIC WORKS/ENGINEERING SERVICES

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61009 ADVERTISING (PW):	25	<u>25</u>
61010 ADVERTISING:		
Recruiting and legal ads	300	<u>300</u>
61120 COMMUNICATIONS:		
Service and repair of radio equipment	100	<u>100</u>
61123 COMMUNICATIONS (PW):		
Service and repair of radio equipment	20	<u>20</u>
61124 COMPUTER EXPENSE:		
Service and repair of hardware	100	
Supplies	75	
Software	50	
Training	100	<u>325</u>
61128 COMPUTER EXPENSE (PW):		
Service and repair of hardware	10	
Supplies	5	
Software	5	
Training	5	<u>25</u>
61130 CONTRACT SERVICES:		
Engineering, surveying, consultant services	869	<u>869</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 2 of 4

FUND: 10 - GENERAL

DEPARTMENT: 130 - PUBLIC WORKS/ENGINEERING SERVICES

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61131 CONTRACT SERVICES (PW):		
Engineering, surveying, consultant services	200	<u>200</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Expense reimbursement	400	<u>400</u>
61243 DEPARTMENT/OPERATING EXPENSE (PW):		
P.E. License renewal	40	<u>40</u>
61250 DEPARTMENT/OPERATING SUPPLIES:		
References, code and other books	200	
Assessor maps/microfilm, surveys	50	
Drafting and blueprint supplies	100	
Surveying and inspection supplies	250	<u>600</u>
61253 DEPARTMENT/OPERATING SUPPLIES (PW):		
Assessor maps/microfilm, surveys	10	
Reference, code and other books	15	<u>25</u>
61290 DUES & SUBSCRIPTIONS:		
American Public Works Association	50	
Subscriptions	40	<u>90</u>
61293 DUES & SUBSCRIPTIONS (PW):		
Subscriptions	15	<u>15</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 3 of 4

FUND: 10 - GENERAL

DEPARTMENT: 130 - PUBLIC WORKS/ENGINEERING SERVICES

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61320 EDUCATION AND TRAINING:		
Training, workshops, seminars	100	<u>100</u>
61323 EDUCATION AND TRAINING (PW):		
Training, workshops, seminars	100	<u>100</u>
61500 UNIFORM PURCHASE:		
Rain gear	25	<u>25</u>
61570 MAINTENANCE/EQUIPMENT:		
Service and repair of office/field equipment	100	<u>100</u>
61573 MAINTENANCE/EQUIPMENT (PW):		
Service and repair of office equipment	40	<u>40</u>
61580 MAINTENANCE/VEHICLES:		
Engineering vehicles	350	<u>350</u>
61600 MEETINGS & CONFERENCES:		
Business meetings and travel luncheons	30	<u>30</u>
61603 MEETINGS & CONFERENCES (PW):		
Business meetings and travel luncheons	30	<u>30</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 4 of 4

FUND: 10 - GENERAL

DEPARTMENT: 130 - PUBLIC WORKS/ENGINEERING SERVICES

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61703 OFFICE SUPPLIES (PW):		
General office supplies	20	<u>20</u>
61800 PETROLEUM PRODUCTS:		
Gasoline and oil for staff vehicles	110	<u>110</u>
 <u>INTERFUND TRANSFER</u>		
90105 TO EQUIPMENT ACQUISITION AND REPLACEMENT FUND:	450	<u>450</u>

PROGRAM INFORMATION

PARKS

Page 1 of 3

PROGRAM DESCRIPTION:

The City of Lebanon has within its jurisdiction 7 developed and 2 undeveloped parks for a total area of approximately 48 acres. Also included in our parks maintenance program are several planting areas, where North Main Street and Santiam Highway meet, at the intersection of Park and Oak Streets and a bicycle path adjacent to Cedar Drive, to name just a few.

Primary responsibilities within the Parks Section encompass maintenance of trees, shrubs and turf as well as buildings and park facilities. Maintenance of facilities entails many different aspects. The section maintains 3 restroom facilities, 3 picnic shelters, 114 picnic tables, 6 playgrounds, 3 tennis and 3 basketball courts, and 14 horseshoe pits. The section also has primary responsibility for 7 backstops and ball diamonds. The section is accountable for maintenance of irrigation equipment and systems that are now in place, and roads and parking lots within the park system. Parks also includes improved camping facilities at River Park and maintenance of the boat ramp and facilities at Gill's Landing.

Routine work during our park season involves mowing of parks weekly, emptying all trash containers, cleaning restrooms, repairing vandalism and picking up litter from all open areas in the parks. Because of a cut of nearly 50 percent in funding and total manpower this year, there will be no manual irrigation set and very little fertilization. Routine work during the winter includes repair of picnic tables and tree and shrub trimming. In milder years mowing also continues well past the traditional park season in the fall, and starts one or two months early in the spring.

PROGRAM INFORMATION

PARKS

Page 2 of 3

PROGRAM DESCRIPTION: (continued)

Because of adjusted budgets there are no capital improvement projects slated for parks this year. It is our intent to concentrate on routine maintenance and keep parks as safe and attractive as possible with cuts in funding and staff.

We feel that our efforts over the last year have been appreciated, and we look forward to a continued commitment to the park system of Lebanon. Through extra effort in the face of major cuts, we can stay in step with the increase in community pride Lebanon has experienced in the recent past.

POSITIONS:

	<u>1990-91</u>	<u>1991-1992</u>
Administrative Secretary	.03 FTE	.02 FTE
Crew Chief	1.00 FTE	1.00 FTE
Director of Public Works	.05 FTE	.01 FTE
Maintenance Services Division Manager	.20 FTE	.17 FTE
Maintenance Worker	1.00 FTE	.75 FTE
Maintenance Worker - Part Time	.42 FTE	.42 FTE
Secretary I	<u>.00 FTE</u>	<u>.01 FTE</u>
 SUBTOTAL - Regular	 2.28 FTE	 2.38 FTE
 Maintenance Worker (part time)	 .42 FTE	 .00 FTE
Temporary Maintenance Workers	<u>1.08 FTE</u>	<u>.00 FTE</u>
 TOTAL	 3.78 FTE	 2.38 FTE

PROGRAM INFORMATION

PARKS

Page 3 of 3

1991-92 GOALS STATEMENT:

The Council goal "Broaden Cultural and Recreational Opportunities" is served by this fund. The program provides for maintenance and smaller-scope improvements in the Lebanon parks system. The Council goal "Foster Community Pride" is also served by nice looking and enjoyable parks and by promoting the historically significant Pioneer Cemetery. "Improving Communications with the Community" is furthered by publishing the history of Lebanon Pioneer Cemetery.

1991-92 SUPPLEMENTAL BUDGET

One maintenance worker was increased from .75 FTE to 1.00 FTE.

FTE in original Budget	2.38 FTE
Increased Maintenance Worker	<u>.25 FTE</u>
REVISED FTE	2.63 FTE

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CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

Page : 09
G10 Run Date : 1/03/92

Fund : 10 GENERAL FUND
Dept : 133 PARKS

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
50,410.32	64,997.34	59,259	50001 SALARIES	61,555	61,555	59,259
24,818.38	27,652.98	27,558	50003 FRINGE BENEFITS	27,654	27,654	27,558
16,149.50	8,191.00	0	50250 PART TIME			
114.46	571.06	500	50600 OVERTIME	500	500	500
91,492.66	101,412.38	87,317	59999 TOTAL PERSONNEL SERV	89,709	89,709	87,317

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
MATERIALS & SERVICES						
0.00	0.00	25	61009 ADVERTISING (PW)	25	25	25
122.54	27.05	50	61010 ADVERTISING	50	50	50
338.26	174.29	300	61120 COMMUNICATIONS	300	300	300
0.00	0.00	35	61123 COMMUNICATION (PW)	35	35	35
209.95	193.11	75	61124 COMPUTER EXPENSE	75	75	75
0.00	0.00	115	61128 COMPUTER EXP (PW)	115	115	115
253.00	0.00	200	61130 CONTRACT SERVICES	200	200	200
12,083.49	12,097.75	3,715	61240 DEPT/OPERATING EXPENSE	3,715	3,715	3,715
0.00	1,503.50	1,340	61243 OPERATING EXP (PW)	340	340	1,340
1,073.50	735.74	200	61250 DEPT/OP SUPPLIES	200	200	200
75.00	75.00	80	61290 DUES & SUBSCRIPTIONS	80	80	80
195.12	0.00	200	61320 EDUCATION & TRAINING	200	200	200
0.00	0.00	200	61420 INS REPAIR & DEDUCT	200	200	200
526.27	532.89	600	61500 UNIFORM-BUY & CLEAN	600	600	600
9,317.89	9,062.41	8,800	61560 MAINT/BLDG	2,800	2,800	8,800
236.62	247.49	200	61570 MAINT/EQPT	200	200	200
5,109.10	6,192.41	5,430	61580 MAINT/VEHICLES	5,430	5,430	5,430
63.62	112.70	25	61600 MEETINGS & CONFERENCES	25	25	25
0.00	0.00	25	61603 MTGS & CONF (PW)	25	25	25
0.00	64.16	50	61700 OFFICE SUPPLIES	50	50	50
0.00	8.78	50	61703 OFFICE SUPPLIES (PW)	50	50	50
2,855.91	2,505.22	3,000	61800 PETROLEUM	3,000	3,000	3,000
3,323.90	3,649.74	3,600	61900 UTILITIES	3,600	3,600	3,600
35,784.17	37,182.24	28,315	69999 TOTAL MAT & SERV	21,315	21,315	28,315

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
CAPITAL OUTLAY						
0.00	0.00	0	72050 LAND			
864.46	0.00	0	72100 BUILDINGS			
12,483.00	5,355.56	0	72300 IMPROVEMENTS			
0.00	0.00	9,500	72303 IMPROVEMENTS (PW)			9,500
0.00	225.00	0	72500 OFFICE EQPT.			
0.00	1,099.00	0	72600 OTHER EQPT.			
483.00	0.00	0	72800 VEHICLES			

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CITY OF LEBANON
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Fund : 10 GENERAL FUND
Dept : 133 PARKS

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
13,830.46	6,679.56	9,500	79999 TOTAL CAPITAL OUTLAY	0	0	9,500
INTERFUND TRANSFERS						
0.00	11,800.00	3,950	90105 TO EQPT ACQ & REP FUND	3,950	3,950	3,950
0.00	11,800.00	3,950	90990 TOTAL INTERFUND TRANS	3,950	3,950	3,950
141,107.29	157,074.18	129,082	99000 TOTAL DEPT EXP	114,974	114,974	129,082

PROGRAM EXPENDITURE DETAIL SHEET

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FUND: 10 - GENERAL

DEPARTMENT: 133 - PARKS

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61009 ADVERTISING (PW):	25	<u>25</u>
61010 ADVERTISING:		
Personnel recruitment	50	<u>50</u>
61120 COMMUNICATIONS:		
Service and repair of radio equipment	100	
Basic telephone service to Park Host	200	<u>300</u>
61123 COMMUNICATIONS (PW):	35	<u>35</u>
61124 COMPUTER EXPENSE:		
Service and repair of hardware	50	
Supplies	25	<u>75</u>
61128 COMPUTER EXPENSE (PW):		
Service and repair of hardware	75	
Supplies	40	<u>115</u>
61130 CONTRACT SERVICES:		
PortaPots services - special events	200	<u>200</u>

PROGRAM EXPENDITURE DETAIL SHEET

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FUND: 10 - GENERAL

DEPARTMENT: 133 - PARKS

MATERIALS & SERVICES

**SUB-LINE
ITEM TOTAL LINE TOTAL**

61240 DEPARTMENT/OPERATING EXPENSE:

Turf and tree maintenance including loam, seed, plants, trees, fertilizer, chemicals, vegetation and rodent control, tree trimming	1,500	
Driveway/parking area repair	100	
Garbage dumping fees	1,500	
Tool/Equipment rental	100	
Safety Incentive Program	215	
Fence Repair	100	
Tennis/Basketball court and lighting maintenance	200	<u>3,715</u>

61243 DEPARTMENT/OPERATING EXPENSE (PW):

Expense reimbursement	240	
Volunteer assistance	100	
Plot location at Pioneer Cemetery	1,000	<u>1,340</u>

61250 DEPARTMENT/OPERATING SUPPLIES:

Small tools, blades, cleaners	200	<u>200</u>
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61290 DUES & SUBSCRIPTIONS:

Northwest Turfgrass Association	80	<u>80</u>
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61320 EDUCATION & TRAINING:

Training, workshops, seminars	100	
Reimbursement for course work	100	<u>200</u>

61420 INSURANCE REPAIR & DEDUCT:	200	<u>200</u>
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PROGRAM EXPENDITURE DETAIL SHEET

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FUND: 10 - GENERAL

DEPARTMENT: 133 - PARKS

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61500 UNIFORM PURCHASE/LAUNDERING:		
Rain gear, rubber boots, gloves	150	
Purchase, repair, cleaning of uniforms, and safety clothing	450	<u>600</u>
61560 MAINTENANCE/BUILDING & GROUNDS:		
River Park Shelter Repair	6,000	
Building maintenance, lumber, hardware, paint, plumbing and electricity	600	
Repairs due to vandalism	800	
Grounds maintenance, benches, tables, trash containers, drinking fountains	600	
Irrigation system repairs	400	
Maintenance of play equipment, paths	400	<u>8,800</u>
61570 MAINTENANCE/EQUIPMENT:		
Mower, seeder, auger, other small equipment	200	<u>200</u>
61580 MAINTENANCE/VEHICLES:		
Pickup (3)	400	
Tractor/mower (2)	1,000	
Payment to Fire District for mechanic	4,030	<u>5,430</u>
61600 MEETINGS & CONFERENCES:		
American Public Works Association Conference	25	<u>25</u>
61603 MEETINGS & CONFERENCES (PW):		
American Public Works Association Conference	25	<u>25</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 4 of 4

FUND: 10 - GENERAL

DEPARTMENT: 133 - PARKS

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61700 OFFICE SUPPLIES:	50	<u>50</u>
61703 OFFICE SUPPLIES (PW):	50	<u>50</u>
61800 PETROLEUM PRODUCTS:		
Gasoline, oil, lubricants	3,000	<u>3,000</u>
61900 UTILITIES:		
Electricity for River, Booth, Century, Weldwood and Aspen Parks, Ralston Square Gazebo and Christmas lights	3,600	<u>3,600</u>
 <u>CAPITAL OUTLAY</u>		
72303 IMPROVEMENTS:		
Fencing - Pioneer Cemetery	9,000	
Interpretive Signing	500	<u>9,500</u>
90105 TO EQUIPMENT ACQUISITION AND REPLACEMENT FUND:		
Vehicle replacement reserve	3,650	
State and federal surplus reserve	300	<u>3,950</u>

PROGRAM INFORMATION

FINANCE

Page 1 of 2

PROGRAM DESCRIPTION:

The Finance Department provides a full range of financial services to the City, including financial statement preparation and audit; collection of water, wastewater, and other receivables owed to the city; payroll preparation; and budget preparation. In addition to the regular monthly accounting work, the department provides a large variety of financial information to the public, consultants, and other city departments.

In order to cope with reductions required by Ballot Measure 5, all four clerical personnel have been reduced from full-time to .80 FTE and the part-time positions of audit assistant and accounting intern have been eliminated. The department will be closed one day per week, probably Monday. The day that the department will be closed will provide personnel with one "quiet" day when they can work uninterrupted. Only emergency phone calls will be answered on that day. Each clerk will take one day off during the remainder of the week.

The Finance Director and Finance Operations Manager will continue to work full time. Duties previously delegated to part-time help will now be reassumed. This may mean that the Finance Director will no longer be able to serve as Personnel Assistant to the City Administrator. While the new computer system has considerably improved department efficiency, it will not be enough to make-up for the loss of .901 FTE (nearly a full-time position).

Because the water and wastewater utilities are paying a larger percentage of the total salaries, though not a larger dollar amount than allowed within the financial projections used for rate setting, the focus will be on providing service to those customers. Central telephone answering, assistance

PROGRAM INFORMATION

FINANCE

Page 2 of 2

PROGRAM DESCRIPTION: (continued)

with a variety of citizen inquiries, and resolution of citizen concerns will be severely cut back. We will focus on providing only the most essential services required to insure that the City complies with all legal mandates and the best financial management possible under the circumstances.

Fees for copies of city documents and to cover the cost of citizen requests for special research projects may need to be implemented.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Finance Director	.50 FTE	.40 FTE
Finance Office Manager	.40 FTE	.40 FTE
Payroll Clerk/Confidential	.70 FTE	.32 FTE
Secretary/Accounts Payable Clerk	<u>.30 FTE</u>	<u>.08 FTE</u>
SUB-TOTAL	1.90 FTE	1.20 FTE
Accounting Intern	.161 FTE	.00 FTE
Temporary Audit Help	<u>.04 FTE</u>	<u>.00 FTE</u>
TOTAL	2.101 FTE	1.20 FTE

1991-92 GOALS STATEMENT:

The Department's goal for this year is to be creative in meeting the challenges offered by Measure 5.

PROGRAM INFORMATION

FINANCE

Page 2A of 2

1991-92 SUPPLEMENTAL BUDGET:

For the remainder of the fiscal year, all clerical personnel who had been working .80 FTE were restored to full-time. However, the Secretary/Accounts Payable Clerk now works two days per week for the City Administrator. \$300 additional was allocated for Office Supplies and \$700 to pay 1/3 the cost of a check signer.

POSITIONS:

	ORIGINAL BUDGET <u>1991-92</u>	SUPPLEMENTAL BUDGET <u>1991-92</u>
Finance Director	.40 FTE	.40 FTE
Finance Office Manager	.40 FTE	.40 FTE
Payroll Clerk/confidential	.32 FTE	.70 FTE
Secretary/Accounts Payable Clerk	<u>.08 FTE</u>	<u>.18 FTE</u>
 SUB-TOTAL	 1.20 FTE	 1.68 FTE
 Accounting Intern	 .00 FTE	 .00 FTE
Temporary Audit Help	<u>.00 FTE</u>	<u>.00 FTE</u>
 TOTAL	 1.20 FTE	 1.68 FTE

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CITY OF LEBANON
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 Budget Preparation

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Fund : 10 GENERAL FUND
 Dept : 140 FINANCE

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
46,655.32	50,317.01	43,552	50001 SALARIES	35,552	35,552	43,552
18,321.78	19,733.71	16,940	50003 FRINGE BENEFITS	14,940	14,940	16,940
4,839.99	2,103.34	0	50250 PART TIME			
798.00	0.00	100	50255 PARENTAL LEAVE EXPENSE	100	100	100
93.69	357.49	0	50600 OVERTIME			
70,708.78	72,511.55	60,592	59999 TOTAL PERSONNEL SERV	50,592	50,592	60,592
MATERIALS & SERVICES						
308.06	26.32	100	61010 ADVERTISING	100	100	100
99.93	83.30	200	61130 CONTRACT SERVICES	200	200	200
1,548.54	2,117.78	1,585	61240 DEPT/OPERATING EXPENSE	1,585	1,585	1,585
106.30	0.00	0	61250 DEPT/OP SUPPLIES			
416.48	678.08	200	61290 DUES & SUBSCRIPTIONS	200	200	200
1,466.14	929.26	300	61320 EDUCATION & TRAINING	300	300	300
328.63	109.56	200	61570 MAINT/EQPT	200	200	200
329.42	311.80	200	61600 MEETINGS & CONFERENCES	200	200	200
2,524.64	2,824.19	800	61700 OFFICE SUPPLIES	500	500	800
7,128.14	7,080.29	3,585	69999 TOTAL MAT & SERV	3,285	3,285	3,585
CAPITAL OUTLAY						
0.00	0.00	0	72300 IMPROVEMENTS			
5,833.53	0.00	1,200	72500 OFFICE EQPT.			1,200
5,833.53	0.00	1,200	79999 TOTAL CAPITAL OUTLAY	0	0	1,200
83,670.45	79,591.84	65,377	99000 TOTAL DEPT EXP	53,877	53,877	65,377

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 2

FUND: 10 - GENERAL

DEPARTMENT: 140 - FINANCE

<u>MATERIALS AND SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:		
Personnel recruitment	100	<u>100</u>
61130 CONTRACT SERVICES:		
Finance copier lease	200	<u>200</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Miscellaneous operational expenses	500	
Safety incentive program	125	
Expense reimbursement	960	<u>1,585</u>
61290 DUES & SUBSCRIPTIONS:		
Municipal Finance Officers Association (2); International City Management Assoc., Finance Section (1); subscriptions to professional journals	200	<u>200</u>
61320 EDUCATION & TRAINING:		
Training sessions, workshops, seminars	300	<u>300</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 2 of 2

FUND: 10 - GENERAL

DEPARTMENT: 140 - FINANCE

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61570 MAINTENANCE/EQUIPMENT:		
Service and repair of office equipment	200	<u>200</u>
61600 MEETINGS AND CONFERENCES:		
Municipal Finance Officers' Assoc. Conference	200	<u>200</u>
61700 OFFICE SUPPLIES:	800	<u>800</u>
 <u>CAPITAL OUTLAY</u>		
72500 OFFICE EQUIPMENT:		
Final payment on software installation	500	
1/3 cost of check signer	700	<u>1,200</u>

PROGRAM INFORMATION

LEGISLATIVE

Page 1A of 1

1991-92 SUPPLEMENTAL BUDGET:

The change to this budget is reflected in the reallocation of FTE for the Secretary/Accounts Payable Clerk and awarding of merit pay to exempt personnel.

POSITIONS:

	ORIGINAL BUDGET <u>1991-92</u>	SUPPLEMENTAL BUDGET <u>1991-92</u>
City Administrator	.10 FTE	.10 FTE
Administrative Assistant	.00 FTE	.00 FTE
Secretary/Accounts Payable Clerk	<u>.00 FTE</u>	<u>.12 FTE</u>
TOTAL	.10 FTE	.22 FTE

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CITY OF LEBANON
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Fund : 10 GENERAL FUND
 Dept : 160 LEGISLATIVE

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
16,648.60	16,968.37	13,388	50001 SALARIES	9,888	9,888	13,388
3,320.63	3,357.44	3,129	50003 FRINGE BENEFITS	2,129	2,129	3,129
0.00	0.00	3,387	50250 PART TIME	3,387	3,387	3,387
19,969.23	20,325.81	19,904	59999 TOTAL PERSONNEL SERV	15,404	15,404	19,904
MATERIALS & SERVICES						
588.52	252.59	100	61240 DEPT/OPERATING EXPENSE	100	100	100
3,651.19	4,223.56	300	61600 MEETINGS & CONFERENCES	300	300	300
826.59	647.61	289	61700 OFFICE SUPPLIES	289	289	289
5,066.30	5,123.76	689	69999 TOTAL MAT & SERV	689	689	689
25,035.53	25,449.57	20,593	99000 TOTAL DEPT EXP	16,093	16,093	20,593

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

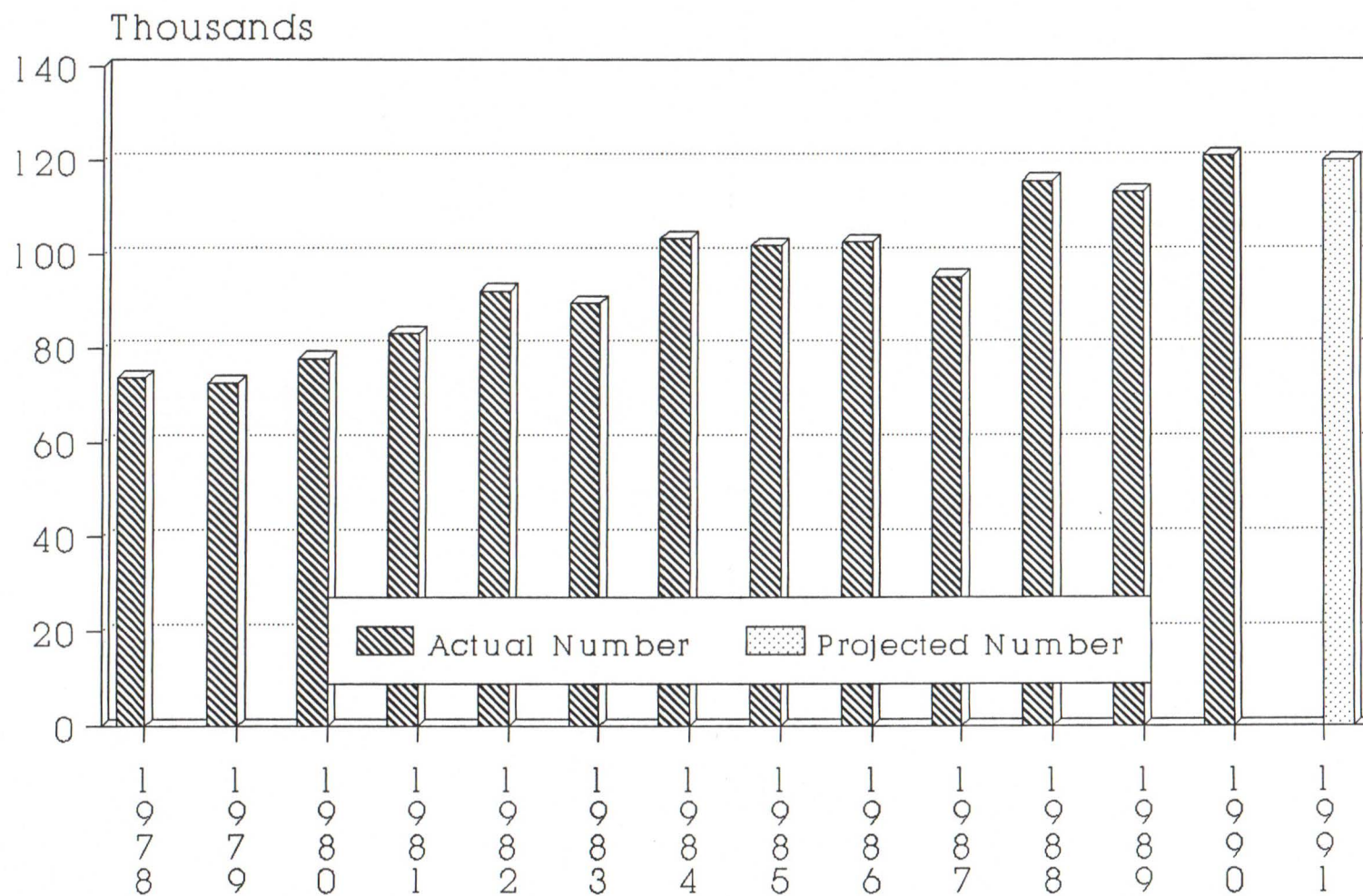
FUND: 10 - GENERAL

DEPARTMENT: 160 - LEGISLATIVE

	<u>SUB-LINE</u>	
<u>MATERIALS & SERVICES:</u>	<u>ITEM TOTAL</u>	<u>LINE TOTAL</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Awards, nameplates, supplies for Council meetings	100	<u>100</u>
61600 MEETINGS & CONFERENCES:		
Special luncheon meetings, out-of-town travel and meals	300	<u>300</u>
61700 OFFICE SUPPLIES:	289	<u>289</u>

Number of Items Checked Out

Lebanon Public Library



PROGRAM INFORMATION

LIBRARY

Page 1 of 3

PROGRAM DESCRIPTION:

The Lebanon Public Library provides library service to Lebanon's 10,900 residents and property owners and to rural residents who pay an annual non-resident user fee. The library's collection of approximately 30,000 items serves the public through adult and children's books, magazines and newspapers, extensive genealogy holdings, a large paperback collection, books on tape, videos, young adult collection and large-print books for the visually impaired. Additional services include X-Change cable news access, a preschool storyhour and summer reading program for ages six through ten, interlibrary loan service and over-the-phone reference service.

All library programs and services will be affected by the implementation of fiscal restraints required by Oregon's property tax limitation. Some services will of necessity be reduced or eliminated. These are enumerated below:

1. Library staff will be reduced from 6.05 FTE to 3.0 FTE thus reducing open service hours from 54 to 32 per week. From past experience in FY 1986-87 a drop in service hours does not guarantee a corresponding drop in circulation, reference and interlibrary loan requests or foot traffic in the library. The percentage loss in circulation will be less than the loss of manpower, resulting in a net increase in staff work load.
2. The Storyteller position has been eliminated and preschool storyhours have been reduced from three times weekly to once a week. A summer reading program will replace the preschool storyhour during the summer months.

PROGRAM INFORMATION

LIBRARY

Page 2 of 3

PROGRAM DESCRIPTION: (continued)

3. Clerical duties performed by the clerk/typist (19 hours/week) will be distributed among the remaining library staff. Some volunteer assistance may be available.
4. Financial resources allocated to the purchase of books, periodicals, etc. have been reduced by 40%. Fewer resources will impact the overall collection development both immediately and in the long run thus having a lasting impact on the quantity and quality of resources available to library patrons.
5. The Program Manager's responsibilities will change somewhat in that additional responsibilities will be assumed in providing more "front desk" assistance while all other duties and responsibilities of managing the program essentially remain unchanged. Initial projections indicate that the Program Manager's time will be equally divided between administrative duties and duties normally performed by library assistants.

The library program is fortunate to have a large number of volunteers who assist in performing numerous tasks for the library which even under current conditions staff would find difficult if not impossible to perform due to time constraints. The volunteer program contributes over 3000 hours of service to the library annually. The library will continue to use volunteer assistance in areas that will benefit the library program.

PROGRAM INFORMATION

LIBRARY

Page 3 of 3

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Program Manager	1.00 FTE	1.00 FTE
Library Assistant II	1.00 FTE	.80 FTE
Library Assistant	3.325 FTE	1.10 FTE
Library Story Teller	.25 FTE	.00 FTE
Library Clerk/Secretary	<u>.475 FTE</u>	<u>.00 FTE</u>
 SUBTOTAL	 6.050 FTE	 2.90 FTE
 Temporary Help (Vacations & sick leave)	 <u>.034 FTE</u>	 <u>.10 FTE</u>
 TOTAL	 6.084 FTE	 3.00 FTE

1990-91 GOALS STATEMENT:

The Library will work to:

- 1) Provide the highest level of service given current fiscal restraints;
- 2) Accommodate employees' needs coupled with the needs of serving the general public;
- 3) Investigate cooperative efforts with other area libraries, especially which those pool resources and increase the level of service.

The Library Advisory Board will continue to investigate long term program and facilities planning.

1991-92 SUPPLEMENTAL BUDGET:

In this budget, the Library Assistant II position was restored to full-time. In addition, \$3,900 was allocated to convert the furnace from oil to natural gas, and \$5,320 for 60 percent of the cost of a computer for automating Library record keeping.

PROGRAM INFORMATION

LIBRARY

Page 3A of 3

POSITIONS:

	ORIGINAL BUDGET <u>1991-92</u>	SUPPLEMENTAL BUDGET <u>1991-92</u>
Program Manager	1.00 FTE	1.00 FTE
Library Assistant II	.80 FTE	1.00 FTE
Library Assistant	1.10 FTE	1.10 FTE
Library Story Teller	.00 FTE	.00 FTE
Library Clerk/Secretary	<u>.00 FTE</u>	<u>.00 FTE</u>
 SUBTOTAL	 2.90 FTE	 3.10 FTE
Temporary Help (Vacations & sick leave)	<u>.10 FTE</u>	<u>.10 FTE</u>
 TOTAL	 3.00 FTE	 3.20 FTE

Date : 1/03/92
 Time : 4:07
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

Page : 13
 G10 Run Date : 1/03/92

Fund : 10 GENERAL FUND
 Dept : 165 LIBRARY

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
107,911.83	113,339.40	70,504	50001 SALARIES	67,504	67,504	70,504
28,662.23	31,572.38	25,671	50003 FRINGE BENEFITS	24,671	24,671	25,671
0.00	0.00	0	50250 PART TIME			
136,574.06	144,911.78	96,175	59999 TOTAL PERSONNEL SERV	92,175	92,175	96,175
MATERIALS & SERVICES						
1,758.38	977.40	50	61010 ADVERTISING	50	50	50
724.59	1,593.25	1,000	61124 COMPUTER EXPENSE	1,000	1,000	1,000
4,855.43	1,411.96	1,650	61130 CONTRACT SERVICES	1,650	1,650	1,650
2,116.12	631.49	660	61240 DEPT/OPERATING EXPENSE	660	660	660
30,293.29	31,051.49	18,600	61250 DEPT/OP SUPPLIES	18,600	18,600	18,600
130.00	153.00	100	61290 DUES & SUBSCRIPTIONS	100	100	100
1,361.69	903.90	1,100	61300 DUPLICATION	1,100	1,100	1,100
427.08	555.00	100	61320 EDUCATION & TRAINING	100	100	100
0.00	0.00	5,453	61401 UNEMPLOY INS	5,453	5,453	5,453
5,517.52	3,070.34	5,900	61560 MAINT/BLDG	2,000	2,000	5,900
334.26	152.33	200	61570 MAINT/EQPT	200	200	200
848.29	391.82	60	61600 MEETINGS & CONFERENCES	60	60	60
489.23	1,040.79	600	61700 OFFICE SUPPLIES	600	600	600
3,209.82	3,524.61	4,080	61900 UTILITIES	4,080	4,080	4,080
52,065.70	45,457.38	39,553	69999 TOTAL MAT & SERV	35,653	35,653	39,553
CAPITAL OUTLAY						
5,806.02	1,420.69	0	72300 IMPROVEMENTS			
11,867.94	1,108.31	5,320	72500 OFFICE EQPT.			5,320
17,673.96	2,529.00	5,320	79999 TOTAL CAPITAL OUTLAY	0	0	5,320
206,313.72	192,898.16	141,048	99000 TOTAL DEPT EXP	127,828	127,828	141,048

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 4

FUND: 10 - GENERAL

DEPARTMENT: 165 - LIBRARY

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:		
Personnel recruitment advertisements	50	<u>50</u>
61124 COMPUTER EXPENSE:		
Software	100	
Supplies	400	
Training	200	
Service & Repair	300	<u>1,000</u>
61130 CONTRACT SERVICES:		
Copier maintenance contract	1,650	<u>1,650</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Annual volunteer recognition dinner and awards	50	
Book charger annual rental	255	
Safety Incentive Program	120	
Pre-employment physicals	60	
Drinking water	<u>175</u>	<u>660</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 2 of 4

FUND: 10 - GENERAL

DEPARTMENT: 165 - LIBRARY

MATERIALS & SERVICES

SUB-LINE
ITEM TOTAL LINE TOTAL

61250 DEPARTMENT/OPERATING SUPPLIES:

Ordering, Processing, Circulation:

Book pockets, jackets and cards;
catalog cards, glue; labels and
tapes; bindery charges; magazine
boxes; supplies for mending/
repair; registration and rolodex
cards.

1,600

Posters, posterboard, construction
paper, story hour craft items,
supplies for displays, film
rental for story hours

200

Materials for Check-Out:

Adult fiction, non-fiction, paperbacks

10,000

Children's fiction, non-fiction,
paperbacks

4,000

Subscriptions to magazines and
newspapers

2,700

Audiocassettes, videocassettes,
filmstrips

100

18,600

61290 DUES & SUBSCRIPTIONS:

American Library Association (1)

60

Oregon Library Association (1)

40

100

PROGRAM EXPENDITURE DETAIL SHEET

Page 3 of 4

FUND: 10 - GENERAL

DEPARTMENT: 165 - LIBRARY

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61300 DUPLICATION:		
Photocopier supplies (excluding paper)	500	
Forms; stationery envelopes, mailing labels, overdue notices, order slips, borrowers cards, etc.	600	<u>1,100</u>
61320 EDUCATION & TRAINING:		
Training sessions, workshops, seminars	100	<u>100</u>
61401 UNEMPLOYMENT:	5,453	5,453
61560 MAINTENANCE/BUILDING & GROUNDS:		
Boiler, electrical, grounds, plumbing routine maintenance/upkeep, convert furnace to natural gas	5,900	<u>5,900</u>
61570 MAINTENANCE/EQUIPMENT:		
Service and repair of office and audio visual equipment	200	<u>200</u>
61600 MEETINGS & CONFERENCES:		
Business luncheon meetings and out-of-town travel	60	<u>60</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 4 of 4

FUND: 10 - GENERAL

DEPARTMENT: 165 - LIBRARY

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61700 OFFICE SUPPLIES:	600	<u>600</u>
61900 UTILITIES:		
Electricity	2,880	
Heating oil	<u>1,200</u>	<u>4,080</u>
 <u>CAPITAL OUTLAY:</u>		
72500 OFFICE EQUIPMENT:		
Computer and software (60% of cost)	<u>5,320</u>	<u>5,320</u>

PROGRAM INFORMATION

MUNICIPAL COURT

Page 1 of 2

PROGRAM DESCRIPTION:

The Lebanon Municipal Court handles misdemeanor crimes, city ordinance violations and all motor vehicle offenses filed by Lebanon Police officers. Staff consists of the part-time Municipal Judge and full-time clerk and assistant clerk.

The court's caseload increased from 2062 cases filed in 1985 to 4032 filed in 1990, up 305 from 1989. The court closed 1600 more cases in 1990 than in 1986, up 729 from 1989.

State law requires the court to collect from convicted persons and account for certain assessments for support of statewide police training, drug and alcohol, crime victim's compensation and community correction programs, for which the city receives no compensation. The court also collects fines and forfeitures for the City's General Fund. In 1990, the court's collection of fines more than doubled its 1986 level. Through the first 9 months of fiscal year 1990-91, the court collected \$123,329 in fines, projected to total \$165,000 through June 30, 1991. That represents a slight decrease from last year. It is speculated the decrease stemmed from a general harshening of the economy among lower-level wage earners from whom the bulk of the court's business arises and from the court staff's time being partially devoted to installation of the court's computer system at the expense of traditional collection efforts.

The court is well on its way to converting its information systems to a comprehensive computerized system. Full conversion to a computer-based management system should not be complete for a year or more but the key functions for docketing cases and enforcing payment and

PROGRAM INFORMATION

MUNICIPAL COURT

Page 2 of 2

PROGRAM DESCRIPTION: (continued)

other obligations should be operational early in the new fiscal year. The computer system will enable existing court staff to handle a constantly-growing caseload.

For the past year, the Municipal Judge worked one more day each month over what he worked in the past, using that time primarily to deal with the countless challenges adoption of a computerized information system initially presents to court staff. For comparison purposes, the City of Albany has a full-time computer systems analyst guiding installation of that city's municipal court computer system which is identical to Lebanon's. This year's proposed court budget freezes staffing at its existing level.

To more clearly identify all of the costs of the Municipal Court, in 1989/90 the court's budget included part of the City Attorney's budget. The Municipal Judge, however, has no authority to spend that portion of the court's budget.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Municipal Court Clerk	<u>2.00 FTE</u>	<u>2.00 FTE</u>
TOTAL	2.00 FTE	2.00 FTE
Contract - Municipal Judge	100% of Contract Wage	
Contract - City Attorney	38.79% of Contract Wage	

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 10 GENERAL FUND
 Dept : 170 MUNICIPAL COURT

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
36,223.52	42,645.64	49,503	50001 SALARIES	51,969	51,969	51,969
13,517.08	19,076.32	22,144	50003 FRINGE BENEFITS	25,482	25,482	25,482
0.00	2,637.05	0	50250 PART TIME			
49,740.60	64,359.01	71,647	59999 TOTAL PERSONNEL SERV	77,451	77,451	77,451
MATERIALS & SERVICES						
0.00	0.00	18,617	61014 CITY ATTORNEY	18,617	18,617	18,617
185.00	65.95	0	61124 COMPUTER EXPENSE			
0.00	150.00	400	61130 CONTRACT SERVICES	400	400	400
0.00	0.00	2,000	61132 OUTSIDE ATTORNEY'S FEE	2,000	2,000	2,000
17,200.94	25,149.94	18,500	61240 DEPT/OPERATING EXPENSE	18,500	18,500	18,500
25.00	70.50	100	61290 DUES & SUBSCRIPTIONS	100	100	100
243.52	137.45	250	61320 EDUCATION & TRAINING	250	250	250
234.27	241.17	250	61600 MEETINGS & CONFERENCES	250	250	250
1,107.23	1,843.02	2,000	61700 OFFICE SUPPLIES	2,000	2,000	2,000
18,995.96	27,658.03	42,117	69999 TOTAL MAT & SERV	42,117	42,117	42,117
CAPITAL OUTLAY						
1,107.51	429.01	11,621	72600 OTHER EQPT.	11,050	11,050	11,050
1,107.51	429.01	11,621	79999 TOTAL CAPITAL OUTLAY	11,050	11,050	11,050
69,844.07	92,446.05	125,385	99000 TOTAL DEPT EXP	130,618	130,618	130,618

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 2

FUND: 10 - GENERAL

DEPARTMENT: 170 - MUNICIPAL COURT

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61014 CITY ATTORNEY:	18,617	<u>18,617</u>
61130 CONTRACT SERVICES:		
Judge pro-tem for conflict of interest cases	400	<u>400</u>
61132 OUTSIDE ATTORNEY FEES:		
For conflict of interest prosecution	2,000	<u>2,000</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Alcohol evaluations	10,000	
Safety incentive program	100	
Attorney fees for indigent defense, witness & jury fees	8,400	<u>18,500</u>
61290 DUES & SUBSCRIPTIONS:		
Subscriptions to professional journals	100	<u>100</u>
61320 EDUCATION & TRAINING:		
Training sessions, workshops, seminars	250	<u>250</u>
61600 MEETINGS & CONFERENCES:		
Business luncheon meetings, out-of-town travel	250	<u>250</u>
61700 OFFICE SUPPLIES:	2,000	<u>2,000</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 2 of 2

FUND: 10 - GENERAL

DEPARTMENT: 170 - MUNICIPAL COURT

CAPITAL OUTLAY

SUB-LINE
ITEM TOTAL LINE TOTAL

72600 OTHER EQUIPMENT:

Purchase agreements on hardware & software

11,050

11,050

PROGRAM INFORMATION

POLICE

Page 1 of 2

PROGRAM DESCRIPTION:

The Police Department will maintain current service levels, despite budget reductions. The department will continue very active enforcement of criminal and traffic code violations. Also, it will continue an active role with school presentations, department tours, crime prevention appearances, and any requested speaking engagements.

The Police Department suffered a combined reduction of \$26,144 in the Personnel and Materials and Services areas of the budget. In addition to the \$26,144 reduction, another \$5,655 was "shuffled" within the Materials and Services area to allow increases in the Regional Area Information Network (computer system) agreement, Vehicle Maintenance, Duplication, and Petroleum (gasoline) costs. With the exception of four areas which increased, and Maintenance Equipment remaining the same, all other accounts within Materials and Services were reduced. A major reduction was the Law Enforcement Training Network, which was omitted. Also, the Hep-Vac hepatitis screening has been accomplished, allowing a reduction in that area. Other areas receiving significant reductions were Department Operating Supplies, Education and Training, Uniform Purchase, and Special Investigation Expense.

The two new patrol cars reflected in Capital Outlay will replace cars that will be very tired. The old cars will have well over 100,000 miles by the time they are replaced.

PROGRAM INFORMATION

POLICE

Page 2 of 2

PROGRAM DESCRIPTION: (continued)

There is a bright spot in the budget report, however. Through the generosity of the community, the Police Department purchased a certified narcotic detection canine. The purchase price included the training and certification of two handlers. The donations funded not only the purchase of the dog, but also the majority of a week-long trip to Austin, Texas for the handler training. The dog is a three-year-old, female black Labrador. Her name is "Mission". Mission is now working and doing an outstanding job.

POSITIONS:

	<u>1989-90</u>	<u>1990-91</u>
Chief of Police	1.00 FTE	1.00 FTE
Lieutenant	1.00 FTE	1.00 FTE
Sergeants	5.00 FTE	5.00 FTE
Police Officers	12.00 FTE	12.00 FTE
Dispatchers	5.00 FTE	5.00 FTE
Administrative Secretary	<u>1.00 FTE</u>	<u>1.00 FTE</u>
 TOTAL	 25.00 FTE	 25.000 FTE

1991-92 GOALS STATEMENT:

During the coming year, the Police Department will endeavor to plan means by which to meet the challenges raised by continuing Measure 5 reductions.

PROGRAM INFORMATION

POLICE

Page 2A of 2

1991-92 SUPPLEMENTAL BUDGET:

Changes to the Police budget include:

Payment to the R.A.I.N. computer system	\$ 850
Repairs to the dispatch recorder	5,000
Payment for a used patrol car	5,000
Payment for a new patrol car	14,000

Date : 1/03/92
Time : 4:07
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

Page : 15
G10 Run Date : 1/03/92

Fund : 10 GENERAL FUND
Dept : 180 POLICE

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
682,338.99	731,148.39	747,836	50001 SALARIES	744,836	744,836	747,836
297,056.51	302,861.06	346,480	50003 FRINGE BENEFITS	344,980	344,980	346,480
6,634.35	3,200.26	0	50330 SALARY-POLICE RESERVE			
6,640.00	10,640.00	11,400	50510 ED. INCENTIVE	11,400	11,400	11,400
0.00	0.00	0	50520 HOLIDAY PAY			
29,240.49	34,013.85	24,000	50600 OVERTIME	24,000	24,000	24,000
2,444.57	2,775.99	2,600	50900 SHIFT DIFFERENTIAL	2,600	2,600	2,600
1,024,354.91	1,084,639.55	1,132,316	59999 TOTAL PERSONNEL SERV	1,127,816	1,127,816	1,132,316
MATERIALS & SERVICES						
159.03	270.33	600	61010 ADVERTISING	600	600	600
102.50	500.00	0	61120 COMMUNICATIONS			
15,810.08	17,561.00	19,325	61124 COMPUTER EXPENSE	18,475	18,475	19,325
1,184.30	1,002.15	1,000	61125 CRIME PREVENTION	1,000	1,000	1,000
599.52	4,486.62	2,160	61130 CONTRACT SERVICES	2,160	2,160	2,160
8,524.22	17,661.07	10,919	61240 DEPT/OPERATING EXPENSE	10,919	10,919	10,919
9,261.56	6,255.28	6,500	61250 DEPT/OP SUPPLIES	6,500	6,500	6,500
1,093.75	1,090.61	1,000	61255 K-9 PROGRAM	1,000	1,000	1,000
429.96	517.98	500	61290 DUES & SUBSCRIPTIONS	500	500	500
2,207.17	3,232.34	3,500	61300 DUPLICATION	3,500	3,500	3,500
7,550.38	7,196.40	5,000	61320 EDUCATION & TRAINING	5,000	5,000	5,000
250.00	1,230.25	900	61420 INS REPAIR & DEDUCT	900	900	900
7,078.75	6,953.83	5,000	61500 UNIFORM-BUY & CLEAN	5,000	5,000	5,000
6,557.18	1,943.35	4,000	61505 UNIFORM PURCHASE	4,000	4,000	4,000
2,667.66	1,836.20	1,000	61560 MAINT/BLDG	1,000	1,000	1,000
2,004.45	2,237.29	7,000	61570 MAINT/EQPT	2,000	2,000	7,000
20,620.82	26,867.87	20,700	61580 MAINT/VEHICLES	20,700	20,700	20,700
781.93	689.81	450	61600 MEETINGS & CONFERENCES	450	450	450
3,079.87	3,257.27	2,500	61700 OFFICE SUPPLIES	2,500	2,500	2,500
14,964.53	16,613.49	17,000	61800 PETROLEUM	17,000	17,000	17,000
10,118.61	9,721.79	5,000	61855 SPCL INVESTIGATIVE EXP	5,000	5,000	5,000
115,046.27	131,124.93	114,054	69999 TOTAL MAT & SERV	108,204	108,204	114,054
CAPITAL OUTLAY						
5,811.83	8,773.00	0	72300 IMPROVEMENTS			
0.00	699.94	0	72500 OFFICE EQPT.			
41,696.22	7,747.85	0	72600 OTHER EQPT.			
16,531.91	16,677.33	49,000	72800 VEHICLES	30,000	30,000	49,000
64,039.96	33,898.12	49,000	79999 TOTAL CAPITAL OUTLAY	30,000	30,000	49,000

Date : 1/03/92
Time : 4:07
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

Page : 16
G10 Run Date : 1/03/92

Fund : 10 GENERAL FUND
Dept : 180 POLICE

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
1,203,441.14	1,249,662.60	1,295,370	99000 TOTAL DEPT EXP	1,266,020	1,266,020	1,295,370

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 4

FUND: 10 - GENERAL

DEPARTMENT: 180 - POLICE

MATERIALS & SERVICES

**SUB-LINE
ITEM TOTAL LINE TOTAL**

61010 ADVERTISING:

Personnel recruitment, auction, vehicle sale, and promotional advertisements	600	<u>600</u>
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61124 COMPUTER EXPENSE:

Regional Automated Information Network (R.A.I.N.) criminal justice computer system expenses	19,325	<u>19,325</u>
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61125 CRIME PREVENTION EXPENSE:	1,000	<u>1,000</u>
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61130 CONTRACT SERVICES:

Xerox Lease	960	
Oregon Paging	300	
Repeater	900	<u>2,160</u>

61240 DEPARTMENT/OPERATING EXPENSE:

Lodging, indigent prisoner medical bills	1,500	
Employee physical, psychological and written examinations; miscellaneous expenses	1,000	
Safety Incentive Program	2,650	
Expense reimbursement	2,400	
Identi-Kit	410	
HEP-VAC Screening	2,959	<u>10,919</u>

PROGRAM EXPENDITURE DETAIL SHEETS

Page 2 of 4

FUND: 10 - GENERAL

DEPARTMENT: 180 - POLICE

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61250 DEPARTMENT/OPERATING SUPPLIES:		
Supplies for photography, jail, evidence room, fire extinguishers, flashlights, batteries, fuses, keys, locks, engravers; safety awards; appraisal certifications, prisoner meal supplies	6,500	<u>6,500</u>
61255 K-9 PROGRAM EXPENSE:	1,000	<u>1,000</u>
61290 DUES & SUBSCRIPTIONS:		
Oregon Peace Officers Association Oregon Association of Chiefs of Police Crime Prevention Association IACP Membership	500	<u>500</u>
61300 DUPLICATION:	3,500	<u>3,500</u>
61320 EDUCATION & TRAINING:		
Training sessions, firearms training, workshops, seminars, reimbursement for police-related course work; specialized training required to maintain certifications	5,000	<u>5,000</u>
61420 INSURANCE REPAIR AND DEDUCTIBLES	900	<u>900</u>
61500 LAUNDRY:		
Cleaning of uniforms and jail supplies	5,000	<u>5,000</u>

PROGRAM EXPENDITURE DETAIL SHEETS

Page 3 of 4

FUND: 10 - GENERAL

DEPARTMENT: 180 - POLICE

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61505 UNIFORM PURCHASE:		
Purchase uniforms, leather, footwear and raincoats	4,000	<u>4,000</u>
61560 MAINTENANCE/BUILDING & GROUNDS:		
Painting of interior walls; cleaning supplies	1,000	<u>1,000</u>
61570 MAINTENANCE/EQUIPMENT:		
Service and repair of office equipment, weapons, camera, radar, burglar detection alarm	2,000	<u>2,000</u>
61580 MAINTENANCE/VEHICLES:		
Five patrol cars and three detective units (includes some routine service and body repair)	6,000	
Mechanic expense	14,700	<u>20,700</u>
61600 MEETINGS & CONFERENCES:		
Lodging and meal expense for out-of-town classes, investigations, or other Department business	450	<u>450</u>
61700 OFFICE SUPPLIES:	2,500	<u>2,500</u>
61800 PETROLEUM PRODUCTS:		
Gasoline and oil for eight vehicles	17,000	<u>17,000</u>
61855 SPECIAL INVESTIGATION EXPENSE:	5,000	<u>5,000</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 4 of 4

FUND: 10 - GENERAL

DEPARTMENT: 180 - POLICE

CAPITAL OUTLAY:

**SUB-LINE
ITEM TOTAL LINE TOTAL**

72800 VEHICLES:

Purchase three new patrol vehicles	44,000	
Purchase one used patrol vehicle	5,000	<u>49,000</u>

PROGRAM INFORMATION

SENIOR AND DISABLED SERVICES

Page 1 of 3

PROGRAM DESCRIPTION:

The Lebanon Senior Center is operated by the City of Lebanon's Senior and Disabled Services as a central focal point for the delivery of leisure and social services to senior citizens. The activities and services provided range from social to educational, recreational, to health-related. Specific programs include: Linn-Benton Community College classes, income tax assistance, blood pressure and hearing checks, holiday parties, legal aid, pool playing and bingo games.

Besides the many programs that take place at the Senior Center, there are programs that reach out into the community. The Senior Center has volunteers who help at the Chamber of Commerce on a regular basis, who teach high school youth how to make floral arrangements, and who contact shut-ins by telephone on a daily basis. The Center has a volunteer fix-it brigade which assists low income and disabled persons with minor household repairs and chores such as mowing a lawn, changing a light bulb, or painting a room. Senior Support Services are offered where a volunteer goes into the home to help fill out insurance papers, read mail, or be an advocate with other services if needed. The Center serves as a community resource for information on aging as well as providing information and referral services for any age related matter. The Center is open 8:30 a.m. - 4:00 p.m. Monday through Friday and has a City paid staff of 1.25 FTE.

PROGRAM INFORMATION

SENIOR AND DISABLED SERVICES

Page 2 of 3

PROGRAM DESCRIPTION: (continued)

The proposed budget reflects the commitment to maintain the Senior and Disabled Services Program by the City of Lebanon, recipients of senior services, and by the Senior and Disabled Services Advisory Board. The proposed budget will be funded through \$48,759 from the general fund, \$10,220 from fees generated at the Senior Center and from \$6,000 committed by the Advisory Board is contributing to this budget to ensure the basic support needed to operate the Center Monday through Friday at the existing level of programming and service. The proposed budget for Fiscal Year 1991-92 totals \$64,979.

Due to the effects of Measure 5 the proposed budget reflects a decrease in the Senior Services operating budget by \$38,066 over last fiscal year. This reduction has eliminated the part-time secretarial position, paid advertising for events and services, and improvements to the facility. A special, one-time allocation of \$12,000 to the Elderly Nutrition Program has been eliminated, and this year's \$4,500 contribution to elderly nutrition is included in Non-Departmental under City Grants. Education and training has been reduced to cover the renewal of CPR and First Aid cards only. Maintenance to the building and grounds has been budgeted to repair pre-existing conditions and minor emergency repairs only. Measure 5 will reduce the Center's participation in community events and the Center's ability to work with other agencies helping to provide services to seniors in our community.

PROGRAM INFORMATION

SENIOR AND DISABLED SERVICES

Page 3 of 3

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Senior and Disabled Services Program Mgr.	1.00 FTE	1.00 FTE
Senior Services Secretary	.475 FTE	-0- FTE
Relief Staff	<u>.00 FTE</u>	<u>.25 FTE</u>
TOTAL	1.475 FTE	1.25 FTE

1991-92 GOALS STATEMENT:

The goal of the Lebanon Senior Center is to meet recreational, social, and psychological needs of the older citizens in our community. The Senior Center budget for FY 91-92 reflects the Senior and Disabled Services Advisory Board's goal to maintain the existing level of direct service to senior citizens in this community.

Our goal under the initial effect of Measure 5 for the Senior Services programs and activities is being met by this budget through the Advisory Board's efforts to generate new and additional building revenue, program fees, and fundraising activities.

The Senior and Disabled Services Advisory Board feels that the cumulative value of this goal and the FY 91-92 budget will maintain the quality of the Senior Service Program that it has worked hard to develop and establish over the past few years. The Advisory Board is committed to the City of Lebanon's Senior Center as the central focal point for the delivery of social services and information and referral for the senior and disabled citizens of our community.

PROGRAM INFORMATION

SENIOR AND DISABLED SERVICES

Page 3A of 3

1991-92 SUPPLEMENTAL BUDGET:

The Senior Services Program was awarded a grant which during this year will provide \$14,250 to offset payroll cost for the Program Manager. A half-time position of Program Aide was added, as well as \$1,000 for Program Supplies, and \$3,000 for a computer. In addition, \$5,058 was added to the transfer to the Dial-A-Bus (in the Non-Departmental Budget) to restore the Dial-A-Bus to full-time.

POSITIONS:

	<u>ORIGINAL BUDGET 1991-92</u>	<u>SUPPLEMENTAL BUDGET 1991-92</u>
Senior and Disabled Services Program Mgr.	1.00 FTE	.44 FTE
Senior Services Secretary	.00 FTE	.00 FTE
Relief Staff	.25 FTE	.25 FTE
Program Aide	<u>.00 FTE</u>	<u>.475 FTE</u>
TOTAL	1.25 FTE	1.165 FTE

Date : 1/03/92
 Time : 4:07
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

Page : 17
 G10 Run Date : 1/03/92

Fund : 10 GENERAL FUND
 Dept : 190 SENIOR SERVICES

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
36,225.04	31,357.42	27,508	50001 SALARIES	32,508	32,508	27,508
12,995.42	12,474.37	13,173	50003 FRINGE BENEFITS	14,273	14,273	13,173
49,220.46	43,831.79	40,681	59999 TOTAL PERSONNEL SERV	46,781	46,781	40,681
MATERIALS & SERVICES						
718.77	560.05	0	61010 ADVERTISING			
0.00	0.00	0	61120 COMMUNICATIONS			
0.00	200.00	0	61130 CONTRACT SERVICES			
0.00	0.00	375	61200 DEPOSITS REFUNDED	375	375	375
4,877.01	16,475.85	450	61240 DEPT/OPERATING EXPENSE	450	450	450
1,176.25	1,389.64	2,000	61250 DEPT/OP SUPPLIES	1,000	1,000	2,000
263.40	310.60	245	61290 DUES & SUBSCRIPTIONS	245	245	245
842.12	780.32	800	61300 DUPLICATION	800	800	800
368.83	241.00	50	61320 EDUCATION & TRAINING	50	50	50
7,555.54	6,107.22	3,683	61560 MAINT/BLDG	3,683	3,683	3,683
280.00	172.85	500	61570 MAINT/EQPT	500	500	500
206.98	281.02	475	61600 MEETINGS & CONFERENCES	475	475	475
924.74	1,150.37	1,000	61700 OFFICE SUPPLIES	1,000	1,000	1,000
3,561.64	3,784.60	3,000	61840 REFRESHMENT PURCHASES	3,000	3,000	3,000
5,068.30	6,319.63	6,620	61900 UTILITIES	6,620	6,620	6,620
25,843.58	37,773.15	19,198	69999 TOTAL MAT & SERV	18,198	18,198	19,198
CAPITAL OUTLAY						
0.00	9,641.79	0	72300 IMPROVEMENTS			
2,193.00	1,673.23	3,000	72500 OFFICE EQPT.			3,000
1,164.25	3,144.84	0	72600 OTHER EQPT.			
3,357.25	14,459.86	3,000	79999 TOTAL CAPITAL OUTLAY	0	0	3,000
78,421.29	96,064.80	62,879	99000 TOTAL DEPT EXP	64,979	64,979	62,879

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 2

FUND: 10 - GENERAL

DEPARTMENT: 190 - SENIOR SERVICES

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61200 RENTAL DEPOSIT REFUNDS:	375	<u>375</u>
61240 DEPARTMENT/OPERATING EXPENSES:		
Volunteer Recognition Dinner	300	
Employee Assistance Program	100	
Safety Incentive Program	50	<u>450</u>
61250 DEPARTMENT/OPERATING SUPPLIES:		
Craft/game materials, posterboard, art/graphics, film, program supplies, special events, holiday decorations and entertainment	2,000	<u>2,000</u>
61290 DUES & SUBSCRIPTIONS:		
Oregon State Assoc. of Senior Center Administrators	25	
Cable TV subscription	220	<u>245</u>
61300 DUPLICATION:		
Photocopy service contract	500	
Supplies for machine, letterhead forms	300	<u>800</u>
61320 EDUCATION & TRAINING:		
Training sessions, workshops, seminars, including CPR and First Aid training	50	<u>50</u>
61560 MAINTENANCE/BUILDING & GROUNDS:		
Electrical Work	783	
Boiler repairs	2,000	
Kitchen wall/formica	350	
Misc. building repairs	550	<u>3,683</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 2 of 2

FUND: 10 - GENERAL

DEPARTMENT: 190 - SENIOR SERVICES

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61570 MAINTENANCE/EQUIPMENT:		
Service and repair of office equipment	500	<u>500</u>
61600 MEETINGS & CONFERENCES:		
Oregon Association of Senior Centers and business meeting expenses	475	<u>475</u>
61700 OFFICE & COMPUTER SUPPLIES:		
Supplies for newsletter, computer and office needs	1,000	<u>1,000</u>
61840 REFRESHMENT PURCHASES:		
Paper and supplies for kitchen; food items for potlucks, parties and soda machine	3,000	<u>3,000</u>
61900 UTILITIES:		
Electricity	3,220	
Heating Oil	2,800	
Garbage	600	<u>6,620</u>
<u>CAPITAL OUTLAY:</u>		
72500 OFFICE EQUIPMENT		
Computer	3,000	<u>3,000</u>

PROGRAM INFORMATION

NON-DEPARTMENTAL

Page 1 of 1

PROGRAM DESCRIPTION:

The Non-departmental activity provides a department to centralize costs which are shared by all General Fund activities. Cost accounting by department for telephone, electricity, postage insurance, and other shared expenses is inappropriate under current governmental accounting practices for a unit of government our size. Also, this department provides the accounting for transfers from the General Fund, operating contingency for the fund, and unappropriated ending fund balance. This department has been reduced from 1990-91 by 46%, excluding debt service.

1991-92 SUPPLEMENTAL BUDGET:

The transfer to Dial-A-Bus was increased by \$3,076 to restore it to full-time. Contingencies were increased by \$26,691.

Date : 1/03/92
 Time : 4:07
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

Page : 18
 G10 Run Date : 1/03/92

Fund : 10 GENERAL FUND
 Dept : 195 NON-DEPARTMENTAL

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
MATERIALS & SERVICES						
4,308.93	3,070.93	1,500	61010 ADVERTISING	1,500	1,500	1,500
4,310.28	4,371.00	5,000	61013 AUDIT EXPENSE	5,000	5,000	5,000
1,300.87	2,036.31	1,200	61015 CODIFICATION EXPENSE	1,200	1,200	1,200
24,160.17	27,025.17	22,000	61120 COMMUNICATIONS	22,000	22,000	22,000
2,302.51	1,267.94	500	61124 COMPUTER EXPENSE	500	500	500
3,438.67	1,461.15	2,000	61130 CONTRACT SERVICES	2,000	2,000	2,000
2,241.17	4,025.37	4,000	61149 MOWING EXPENSES	4,000	4,000	4,000
7,924.12	7,391.01	500	61240 DEPT/OPERATING EXPENSE	500	500	500
11,631.30	11,922.55	4,850	61290 DUES & SUBSCRIPTIONS	4,850	4,850	4,850
14,418.73	13,253.45	3,000	61300 DUPLICATION	3,000	3,000	3,000
0.00	1,489.75	7,000	61310 ELECTIONS	7,000	7,000	7,000
14,737.89	13,025.00	4,500	61355 CITY GRANTS	4,500	4,500	4,500
50,118.43	29,967.28	32,000	61400 INSURANCE	32,000	32,000	32,000
26,730.37	20,648.90	7,000	61560 MAINT/BLDG	7,000	7,000	7,000
11,226.15	11,599.31	11,250	61820 POSTAGE	11,250	11,250	11,250
2,936.33	0.00	100	61830 PROPERTY TAXES	100	100	100
0.00	0.00	0	61850 REFUNDS			
13,580.79	11,543.29	10,000	61900 UTILITIES	10,000	10,000	10,000
195,366.71	164,098.41	116,400	69999 TOTAL MAT & SERV	116,400	116,400	116,400
CAPITAL OUTLAY						
16,414.75	7,265.80	0	72300 IMPROVEMENTS			
3,142.44	1,719.44	0	72500 OFFICE EQPT.			
0.00	919.59	0	72600 OTHER EQPT.			
19,557.19	9,904.83	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
CONTINGENCIES						
0.00	0.00	56,759	80005 OPERATING CONTINGENCY	32,889	32,889	59,643
0.00	0.00	56,759	89999 TOTAL CONTINGENCIES	32,889	32,889	59,643
INTERFUND TRANSFERS						
28,000.00	25,171.00	0	90035 TO ST FT & BIKE PTH FD			
49,313.00	25,576.00	0	90052 TO STORM DRAINAGE			
12,800.00	25,231.00	21,892	90055 TO D-A-B GRANT FUND	8,000	8,000	19,008
1,000.00	1,500.00	1,500	90105 TO EQPT ACQ & REP FUND	1,500	1,500	1,500
91,113.00	77,478.00	23,392	90990 TOTAL INTERFUND TRANS	9,500	9,500	20,508

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 10 GENERAL FUND
 Dept : 195 NON-DEPARTMENTAL

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
UNAPPROPRIATED						
0.00	0.00	0	92010 UNAPROP END FUND BAL			
0.00	0.00	0	92199 TOTAL UNAPPROPRIATED	0	0	0
DEBT SERVICE						
350,000.00	385,000.00	335,000	95500 LOAN PRINCIPLE-TAN	400,000	400,000	280,000
9,145.02	14,178.99	26,000	95600 LOAN INTEREST-TAN	32,000	32,000	22,400
359,145.02	399,178.99	361,000	95999 TOTAL DEBT SERVICE	432,000	432,000	302,400
606,240.74	705,215.89	615,268	99000 TOTAL DEPT EXP	590,789	590,789	468,644
449,041.20-	308,004.73-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0
449,041.20-	308,004.73-	0	99500 FUND TOTAL (SURP/DEF)	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 3

FUND: 10 - GENERAL

DEPARTMENT: 195 - NON-DEPARTMENTAL

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:		
Budget and other public hearing notices; Budget Summaries, election notices; Requests for bids and proposals Other advertising required by law	1,500	<u>1,500</u>
61013 AUDIT EXPENSE:		
General fund share of City audit	5,000	<u>5,000</u>
61015 CODIFICATION EXPENSE:		
Compilation and one year's update of City Ordinances	1,200	<u>1,200</u>
61120 COMMUNICATIONS:		
Local and long distance service for all City departments	22,000	<u>22,000</u>
61124 COMPUTER EXPENSE:		
General fund share of service and repair, hardware, software, programming, modem expense for City mainframe	500	<u>500</u>
61130 CONTRACT SERVICES:		
Fees to bank for managing registered bonds Storage rental	1,000 1,000	<u>2,000</u>
61149 MOWING EXPENSE:	4,000	<u>4,000</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 2 of 3

FUND: 10 - GENERAL

DEPARTMENT: 195 - NON-DEPARTMENTAL

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Special operational expenses shared among departments	500	<u>500</u>
61290 DUES & SUBSCRIPTIONS:		
Council of Governments	3,500	
Lebanon Chamber of Commerce	1,000	
Newspaper subscriptions	350	<u>4,850</u>
61300 DUPLICATION:		
Service and repair of photocopiers; printing costs	3,000	<u>3,000</u>
61310 ELECTIONS:		
Elections costs charged by Linn County	7,000	<u>7,000</u>
61355 CITY GRANTS:		
Elderly Nutrition Program	4,500	<u>4,500</u>
61400 INSURANCE:		
Fidelity Bonds, fire, liability, vehicle, special property coverages	32,000	<u>32,000</u>
61560 MAINTENANCE/BUILDING & GROUNDS:		
Minimal janitorial service for City Hall offices, Senior Center, City Shops, Police Department and Library; paper products and other janitorial supplies; general maintenance and repairs on City Hall	7,000	<u>7,000</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 3 of 3

FUND: 10 - GENERAL

DEPARTMENT: 195 - NON-DEPARTMENTAL

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61820 POSTAGE:		
Postage expense for General Fund activities	11,250	<u>11,250</u>
61830 PROPERTY TAXES:		
To pay taxes on lots: if sold all funds to be reimbursed	100	<u>100</u>
61900 UTILITIES:		
Electricity for City Hall offices and Police departments	10,000	<u>10,000</u>
<u>TRANSFERS:</u>		
90055 TO DIAL-A-BUS GRANT FUND:	19,008	<u>19,008</u>
90105 TO EQUIPMENT REPLACEMENT & ACQUISITION:		
Computer replacement reserve, Finance Department	1,500	<u>1,500</u>
<u>DEBT SERVICE:</u>		
Repayment of short-term borrowing for General Fund deficit		
Principal	280,000	
Interest	22,400	<u>302,400</u>

PROGRAM INFORMATION

12/01/75 G.O. BONDS, 1975 SEWER TREATMENT PLANT BONDS

Page 1 of 1

PROGRAM DESCRIPTION:

In 1975, a general obligation bond was issued for \$1,649,575 for sewer treatment plant improvements. Four years of principal and interest payments are still outstanding through 1995-96. This year's payment will be \$65,525. After this year's payment, there will be \$200,000 in principal due and \$27,875 in interest due. Funds for payment of this debt service are levied on assessed value property.

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 30 DEBT SERVICE FUNDS
 Dept : 313 12/1/75 G.O. BONDS

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
UNAPPROPRIATED						
0.00	0.00	0	92010 UNAPROP END FUND BAL			
0.00	0.00	0	92199 TOTAL UNAPPROPRIATED	0	0	0
DEBT SERVICE						
50,000.00	50,000.00	0	95100 BOND PRINCIPAL			
25,250.00	18,700.00	0	95200 BOND INTEREST			
75,250.00	68,700.00	0	95999 TOTAL DEBT SERVICE	0	0	0
75,250.00	68,700.00	0	99000 TOTAL DEPT EXP	0	0	0
75,250.00	68,700.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 30 DEBT SERVICE FUNDS
 Dept : 314 G.O. FUND REVENUE

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
55,227.48	60,484.73	55,450	47010 CURRENT PROPERTY TAXES	55,025	55,025	56,025
10,020.20	8,690.03	8,000	47020 DELINQUENT PROP TAXES	8,000	8,000	8,000
1,994.22	1,530.37	1,700	48100 INTEREST ON INVESTMENT	1,700	1,700	1,700
186.79	159.81	200	48101 INTEREST ON TAXES	100	100	100
23,344.44	15,523.13	14,000	49901 BEGINNING BALANCE	11,200	11,200	10,000
90,773.13	86,388.07	79,350	49998 TOTAL REVENUE	76,025	76,025	75,825
UNAPPROPRIATED						
0.00	0.00	10,500	92010 UNAPROP END FUND BAL	10,500	10,500	10,300
0.00	0.00	10,500	92199 TOTAL UNAPPROPRIATED	10,500	10,500	10,300
DEBT SERVICE						
0.00	0.00	50,000	95100 BOND PRINCIPAL	50,000	50,000	50,000
0.00	0.00	18,850	95200 BOND INTEREST	15,525	15,525	15,525
0.00	0.00	68,850	95999 TOTAL DEBT SERVICE	65,525	65,525	65,525
0.00	0.00	79,350	99000 TOTAL DEPT EXP	76,025	76,025	75,825
90,773.13-	86,388.07-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

1985 WATER REFUNDING BOND

Page 1 of 1

PROGRAM DESCRIPTION:

In 1985, an advance refunding instrument was issued for \$4,360,000 to take advantage of low interest rates, and to stabilize the long-term debt service in the water utility. This bond was used to refund the original bond sold to PP&L in advance of its full term, and saved approximately \$300,000 (present value) over the full term of the PP&L bond. The PP&L bond was paid off November 1, 1987. Payment of the debt service is generated by interest accruing on the funds of the 1986 Refunding issue held in trust by 1st Interstate Bank (see Water Utility for 1986 Bond).

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 30 DEBT SERVICE FUNDS
 Dept : 315 1985 WATER REFINANCE BONDS

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	48100 INTEREST ON INVESTMENT			
0.00	0.00	451,275	49901 BEGINNING BALANCE	450,138	450,138	450,138
0.00	0.00	451,275	49998 TOTAL REVENUE	450,138	450,138	450,138
DEBT SERVICE						
0.00	0.00	80,000	95100 BOND PRINCIPAL	85,000	85,000	85,000
0.00	0.00	371,275	95200 BOND INTEREST	365,138	365,138	365,138
0.00	0.00	451,275	95999 TOTAL DEBT SERVICE	450,138	450,138	450,138
0.00	0.00	451,275	99000 TOTAL DEPT EXP	450,138	450,138	450,138
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0
15,523.13-	17,688.07-	0	99500 FUND TOTAL (SURP/DEF)	0	0	0

PROGRAM INFORMATION

WATER UTILITY

Page 1 of 8

PROGRAM DESCRIPTION:

The responsibilities of the water utility are twofold. First, the treatment of raw water, which is accomplished at the Water Treatment Facility at 2nd and A Streets. The City contracts for the operation of the Treatment Plant with Operations Management International (OMI). Second, the transmission, storage, and distribution of treated water. The treatment process consists of a combination of chemical and filtration treatment. The plant operates at an average of 1.7 million gallons per day, and has an effective capacity of 4.0 million gallons per day.

Transmission, storage and distribution of the water after treatment is handled by the Water Section of the Public Works Maintenance Services Division and the Engineering Services Division.

The city has approximately 51 miles of water main ranging in size from two inches to sixteen inches in diameter. The mains are made up of many different materials that reflect technology and economics of the era in which they were installed. There is steel, ductile, cast iron, galvanized steel, asbestos-cement, P.V.C. plastic, and even a small amount of old wooden pipe has been reported but not confirmed.

Storage facilities consist of two, 2-million gallon storage tanks; one located on East Grant Street, and one south of Vaughan Lane on South 5th Street. These tanks help equalize the pressure in the entire water system, and also serve for storage of water in the event that the treatment plant stops producing water for a short period of time.

The system terminates in about 3,700 services. All are metered with the exception of a few that are strictly for use in case of fire. Most of our services to residences are 3/4" lines consisting of either galvanized or copper pipe.

PROGRAM INFORMATION

WATER UTILITY

Page 2 of 8

PROGRAM DESCRIPTION: (continued)

We maintain 273 fire hydrants throughout the city for fire protection of both family homes and businesses. This is a very important part of the water system. Our ability to provide adequate water for fire protection is a vital component in the calculation of fire insurance rates for the residences and businesses served by the city system.

General maintenance of the system includes repair of main and service line leaks; adding new services as needed; repair, testing and replacement of meters; repair of main line valves, general service orders, turning services off and on, and helping customers with complaints about the taste of their water and leaks they may have. We test the water in the system, and flush dead end lines and poor circulation areas. Once or twice a year we try to completely flush the system. We also have an extensive meter replacement program. Other maintenance includes taking care of the non-potable water system at Santiam Canal Industrial Park.

Our cross-connection control program is now well underway. Federal regulations require that we find and control sources of lead that leaches into the water. Maintenance forces have spent and will continue to spend more hours replacing "lead pigtails" wherever we may find them. A pigtail is a short connecting pipe that runs between the main line and the pipe that ends in a water service. Lead was used years ago because it was the only flexible pipe available.

Larger construction and major maintenance projects are handled by the Engineering Services Division. Engineering personnel design improvements, contract for construction, supervise construction activity, and provide contract administration services.

PROGRAM INFORMATION

WATER UTILITY

Page 3 of 8

PROGRAM DESCRIPTION: (continued)

Engineering personnel determine the needs of industrial, institutional and other large users and calculate meter sizing and design service extensions to meet those needs. Where existing mainline flows are inadequate to meet the requirements of potential development, engineering staff utilizes computer modeling of the water system to find the most economical means of increasing flows.

Through the site review process, the Engineering Services Division evaluates proposed extensions to and uses of the water system. In this manner, engineering personnel insure that the system grows in an orderly and predictable manner with no degradation of the service provided to current users.

Specific projects proposed for F.Y. 1991-92 include replacing a 2" water main on Park Street (Hwy. 20) from Vine Street to Isabella Street. This section of water main has had numerous leaks and is rapidly loosing its ability to hold repair bands without additional leakage. The Santiam Canal Industrial Park (SCIP) headgates will be rebuilt due to vandalism. There will also be included two projects carried over from the 1990-91 budget; raw water flow meter replacement, and parking lot drainage improvement, both at the Water Treatment Plant.

Billing and accounting services for the water and wastewater utilities are provided by the Finance Department. A private contractor (Metereaders) reads the meters and provides the readings to the City on a computer diskette which electronically passes the new readings into the computer.

Every year the Water Department hires one temporary maintenance worker for 4 months. This is necessary because in the warmer months, the water crew must provide increased assistance to construction activity outside the regular maintenance division work and because in the summer

PROGRAM INFORMATION

WATER UTILITY

Page 4 of 8

PROGRAM DESCRIPTION: (continued)

there are more water leaks. Without this assistance, we could not provide prompt service to the contractors, and the time lag from the first report of a water leak to its final repair would be longer than is acceptable.

In January 1990, as part of its commitment to create a stable funding base, the City Council approved the first in a series of proposed rate increases intended to provide the funding for badly needed improvements to the water system. The rate increases were based on certain assumptions, two of which affect the budget process. They are that costs for materials and services should increase at no more than 4% per year, and costs for personnel should increase no more than 6% per year. Requirements to stay within the 6% for personnel were met, even though personnel costs for economic development and the City Council were added. This is because some positions were reduced or eliminated (for example: Administrative Assistant and Finance Clerks).

The 4% for materials and services was exceeded as described below.

As you know, several years ago most costs attributable to the utilities were removed from the General Fund. This year the impact of Measure 5 on the General Fund budget forced us to look very hard to discover if there were some costs that should be paid by other funds. The following costs were added in excess of the 4% projection:

PROGRAM INFORMATION

WATER UTILITY

Page 5 of 8

PROGRAM DESCRIPTION: (continued)

Codification	\$ 600
Communications (telephone)	2,000
Duplication (main copier)	2,600
Building Maintenance (City Hall)	1,000
Utilities (City Hall)	2,000
Grant Application Cost	5,000
Unemployment	2,000
Election for Water Bonds	5,000
OMI Contract	1,685
SCIP Canal Headgate Project	42,000
Park Street Waterline	<u>30,000</u>
Total Increase	\$ 93,885

The costs will be offset this year by \$5,000 in anticipated Engineering fee revenue and by unanticipated revenue from the rates.

PROGRAM INFORMATION

WATER UTILITY

Page 6 of 8

PROGRAM DESCRIPTION: (continued)

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Accounting Clerk	1.00 FTE	.80 FTE
Administrative Assistant	.20 FTE	.08 FTE
Administrative Secretary	.15 FTE	.16 FTE
Building Inspector	.04 FTE	.02 FTE
City Administrator	.20 FTE	.20 FTE
Crew Chief	.00 FTE	1.00 FTE
Director of Public Works	.15 FTE	.24 FTE
Engineering Division Manager	.14 FTE	.18 FTE
Engineering Technician I	.17 FTE	.30 FTE
Engineering Technician II	.19 FTE	.07 FTE
Engineering Technician III	.33 FTE	.36 FTE
Finance Director	.25 FTE	.30 FTE
Finance Operations Manager	.30 FTE	.30 FTE
Maintenance Division Manager	.35 FTE	.36 FTE
Maintenance Worker	2.00 FTE	2.00 FTE
Payroll Clerk Confidential	.15 FTE	.24 FTE
Secretary/Accounts Payable Clerk	.30 FTE	.312 FTE
Secretary I	.15 FTE	.20 FTE
Senior Maintenance Worker	<u>2.00 FTE</u>	<u>1.00 FTE</u>
 SUBTOTAL - Regular	 8.07 FTE	 8.122 FTE
 Temporary Finance	 .176 FTE	 .00 FTE
Temporary Maintenance	<u>.36 FTE</u>	<u>.33 FTE</u>
 TOTAL	 8.606 FTE	 8.452 FTE
 Contract - City Attorney	 7.13% of Contract	
 Mayor & City Council	 20% of stipend	

PROGRAM INFORMATION

WATER UTILITY

Page 7 of 8

1991-92 GOALS STATEMENT:

The Water Treatment Plant improvement projects planned under this program supports the Council goal to "Improve Utility and Transportation Systems."

In addition to specific projects, the water fund provides for ongoing maintenance, operation, and water quality protection of the water system.

The goal to "Encourage Economic Development" is furthered through research and resource assistance for prospective development.

PROGRAM INFORMATION

WATER UTILITY

Page 8 of 8

1991-92 SUPPLEMENTAL BUDGET

While no formal action was required to change appropriations in this fund, \$700 was approved to pay 1/3 the cost of a check signer and the FTE allocations were changed as follows:

<u>POSITIONS:</u>	<u>Original</u> <u>1991-92</u>	<u>Supplemental</u> <u>1991-92</u>
Accounting Clerk	.80 FTE	1.00 FTE
Administrative Assistant	.08 FTE	.00 FTE
Administrative Secretary	.16 FTE	.16 FTE
Building Inspector	.02 FTE	.02 FTE
City Administrator	.20 FTE	.20 FTE
Crew Chief	1.00 FTE	1.00 FTE
Director of Public Works	.24 FTE	.24 FTE
Engineering Division Manager	.18 FTE	.18 FTE
Engineering Technician I	.30 FTE	.30 FTE
Engineering Technician II	.07 FTE	.07 FTE
Engineering Technician III	.36 FTE	.36 FTE
Finance Director	.30 FTE	.30 FTE
Finance Operations Manager	.30 FTE	.30 FTE
Maintenance Division Manager	.36 FTE	.36 FTE
Maintenance Worker	2.00 FTE	2.00 FTE
Payroll Clerk Confidential	.24 FTE	.15 FTE
Secretary/Accounts Payable Clerk	.312 FTE	.26 FTE
Secretary I	.20 FTE	.20 FTE
Senior Maintenance Worker	<u>1.00 FTE</u>	<u>1.00 FTE</u>
 SUBTOTAL - Regular	 8.122 FTE	 8.10 FTE
 Temporary Finance	 .00 FTE	 .00 FTE
Temporary Maintenance	<u>.33 FTE</u>	<u>.33 FTE</u>
 TOTAL	 8.452 FTE	 8.43 FTE
 Contract - City Attorney	 7.13% of Contract	
 Mayor & City Council	 20% of stipend	

Date : 7/09/91
Time : 4:24
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CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
Dept : 430 WATER UTILITY

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	935.00	900	48042 CREDIT CHECKS	900	900	900
23,295.80	22,834.63	30,000	48051 DEPOSITS RECEIVED	24,000	24,000	24,000
0.00	0.00	0	48060 ENGINEERING FEES	5,000	5,000	5,000
16,299.67	9,259.56	20,000	48100 INTEREST ON INVESTMENT	16,000	16,000	16,000
1,002,022.44	1,062,852.01	1,200,000	48121 WATER FEES	1,400,000	1,400,000	1,400,000
19,899.36	14,520.96	7,000	48140 MISCELLANEOUS REVENUE	10,000	10,000	10,000
0.00	15.21	0	48225 ENERGY SAVINGS REBATE			
288,956.97	168,268.58	108,858	49901 BEGINNING BALANCE	230,000	230,000	215,000
1,350,474.24	1,278,685.95	1,366,758	49998 TOTAL REVENUE	1,685,900	1,685,900	1,670,900
PERSONNEL SERVICES						
192,753.94	198,188.79	215,624	50001 SALARIES	224,571	224,571	224,571
88,591.78	86,291.27	97,690	50003 FRINGE BENEFITS	100,196	100,196	100,196
0.00	11,021.31	7,442	50250 PART TIME	5,710	5,710	5,710
0.00	0.00	1,700	50255 PARENTAL LEAVE EXPENSE	1,700	1,700	1,700
0.00	1,197.39	1,354	50600 OVERTIME	1,900	1,900	1,900
281,345.72	296,698.76	323,810	59999 TOTAL PERSONNEL SERV	334,077	334,077	334,077
MATERIALS & SERVICES						
0.00	0.00	0	60300 DEPRECIATION			
0.00	0.00	25	61009 ADVERTISING (PW)	25	25	25
293.72	911.67	100	61010 ADVERTISING	100	100	100
0.00	961.31	400	61011 ADVERTISING (ENG)	200	200	600
136.09	152.64	100	61012 ADVERTISING (MAINT)	100	100	100
1,309.00	1,560.86	1,800	61013 AUDIT EXPENSE	1,800	1,800	1,800
0.00	0.00	0	61015 CODIFICATION EXPENSE	600	600	600
0.00	0.00	0	61120 COMMUNICATIONS	2,000	2,000	2,000
0.00	0.00	100	61121 COMMUNICATION (ENG)	100	100	100
164.82	307.00	400	61122 COMMUNICATION (MAINT)	400	400	400
0.00	0.00	20	61123 COMMUNICATION (PW)	35	35	35
3,118.10	2,207.85	1,300	61124 COMPUTER EXPENSE	900	900	900
693.03	1,546.29	500	61126 COMPUTER EXP (ENG)	1,100	1,100	1,100
102.67	361.41	500	61127 COMPUTER EXP (MAINT)	500	500	500
0.00	0.00	220	61128 COMPUTER EXP (PW)	230	230	230
21,852.57	16,931.46	19,550	61130 CONTRACT SERVICES	19,350	19,350	19,350
0.00	0.00	236,200	61131 CONTRACT SERVICES (PW)	245,100	245,100	245,100
257,908.00	226,733.00	2,540	61133 CONTRACT SERV (ENG)	28,440	28,440	29,440
3,980.00	4,000.00	4,750	61134 CONTRACT SERV (MAINT)	4,600	4,600	4,600
26,035.93	21,595.84	30,000	61200 DEPOSITS REFUNDED	24,000	24,000	24,000
4,004.69	2,888.81	3,710	61240 DEPT/OPERATING EXPENSE	3,710	3,710	3,710

Date : 7/09/91
 Time : 4:24
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CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
 Dept : 430 WATER UTILITY

88-89	89-90	90-91		91-92		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
2,372.10	941.13	1,400	61241 OPERATING EXP (ENG)	300	300	300
41,725.95	56,362.94	57,035	61242 OPERATING EXP (MAINT)	59,400	59,400	59,200
0.00	0.00	7,315	61243 OPERATING EXP (PW)	8,765	8,765	13,765
57.61	103.01	0	61250 DEPT/OP SUPPLIES			
18.05	1,086.92	750	61251 OP SUPPLIES (ENG)	750	750	750
2,637.64	1,737.18	2,350	61252 OP. SUPPLIES (MAINT)	2,350	2,350	2,350
0.00	0.00	150	61253 OP SUPPLIES (PW)	180	180	180
0.00	234.49	150	61290 DUES & SUBSCRIPTIONS	300	300	300
447.00	365.00	265	61291 DUES & SUBSCRIPT (ENG)	265	265	265
261.84	221.50	300	61292 DUES & SUBS (MAINT)	375	375	375
0.00	0.00	575	61293 DUES & SUBSCRIPT (PW)	705	705	705
1,716.75	2,002.10	3,500	61300 DUPLICATION	6,100	6,100	6,100
0.00	0.00	0	61305 GRANT APPLICATION COST	5,000	5,000	5,000
0.00	0.00	0	61310 ELECTIONS	5,000	5,000	5,000
867.02	851.05	1,200	61320 EDUCATION & TRAINING	500	500	500
617.15	774.00	500	61321 EDUCATION & TRNG (ENG)	600	600	600
1,900.60	2,253.10	2,000	61322 ED & TRNG (MAINT)	2,300	2,300	2,300
0.00	0.00	250	61323 EDUCATION & TRNG (PW)	475	475	475
9,520.48	8,175.97	9,000	61400 INSURANCE	9,000	9,000	9,000
0.00	0.00	0	61401 UNEMPLOY INS	2,000	2,000	2,000
0.00	0.00	1,000	61420 INS REPAIR & DEDUCT	1,000	1,000	1,000
57.10-	0.00	0	61500 UNIFORM-BUY & CLEAN			
0.00	50.00	50	61501 UNIFORMS (ENG)	50	50	50
1,153.12	1,334.48	1,550	61502 UNIFORMS (MAINT)	1,600	1,600	1,600
0.00	0.00	0	61560 MAINT/BLDG	1,000	1,000	1,000
1,594.00	849.05	1,100	61562 MAINT/BLDG (MAINT)	1,100	1,100	1,100
120.72	164.32	100	61570 MAINT/EQPT	100	100	100
23.00	50.00	100	61571 MAINT/EQPT (ENG)	100	100	100
223.00	161.33	500	61572 MAINT/EQPT (MAINT)	500	500	500
0.00	0.00	40	61573 MAINT/EQPT (PW)	50	50	50
0.00	0.00	0	61580 MAINT/VEHICLES			
0.00	559.27	360	61581 MAINT/VEHICLES (ENG)	360	360	360
6,863.41	6,488.40	7,050	61582 MAINT/VEHICLES (MAINT)	8,050	8,050	8,050
384.62	213.87	700	61600 MEETINGS & CONFERENCES	400	400	400
860.12	775.02	1,025	61601 MTGS & CONF (ENG)	880	880	880
410.29	769.53	1,100	61602 MTGS & CONF (MAINT)	690	690	690
0.00	0.00	920	61603 MTGS & CONF (PW)	650	650	650
470.77	854.73	600	61700 OFFICE SUPPLIES	600	600	600
283.85	457.40	0	61701 OFFICE SUPPLIES (ENG)			
149.90	267.29	250	61702 OFF SUPPLIES (MAINT)	250	250	250
0.00	0.00	450	61703 OFFICE SUPPLIES (PW)	450	450	450
0.00	51.21	0	61800 PETROLEUM			
12.18	71.61	100	61801 PETROLEUM (ENG)	100	100	100
2,977.45	3,638.91	3,200	61802 PETROLEUM (MAINT)	3,200	3,200	3,200
4,386.39	4,011.07	6,500	61820 POSTAGE	6,500	6,500	6,500
4,446.16	992.17	4,500	61850 REFUNDS	4,500	4,500	4,500
0.00	70.37	0	61900 UTILITIES	2,000	2,000	2,000
2,396.35	2,490.84	2,500	61902 UTILITIES (MAINT)	2,500	2,500	2,500
408,439.04	379,587.40	422,650	69999 TOTAL MAT & SERV	474,285	474,285	480,485

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
Dept : 430 WATER UTILITY

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
CAPITAL OUTLAY						
0.00	124.94	0	72100 BUILDINGS			
6,864.25	897.98	0	72102 BUILDINGS (MAINT)			
0.00	659.51	0	72300 IMPROVEMENTS			
5,499.98	3,633.39	20,150	72301 IMPROVEMENTS (ENG)	30,000	30,000	87,000
0.00	0.00	10,500	72302 IMPROVEMENTS (MAINT)			8,500
10,807.84	6,387.50	1,000	72500 OFFICE EQPT.			550
840.00	250.00	550	72501 OFFICE EQPT (ENG)			
0.00	0.00	600	72502 OFFICE EQPT (MAINT)			
0.00	0.00	700	72503 OFFICE EQPT (PW)			
1,300.00	0.00	0	72600 OTHER EQPT.			
6,713.05	0.00	1,980	72602 OTHER EQPT (MAINT)	5,600	5,600	5,800
17,708.22	0.00	0	72802 VEHICLES (MAINT)	1,000	1,000	1,000
49,733.34	11,953.32	35,480	79999 TOTAL CAPITAL OUTLAY	36,600	36,600	102,850
CONTINGENCIES						
0.00	0.00	125,831	80005 OPERATING CONTINGENCY	180,000	180,000	129,550
0.00	0.00	125,831	89999 TOTAL CONTINGENCIES	180,000	180,000	129,550
INTERFUND TRANSFERS						
4,050.00	5,000.00	19,000	90105 TO EQPT ACQ & REP FUND	13,950	13,950	15,450
0.00	0.00	0	90120 TO WATER CIP	209,350	209,350	170,850
4,050.00	5,000.00	19,000	90990 TOTAL INTERFUND TRANS	223,300	223,300	186,300
DEBT SERVICE						
105,000.00	115,000.00	120,000	95100 BOND PRINCIPAL	125,000	125,000	125,000
333,637.57	327,037.43	319,987	95200 BOND INTEREST	312,638	312,638	312,638
438,637.57	442,037.43	439,987	95999 TOTAL DEBT SERVICE	437,638	437,638	437,638
1,182,205.67	1,135,276.91	1,366,758	99000 TOTAL DEPT EXP	1,685,900	1,685,900	1,670,900
168,268.57-	143,409.04-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

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FUND: 40 - ENTERPRISE

DEPARTMENT: 430 - WATER UTILITY

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61009 ADVERTISING (PW):	25	<u>25</u>
61010 ADVERTISING:		
Personnel recruitment	100	<u>100</u>
61011 ADVERTISING (ENG):		
Projects	500	
Personnel recruitment	100	<u>600</u>
61012 ADVERTISING (MT):		
Personnel recruitment	100	<u>100</u>
61013 AUDIT EXPENSE:		
Share of audit expense	1,800	<u>1,800</u>
61015 CODIFICATION EXPENSE:		
Compilation and one year's update of city ordinances	600	<u>600</u>
61120 COMMUNICATIONS:		
Telephone - City Hall offices	2,000	<u>2,000</u>
61121 COMMUNICATIONS (ENG):		
Service and repair of radio equipment	100	<u>100</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 2 of 11

FUND: 40 - ENTERPRISE

DEPARTMENT: 430 - WATER UTILITY

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61122 COMMUNICATIONS (MT):		
Service and repair of radio equipment	400	<u>400</u>
61123 COMMUNICATIONS (PW):		
Service and repair of radio equipment	35	<u>35</u>
61124 COMPUTER EXPENSE:		
Maintenance and repairs	500	
Programs and programming	400	<u>900</u>
61126 COMPUTER EXPENSE (ENG):		
Service and repair of hardware	200	
Supplies	100	
Software	700	
Training	100	<u>1,100</u>
61127 COMPUTER EXPENSE (MT):		
Service and repair of hardware	200	
Supplies	100	
Software	200	<u>500</u>
61128 COMPUTER EXPENSE (PW):		
Service and repair of hardware	110	
Supplies	40	
Software	40	
Training	40	<u>230</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 3 of 11

FUND: 40 - ENTERPRISE

DEPARTMENT: 430 - WATER UTILITY

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61130 CONTRACT SERVICES:		
Contract for Meter Readers	13,027	
Credit checks	400	
Credit collection	300	
First Interstate Bank, bond administration	2,000	
City attorney	3,423	
Xerox contract, supplies, finance	200	<u>19,350</u>
61131 CONTRACT SERVICES (PW):		
Contract for Canal Maintenance (City of Albany)	30,000	
Operation of Water Treatment Plant (OMI)	214,820	
Cathodic Protection Maintenance Agreement (SCIP)	280	<u>245,100</u>
61133 CONTRACT SERVICES (ENG):		
Leak detection survey	9,500	
Digitize base maps (CAD)	1,400	
Projects consultant services	15,000	
Consultant services	3,540	<u>29,440</u>
61134 CONTRACT SERVICES (MT):		
Contract for maintenance of Fire System at S.C.I.P.	4,200	
Janitorial service for shop	400	<u>4,600</u>
61200 DEPOSITS REFUNDED:	24,000	<u>24,000</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 4 of 11

FUND: 40 - ENTERPRISE

DEPARTMENT: 430 - WATER UTILITY

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Expense reimbursement	1,680	
Employee Assistance Program	620	
Safety Incentive Program	650	
Miscellaneous Finance materials	760	<u>3,710</u>
61241 DEPARTMENT/OPERATING EXPENSE (ENG):		
Expense reimbursement	200	
Testing lab expense	100	<u>300</u>
61242 DEPARTMENT/OPERATING EXPENSE (MT):		
Shop rental	2,400	
"One Call" monthly assessment (67%)	200	
SCIP Pumphouse expense	600	
Water quality testing	2,500	
Operating permits, landfill fees	400	
Tool and equipment rental	2,000	
Water main repairs	16,000	
Service line repair and replacement	12,000	
Meter repair and replacement/Meter Replacement Program	18,000	
Storage facility maintenance	1,000	
Contract testing of large meters	2,000	
Hydrant repair and painting	1,800	
Cathodic Protection Service Contract @SCIP	300	<u>59,200</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 5 of 11

FUND: 40 - ENTERPRISE

DEPARTMENT: 430 - WATER UTILITY

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61243 DEPARTMENT/OPERATING EXPENSE (PW):		
Consultant services	2,000	
Expense reimbursement	600	
Water Distribution Certification fee	40	
Water quality testing	1,000	
Electrical service repairs (WTP)	10,000	
Southern Pacific Lease	125	<u>13,765</u>
61251 DEPARTMENT/OPERATING SUPPLIES (ENG):		
Reference books	200	
Assessor maps/microfilm	150	
Drafting supplies	100	
Surveying and inspection supplies	300	<u>750</u>
61252 DEPARTMENT/OPERATING SUPPLIES (MT):		
Reference books	100	
Drafting supplies	50	
Hand tools, hardware, cleaners	2,200	<u>2,350</u>
61253 DEPARTMENT/OPERATING SUPPLIES (PW):		
Assessor maps/microfilm	25	
Reference, code and other books	155	<u>180</u>
61290 DUES & SUBSCRIPTIONS:	300	<u>300</u>
61291 DUES & SUBSCRIPTIONS (ENG):		
American Public Works Association (APWA)	45	
American Waterworks Association (AWWA)	120	
Engineering dues and subscriptions	100	<u>265</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 6 of 11

FUND: 40 - ENTERPRISE

DEPARTMENT: 430 - WATER UTILITY

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61292 DUES & SUBSCRIPTIONS (MT):		
American Public Works Association (APWA)	25	
American Waterworks Association (AWWA)	150	
East Linn Coordination Council (ELCC)	200	<u>375</u>
61293 DUES & SUBSCRIPTIONS (PW):		
American Public Works Association (APWA)	20	
American Water Works Association (AWWA)	65	
Oregon Association of Water Utilities (OAWU)	460	
AWWA Standards Service	85	
Subscriptions	75	<u>705</u>
61300 DUPLICATION:	6,100	<u>6,100</u>
61305 GRANT APPLICATION COST:		
Costs for materials, maps, slides, drawings, photos, etc.	5,000	<u>5,000</u>
61310 ELECTIONS:		
To pay for election referendum on water bond sale	5,000	<u>5,000</u>
61320 EDUCATION & TRAINING:		
Training, workshops, seminars	500	<u>500</u>
61321 EDUCATION & TRAINING (ENG):		
Training, workshops, seminars	600	<u>600</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 7 of 11

FUND: 40 - ENTERPRISE

DEPARTMENT: 430 - WATER UTILITY

	<u>SUB-LINE</u>	
<u>MATERIALS & SERVICES</u>	<u>ITEM TOTAL</u>	<u>LINE TOTAL</u>
61322 EDUCATION & TRAINING (MT):		
Training, workshops, seminars	1,900	
Reimbursement for course work	400	<u>2,300</u>
61323 EDUCATION & TRAINING (PW):		
Training, workshops, seminars	475	<u>475</u>
61400 INSURANCE:		
Vehicle, general liability, equipment and building coverage	9,000	<u>9,000</u>
61401 UNEMPLOYMENT INSURANCE	2,000	<u>2,000</u>
61420 INSURANCE REPAIR & DEDUCT (MT):	1,000	<u>1,000</u>
61501 UNIFORM PURCHASE/LAUNDERING (ENG):		
Rain gear	50	<u>50</u>
61502 UNIFORM PURCHASE/LAUNDERING (MT):		
Rain gear, rubber boots, gloves	175	
Purchase, repair, cleaning of uniforms and safety equipment	1,425	<u>1,600</u>
61560 MAINTENANCE/BUILDING & GROUNDS:		
City Hall offices	1,000	<u>1,000</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 8 of 11

FUND: 40 - ENTERPRISE

DEPARTMENT: 430 - WATER UTILITY

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61562 MAINTENANCE/BUILDING & GROUNDS (MT):		
Water building and storage facility	500	
Share of main shop building maintenance	500	
SCIP pumphouse maintenance	100	<u>1,100</u>
61570 MAINTENANCE/EQUIPMENT:		
Service and repair of office equipment	100	<u>100</u>
61571 MAINTENANCE/EQUIPMENT (ENG):		
Service and repair of office/field equipment	100	<u>100</u>
61572 MAINTENANCE/EQUIPMENT (MT):		
Service and repair of office/field equipment	500	<u>500</u>
61573 MAINTENANCE/EQUIPMENT (PW):		
Service and repair of office equipment	50	<u>50</u>
61581 MAINTENANCE/VEHICLES (ENG):		
Engineering pickups (3)	360	<u>360</u>
61582 MAINTENANCE/VEHICLES (MT):		
Utility truck (3) (engine rebuild W-3)	2,500	
Trailer	50	
OMI Pickup	100	
Payment to Fire District for mechanic	5,400	<u>8,050</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 9 of 11

FUND: 40 - ENTERPRISE

DEPARTMENT: 430 - WATER UTILITY

	<u>SUB-LINE</u>	
<u>MATERIALS & SERVICES</u>	<u>ITEM TOTAL</u>	<u>LINE TOTAL</u>
61600 MEETINGS & CONFERENCES:		
Business meetings and travel luncheons	400	<u>400</u>
61601 MEETINGS & CONFERENCES (ENG):		
AWWA Conference	760	
APWA Conference	70	
Business meetings and travel luncheons	50	<u>880</u>
61602 MEETINGS & CONFERENCES (MT):		
AWWA Conference	490	
APWA Conference	100	
Business meetings and travel luncheons	100	<u>690</u>
61603 MEETINGS & CONFERENCES (PW):		
AWWA Conference	530	
APWA Conference	90	
Business meetings and travel luncheons	30	<u>650</u>
61700 OFFICE SUPPLIES:	600	<u>600</u>
61702 OFFICE SUPPLIES (MT):	250	<u>250</u>
61703 OFFICE SUPPLIES (PW):	450	<u>450</u>
61801 PETROLEUM PRODUCTS (ENG):		
Gasoline, oil lubricants	100	<u>100</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 10 of 11

FUND: 40 - ENTERPRISE

DEPARTMENT: 430 - WATER UTILITY

<u>MATERIALS & SERVICES</u>		<u>SUB-LINE</u>	<u>ITEM TOTAL</u>	<u>LINE TOTAL</u>
61802	PETROLEUM PRODUCTS (MT):			
	Gasoline, oil, lubricants		3,200	<u>3,200</u>
61820	POSTAGE:			
	Postage for billing and notice		6,500	<u>6,500</u>
61850	REFUNDS:			
	Billing and fee returns		4,500	<u>4,500</u>
61900	UTILITIES:			
	City Hall offices		2,000	<u>2,000</u>
61902	UTILITIES (MT):			
	Electricity, Water Reservoirs, Water Shop, S.C.I.P. Pumphouse		2,500	<u>2,500</u>
 <u>CAPITAL OUTLAY</u>				
72301	IMPROVEMENTS (ENG):			
	Raw water flow meter		15,000	
	SCIP Canal Gate repair		42,000	
	Park Street waterline		30,000	<u>87,000</u>
72302	IMPROVEMENTS (PW):			
	Parking Lot & drainage at Water Shop		8,500	<u>8,500</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 11 of 11

FUND: 40 - ENTERPRISE

DEPARTMENT: 430 - WATER UTILITY

<u>CAPITAL OUTLAY</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
72500 OFFICE EQUIPMENT:		
Carryover payment from 1990-91 for Finance software	550	<u>550</u>
72602 OTHER EQUIPMENT (MT):		
Cellular phone (S1)	200	
Material handling forks for backhoe	1,200	
Small crane for service truck (replacement)	2,400	
Speed shoring	2,000	<u>5,800</u>
72802 VEHICLES (MT):		
Annual trade-out program for Case Backhoe	1,000	<u>1,000</u>
 <u>INTERFUND TRANSFER</u>		
90105 TO EQUIPMENT ACQUISITION AND REPLACEMENT FUND:		
Water Treatment Plant repair reserve	4,400	
Water vehicles replacement reserve	8,600	
Engineering vehicles replacement reserve	450	
State and federal surplus reserve	500	
Computer replacement reserve	1,500	<u>15,450</u>
90120 TO WATER CIP:		
System repairs - will be used to reduce amount of bond if sold	170,850	<u>170,850</u>

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
 Dept : 434 WATER BOND REVENUE

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	42030 BOND SALE PROCEEDS	3,250,000	3,250,000	3,250,000
0.00	0.00	0	48100 INTEREST ON INVESTMENT	185,000	185,000	185,000
0.00	0.00	0	49022 FROM WATER FUND	209,350	209,350	170,850
0.00	0.00	0	49110 FROM FAU STREETS			8,300
0.00	0.00	0	49901 BEGINNING BALANCE	27,000	27,000	62,000
0.00	0.00	0	49998 TOTAL REVENUE	3,671,350	3,671,350	3,676,150
0.00	0.00	0	99000 TOTAL DEPT EXP	0	0	0
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	3,671,350	-3,671,350	-3,676,150

PROGRAM INFORMATION

WATER UTILITY CAPITAL IMPROVEMENT PROGRAM

Page 1 of 2

PROGRAM DESCRIPTION:

Lebanon's 1989 Water System Master Plan identified improvement and rehabilitation projects necessary to maintain current service levels while allowing for growth and development. The identified improvements were beyond the scope of the existing water revenue fund. Pared somewhat from the program recommended in the master plan, the CIP includes all projects believed necessary to insure continuation of existing service levels and to insure that Lebanon's door is open to economic development opportunities.

In January 1990, the City Council approved a three-year capital improvement program based on the recommendation of the Rate Advisory Committee. The program is to be financed by borrowing, the repayment of which would be funded by increased water user rates. Efforts during 1990-91 were focused on limited preliminary engineering for construction during 1991-92.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Administrative Secretary	.05 FTE	.09 FTE
Associate Civil Engineer	.34 FTE	.50 FTE
Director of Public Works	.05 FTE	.07 FTE
Engineering Division Manager	.12 FTE	.14 FTE
Engineering Technician I	.10 FTE	.00 FTE
Engineering Technician II	.10 FTE	.40 FTE
Engineering Technician III	.30 FTE	.38 FTE
Project Engineer	.00 FTE	.37 FTE
Secretary I	<u>.24 FTE</u>	<u>.10 FTE</u>
 SUBTOTAL - Regular	 1.30 FTE	 2.05 FTE
Temporary Maintenance	<u>.00 FTE</u>	<u>.25 FTE</u>
TOTAL	1.30 FTE	2.30 FTE

PROGRAM INFORMATION

WATER UTILITY CAPITAL IMPROVEMENT PROGRAM

Page 2 of 2

1991-92 GOALS STATEMENT:

Water System Capital Improvement Program funds support activities designed to meet the Council goals to "Improve Utility and Transportation Systems" and to "Encourage Economic Development."

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
 Dept : 435 WATER UTILITY C.I.P.

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	1,000	48100 INTEREST ON INVESTMENT			
0.00	0.00	122,000	48117 LOAN-FROM WWTR CIP			
0.00	0.00	0	49901 BEGINNING BALANCE			
0.00	0.00	123,000	49998 TOTAL REVENUE	0	0	0
PERSONNEL SERVICES						
0.00	0.00	35,854	50001 SALARIES	65,914	65,914	66,479
0.00	0.00	14,776	50003 FRINGE BENEFITS	27,807	27,807	28,056
0.00	0.00	0	50250 PART TIME	3,380	3,380	3,380
0.00	0.00	0	50600 OVERTIME			
0.00	0.00	50,630	59999 TOTAL PERSONNEL SERV	97,101	97,101	97,915
MATERIALS & SERVICES						
0.00	0.00	4,200	61011 ADVERTISING (ENG)	3,000	3,000	3,000
0.00	0.00	1,000	61126 COMPUTER EXP (ENG)	2,000	2,000	2,000
0.00	0.00	25,000	61133 CONTRACT SERV (ENG)	79,400	79,400	98,250
0.00	0.00	1,000	61241 OPERATING EXP (ENG)	1,000	1,000	1,000
0.00	0.00	0	61243 OPERATING EXP (PW)	305	305	305
0.00	0.00	1,200	61251 OP SUPPLIES (ENG)	500	500	500
0.00	0.00	180	61291 DUES & SUBSCRIPT (ENG)	150	150	150
0.00	0.00	500	61321 EDUCATION & TRNG (ENG)	1,100	1,100	1,100
0.00	0.00	0	61323 EDUCATION & TRNG (PW)	100	100	100
0.00	0.00	250	61501 UNIFORMS (ENG)	200	200	200
0.00	0.00	600	61561 MAINT/BLDG (ENG)	300	300	300
0.00	0.00	100	61571 MAINT/EQPT (ENG)	100	100	100
0.00	0.00	200	61581 MAINT/VEHICLES (ENG)	500	500	500
0.00	0.00	875	61601 MTGS & CONF (ENG)	1,590	1,590	1,590
0.00	0.00	0	61603 MTGS & CONF (PW)	120	120	120
0.00	0.00	0	61701 OFFICE SUPPLIES (ENG)	500	500	500
0.00	0.00	0	61703 OFFICE SUPPLIES (PW)	200	200	200
0.00	0.00	400	61801 PETROLEUM (ENG)	500	500	500
0.00	0.00	3,000	61881 RENT (ENG)	1,500	1,500	1,500
0.00	0.00	1,225	61901 UTILITIES (ENG)	1,500	1,500	1,500
0.00	0.00	39,730	69999 TOTAL MAT & SERV	94,565	94,565	113,415
CAPITAL OUTLAY						
0.00	0.00	0	72301 IMPROVEMENTS (ENG)	727,000	727,000	727,000

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
 Dept : 435 WATER UTILITY C.I.P.

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
0.00	0.00	5,175	72501 OFFICE EQPT (ENG)	4,670	4,670	4,670
0.00	0.00	1,400	72503 OFFICE EQPT (PW)			
0.00	0.00	6,575	79999 TOTAL CAPITAL OUTLAY	731,670	731,670	731,670
CONTINGENCIES						
0.00	0.00	25,365	80005 OPERATING CONTINGENCY	100,000	100,000	100,000
0.00	0.00	25,365	89999 TOTAL CONTINGENCIES	100,000	100,000	100,000
INTERFUND TRANSFERS						
0.00	0.00	700	90105 TO EQPT ACQ & REP FUND	700	700	700
0.00	0.00	700	90990 TOTAL INTERFUND TRANS	700	700	700
0.00	0.00	123,000	99000 TOTAL DEPT EXP	1,024,036	1,024,036	1,043,700
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	1,024,036	1,024,036	1,043,700

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 4

FUND: 40 - ENTERPRISE

DEPARTMENT: 435 - WATER UTILITY CIP

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61011 ADVERTISING (ENG):		
Projects	2,600	
Personnel recruitment	400	<u>3,000</u>
61126 COMPUTER EXPENSE (ENG):		
Computer hardware	1,000	
Supplies	500	
Autocad software	500	<u>2,000</u>
61133 CONTRACT SERVICES (ENG):		
Engineering services for:		
Backup wellfield	55,000	
Reservoir cathodic protection	4,000	
Backwash waste ponds	8,000	
PH control	7,000	
Misc. filter improvements	2,500	
Emergency generator	7,000	
WTP exterior painting	2,500	
Rebuild reservoir altitude valves	3,500	
N. Reservoir telemetry replacement	2,500	
WTP landscaping, fencing, signing	3,000	
Other:		
Map digitizing	3,250	<u>98,250</u>
61241 DEPARTMENT/OPERATING EXPENSE (ENG):		
Mileage reimbursement	400	
Expense reimbursement	600	<u>1,000</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 2 of 4

FUND: 40 - ENTERPRISE

DEPARTMENT: 435 - WATER UTILITY CIP

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61243 DEPARTMENT/OPERATING EXPENSE (PW):		
Expense reimbursement	305	<u>305</u>
61251 DEPARTMENT/OPERATING SUPPLIES (ENG):		
Reference books	100	
Drafting supplies	100	
Surveying and inspection supplies	300	<u>500</u>
61291 DUES & SUBSCRIPTIONS (ENG):		
Engineering dues and subscriptions	150	<u>150</u>
61321 EDUCATION & TRAINING (ENG):		
Training, workshops, seminars	500	
CAD training	600	<u>1,100</u>
61323 EDUCATION & TRAINING (PW):		
Training, workshops, seminars	100	<u>100</u>
61501 UNIFORM PURCHASE/LAUNDERING (ENG):		
Rain gear	100	
Protective equipment	100	<u>200</u>
61561 MAINTENANCE/BUILDING & GROUNDS (ENG):	300	<u>300</u>
61571 MAINTENANCE/EQUIPMENT (ENG):		
Service and repair of office/field equipment	100	<u>100</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 3 of 4

FUND: 40 - ENTERPRISE

DEPARTMENT: 435 - WATER UTILITY CIP

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61581 MAINTENANCE/VEHICLES (ENG):		
Engineering vehicles	500	<u>500</u>
61601 MEETINGS & CONFERENCES (ENG):		
American Public Works Association Conference	680	
American Waterworks Association Conference	710	
Business meetings and travel luncheons	200	<u>1,590</u>
61603 MEETINGS & CONFERENCES (PW):		
American Public Works Association Conference	40	
American Waterworks Association Conference	50	
Business meetings and travel luncheons	30	<u>120</u>
61701 OFFICE SUPPLIES (ENG):	500	<u>500</u>
61703 OFFICE SUPPLIES (PW):	200	<u>200</u>
61801 PETROLEUM PRODUCTS (ENG):		
Gasoline, oil lubricants	500	<u>500</u>
61881 RENT (ENG):		
Satellite office space	1,500	<u>1,500</u>
61901 UTILITIES (ENG):		
Telephone	500	
Electricity	500	
Water and sewer	500	<u>1,500</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 4 of 4

FUND: 40 - ENTERPRISE

DEPARTMENT: 435 - WATER UTILITY CIP

CAPITAL OUTLAY

**SUB-LINE
ITEM TOTAL LINE TOTAL**

72301 IMPROVEMENTS (ENG):

Fifth Street waterline	85,000	
Backup wellfield	50,000	
East Grant Street waterline	350,000	
Water Treatment Plant Projects:		
Chemical feed controller	18,000	
Backwash waste ponds	85,000	
PH control	47,000	
Emergency generator	11,000	
Rebuild FWP Cla-vals	4,000	
Rebuild Altitude valves	14,000	
Rebuild raw water pumps	8,000	
Roof leak repair	11,000	
N. Reservoir telemetry replacement	8,000	
Rebuild surface sweeps	7,000	
Rebuild finished water pumps	5,000	
Rebuild Accelerator waste system	12,000	
Landscaping, fencing, signing	10,000	
Finished water pump bldg. HVAC/Insul.	2,000	<u>727,000</u>

72501 OFFICE EQUIPMENT (ENG):

Workstation (2/3) (desk, computer, chair, etc.)	2,670	
Filing cabinets	200	
Layout tables	100	
Bookcases	200	
CAD plotter	1,500	<u>4,670</u>

INTERFUND TRANSFER

**90105 TO EQUIPMENT ACQUISITION AND
REPLACEMENT FUND:**

Loan payment	700	<u>700</u>
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Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
 Dept : 436 WATER BOND DEBT SERV

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
MATERIALS & SERVICES						
0.00	0.00	0	61130 CONTRACT SERVICES	80,000	80,000	80,000
0.00	0.00	0	69999 TOTAL MAT & SERV	80,000	80,000	80,000
CONTINGENCIES						
0.00	0.00	0	80026 RES FOR DEBT SERVICE	282,243	282,243	282,243
0.00	0.00	0	89999 TOTAL CONTINGENCIES	282,243	282,243	282,243
UNAPPROPRIATED						
0.00	0.00	0	92010 UNAPROP END FUND BAL	1,914,529	1,914,529	1,899,665
0.00	0.00	0	92199 TOTAL UNAPPROPRIATED	1,914,529	1,914,529	1,899,665
DEBT SERVICE						
0.00	0.00	0	95100 BOND PRINCIPAL	122,000	122,000	122,000
0.00	0.00	0	95200 BOND INTEREST	248,542	248,542	248,542
0.00	0.00	0	95999 TOTAL DEBT SERVICE	370,542	370,542	370,542
0.00	0.00	0	99000 TOTAL DEPT EXP	2,647,314	2,647,314	2,632,450
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	2,647,314	2,647,314	2,632,450

PROGRAM INFORMATION

WASTEWATER

Page 1 of 5

PROGRAM DESCRIPTION:

The responsibilities of the Wastewater Utility are twofold: first, the collection of wastewater in a network of sewer mains throughout the city; and second, the treatment of this wastewater so that it may be discharged safely into the environment.

The Collections Section of the Public Works Maintenance Services Division is responsible to see that 52 miles of sanitary sewer mains are kept clean and flowing. This includes routine cleaning and emergency cleaning where sluggish lines exist or blockage occurs. The Collections Section is also responsible for rebuilding and replacement of manholes and minor repair of the system.

Treatment operations are handled mostly by Operations Management International, a private contractor. The wastewater treatment facility is located on Tennessee Road, on the northeast corner of the city. It is an 8-million gallon per day, activated sludge system providing secondary treatment and chlorination before discharge into the Santiam River. The retained sludge is disposed of as fertilizer on agricultural land producing crops not intended for human consumption.

Larger construction projects and repairs are handled by the Engineering Services Division. The staff designs improvements and contracts for construction. Engineering assists citizens in locating private laterals and provides advice on effective resolution of problems. They regulate private contractors who perform work affecting the system.

Specific projects proposed for F. Y. 1991-92 include a building shed to weather-proof some existing pumps and controls at the Wastewater Treatment Plant (WWTP) and upgrading the

PROGRAM INFORMATION

WASTEWATER

Page 2 of 5

PROGRAM DESCRIPTION: (continued)

underground fuel tank at the WWTP and abandoning the fuel tank at the Harrison Street Pump Station. Also included is an upgrade of the heating, ventilation, and air conditioning (HVAC) system in the main control building at the WWTP.

A "mixing zone" study of the WWTP outfall on the South Santiam River has been added as required by DEQ as part of the new Discharge Permit for the WWTP.

In January, 1990 as part of its commitment to create a stable funding base, the City Council approved the first in a series of proposed rate increases intended to provide the funding for badly needed improvements to the water system. The rate increases were based on certain assumptions, two of which effect the budget process. They are that costs for materials and services should increase at no more than 4% per year and costs for personnel should increase no more than 6% per year. Requirements to stay within the 6% for personnel were met, even though personnel costs for economic development and the City Council were added. This is because some positions were reduced or eliminated (for example: Administrative Assistant and Finance Clerks).

The 4% for materials and services was exceeded as described below:

As you know, several years ago most costs attributable to the utilities were removed from the General Fund. This year the impact of Measure 5 on the General Fund budget forced us to look very hard to discover if there were some costs that should be paid by other funds. The following costs were added in excess of the 4% projection.

PROGRAM INFORMATION

WASTEWATER

Page 3 of 5

PROGRAM DESCRIPTION: (continued)

Codification	\$ 600
Communications (telephone)	2,000
Duplication (main copier)	2,600
Building Maintenance (City Hall)	1,000
Utilities (City Hall)	2,000
Grant Application Cost	5,000
Unemployment	2,000
OMI Contract	2,061
Mixing Zone Study	6,000
HVAC System Upgrade at WWTP	12,000
WWTP Protection Building	10,000
Harrison Street Pump Station	
Fuel Tank Removal	11,000
WWTP Fuel Tank Upgrade	<u>10,000</u>
Total Increase	66,261

The costs will be offset this year by \$5,000 in anticipated Engineering fee revenue and by unanticipated revenue from the rates, and by underspending in personnel.

PROGRAM INFORMATION

WASTEWATER

Page 4 of 5

PROGRAM DESCRIPTION: (continued)

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Accounting Clerk	1.00 FTE	.80 FTE
Administrative Assistant	.20 FTE	.08 FTE
Administrative Secretary	.15 FTE	.16 FTE
Building Official	.04 FTE	.02 FTE
City Administrator	.20 FTE	.20 FTE
Crew Chief	.00 FTE	.76 FTE
Director of Public Works	.15 FTE	.18 FTE
Engineering Division Manager	.14 FTE	.16 FTE
Engineering Technician I	.17 FTE	.28 FTE
Engineering Technician II	.20 FTE	.05 FTE
Engineering Technician III	.13 FTE	.26 FTE
Finance Director	.25 FTE	.30 FTE
Finance Operations Manager	.30 FTE	.30 FTE
Maintenance Division Manager	.20 FTE	.18 FTE
Payroll Clerk Confidential	.15 FTE	.24 FTE
Secretary/Accounts Payable Clerk	.30 FTE	.312 FTE
Senior Maintenance Worker	1.35 FTE	.75 FTE
Secretary I	<u>.15 FTE</u>	<u>.20 FTE</u>
 SUBTOTAL - Regular	 5.08 FTE	 5.232 FTE
 Temporary Finance	 <u>.176 FTE</u>	 <u>.00 FTE</u>
 TOTAL	 5.256 FTE	 5.232 FTE
 Contract - City Attorney	 7.13% of Contract Wage	
 Mayor and City Council	 20% of stipend	

PROGRAM INFORMATION

WASTEWATER

Page 5 of 5

1991-92 GOALS STATEMENT:

The goal to "Encourage Economic Development" is furthered through research and resource assistance for prospective development.

1991-92 SUPPLEMENTAL BUDGET

While no formal action was required to change appropriations in this fund, \$700 was approved to pay 1/3 the cost of a check signer and the FTE allocations were changed as follows:

POSITIONS:

	<u>Original</u> <u>1991-92</u>	<u>Supplemental</u> <u>1991-92</u>
Accounting Clerk	.80 FTE	1.00 FTE
Administrative Assistant	.08 FTE	.00 FTE
Administrative Secretary	.16 FTE	.16 FTE
Building Inspector	.02 FTE	.02 FTE
City Administrator	.20 FTE	.20 FTE
Crew Chief	.76 FTE	.76 FTE
Director of Public Works	.18 FTE	.18 FTE
Engineering Division Manager	.16 FTE	.16 FTE
Engineering Technician I	.28 FTE	.28 FTE
Engineering Technician II	.05 FTE	.05 FTE
Engineering Technician III	.26 FTE	.26 FTE
Finance Director	.30 FTE	.30 FTE
Finance Operations Manager	.30 FTE	.30 FTE
Maintenance Division Manager	.18 FTE	.18 FTE
Payroll Clerk Confidential	.24 FTE	.15 FTE
Secretary/Accounts Payable Clerk	.312 FTE	.26 FTE
Secretary I	.20 FTE	.20 FTE
Senior Maintenance Worker	<u>.75 FTE</u>	<u>— .75 FTE</u>
 SUBTOTAL - Regular	 5.232 FTE	 5.210 FTE
 Temporary Finance	 <u>.00 FTE</u>	 <u>.00 FTE</u>
 TOTAL	 5.232 FTE	 5.210 FTE
 Contract - City Attorney	 7.13% of Contract	
Mayor & City Council	20% of stipend	

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
Dept : 470 WASTEWATER UTILITY

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	48060 ENGINEERING FEES	5,000	5,000	5,000
8,091.34	3,633.24	10,000	48100 INTEREST ON INVESTMENT	10,000	10,000	10,000
4.18	8.36	20	48101 INTEREST ON TAXES	20	20	20
0.00	0.00	0	48119 LOAN-DUE FROM OTH FD			
2,900.58	246.20	1,000	48140 MISCELLANEOUS REVENUE	1,500	1,500	1,500
544,825.27	622,737.85	743,200	48220 SEWER FEES-CURRENT	1,000,000	1,000,000	1,000,000
0.00	0.00	0	48225 ENERGY SAVINGS REBATE			
5,750.20	5,798.13	7,450	48230 SEWER USE FEES	7,450	7,450	3,000
198,678.82	93,663.66	95,000	49901 BEGINNING BALANCE	190,000	190,000	210,000
760,250.39	726,087.44	856,670	49998 TOTAL REVENUE	1,213,970	1,213,970	1,229,520

PERSONNEL SERVICES						
142,216.42	124,973.69	144,537	50001 SALARIES	150,666	150,666	150,666
61,747.88	50,329.89	59,545	50003 FRINGE BENEFITS	65,198	65,198	65,198
0.00	4,316.17	2,932	50250 PART TIME	1,200	1,200	1,200
0.00	0.00	1,700	50255 PARENTAL LEAVE EXPENSE	1,700	1,700	1,700
0.00	743.15	300	50600 OVERTIME	800	800	800
203,964.30	180,362.90	209,014	59999 TOTAL PERSONNEL SERV	219,564	219,564	219,564

MATERIALS & SERVICES						
0.00	0.00	0	60300 DEPRECIATION			
0.00	0.00	25	61009 ADVERTISING (PW)	25	25	25
293.69	91.86	100	61010 ADVERTISING	100	100	100
0.00	258.96	200	61011 ADVERTISING (ENG)	200	200	200
0.00	84.00	100	61012 ADVERTISING (MAINT)	50	50	50
1,314.00	1,559.86	1,800	61013 AUDIT EXPENSE	1,800	1,800	1,800
0.00	0.00	0	61015 CODIFICATION EXPENSE	600	600	600
0.00	0.00	0	61120 COMMUNICATIONS	2,000	2,000	2,000
0.00	0.00	100	61121 COMMUNICATION (ENG)	100	100	100
189.79	43.00	200	61122 COMMUNICATION (MAINT)	300	300	300
0.00	0.00	20	61123 COMMUNICATION (PW)	35	35	35
3,174.09	1,862.05	1,300	61124 COMPUTER EXPENSE	900	900	900
845.59	855.95	500	61126 COMPUTER EXP (ENG)	1,000	1,000	1,000
75.67	291.08	350	61127 COMPUTER EXP (MAINT)	250	250	250
0.00	0.00	220	61128 COMPUTER EXP (PW)	230	230	230
1,472.45	8,498.18	10,050	61130 CONTRACT SERVICES	12,350	12,350	12,350
0.00	0.00	373,300	61131 CONTRACT SERVICES (PW)	396,293	396,293	396,293
379,236.00	355,440.00	3,000	61133 CONTRACT SERV (ENG)	4,400	4,400	5,890
90.00	0.00	350	61134 CONTRACT SERV (MAINT)	350	350	350
2,041.99	1,471.50	3,556	61240 DEPT/OPERATING EXPENSE	3,676	3,676	3,676

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
 Dept : 470 WASTEWATER UTILITY

88-89	89-90	90-91		91-92		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
1,349.05	2,252.57	1,000	61241 OPERATING EXP (ENG)	400	400	400
10,050.70	9,338.46	10,400	61242 OPERATING EXP (MAINT)	11,200	11,200	11,000
0.00	0.00	8,690	61243 OPERATING EXP (PW)	8,880	8,880	8,880
107.85	104.61	0	61250 DEPT/OP SUPPLIES			
22.09	928.00	1,100	61251 OP SUPPLIES (ENG)	700	700	700
648.52	246.03	475	61252 OP. SUPPLIES (MAINT)	450	450	450
0.00	0.00	150	61253 OP SUPPLIES (PW)	180	180	180
0.00	244.48	150	61290 DUES & SUBSCRIPTIONS	300	300	300
25.00	35.00	80	61291 DUES & SUBSCRIPT (ENG)	80	80	80
221.83	152.50	200	61292 DUES & SUBS (MAINT)	200	200	200
0.00	0.00	55	61293 DUES & SUBSCRIPT (PW)	90	90	90
1,716.75	2,002.07	3,500	61300 DUPLICATION	6,100	6,100	6,100
0.00	0.00	0	61305 GRANT APPLICATION COST	5,000	5,000	5,000
657.21	744.85	1,200	61320 EDUCATION & TRAINING	500	500	500
378.15	178.87	500	61321 EDUCATION & TRNG (ENG)	500	500	500
745.75	371.07	600	61322 ED & TRNG (MAINT)	600	600	600
0.00	0.00	250	61323 EDUCATION & TRNG (PW)	400	400	400
9,586.71	8,225.47	9,500	61400 INSURANCE	10,000	10,000	10,000
0.00	0.00	0	61401 UNEMPLOY INS	2,000	2,000	2,000
0.00	0.00	1,000	61420 INS REPAIR & DEDUCT	500	500	500
32.15	50.00	50	61501 UNIFORMS (ENG)	50	50	50
385.18	356.08	450	61502 UNIFORMS (MAINT)	650	650	650
0.00	0.00	0	61560 MAINT/BLDG	1,000	1,000	1,000
621.45	103.50	300	61562 MAINT/BLDG (MAINT)	300	300	300
120.72	164.30	100	61570 MAINT/EQPT	100	100	100
23.00	0.00	100	61571 MAINT/EQPT (ENG)	100	100	100
2.70	1.45	400	61572 MAINT/EQPT (MAINT)	300	300	300
0.00	0.00	40	61573 MAINT/EQPT (PW)	50	50	50
0.00	509.10	360	61581 MAINT/VEHICLES (ENG)	360	360	360
6,034.10	2,123.59	3,300	61582 MAINT/VEHICLES (MAINT)	3,500	3,500	3,500
380.39	276.10	700	61600 MEETINGS & CONFERENCES	400	400	400
253.49	346.58	500	61601 MTGS & CONF (ENG)	120	120	120
170.00	205.44	400	61602 MTGS & CONF (MAINT)	200	200	200
0.00	0.00	270	61603 MTGS & CONF (PW)	120	120	120
471.16	852.22	600	61700 OFFICE SUPPLIES	600	600	600
201.85	432.81	0	61701 OFFICE SUPPLIES (ENG)			
127.01	115.22	100	61702 OFF SUPPLIES (MAINT)	100	100	100
0.00	0.00	450	61703 OFFICE SUPPLIES (PW)	450	450	450
23.44	0.00	100	61801 PETROLEUM (ENG)	100	100	100
983.92	761.58	1,300	61802 PETROLEUM (MAINT)	2,000	2,000	2,000
3,174.80	3,109.65	4,500	61820 POSTAGE	5,700	5,700	5,700
1,521.47	1,893.41	3,000	61850 REFUNDS	3,000	3,000	3,000
0.00	0.00	0	61900 UTILITIES	2,000	2,000	2,000
428,769.71	406,581.45	451,041	69999 TOTAL MAT & SERV	493,939	493,939	495,229

CAPITAL OUTLAY

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
 Dept : 470 WASTEWATER UTILITY

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
0.00	714.43	0	72100 BUILDINGS			
2,595.29	0.00	0	72102 BUILDINGS (MAINT)			
0.00	0.00	0	72301 IMPROVEMENTS (ENG)	22,000	22,000	22,000
0.00	0.00	0	72302 IMPROVEMENTS (MAINT)	21,000	21,000	21,000
10,787.43	6,387.49	1,000	72500 OFFICE EQPT.			500
840.00	250.00	550	72501 OFFICE EQPT (ENG)			200
0.00	0.00	225	72502 OFFICE EQPT (MAINT)			
0.00	0.00	700	72503 OFFICE EQPT (PW)			
1,300.00	0.00	0	72600 OTHER EQPT.			
5,493.63	0.00	6,900	72602 OTHER EQPT (MAINT)	2,000	2,000	2,200
9,620.37	0.00	0	72802 VEHICLES (MAINT)			
30,636.72	7,351.92	9,375	79999 TOTAL CAPITAL OUTLAY	45,000	45,000	45,900
CONTINGENCIES						
0.00	0.00	87,824	80005 OPERATING CONTINGENCY	108,150	108,150	108,150
0.00	0.00	87,824	89999 TOTAL CONTINGENCIES	108,150	108,150	108,150
INTERFUND TRANSFERS						
0.00	0.00	75,000	90014 TO W.W. BONDS	80,000	80,000	80,000
0.00	5,000.00	21,200	90105 TO EQPT ACQ & REP FUND	18,750	18,750	18,750
0.00	0.00	0	90125 TO W WATER CIP	245,351	245,351	258,711
0.00	5,000.00	96,200	90990 TOTAL INTERFUND TRANS	344,101	344,101	357,461
DEBT SERVICE						
765.66	0.00	0	95100 BOND PRINCIPAL			
2,450.34	0.00	0	95200 BOND INTEREST			
0.00	3,216.00	3,216	95490 SELP LOAN PAYMENT	3,216	3,216	3,216
3,216.00	3,216.00	3,216	95999 TOTAL DEBT SERVICE	3,216	3,216	3,216
666,586.73	602,512.27	856,670	99000 TOTAL DEPT EXP	1,213,970	1,213,970	1,229,520
93,663.66-	123,575.17-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 11

FUND: 40 - ENTERPRISE

DEPARTMENT: 470 - WASTEWATER UTILITY

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61009 ADVERTISING (PW):	25	<u>25</u>
61010 ADVERTISING:		
Personnel recruitment	100	<u>100</u>
61011 ADVERTISING (ENG):		
Personnel recruitment	200	<u>200</u>
61012 ADVERTISING (MT):		
Personnel recruitment	50	<u>50</u>
61013 AUDIT EXPENSE:		
Share of audit expense	1,800	<u>1,800</u>
61015 CODIFICATION EXPENSE:		
Compilation and one year's update of city ordinances	600	<u>600</u>
61120 COMMUNICATIONS:		
Telephone - City Hall offices	2,000	<u>2,000</u>
61121 COMMUNICATIONS (ENG):		
Service and repair of radio equipment	100	<u>100</u>

PROGRAM EXPENDITURE DETAIL SHEET

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FUND: 40 - ENTERPRISE

DEPARTMENT: 470 - WASTEWATER UTILITY

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61122 COMMUNICATIONS (MT):		
Service and repair of radio equipment	300	<u>300</u>
61123 COMMUNICATIONS (PW):		
Service and repair of radio equipment	35	<u>35</u>
61124 COMPUTER EXPENSE:		
Maintenance and repairs	500	
Programs and programming	400	<u>900</u>
61126 COMPUTER EXPENSE (ENG):		
Service and repair of hardware	200	
Supplies	100	
Software	100	
Training	600	<u>1,000</u>
61127 COMPUTER EXPENSE (MT):		
Service and repair of hardware	100	
Supplies	50	
Software	100	<u>250</u>
61128 COMPUTER EXPENSE (PW):		
Service and repair of hardware	110	
Supplies	40	
Software	40	
Training	40	<u>230</u>

PROGRAM EXPENDITURE DETAIL SHEET

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FUND: 40 - ENTERPRISE

DEPARTMENT: 470 - WASTEWATER UTILITY

	<u>SUB-LINE</u>	
<u>MATERIALS & SERVICES</u>	<u>ITEM TOTAL</u>	<u>LINE TOTAL</u>
61130 CONTRACT SERVICES:		
Contract for Meter Readers	5,527	
Credit checks	400	
Credit collection	300	
City attorney	3,423	
Bond collection fees, 1st Interstate Bank	2,500	
Xerox contract, supplies, finance	200	<u>12,350</u>
61131 CONTRACT SERVICES (PW):		
Contract for operation of WWTP - OMI	390,293	
WWTP Outfall-Mixing Zone Study	6,000	<u>396,293</u>
61133 CONTRACT SERVICES (ENG):		
Consultant	4,000	
Digitize base maps	1,890	<u>5,890</u>
61134 CONTRACT SERVICES (MT):		
Janitorial service for shop	350	<u>350</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Expense reimbursement	1,680	
Employee Assistance Program	506	
Safety Incentive Program	500	
Misc. Finance materials	990	<u>3,676</u>
61241 DEPARTMENT/OPERATING EXPENSE (ENG):		
Building Codes Agency - Pressure vessel fee	55	
Testing lab expense	145	
Expense reimbursement	200	<u>400</u>

PROGRAM EXPENDITURE DETAIL SHEET

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FUND: 40 - ENTERPRISE

DEPARTMENT: 470 - WASTEWATER UTILITY

MATERIALS & SERVICES

**SUB-LINE
ITEM TOTAL LINE TOTAL**

61242 DEPARTMENT/OPERATING EXPENSE (MT):

Shop rental	1,800	
"One Call" monthly assessment (33%)	100	
Expense reimbursement	100	
Manhole repairs	4,000	
Line repair/replacement	3,000	
Frame and cover replacement	600	
Small parts including gaskets, risers	600	
Rodent control	600	
Operating permits, landfill fee	200	<u>11,000</u>

61243 DEPARTMENT/OPERATING EXPENSE (PW):

Consultant services	2,000	
Expense reimbursement	480	
Wastewater Collection Certification fee	100	
Annual DEQ permit fee	3,300	
Lab testing of industrial discharge	3,000	<u>8,880</u>

61251 DEPARTMENT/OPERATING SUPPLIES (ENG):

Reference and code books	200	
Assessor maps/microfilm	100	
Drafting supplies	100	
Surveying and inspection supplies	300	<u>700</u>

61252 DEPARTMENT/OPERATING SUPPLIES (MT):

Reference books	50	
Drafting supplies	25	
Small tools and supplies	375	<u>450</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 5 of 11

FUND: 40 - ENTERPRISE

DEPARTMENT: 470 - WASTEWATER UTILITY

MATERIALS & SERVICES

**SUB-LINE
ITEM TOTAL LINE TOTAL**

61253 DEPARTMENT/OPERATING SUPPLIES (PW):

Assessor maps/microfilm	25	
Reference, code and other books	155	<u>180</u>

61290 DUES & SUBSCRIPTIONS:	300	<u>300</u>
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61291 DUES & SUBSCRIPTIONS (ENG):

American Public Works Association (APWA)	45	
Engineering dues and subscriptions	35	<u>80</u>

61292 DUES & SUBSCRIPTIONS (MT):

American Public Works Association (APWA)	50	
East Linn Coordination Council (ELCC)	150	<u>200</u>

61293 DUES & SUBSCRIPTIONS (PW):

Association of Oregon Sewerage Agencies	30	
American Public Works Association (APWA)	30	
Subscriptions	30	<u>90</u>

61300 DUPLICATION:

Printing of billing forms, envelopes	6,100	<u>6,100</u>
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61305 GRANT APPLICATION COST:

Costs for materials, maps, slides, drawings, photos, etc.	5,000	<u>5,000</u>
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PROGRAM EXPENDITURE DETAIL SHEET

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FUND: 40 - ENTERPRISE

DEPARTMENT: 470 - WASTEWATER UTILITY

	<u>SUB-LINE</u>	
<u>MATERIALS & SERVICES</u>	<u>ITEM TOTAL</u>	<u>LINE TOTAL</u>
61320 EDUCATION & TRAINING:		
Training, workshops, seminars	500	<u>500</u>
61321 EDUCATION & TRAINING (ENG):		
Training, workshops, seminars	500	<u>500</u>
61322 EDUCATION & TRAINING (MT):		
Training, workshops, seminars	450	
Reimbursement for course work	150	<u>600</u>
61323 EDUCATION & TRAINING (PW):		
Training, workshops, seminars	400	<u>400</u>
61400 INSURANCE:		
Vehicle, general liability, equipment and building coverage	10,000	<u>10,000</u>
61401 UNEMPLOYMENT INSURANCE:	2,000	<u>2,000</u>
61420 INSURANCE REPAIR & DEDUCT (MT):	500	<u>500</u>
61501 UNIFORM PURCHASE/LAUNDERING (ENG):		
Rain gear	50	<u>50</u>

PROGRAM EXPENDITURE DETAIL SHEET

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FUND: 40 - ENTERPRISE

DEPARTMENT: 470 - WASTEWATER UTILITY

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61502 UNIFORM PURCHASE/LAUNDERING (MT):		
Rain gear, rubber boots, gloves	150	
Purchase, repair, cleaning of uniforms, safety clothing, etc.	500	<u>650</u>
61560 MAINTENANCE/BUILDING & GROUNDS:		
City Hall offices	1,000	<u>1,000</u>
61562 MAINTENANCE/BUILDING & GROUNDS (MT):		
Share of main shop building maintenance	300	<u>300</u>
61570 MAINTENANCE/EQUIPMENT:		
Office equipment	100	<u>100</u>
61571 MAINTENANCE/EQUIPMENT (ENG):		
Service and repair of office/field equipment	100	<u>100</u>
61572 MAINTENANCE/EQUIPMENT (MT):		
Service and repair of rodger, smoke generator, ventilator, gas detector, snooper, safety tripod, etc.	300	<u>300</u>
61573 MAINTENANCE/EQUIPMENT (PW):		
Service and repair of office equipment	50	<u>50</u>
61581 MAINTENANCE/VEHICLES (ENG):		
Engineering pickups (3)	360	<u>360</u>

PROGRAM EXPENDITURE DETAIL SHEET

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FUND: 40 - ENTERPRISE

DEPARTMENT: 470 - WASTEWATER UTILITY

MATERIALS & SERVICES

**SUB-LINE
ITEM TOTAL LINE TOTAL**

61582 MAINTENANCE/VEHICLES (MT):

T.V. Van	300	
Hydroflusher	700	
Maintenance pickup	400	
OMI Sludge truck	100	
OMI Pickup	100	
OMI Tractor	100	
Payment to Fire District for mechanic	1,800	<u>3,500</u>

61600 MEETINGS & CONFERENCES:

Business meetings and travel luncheons	400	<u>400</u>
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61601 MEETINGS & CONFERENCES (ENG):

American Public Works Association Conference	70	
Business meetings and travel luncheons	50	<u>120</u>

61602 MEETINGS & CONFERENCES (MT):

American Public Works Association Conference	100	
Business meetings and travel luncheons	100	<u>200</u>

61603 MEETINGS & CONFERENCES (PW):

American Public Works Association Conference	70	
Business meetings and travel luncheons	50	<u>120</u>

61700 OFFICE SUPPLIES:	600	<u>600</u>
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61702 OFFICE SUPPLIES (MT):

Binders, notebooks, pens, maps, etc.	100	<u>100</u>
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PROGRAM EXPENDITURE DETAIL SHEET

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FUND: 40 - ENTERPRISE

DEPARTMENT: 470 - WASTEWATER UTILITY

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61703 OFFICE SUPPLIES (PW):	450	<u>450</u>
61801 PETROLEUM PRODUCTS (ENG):		
Gasoline, oil lubricants	100	<u>100</u>
61802 PETROLEUM PRODUCTS (MT):		
Gasoline, oil, lubricants	2,000	<u>2,000</u>
61820 POSTAGE:		
Postage for billing and notices	5,700	<u>5,700</u>
61850 REFUNDS:		
Billing and fee returns	3,000	<u>3,000</u>
61900 UTILITIES:		
City Hall offices	2,000	<u>2,000</u>
 <u>CAPITAL OUTLAY</u>		
72301 IMPROVEMENTS (ENG):		
Wastewater Treatment Plant Protection Building	10,000	
HVAC System upgrade at WWTP	12,000	<u>22,000</u>

PROGRAM EXPENDITURE DETAIL SHEET

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FUND: 40 - ENTERPRISE

DEPARTMENT: 470 - WASTEWATER UTILITY

<u>CAPITAL OUTLAY</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
72302 IMPROVEMENTS (MT):		
Abandon the underground fuel tank and wet well at Harrison Street lift station	11,000	
Upgrade underground fuel tank at Wastewater Treatment Plant to meet DEQ standards	10,000	<u>21,000</u>
72500 OFFICE EQUIPMENT		
Carryover payment for Finance software	500	<u>500</u>
72501 OFFICE EQUIPMENT (ENG):		
Shelves	200	<u>200</u>
72602 OTHER EQUIPMENT (MT):		
Cellular phone (S1)	200	
Speed shoring	2,000	<u>2,200</u>
 <u>INTERFUND TRANSFER</u>		
90014 TO WASTEWATER BONDS:	80,000	<u>80,000</u>
90105 TO EQUIPMENT ACQUISITION AND REPLACEMENT FUND:		
Wastewater vehicles replacement reserve	16,300	
Engineering vehicles replacement reserve	450	
State and federal surplus reserve	500	
Computer replacement and repair	1,500	<u>18,750</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 10 of 11

FUND: 40 - ENTERPRISE

DEPARTMENT: 470 - WASTEWATER UTILITY

CAPITAL OUTLAY

**SUB-LINE
ITEM TOTAL LINE TOTAL**

90125 TO WASTEWATER CIP:

Construction projects

258,711

258,711

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
 Dept : 474 WASTEWATER BOND REVENUE

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	4,508,869.95	4,500,000	42030 BOND SALE PROCEEDS			
0.00	25,573.21	302,000	48100 INTEREST ON INVESTMENT	200,000	200,000	200,000
0.00	0.00	23,000	48102 INT EARNED ON CAPITALI	43,000	43,000	43,000
0.00	0.00	0	49024 FROM W WATER - BOND			80,000
0.00	0.00	75,000	49025 FROM W WATER FUND	245,351	245,351	258,711
0.00	0.00	0	49901 BEGINNING BALANCE	3,825,000	3,825,000	4,094,000
0.00	4,534,443.16	4,900,000	49998 TOTAL REVENUE	4,313,351	4,313,351	4,675,711
0.00	0.00	0	99000 TOTAL DEPT EXP	0	0	0
0.00	4,534,443.16-	4,900,000-	99450 TTL REV/EXP (SURP)/DEF	4,313,351	-4,313,351	-4,675,711

PROGRAM INFORMATION

WASTEWATER UTILITY CAPITAL IMPROVEMENT PROGRAM

Page 1 of 2

PROGRAM DESCRIPTION:

Lebanon's 1989 Wastewater System Master Plan identified improvement and rehabilitation projects necessary to maintain present levels of service to customers, to meet federal and state mandates, and to allow for growth and development. The recommended improvements were beyond the scope of the existing wastewater revenue. Although somewhat smaller than the program recommended in the master plan, the CIP includes the projects necessary to maintain existing service levels, to meet mandated water quality/pollution abatement goals, and to avoid obstructing economic development.

In January 1990, the City Council approved a three-year capital improvement program based on the recommendation of the Rate Advisory Committee. Revenue bonds have been sold which are funded by increased wastewater user rates. During 1990-91, efforts were focused on preliminary engineering for projects to be constructed during fiscal year 1991-92.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Administrative Secretary	.08 FTE	.09 FTE
Associate Civil Engineer	.66 FTE	.50 FTE
Crew Chief	.00 FTE	.09 FTE
Director of Public Works	.09 FTE	.10 FTE
Engineering Division Manager	.21 FTE	.14 FTE
Engineering Technician I	.15 FTE	.00 FTE
Engineering Technician II	.24 FTE	.41 FTE
Engineering Technician III	.09 FTE	.36 FTE
Maintenance Division Manager	.00 FTE	.01 FTE
Project Engineer	.00 FTE	.38 FTE
Secretary I	<u>.24 FTE</u>	<u>.10 FTE</u>
TOTAL	1.76 FTE	2.18 FTE

PROGRAM INFORMATION

WASTEWATER UTILITY CAPITAL IMPROVEMENT PROGRAM

Page 2 of 2

1991-92 GOALS STATEMENT:

Wastewater System Capital Improvement Program funds support activities designed to meet the Council goals to "Improve Utility and Transportation Systems" and to "Encourage Economic Development."

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
 Dept : 475 WASTEWATER UTILITY C.I.P.

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	42030 BOND SALE PROCEEDS			
0.00	0.00	0	48100 INTEREST ON INVESTMENT			
0.00	0.00	0	49901 BEGINNING BALANCE			
0.00	0.00	0	49998 TOTAL REVENUE	0	0	0
PERSONNEL SERVICES						
0.00	0.00	50,293	50001 SALARIES	70,371	70,371	71,753
0.00	0.00	20,422	50003 FRINGE BENEFITS	29,334	29,334	29,834
0.00	0.00	0	50600 OVERTIME			
0.00	0.00	70,715	59999 TOTAL PERSONNEL SERV	99,705	99,705	101,587
MATERIALS & SERVICES						
0.00	0.00	3,000	61011 ADVERTISING (ENG)	3,500	3,500	3,500
0.00	0.00	1,000	61126 COMPUTER EXP (ENG)	2,100	2,100	2,100
0.00	0.00	142,000	61133 CONTRACT SERV (ENG)	351,500	351,500	351,500
0.00	0.00	1,000	61241 OPERATING EXP (ENG)	1,000	1,000	1,000
0.00	0.00	0	61243 OPERATING EXP (PW)	300	300	300
0.00	0.00	1,200	61251 OP SUPPLIES (ENG)	500	500	500
0.00	0.00	0	61291 DUES & SUBSCRIPT (ENG)	100	100	100
0.00	0.00	500	61321 EDUCATION & TRNG (ENG)	1,100	1,100	1,100
0.00	0.00	0	61323 EDUCATION & TRNG (PW)	100	100	100
0.00	0.00	250	61501 UNIFORMS (ENG)	200	200	200
0.00	0.00	600	61561 MAINT/BLDG (ENG)	300	300	300
0.00	0.00	100	61571 MAINT/EQPT (ENG)	100	100	100
0.00	0.00	200	61581 MAINT/VEHICLES (ENG)	500	500	500
0.00	0.00	200	61601 MTGS & CONF (ENG)	1,000	1,000	1,000
0.00	0.00	0	61603 MTGS & CONF (PW)	100	100	100
0.00	0.00	0	61701 OFFICE SUPPLIES (ENG)	500	500	500
0.00	0.00	0	61703 OFFICE SUPPLIES (PW)	200	200	200
0.00	0.00	400	61801 PETROLEUM (ENG)	500	500	500
0.00	0.00	3,000	61881 RENT (ENG)	1,500	1,500	1,500
0.00	0.00	1,225	61901 UTILITIES (ENG)	1,300	1,300	1,300
0.00	0.00	154,675	69999 TOTAL MAT & SERV	366,400	366,400	366,400
CAPITAL OUTLAY						
0.00	0.00	625,600	72301 IMPROVEMENTS (ENG)	1,780,000	1,780,000	1,780,000
0.00	0.00	5,175	72501 OFFICE EQPT (ENG)	5,170	5,170	5,170

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
 Dept : 475 WASTEWATER UTILITY C.I.P.

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
0.00	0.00	1,400	72503 OFFICE EQPT (PW)			
0.00	0.00	6,500	72602 OTHER EQPT (MAINT)			
0.00	0.00	638,675	79999 TOTAL CAPITAL OUTLAY	1,785,170	1,785,170	1,785,170
CONTINGENCIES						
0.00	0.00	188,000	80005 OPERATING CONTINGENCY	300,500	300,500	300,500
0.00	0.00	188,000	89999 TOTAL CONTINGENCIES	300,500	300,500	300,500
INTERFUND TRANSFERS						
0.00	0.00	700	90105 TO EQPT ACQ & REP FUND	700	700	700
0.00	0.00	700	90990 TOTAL INTERFUND TRANS	700	700	700
UNAPPROPRIATED						
0.00	0.00	0	92010 UNAPROP END FUND BAL			
0.00	0.00	0	92199 TOTAL UNAPPROPRIATED	0	0	0
LOANS						
0.00	0.00	122,000	93121 INTERFD LOAN-WATER CIP			
0.00	0.00	122,000	93199 TOTAL LOANS	0	0	0
DEBT SERVICE						
0.00	0.00	0	95100 BOND PRINCIPAL			
0.00	0.00	0	95200 BOND INTEREST			
0.00	0.00	0	95999 TOTAL DEBT SERVICE	0	0	0
0.00	0.00	1,174,765	99000 TOTAL DEPT EXP	2,552,475	2,552,475	2,554,357
0.00	0.00	1,174,765	99450 TTL REV/EXP (SURP)/DEF	2,552,475	2,552,475	2,554,357

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 4

FUND: 40 - ENTERPRISE

DEPARTMENT: 475 - WASTEWATER UTILITY CIP

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61011 ADVERTISING (ENG):		
Projects	3,100	
Personnel Recruitment	400	<u>3,500</u>
61126 COMPUTER EXPENSE (ENG):		
Computer	1,500	
Software	600	<u>2,100</u>
61131 CONTRACT SERVICES (ENG):		
Consultants for:		
Sludge thickening facility engineering	150,000	
E. Grant sewer line engineering	5,000	
Harrison St. pump station design engineering	150,000	
Surge control engineering	10,000	
Sewer separation engineering	25,000	
Replacement pipe program engineering	10,000	
Map digitizing	1,500	<u>351,500</u>
61241 DEPARTMENT/OPERATING EXPENSE (ENG):		
Mileage reimbursement	400	
Expense reimbursement	600	<u>1,000</u>
61243 DEPARTMENT/OPERATING EXPENSE (PW):		
Expense reimbursement	300	<u>300</u>
61251 DEPARTMENT/OPERATING SUPPLIES (ENG):		
Reference and code books	100	
Drafting supplies	100	
Surveying and inspection supplies	300	<u>500</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 2 of 4

FUND: 40 - ENTERPRISE

DEPARTMENT: 475 - WASTEWATER UTILITY CIP

MATERIALS & SERVICES

**SUB-LINE
ITEM TOTAL LINE TOTAL**

61291 DUES & SUBSCRIPTIONS (ENG):

Professional registration	50	
Subscriptions	50	<u>100</u>

61321 EDUCATION & TRAINING (ENG):

Training, workshops, seminars	500	
Autocad training	600	<u>1,100</u>

61323 EDUCATION & TRAINING (PW):

Training, workshops, seminars	100	<u>100</u>
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61501 UNIFORM PURCHASE/LAUNDERING (ENG):

Rain gear	100	
Protective equipment	100	<u>200</u>

61561 MAINTENANCE/BUILDING & GROUNDS (ENG):	300	<u>300</u>
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61571 MAINTENANCE/EQUIPMENT (ENG):

Service and repair of office/field equipment	100	<u>100</u>
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61581 MAINTENANCE/VEHICLES (ENG):

Engineering vehicles	500	<u>500</u>
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61601 MEETINGS & CONFERENCES (ENG):

American Public Works Association Conference	700	
Business meetings and travel luncheons	300	<u>1,000</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 3 of 4

FUND: 40 - ENTERPRISE

DEPARTMENT: 475 - WASTEWATER UTILITY CIP

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61603 MEETINGS & CONFERENCES (PW):		
American Public Works Association Conference	70	
Business meetings and travel luncheons	30	<u>100</u>
61701 OFFICE SUPPLIES (ENG):	500	<u>500</u>
61703 OFFICE SUPPLIES (PW):	200	<u>200</u>
61801 PETROLEUM PRODUCTS (ENG):		
Gasoline, oil lubricants	500	<u>500</u>
61881 RENT (ENG):		
Satellite office space	1,500	<u>1,500</u>
61901 UTILITIES (ENG):		
Telephone	500	
Water and sewer	400	
Electricity	400	<u>1,300</u>
 <u>CAPITAL OUTLAY</u>		
72301 IMPROVEMENTS (ENG):		
Clarifier painting	20,000	
Sludge thickening	800,000	
Surge control-site improvements	50,000	
East Grant Street sewer	260,000	
Surge control-land acquisition	50,000	
Harrison pump station expansion	450,000	
Sludge trailer	150,000	<u>1,780,000</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 4 of 4

FUND: 40 - ENTERPRISE

DEPARTMENT: 475 - WASTEWATER UTILITY CIP

CAPITAL OUTLAY

**SUB-LINE
ITEM TOTAL LINE TOTAL**

72501 OFFICE EQUIPMENT (ENG):

Workstation (2/3) (desk, computer, chair, etc.)	2,670	
Office desk and chair	350	
Filing cabinets	350	
Layout tables	100	
Bookcase	200	
CAD plotter	1,500	<u>5,170</u>

INTERFUND TRANSFER

**90105 TO EQUIPMENT ACQUISITION AND
REPLACEMENT FUND:**

Loan payment	700	<u>700</u>
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Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
 Dept : 476 WASTEWATER BOND DEBT SERV

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
MATERIALS & SERVICES						
0.00	0.00	125,000	61130 CONTRACT SERVICES			
0.00	0.00	125,000	69999 TOTAL MAT & SERV	0	0	0
CONTINGENCIES						
0.00	0.00	500,000	80025 RES FOR CAP INT	190,408	190,408	190,408
0.00	0.00	400,000	80026 RES FOR DEBT SERVICE	390,900	390,900	390,900
0.00	0.00	900,000	89999 TOTAL CONTINGENCIES	581,308	581,308	581,308
UNAPPROPRIATED						
0.00	0.00	2,309,335	92010 UNAPROP END FUND BAL	789,012	789,012	1,149,490
0.00	0.00	2,309,335	92199 TOTAL UNAPPROPRIATED	789,012	789,012	1,149,490
DEBT SERVICE						
0.00	0.00	75,000	95100 BOND PRINCIPAL	80,000	80,000	80,000
0.00	0.00	157,950	95200 BOND INTEREST	155,278	155,278	155,278
0.00	0.00	157,950	95204 CAPITALIZED INTEREST	155,278	155,278	155,278
0.00	0.00	390,900	95999 TOTAL DEBT SERVICE	390,556	390,556	390,556
0.00	0.00	3,725,235	99000 TOTAL DEPT EXP	1,760,876	1,760,876	2,121,354
0.00	0.00	3,725,235	99450 TTL REV/EXP (SURP)/DEF	1,760,876	1,760,876	2,121,354

PROGRAM INFORMATION

SANTIAM RAILWAY

Page 1 of 1

PROGRAM DESCRIPTION:

The City's railroad runs from the Southern Pacific Railroad tracks, near 5th and Olive, to the Santiam Canal Industrial Park. The 3/4-mile spur was acquired from Crown Zellerbach as part of the SCIP development.

This spur track receives little use with no direct revenue source. This budget represents a minimal level of maintenance.

This budget is primarily for maintenance of the track itself, of the many street crossings, and of a scale shack and electronic scales that the tracks cross inside the industrial park. It also includes the contract for maintenance and repair of the crossing arms and signals at Hwy. 20 near the north city limits.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Director of Public Works	.01 FTE	.00 FTE
Maintenance Division Manager	.01 FTE	.01 FTE
Senior Maintenance Worker	<u>.05 FTE</u>	<u>.05 FTE</u>
TOTAL	.07 FTE	.06 FTE

1991-92 GOALS STATEMENT:

This program supports several of the City Council goals. The railroad was purchased and is maintained to "Encourage Economic Development." Maintenance of the system supports the goal to "Meet Service expectations of the Community."

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
Dept : 480 SANTIAM RAILWAY FUND

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	48053 DONATIONS			
2,652.69	2,655.47	0	48100 INTEREST ON INVESTMENT	1,200	1,200	500
14,900.00	0.00	0	49030 FROM FED REV SHARE FND			
18,915.16	32,436.49	28,468	49901 BEGINNING BALANCE	17,880	17,880	12,295
36,467.85	35,091.96	28,468	49998 TOTAL REVENUE	19,080	19,080	12,795
PERSONNEL SERVICES						
0.00	1,292.79	2,176	50001 SALARIES	1,750	1,750	1,750
0.00	627.26	984	50003 FRINGE BENEFITS	852	852	852
0.00	1,920.05	3,160	59999 TOTAL PERSONNEL SERV	2,602	2,602	2,602
MATERIALS & SERVICES						
0.00	0.00	800	61010 ADVERTISING	50	50	50
2,400.00	2,400.00	3,092	61130 CONTRACT SERVICES	5,250	5,250	7,000
1,631.36	1,987.36	3,245	61240 DEPT/OPERATING EXPENSE	2,400	2,400	2,843
0.00	51.60	200	61560 MAINT/BLDG	200	200	200
4,031.36	4,438.96	7,337	69999 TOTAL MAT & SERV	7,900	7,900	10,093
CAPITAL OUTLAY						
0.00	0.00	17,971	72300 IMPROVEMENTS	8,578	8,578	100
0.00	0.00	1,500	72800 VEHICLES			
0.00	0.00	19,471	79999 TOTAL CAPITAL OUTLAY	8,578	8,578	100
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY			
0.00	0.00	0	89999 TOTAL CONTINGENCIES	0	0	0
4,031.36	6,359.01	29,968	99000 TOTAL DEPT EXP	19,080	19,080	12,795
32,436.49-	28,732.95-	1,500	99450 TTL REV/EXP (SURP)/DEF	0	0	0

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 40 ENTERPRISE FUNDS
Dept : 480 SANTIAM RAILWAY FUND

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
294,368.72-	4,830,160.32-	1,500	99500 FUND TOTAL (SURP/DEF)	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 40 - ENTERPRISE

DEPARTMENT: 480 - SANTIAM RAILWAY

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:	50	<u>50</u>
61130 CONTRACT SERVICES:		
Contract for \$250/month for crossing insp.	3,000	
Contract for Condition and Rate Analysis	4,000	<u>7,000</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Sign/Signal repairs	1,000	
Rail and switch repair	1,000	
Ballast	543	
Vegetation control	300	<u>2,843</u>
61560 MAINTENANCE/BUILDING & GROUNDS:		
Scale Shack repairs	200	<u>200</u>
<u>CAPITAL OUTLAY</u>		
72300 IMPROVEMENTS:		
Undesignated project	100	<u>100</u>

PROGRAM INFORMATION

1984 ECONOMIC DEVELOPMENT GRANT (TEKNETICS)

Page 1 of 1

PROGRAM DESCRIPTION:

Revenue for this program is being generated by the repayment of the Economic Development loan made to Teknetics. The fund is pledged to support the Linn County Revolving loan fund which makes grants for economic development to Lebanon area businesses. Lumber Tech., a S.C.I.P. based company, has received funds from this program. Actual administration of the loan portion is conducted by OD4COG.

1991-92 GOALS STATEMENT:

The Economic Development Program 502 is a direct implementation measure for the Council goal to "Encourage Economic and Industrial Development." The fund is made possible through repayment of an economic development loan made to Teknetics. The proceeds have been used as leverage to help create the Linn County revolving loan pool. The pool is used to make loans to local businesses and industries to help stimulate economic growth and development.

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 502 1984 ECON DEV. (TEKNETICS)

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
2,241.77	0.00	1,000	48100 INTEREST ON INVESTMENT	1,000	1,000	1,000
0.00	0.00	7,200	48110 GRANT LOAN PRINC REC			
10,000.00	0.00	7,200	48112 GRANT LOAN INT REC			
20,279.74	30,083.65	30,000	49901 BEGINNING BALANCE	32,000	32,000	32,000
32,521.51	30,083.65	45,400	49998 TOTAL REVENUE	33,000	33,000	33,000
PERSONNEL SERVICES						
1,500.00	0.00	1,000	50001 SALARIES	1,000	1,000	1,000
1,500.00	0.00	1,000	59999 TOTAL PERSONNEL SERV	1,000	1,000	1,000
MATERIALS & SERVICES						
0.00	0.00	100	61240 DEPT/OPERATING EXPENSE	100	100	100
937.86	0.00	44,300	61350 GRANT LOANS MADE	31,900	31,900	31,900
937.86	0.00	44,400	69999 TOTAL MAT & SERV	32,000	32,000	32,000
2,437.86	0.00	45,400	99000 TOTAL DEPT EXP	33,000	33,000	33,000
30,083.65-	30,083.65-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 50 - INTERGOVERNMENTAL FUNDS

DEPARTMENT: 502 - 1984 ECONOMIC DEVELOPMENT GRANT (TEKNETICS)

<u>MATERIALS & SERVICES:</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61240 DEPARTMENT/OPERATING EXPENSE:	100	<u>100</u>
61350 GRANT - LOANS MADE:	31,900	<u>31,900</u>

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 510 FED. REV. SHARING-ADMIN

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
4,866.62	92.23	0	48100 INTEREST ON INVESTMENT			
700.00	0.00	0	48140 MISCELLANEOUS REVENUE			
140,893.77	0.00	0	49901 BEGINNING BALANCE			
146,460.39	92.23	0	49998 TOTAL REVENUE	0	0	0
MATERIALS & SERVICES						
191.90	0.00	0	61010 ADVERTISING			
1,521.50	0.00	0	61360 SIDEWALK GRANT PROGRAM			
1,713.40	0.00	0	69999 TOTAL MAT & SERV	0	0	0
CAPITAL OUTLAY						
31,000.00	0.00	0	72300 IMPROVEMENTS			
14,595.13	0.00	0	72600 OTHER EQPT.			
45,595.13	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
INTERFUND TRANSFERS						
69,955.86	0.00	0	90045 TO STREETS FUND			
14,296.00	0.00	0	90060 TO FAU STREET PROJECT			
14,900.00	0.00	0	90130 TO RAILROAD FUND			
99,151.86	0.00	0	90990 TOTAL INTERFUND TRANS	0	0	0
146,460.39	0.00	0	99000 TOTAL DEPT EXP	0	0	0
0.00	92.23-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

OTSC GRANT

Page 1 of 1

PROGRAM DESCRIPTION:

This fund is used to administer grant funds from the Oregon Traffic Safety Commission. Matching grant funds are awarded, on a competitive basis, for projects throughout the state that are related to traffic safety.

This fund is maintained to provide seed money for grant applications and a venue for project administration once an eligible project is defined.

There is no specific project committed in advance for the 1991-92 budget year. For this reason, no detail sheet is provided for this fund.

1991-92 GOALS STATEMENT:

This program supports the Council goal to "Improve Utility and Transportation Systems."

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 520 OTSC GRANT

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
1,913.00	7,989.00	0	41050 STATE GRANT FUNDS			
88.10-	32.07-	0	48100 INTEREST ON INVESTMENT			
0.00	1,152.11-	300	49901 BEGINNING BALANCE	205	205	205
1,824.90	6,804.82	300	49998 TOTAL REVENUE	205	205	205
MATERIALS & SERVICES						
389.00	0.00	50	61124 COMPUTER EXPENSE	20	20	20
1,393.86	6,500.74	50	61130 CONTRACT SERVICES	50	50	50
0.00	99.00	50	61240 DEPT/OPERATING EXPENSE	50	50	50
0.48	0.00	50	61250 DEPT/OP SUPPLIES	50	50	50
32.95	0.00	0	61800 PETROLEUM			
1,816.29	6,599.74	200	69999 TOTAL MAT & SERV	170	170	170
CAPITAL OUTLAY						
0.00	0.00	0	72300 IMPROVEMENTS			
1,160.72	0.00	100	72600 OTHER EQPT.	35	35	35
1,160.72	0.00	100	79999 TOTAL CAPITAL OUTLAY	35	35	35
2,977.01	6,599.74	300	99000 TOTAL DEPT EXP	205	205	205
1,152.11	205.08-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

SPECIAL EVENT SIGN

Page 1 of 1

PROGRAM DESCRIPTION:

In 1991, the Lebanon Leprechauns donated \$3,500 to the City to be held in trust to be used to help pay for signs to advertise special events in Lebanon. It is hoped that at some time in the future the City or another interested organization will have available some matching funds to purchase new signs.

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 530 SPEC. EVENT SIGN GRANT

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	41045 GRANT FUNDS			
0.00	0.00	0	48100 INTEREST ON INVESTMENT	300	300	300
0.00	0.00	0	49901 BEGINNING BALANCE	3,600	3,600	3,600
0.00	0.00	0	49998 TOTAL REVENUE	3,900	3,900	3,900
MATERIALS & SERVICES						
0.00	0.00	3,400	61130 CONTRACT SERVICES	3,500	3,500	3,500
0.00	0.00	100	61240 DEPT/OPERATING EXPENSE	200	200	200
0.00	0.00	100	61700 OFFICE SUPPLIES	200	200	200
0.00	0.00	3,600	69999 TOTAL MAT & SERV	3,900	3,900	3,900
0.00	0.00	3,600	99000 TOTAL DEPT EXP	3,900	3,900	3,900
0.00	0.00	3,600	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 50 - INTERGOVERNMENTAL

DEPARTMENT: 530 - SPECIAL EVENT SIGN

<u>MATERIALS & SERVICES:</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61600 CONTRACT SERVICES:		
Contractor to build signs	3,500	<u>3,500</u>
61240 DEPARTMENT/OPERATING EXPENSE:	200	<u>200</u>
61700 OFFICE SUPPLIES:	200	<u>200</u>

PROGRAM INFORMATION

STATE FOOT AND BIKE PATH

Page 1 of 1

PROGRAM DESCRIPTION:

This fund was originally set up to administer revenues from the state gas tax. The revenues may only be used to fund qualified foot and bike path projects.

The city now uses the fund for all budgeted projects related to pedestrian and bikeway improvements.

Budget cuts in the general fund left this fund without the major portion of its revenue. This budget proposes to support a continuation of the city's Sidewalk Construction/Repair Incentive Program for as long as funds last. Funds are also included to install the high priority sidewalks not installed by property owners as requested by City Council in F.Y. 1990-91. The money spent installing these sidewalks will eventually be reimbursed to the city.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Administrative Secretary	.00 FTE	.03 FTE
Director of Public Works	.00 FTE	.01 FTE
Engineering Technician I	.00 FTE	.01 FTE
Secretary I	<u>.00 FTE</u>	<u>.02 FTE</u>
TOTAL	.00 FTE	.07 FTE

1991-92 GOALS STATEMENT:

The goals to "Improve Utility and Transportation Systems" and to "Broaden Cultural and Recreational Opportunities" are implemented through this program.

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 550 STATE FOOT & BIKE PATH

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	42060 UNBONDED PRINCIPAL-LID			
0.00	0.00	0	42070 UNBONDED INT-LID			
2,214.20	3,599.01	1,000	48100 INTEREST ON INVESTMENT	100	100	100
0.00	0.00	0	48140 MISCELLANEOUS REVENUE			2,500
0.00	28,000.00	25,171	49010 FROM GENERAL FUND			
2,994.35	3,315.00	4,000	49045 STATE HIGHWAY REVENUE	4,000	4,000	4,000
0.00	7,000.00	0	49046 FROM STREETS FUND			
0.00	0.00	0	49105 FROM STR CAP PROJ			27,910
28,383.74	24,081.27	56,000	49901 BEGINNING BALANCE	23,500	23,500	33,500
33,592.29	65,995.28	86,171	49998 TOTAL REVENUE	27,600	27,600	68,010
PERSONNEL SERVICES						
0.00	0.00	0	50001 SALARIES	1,632	1,632	1,632
0.00	0.00	0	50003 FRINGE BENEFITS	758	758	758
0.00	0.00	0	50250 PART TIME			
0.00	0.00	0	50600 OVERTIME			
0.00	0.00	0	59999 TOTAL PERSONNEL SERV	2,390	2,390	2,390
MATERIALS & SERVICES						
0.00	75.00	725	61010 ADVERTISING	210	210	600
9,511.02	0.00	200	61130 CONTRACT SERVICES	200	200	400
0.00	22.90	975	61240 DEPT/OPERATING EXPENSE	500	500	500
0.00	3,556.80	69,000	61852 SIDEWALK GRANTS	2,300	2,300	15,000
9,511.02	3,654.70	70,900	69999 TOTAL MAT & SERV	3,210	3,210	16,500
CAPITAL OUTLAY						
0.00	5,411.81	15,271	72300 IMPROVEMENTS	22,000	22,000	49,120
0.00	5,411.81	15,271	79999 TOTAL CAPITAL OUTLAY	22,000	22,000	49,120
9,511.02	9,066.51	86,171	99000 TOTAL DEPT EXP	27,600	27,600	68,010
24,081.27-	56,928.77-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 50 - INTERGOVERNMENTAL

DEPARTMENT: 550 - STATE FOOT AND BIKE PATH

<u>MATERIALS AND SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:		
Projects	400	
Sidewalk Incentive Program	200	<u>600</u>
61130 CONTRACT SERVICES:		
Testing expenses	400	<u>400</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Project expense	500	<u>500</u>
61852 SIDEWALK GRANTS:		
Repair Incentive Program	2,000	
Construction Incentive Program	3,000	
High Priority Sidewalk Incentive	10,000	<u>15,000</u>
 <u>CAPITAL OUTLAY</u>		
72300 IMPROVEMENTS:		
First Year priority sidewalk installation	36,000	
1992 City Owned Sidewalk Project	10,000	
1991 City Owned Sidewalk Project (cont'd)	3,120	<u>49,120</u>

PROGRAM INFORMATION

STREETS

Page 1 of 3

PROGRAM DESCRIPTION:

The street budget funds several activities. Street maintenance is handled by the Street Section of the Maintenance Services Division.

Primary maintenance functions under the jurisdiction of the Street Section include graveling and grading of streets and alleys, street and curb repair and patching, sidewalk repairs, and in some cases replacement. The Street Section is also responsible for repair and maintenance of all traffic signing, three traffic signals, and traffic striping, which includes the painting of 139 crosswalks, 312 stop bars, over five miles of centerline stripe, miles of yellow curb, and many other legends and delineators. Street Section personnel mow along many city rights-of-way, pick up trash throughout the city (including dead animals), clean streets by sweeping and flushing, trim trees in the right-of-way, and build and maintain facilities and buildings throughout the city.

The Engineering Services Division provides design, construction supervision and contract administration services for construction, reconstruction, overlay, and crack sealing projects. The division is responsible for acquisition of needed easements and rights-of-way and for conducting vacation proceedings to dispose of unneeded property interests.

The division investigates and resolves traffic control problems such as street lighting, traffic signals and signing, road geometry problems, vision obstructions, and parking problems. Staff members regularly review traffic accident reports and often make on-site investigations in an effort to identify and correct traffic hazards.

PROGRAM INFORMATION

STREETS

Page 2 of 3

PROGRAM DESCRIPTION: (continued)

Each year the Streets Section relies on temporary help during the warm months to help with the extra work load. There are certain tasks that require warm, or at least dry weather for satisfactory results. We have especially placed a greater emphasis on painting and striping and expect that this will continue. Without this help, we would not be able to maintain the current level of service with striping, painting, and road surface repair.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Administrative Secretary	.15 FTE	.16 FTE
City Administrator	.09 FTE	.09 FTE
Crew Chief	.00 FTE	1.00 FTE
Director of Public Works	.15 FTE	.17 FTE
Engineering Division Manager	.12 FTE	.15 FTE
Engineering Technician I	.19 FTE	.30 FTE
Engineering Technician II	.07 FTE	.03 FTE
Engineering Technician III	.04 FTE	.23 FTE
Maintenance Division Manager	.20 FTE	.25 FTE
Maintenance Worker	.00 FTE	.25 FTE
Secretary/Accounts Payable Clerk	.10 FTE	.096 FTE
Secretary I	.20 FTE	.21 FTE
Senior Maintenance Worker	<u>3.00 FTE</u>	<u>2.00 FTE</u>
 SUBTOTAL - Regular	 4.31 FTE	 4.936 FTE
 Temporary Maintenance	 <u>.72 FTE</u>	 <u>.33 FTE</u>
 TOTAL	 5.03 FTE	 5.266 FTE
 Contract - City Attorney	 5.76% of Contract Wage	
 Mayor and City Council	 9% of stipend	

PROGRAM INFORMATION

STREETS

Page 3 of 3

1991-92 GOALS STATEMENT:

This program generally serves Council goals to "Improve Utility and Transportation Systems" and to "Meet Service Expectations of the Community" within the city. Proposed uses include meeting the expenses of personnel, equipment, materials, and other items required to provide for traffic engineering and maintenance and small-scale improvements to the street system.

The goal to "Encourage Economic Development" is furthered through research and resource assistance for prospective development.

1991-92 SUPPLEMENTAL BUDGET

The only changes to this budget were the allocation of the Secretary, Accounts Payable Clerk, and the replacement of .25 Maintenance Worker with a .25 Temporary Worker.

POSITIONS:

	<u>Original 1991-92</u>	<u>Supplemental 1991-92</u>
Administrative Secretary	.16 FTE	.16 FTE
City Administrator	.09 FTE	.09 FTE
Crew Chief	1.00 FTE	1.00 FTE
Director of Public Works	.17 FTE	.17 FTE
Engineering Division Manager	.15 FTE	.15 FTE
Engineering Technician I	.30 FTE	.30 FTE
Engineering Technician II	.03 FTE	.03 FTE
Engineering Technician III	.23 FTE	.23 FTE
Maintenance Division Manager	.25 FTE	.25 FTE
Maintenance Worker	.25 FTE	.00 FTE
Secretary/Accounts Payable Clerk	.096 FTE	.06 FTE
Secretary I	.21 FTE	.21 FTE
Senior Maintenance Worker	<u>2.00 FTE</u>	<u>2.00 FTE</u>
 SUBTOTAL - Regular	 4.936 FTE	 4.65 FTE
 Temporary Maintenance	 <u>.33 FTE</u>	 <u>.58 FTE</u>
 TOTAL	 5.266 FTE	 5.23 FTE

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 558 STREET MAINTENANCE

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
296,440.57	377,719.13	435,000	41075 ST DEPT OF TRANS	465,000	465,000	465,000
3,500.00	3,500.00	3,500	45020 REV FROM RENTED PROP	3,500	3,500	3,500
0.00	0.00	0	48060 ENGINEERING FEES	5,000	5,000	5,000
4,689.52	2,969.59	3,500	48100 INTEREST ON INVESTMENT	2,000	2,000	2,000
7,185.09	1,746.10	1,000	48140 MISCELLANEOUS REVENUE	1,000	1,000	1,000
0.00	0.00	0	49012 FROM PUB IMPROV FUND	4,000	4,000	4,000
69,955.86	0.00	0	49030 FROM FED REV SHARE FND			
66,948.90	64,385.96	37,457	49901 BEGINNING BALANCE	48,000	48,000	58,608
448,719.94	450,320.78	480,457	49998 TOTAL REVENUE	528,500	528,500	539,108
PERSONNEL SERVICES						
120,812.26	123,643.43	121,730	50001 SALARIES	143,484	143,484	143,484
53,969.62	53,467.74	58,354	50003 FRINGE BENEFITS	68,441	68,441	68,441
6,340.66	5,481.34	9,164	50250 PART TIME	4,510	4,510	4,510
0.00	0.00	100	50255 PARENTAL LEAVE EXPENSE	100	100	100
0.00	895.98	0	50600 OVERTIME	1,000	1,000	1,000
181,122.54	183,488.49	189,348	59999 TOTAL PERSONNEL SERV	217,535	217,535	217,535
MATERIALS & SERVICES						
0.00	0.00	400	61009 ADVERTISING (PW)	400	400	400
0.00	148.33	100	61010 ADVERTISING	100	100	100
99.73	413.29	100	61011 ADVERTISING (ENG)	200	200	200
0.00	122.54	200	61012 ADVERTISING (MAINT)	200	200	200
0.00	0.00	100	61121 COMMUNICATION (ENG)	100	100	100
299.71	143.00	400	61122 COMMUNICATION (MAINT)	400	400	400
0.00	0.00	20	61123 COMMUNICATION (PW)	35	35	35
0.00	352.23	250	61124 COMPUTER EXPENSE	250	250	250
701.67	988.15	500	61126 COMPUTER EXP (ENG)	1,100	1,100	1,100
104.97	186.89	300	61127 COMPUTER EXP (MAINT)	300	300	300
0.00	0.00	220	61128 COMPUTER EXP (PW)	230	230	230
150.00	1,808.68	2,800	61130 CONTRACT SERVICES	2,800	2,800	2,800
0.00	0.00	1,000	61133 CONTRACT SERV (ENG)	4,600	4,600	4,600
915.00	0.00	350	61134 CONTRACT SERV (MAINT)	350	350	350
957.51	571.11	1,139	61240 DEPT/OPERATING EXPENSE	1,139	1,139	1,139
979.92	831.78	1,200	61241 OPERATING EXP (ENG)	600	600	600
32,927.16	17,202.75	44,375	61242 OPERATING EXP (MAINT)	46,950	46,950	46,750
0.00	0.00	1,090	61243 OPERATING EXP (PW)	2,480	2,480	2,480
115.47	398.84	600	61251 OP SUPPLIES (ENG)	600	600	600
1,769.89	1,381.44	1,300	61252 OP. SUPPLIES (MAINT)	1,300	1,300	1,300
0.00	0.00	150	61253 OP SUPPLIES (PW)	180	180	180

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
Dept : 558 STREET MAINTENANCE

88-89	89-90	90-91		91-92			
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud	
174.97	44.92	80	61291 DUES & SUBSCRIPT (ENG)	80	80	80	
34.33	0.00	100	61292 DUES & SUBS (MAINT)	30	30	30	
0.00	0.00	55	61293 DUES & SUBSCRIPT (PW)	60	60	60	
161.44	0.00	0	61320 EDUCATION & TRAINING				
442.16	110.82	500	61321 EDUCATION & TRNG (ENG)	500	500	500	
601.76	482.98	600	61322 ED & TRNG (MAINT)	750	750	750	
0.00	0.00	250	61323 EDUCATION & TRNG (PW)	400	400	400	
86,410.92	85,712.29	88,000	61390 STREET LIGHTS	84,000	84,000	84,000	
0.00	3,404.32	20,160	61400 INSURANCE	19,000	19,000	19,000	
0.00	0.00	0	61401 UNEMPLOY INS				
0.00	139.00	1,000	61420 INS REPAIR & DEDUCT	1,000	1,000	1,000	
32.15	25.50	50	61501 UNIFORMS (ENG)	50	50	50	
840.32	1,155.99	1,300	61502 UNIFORMS (MAINT)	1,300	1,300	1,300	
379.17	258.62	400	61562 MAINT/BLDG (MAINT)	400	400	400	
23.00	0.00	100	61571 MAINT/EQPT (ENG)	100	100	100	
24.32	1,299.82	3,300	61572 MAINT/EQPT (MAINT)	2,300	2,300	2,300	
0.00	0.00	40	61573 MAINT/EQPT (PW)	50	50	50	
0.00	21.00	0	61580 MAINT/VEHICLES				
0.00	237.75	360	61581 MAINT/VEHICLES (ENG)	360	360	360	
19,335.10	22,116.62	24,400	61582 MAINT/VEHICLES (MAINT)	25,100	25,100	30,100	
0.00	0.00	0	61600 MEETINGS & CONFERENCES				
272.94	510.26	500	61601 MTGS & CONF (ENG)	350	350	350	
129.10	293.51	350	61602 MTGS & CONF (MAINT)	285	285	285	
0.00	0.00	270	61603 MTGS & CONF (PW)	330	330	330	
0.00	65.32	0	61700 OFFICE SUPPLIES				
232.04	495.95	0	61701 OFFICE SUPPLIES (ENG)				
141.78	202.39	150	61702 OFF SUPPLIES (MAINT)	150	150	150	
0.00	0.00	450	61703 OFFICE SUPPLIES (PW)	450	450	450	
21.81	8.50	100	61801 PETROLEUM (ENG)	100	100	100	
8,273.72	7,668.19	10,000	61802 PETROLEUM (MAINT)	10,000	10,000	10,000	
1,856.48	1,725.24	2,100	61902 UTILITIES (MAINT)	2,000	2,000	2,000	

158,408.54	150,528.02	211,209	69999 TOTAL MAT & SERV	213,459	213,459	218,259
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CAPITAL OUTLAY

2,595.29	858.67	0	72102 BUILDINGS (MAINT)			
0.00	0.00	0	72302 IMPROVEMENTS (MAINT)	10,000	10,000	10,000
840.00	249.00	550	72501 OFFICE EQPT (ENG)			260
0.00	0.00	450	72502 OFFICE EQPT (MAINT)			
0.00	0.00	700	72503 OFFICE EQPT (PW)			
3,174.39	0.00	3,050	72602 OTHER EQPT (MAINT)	2,000	2,000	2,200
6,421.22	14,602.65	14,400	72802 VEHICLES (MAINT)			

13,030.90	15,710.32	19,150	79999 TOTAL CAPITAL OUTLAY	12,000	12,000	12,460
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CONTINGENCIES

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 558 STREET MAINTENANCE

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
0.00	0.00	14,000	80005 OPERATING CONTINGENCY	14,413	14,413	21,161
0.00	0.00	14,000	89999 TOTAL CONTINGENCIES	14,413	14,413	21,161
INTERFUND TRANSFERS						
0.00	7,000.00	0	90035 TO ST FT & BIKE PTH FD			
31,772.00	18,842.00	32,000	90052 TO STORM DRAINAGE	32,000	32,000	32,000
0.00	0.00	0	90060 TO FAU STREET PROJECT	1,400	1,400	
0.00	0.00	14,750	90105 TO EQPT ACQ & REP FUND	37,693	37,693	37,693
31,772.00	25,842.00	46,750	90990 TOTAL INTERFUND TRANS	71,093	71,093	69,693
384,333.98	375,568.83	480,457	99000 TOTAL DEPT EXP	528,500	528,500	539,108
64,385.96-	74,751.95-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 8

FUND: 50 - INTERGOVERNMENTAL FUNDS

DEPARTMENT: 558 - STREETS

<u>MATERIALS AND SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61009 ADVERTISING (PW):	400	<u>400</u>
61010 ADVERTISING:	100	<u>100</u>
61011 ADVERTISING (ENG):		
Personnel recruitment	200	<u>200</u>
61012 ADVERTISING (MT):		
Personnel recruitment	200	<u>200</u>
61121 COMMUNICATIONS (ENG):		
Service and repair of radio equipment	100	<u>100</u>
61122 COMMUNICATIONS (MT):		
Service and repair of radio equipment	400	<u>400</u>
61123 COMMUNICATIONS (PW):		
Service and repair of radio equipment	35	<u>35</u>
61124 COMPUTER EXPENSE:	250	<u>250</u>
61126 COMPUTER EXPENSE (ENG):		
Service and repair of hardware	200	
Supplies	100	
Software	100	
Training	700	<u>1,100</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 2 of 8

FUND: 50 - INTERGOVERNMENTAL FUNDS

DEPARTMENT: 558 - STREETS

<u>MATERIALS AND SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61127 COMPUTER EXPENSE (MT):		
Service and repair of hardware	200	
Supplies	50	
Software	50	<u>300</u>
61128 COMPUTER EXPENSE (PW):		
Service and repair of hardware	110	
Supplies	40	
Software	40	
Training	40	<u>230</u>
61130 CONTRACT SERVICES:		
City attorney	2,800	<u>2,800</u>
61133 CONTRACT SERVICES (ENG):		
Deflection testing	3,600	
Surveying and consultant expenses	1,000	<u>4,600</u>
61134 CONTRACT SERVICES (MT):		
Janitorial service for shop	350	<u>350</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Expense Reimbursement	432	
Safety Incentive Program	400	
Employee Assistance Program	307	<u>1,139</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 3 of 8

FUND: 50 - INTERGOVERNMENTAL FUNDS

DEPARTMENT: 558 - STREETS

<u>MATERIALS AND SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61241 DEPARTMENT/OPERATING EXPENSE (ENG):		
Expense reimbursement	200	
Testing lab expense	400	<u>600</u>
61242 DEPARTMENT/OPERATING EXPENSE (MT):		
Shop rental	2,400	
Expense reimbursement	200	
Shop operations - welding supplies, materials, contracted services, etc.	1,000	
Bridge repairs	5,350	
Street repairs	9,000	
Gravel	4,000	
Concrete repairs and finishing	3,000	
Public property cleaning, vegetation control, leaf pickup, landfill fees	2,000	
Traffic control/painting	5,000	
Sign maintenance/barricades	4,400	
Tool/equipment rental	400	
Snow/ice control	1,000	
Dust control	9,000	<u>46,750</u>
61243 DEPARTMENT/OPERATING EXPENSE (PW):		
Consultant services	2,000	
Expense reimbursement	480	<u>2,480</u>
61251 DEPARTMENT/OPERATING SUPPLIES (ENG):		
References, code books	200	
Drafting, surveying and inspection supplies	300	
Assessor maps/microfilm	100	<u>600</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 4 of 8

FUND: 50 - INTERGOVERNMENTAL FUNDS

DEPARTMENT: 558 - STREETS

<u>MATERIALS AND SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61252 DEPARTMENT/OPERATING SUPPLIES (MT):		
Hand tools, shovels, rakes, picks, drills, sanders, cement finishing tools, blades, brushes	800	
Small hardware items, equipment cleaner, shop towels, shop supplies	500	<u>1,300</u>
61253 DEPARTMENT/OPERATING SUPPLIES (PW):		
Assessor maps/microfilm	25	
Reference, code and other books	155	<u>180</u>
61291 DUES & SUBSCRIPTIONS (ENG):		
American Public Works Association (APWA)	45	
Engineering dues and subscriptions	35	<u>80</u>
61292 DUES & SUBSCRIPTIONS (MT):		
American Public Works Association (APWA)	30	<u>30</u>
61293 DUES & SUBSCRIPTIONS (PW):		
American Public Works Association (APWA)	30	
Subscriptions	30	<u>60</u>
61321 EDUCATION & TRAINING (ENG):		
Training, workshops, seminars	500	<u>500</u>
61322 EDUCATION & TRAINING (MT):		
Training, workshops, seminars	450	
Reimbursement for course work	300	<u>750</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 5 of 8

FUND: 50 - INTERGOVERNMENTAL FUNDS

DEPARTMENT: 558 - STREETS

	<u>SUB-LINE</u>	
<u>MATERIALS AND SERVICES</u>	<u>ITEM TOTAL</u>	<u>LINE TOTAL</u>
61323 EDUCATION & TRAINING (PW):		
Training, workshops, seminars	400	<u>400</u>
61390 STREET LIGHTS:		
Electricity and maintenance fee for city street lights	84,000	<u>84,000</u>
61400 INSURANCE:		
Vehicle, general liability, equipment and building coverage	19,000	<u>19,000</u>
61420 INSURANCE REPAIR & DEDUCT (MT):	1,000	<u>1,000</u>
61501 UNIFORM PURCHASE/LAUNDERING (ENG):		
Rain gear	50	<u>50</u>
61502 UNIFORM PURCHASE/LAUNDERING (MT):		
Rain gear, rubber boots, gloves	150	
Purchase, repair, cleaning of uniforms, safety equipment	1,150	<u>1,300</u>
61562 MAINTENANCE/BUILDING & GROUNDS (MT):		
Building repair, paint, light bulbs, gravel	400	<u>400</u>
61571 MAINTENANCE/EQUIPMENT (ENG):		
Maintenance of field/office equipment	100	<u>100</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 6 of 8

FUND: 50 - INTERGOVERNMENTAL FUNDS

DEPARTMENT: 558 - STREETS

MATERIALS AND SERVICES

SUB-LINE
ITEM TOTAL LINE TOTAL

61572 MAINTENANCE/EQUIPMENT (MT):

Power tools, tree trimming tools, grinders, edgers, cutters	300	
Hydraulic tools, Stanley power unit, tampers, saws, hoses	400	
Other equipment, sand spreader, concrete saw, chipper, trailer, rear deck mower, cement mixer, chainsaws, power plant, hot box	1,600	<u>2,300</u>

61573 MAINTENANCE/EQUIPMENT (PW):

Service and repair of office equipment	50	<u>50</u>
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61581 MAINTENANCE/VEHICLES (ENG):

Engineering pickups (3)	360	<u>360</u>
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61582 MAINTENANCE/VEHICLES (MT):

Flat bed truck	500	
Station Wagon	200	
Dump trucks (2)	2,000	
Pickups (3)	1,000	
Van	200	
Grader	1,500	
Street Sweeper	500	
Street Flusher	500	
Tractors and attachments (3)	6,600	
Crane	400	
Roller	300	
Bucket Truck (annual certification)	800	
Payment to Fire District for mechanic	15,600	<u>30,100</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 7 of 8

FUND: 50 - INTERGOVERNMENTAL FUNDS

DEPARTMENT: 558 - STREETS

<u>MATERIALS AND SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61601 MEETINGS & CONFERENCES (ENG):		
American Public Works Association Conference	90	
Streets and Roads Conference	210	
Business meetings and travel luncheons	50	<u>350</u>
61602 MEETINGS & CONFERENCES (MT):		
American Public Works Association Conference	135	
Business meetings and travel lunches	150	<u>285</u>
61603 MEETINGS & CONFERENCES (PW):		
American Public Works Association Conference	90	
Streets and Roads Conference	210	
Business meetings and travel luncheons	30	<u>330</u>
61702 OFFICE SUPPLIES (MT):	150	<u>150</u>
61703 OFFICE SUPPLIES (PW):	450	<u>450</u>
61801 PETROLEUM PRODUCTS (ENG):		
Gasoline, oil lubricants	100	<u>100</u>
61802 PETROLEUM PRODUCTS (MT):		
Gasoline, oil lubricants	10,000	<u>10,000</u>
61902 UTILITIES (MT):		
Electricity at shop	1,500	
Natural Gas at shop	500	<u>2,000</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 8 of 8

FUND: 50 - INTERGOVERNMENTAL FUNDS

DEPARTMENT: 558 - STREETS

CAPITAL OUTLAY

**SUB-LINE
ITEM TOTAL LINE TOTAL**

72302 IMPROVEMENTS (MT):

Crack sealing (to include \$2,000 for
bridge decks)

10,000 10,000

72501 OFFICE EQUIPMENT (ENG):

260 260

72602 OTHER EQUIPMENT (MT):

Cellular phone (S1)
Hydro-sander

200
2,000 2,200

INTERFUND TRANSFER

90052 TO STORM DRAINAGE FUND

32,000 32,000

**90105 TO EQUIPMENT ACQUISITION AND
REPLACEMENT FUND:**

Street vehicles replacement reserve
Engineering vehicles replacement reserve
State and federal surplus reserve

36,743
450
500 37,693

PROGRAM INFORMATION

STORM DRAINAGE

Page 1 of 2

PROGRAM DESCRIPTION:

The Wastewater Collection Section is responsible for storm drainage throughout the city.

The crew is responsible for all functions mentioned under the Wastewater Program as well as cleaning of catch basins, storm lines, and open drainage ditches throughout the city.

The Engineering Division investigates drainage problems and develops solutions to the problems. Division personnel provide design and construction engineering for drainage projects.

Engineering staff members review development proposals to insure that each extension of the drainage system conforms with modern engineering and construction standards and with the long-range plan for development of Lebanon's drainage facilities.

This fund has lost approximately 40 percent of its funding due to cuts in the general fund. The result will be a reduction in culvert, storm drain pipe, and drainage swale cleaning and an increase in the amount of silt and gravel in these drainage structures.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Administrative Secretary	.05 FTE	.05 FTE
Crew Chief	.00 FTE	.15 FTE
Director of Public Works	.05 FTE	.05 FTE
Engineering Division Manager	.03 FTE	.03 FTE
Engineering Technician I	.11 FTE	.11 FTE
Engineering Technician II	.02 FTE	.00 FTE
Engineering Technician III	.01 FTE	.00 FTE
Maintenance Division Manager	.04 FTE	.02 FTE
Secretary I	.01 FTE	.01 FTE
Senior Maintenance Worker	<u>.60 FTE</u>	<u>.20 FTE</u>
 SUBTOTAL - Regular	 .92 FTE	 .62 FTE
 Temporary Maintenance	 <u>.54 FTE</u>	 <u>.00 FTE</u>
 TOTAL	 1.46 FTE	 .62 FTE

PROGRAM INFORMATION

STORM DRAINAGE

Page 2 of 2

1991-92 GOALS STATEMENT:

The Council goal to "Meet Service Expectations of the Community" is supported with this fund. The maintenance and improvement of Lebanon's ditches and underground storm water piping will allow the safer passage of storm flows and reduce the breeding areas for insects and rodents.

The goal to "Encourage Economic Development" is furthered through research and resource assistance for prospective development.

The goals to "Improve Communications with the Community" is served by increased advertising funding for publicizing the results of the Storm Drainage Master Plan to the community.

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
Dept : 559 STORM DRAINAGE

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
556.25	1,131.21	600	48100 INTEREST ON INVESTMENT	100	100	100
0.00	49,313.00	25,576	49010 FROM GENERAL FUND			
31,772.00	18,842.00	32,000	49046 FROM STREETS FUND	32,000	32,000	32,000
0.00	6,553.80	11,846	49901 BEGINNING BALANCE	3,327	3,327	8,200
32,328.25	75,840.01	70,022	49998 TOTAL REVENUE	35,427	35,427	40,300
PERSONNEL SERVICES						
10,601.89	36,545.15	25,604	50001 SALARIES	18,192	18,192	18,192
5,142.43	15,996.84	13,003	50003 FRINGE BENEFITS	7,917	7,917	7,917
0.00	262.65	6,760	50250 PART TIME			
0.00	0.00	0	50255 PARENTAL LEAVE EXPENSE			
15,744.32	52,804.64	45,367	59999 TOTAL PERSONNEL SERV	26,109	26,109	26,109
MATERIALS & SERVICES						
0.00	0.00	500	61009 ADVERTISING (PW)	500	500	500
0.00	0.00	300	61011 ADVERTISING (ENG)	50	50	50
0.00	0.00	150	61012 ADVERTISING (MAINT)	50	50	50
0.00	0.00	120	61128 COMPUTER EXP (PW)	120	120	120
0.00	0.00	3,000	61133 CONTRACT SERV (ENG)	1,000	1,000	4,000
8,609.64	7,906.13	0	61240 DEPT/OPERATING EXPENSE			
0.00	29.43	300	61241 OPERATING EXP (ENG)	100	100	100
0.00	85.50	14,500	61242 OPERATING EXP (MAINT)	3,850	3,850	4,900
0.00	0.00	635	61243 OPERATING EXP (PW)	635	635	635
174.43	375.14	0	61250 DEPT/OP SUPPLIES			
0.00	127.24	200	61251 OP SUPPLIES (ENG)	100	100	100
0.00	0.00	500	61252 OP. SUPPLIES (MAINT)	200	200	200
0.00	0.00	50	61253 OP SUPPLIES (PW)	50	50	50
0.00	168.71	250	61502 UNIFORMS (MAINT)	50	50	50
128.34	152.61	0	61570 MAINT/EQPT			
0.00	0.00	400	61572 MAINT/EQPT (MAINT)	200	200	200
0.00	0.00	0	61582 MAINT/VEHICLES (MAINT)			2,400
0.00	0.00	100	61703 OFFICE SUPPLIES (PW)	100	100	100
559.15	749.80	0	61800 PETROLEUM			
0.00	0.00	1,100	61802 PETROLEUM (MAINT)	500	500	500
9,471.56	9,594.56	22,105	69999 TOTAL MAT & SERV	7,505	7,505	13,955

CAPITAL OUTLAY

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 559 STORM DRAINAGE

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
0.00	50.00	550	72501 OFFICE EQPT (ENG)			
0.00	0.00	700	72503 OFFICE EQPT (PW)			
558.57	0.00	0	72600 OTHER EQPT.			
0.00	0.00	1,300	72602 OTHER EQPT (MAINT)			
558.57	50.00	2,550	79999 TOTAL CAPITAL OUTLAY	0	0	0
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY	1,813	1,813	236
0.00	0.00	0	89999 TOTAL CONTINGENCIES	1,813	1,813	236
25,774.45	62,449.20	70,022	99000 TOTAL DEPT EXP	35,427	35,427	40,300
6,553.80-	13,390.81-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 2

FUND: 50 - INTERGOVERNMENTAL FUNDS

DEPARTMENT: 559 - STORM DRAINAGE

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61009 ADVERTISING (PW):	500	<u>500</u>
61011 ADVERTISING (ENG):	50	<u>50</u>
61012 ADVERTISING (MT):		
Personnel recruitment	50	<u>50</u>
61128 COMPUTER EXPENSE (PW):		
Service and repair of hardware	30	
Supplies	30	
Software	30	
Training	30	<u>120</u>
61133 CONTRACT SERVICES (ENG):		
Contract service/surveying, appraisals	4,000	<u>4,000</u>
61241 DEPARTMENT/OPERATING EXPENSE (ENG):		
Expense reimbursement	100	<u>100</u>
61242 DEPARTMENT/OPERATING EXPENSE (MT):		
Employee Assistance Program	65	
Safety Incentive Program	35	
Rock and gravel for bottom of drainways	1,000	
Vegetation control	800	
Vactor rental for catch basin and drywell cleaning (3 Days)	3,000	<u>4,900</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 2 of 2

FUND: 50 - INTERGOVERNMENTAL FUNDS

DEPARTMENT: 559 - STORM DRAINAGE

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61243 DEPARTMENT/OPERATING EXPENSE (PW):		
Consultant services	500	
Expense reimbursement	135	<u>635</u>
61251 DEPARTMENT/OPERATING SUPPLIES (ENG):		
Drafting and surveying supplies	100	<u>100</u>
61252 DEPARTMENT/OPERATING SUPPLIES (MT):		
Hand tools, shovels, rakes, blades	200	<u>200</u>
61253 DEPARTMENT/OPERATING SUPPLIES (PW):		
Assessor maps/microfilm	25	
Reference, code and other books	25	<u>50</u>
61502 UNIFORM PURCHASE /LAUNDERING (MT):	50	<u>50</u>
61570 MAINTENANCE/EQUIPMENT (MT):		
Weedeaters, chainsaws, other small equipment	200	<u>200</u>
61582 MAINTENANCE/VEHICLES (MT):	2,400	<u>2,400</u>
61703 OFFICE SUPPLIES (PW):	100	<u>100</u>
61800 PETROLEUM PRODUCTS (MT):		
Gasoline, oil, lubricants	500	<u>500</u>

PROGRAM INFORMATION

911 COMMUNICATIONS

Page 1 of 1

PROGRAM DESCRIPTION:

Resources for this fund come from telephone taxes and are sent directly to the Linn County Sheriff's Office to help maintain the 911 Communications Center.

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
Dept : 562 911 COMMUNICATIONS

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	40,000	41020 FEDERAL GRANT FUNDS	40,000	40,000	40,000
0.00	0.00	40,000	49998 TOTAL REVENUE	40,000	40,000	40,000
MATERIALS & SERVICES						
0.00	0.00	0	60300 DEPRECIATION			
0.00	0.00	40,000	61130 CONTRACT SERVICES	40,000	40,000	40,000
0.00	0.00	40,000	69999 TOTAL MAT & SERV	40,000	40,000	40,000
0.00	0.00	40,000	99000 TOTAL DEPT EXP	40,000	40,000	40,000
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

CIVIL FORFEITURES

Page 1 of 1

PROGRAM DESCRIPTION:

In 1989, new laws went into effect which allow police departments to keep certain property seized in connection with illegal drug activities if the owner is convicted of a drug related crime. The funds raised from sale or redemption of the property, as well as any cash which is seized, are set aside for drug enforcement activities.

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 563 CIVIL FORFEITURES

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	43020 SUM. RELEASE FORFEIT	3,500	3,500	3,500
0.00	0.00	0	43030 AWARDED BY COURT	1,500	1,500	1,500
0.00	0.00	0	48100 INTEREST ON INVESTMENT	100	100	100
0.00	0.00	0	49901 BEGINNING BALANCE	4,700	4,700	6,700
0.00	0.00	0	49998 TOTAL REVENUE	9,800	9,800	11,800
MATERIALS & SERVICES						
0.00	0.00	500	61010 ADVERTISING	1,000	1,000	1,000
0.00	0.00	1,500	61014 CITY ATTORNEY	3,300	3,300	3,300
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE	1,500	1,500	1,500
0.00	0.00	3,000	61855 SPCL INVESTIGATIVE EXP	4,000	4,000	6,000
0.00	0.00	5,000	69999 TOTAL MAT & SERV	9,800	9,800	11,800
0.00	0.00	5,000	99000 TOTAL DEPT EXP	9,800	9,800	11,800
0.00	0.00	5,000	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

DIAL-A-BUS

Page 1 of 2

PROGRAM DESCRIPTION:

The Dial-A-Bus service under the proposed budget provides transportation to elderly and handicapped persons residing within the Lebanon city limits for a total of twenty-two (22) hours per week. The Dial-A-Bus will operate Monday through Thursday from 8:30 a.m. to 1:00 p.m. and on Fridays from 9:00 a.m. to 1:00 p.m. During 1990-91 operating on a 40 hour week, nearly 10,000 trips were logged as the service extended into the City's urban growth boundary. Under the proposed budget for FY 1991-92 it is estimated that the Dial-A-Bus trips will be reduced by fifty percent (50%). Due to the reduction in operating hours, service to the urban growth area will be discontinued. The bus system will remain a door-to-door service. However, a reservation 24 hours in advance will be needed to guarantee pick up. Priorities will be transportation to medical and social service appointments and to the Elderly Nutrition Program. All other activities such as shopping, personal business, recreation, and education will be on an availability basis only.

The proposed budget for the Dial-A-Bus service will obtain its revenue from the General Fund which will contribute \$15,392 and \$8,058 from the Special Transportation Formula Program (STFP) grant. It is important to note that the STFP allocation to the Dial-A-Bus is \$9,500. The additional \$1,442 will be available for use if other revenues are found to help restore the lost service.

During FY 90-91 the Senior Center has been managing a Volunteer Medical Transportation (VMT) program for seniors and handicapped individuals who have medical appointments out-of-town. The Center recruits and coordinates volunteer drivers for persons who are physically or financially unable to travel out-of-town for medical appointments that range from chemotherapy to

PROGRAM INFORMATION

DIAL-A-BUS

Page 2 of 2

PROGRAM DESCRIPTION: (continued)

kidney dialysis. Within the FY 91-92 Dial-A-Bus budget is a \$7,500 grant to be used for program expenses and mileage reimbursement for VMT volunteer drivers. Volunteer drivers use their own cars and are reimbursed through this grant at a set amount per trip.

The proposed budget reflects the reduction in the overall Dial-A-Bus service for forty-five percent (45%). At the same time, it reflects the City's commitment under the adversity of Measure 5 to maintain a basic level of transportation for seniors and disabled persons who rely on a Dial-A-Bus to obtain medical care, social services, and nutritional needs. The Senior and Disabled Services Program will also continue to manage the VMT program as well as administer the program grant.

<u>POSITIONS:</u>	<u>1990-91</u>	<u>1991-92</u>
Dial-A-Bus Driver	1.00 FTE	.550 FTE
Relief Driver	<u>.133 FTE</u>	<u>.133 FTE</u>
TOTAL	1.133 FTE	.683 FTE

1991-92 SUPPLEMENTAL BUDGET:

The Dial-A-Bus Program was returned to full-time, due to additional grant money (\$1,442) from the Special Transportation Fund and increased transfer from the General Fund.

POSITIONS:

	<u>ORIGINAL BUDGET 1991-92</u>	<u>SUPPLEMENTAL BUDGET 1991-92</u>
Dial-A-Bus	.550 FTE	1.00 FTE
Relief Driver	<u>.133 FTE</u>	<u>.133 FTE</u>
TOTAL	.683 FTE	1.133 FTE

Date : 1/03/92
Time : 4:07
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

Page : 50
G10 Run Date : 1/03/92

Fund : 50 INTERGOVERNMENTAL FUNDS
Dept : 569 DIAL-A-BUS

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
2,750.00	4,437.50	17,000	41050 STATE GRANT FUNDS	15,558	15,558	17,000
388.15	103.09	500	48100 INTEREST ON INVESTMENT	500	500	500
2,156.17	2,669.65	1,900	48140 MISCELLANEOUS REVENUE	1,900	1,900	1,900
12,800.00	25,231.00	20,450	49010 FROM GENERAL FUND	8,000	8,000	19,008
11,242.77	1,650.28	3,400	49901 BEGINNING BALANCE	1,000	1,000	3,400
29,337.09	34,091.52	43,250	49998 TOTAL REVENUE	26,958	26,958	41,808
PERSONNEL SERVICES						
14,782.76	15,289.45	15,932	50001 SALARIES	9,592	9,592	15,932
8,191.92	9,247.10	10,283	50003 FRINGE BENEFITS	2,630	2,630	10,283
239.44	2,706.00	686	50250 PART TIME	686	686	686
23,214.12	27,242.55	26,901	59999 TOTAL PERSONNEL SERV	12,908	12,908	26,901
MATERIALS & SERVICES						
0.00	0.00	7,500	61230 DRIVER REIMB	7,500	7,500	7,500
56.00	115.60	450	61240 DEPT/OPERATING EXPENSE	450	450	450
0.00	293.02	600	61250 DEPT/OP SUPPLIES	200	200	600
2,424.91	1,556.64	2,000	61580 MAINT/VEHICLES	1,200	1,200	2,000
1,991.78	2,072.63	2,300	61800 PETROLEUM	1,300	1,300	2,300
4,472.69	4,037.89	12,850	69999 TOTAL MAT & SERV	10,650	10,650	12,850
CAPITAL OUTLAY						
0.00	0.00	0	72800 VEHICLES			
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
CONTINGENCIES						
0.00	0.00	3,499	80005 OPERATING CONTINGENCY	3,400	3,400	2,057
0.00	0.00	3,499	89999 TOTAL CONTINGENCIES	3,400	3,400	2,057
27,686.81	31,280.44	43,250	99000 TOTAL DEPT EXP	26,958	26,958	41,808
1,650.28-	2,811.08-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 50 - INTERGOVERNMENTAL

DEPARTMENT: 569 - DIAL-A-BUS

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61230 DRIVER REIMBURSEMENTS:	7,500	<u>7,500</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Employee Assistance Program	100	
Safety Incentive Program	50	
Grant Application Fees	300	<u>450</u>
61250 DEPARTMENT OPERATING SUPPLIES:		
Ridership and Business Cards	200	<u>200</u>
61580 MAINTENANCE/VEHICLES:		
Dial-A-Bus	2,000	<u>2,000</u>
61800 PETROLEUM:		
Gasoline and oil	2,300	<u>2,300</u>

PROGRAM INFORMATION

SENIOR CENTER GRANT

1991-92 SUPPLEMENTAL BUDGET:

In Fall of 1991, the Lebanon Senior Center was awarded a grant from the Department of Human Resources - Senior and Disabled Services Division. The award is a three year demonstration grant of \$20,000 annually. This grant was made available in the State of Oregon through the Administration on Aging's National Project CARE: Eldercare Campaign.

The goal of this project is to work with one hundred (100) elderly residents to assist them in maintaining their independence by providing home safety inspections, education, repairs, installation of safety devices (handrails, smoke detectors, deadbolt locks, etc.), and inclusion into a fall prevention program designed specifically for the elderly.

\$15,000 will be received during the 1991-92 fiscal year.

POSITIONS:

	ORIGINAL BUDGET <u>1991-92</u>	SUPPLEMENTAL BUDGET <u>1991-92</u>
Program Manager	.00 FTE	.56 FTE

Date : 1/03/92
 Time : 4:07
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

Page : 51
 G10 Run Date : 1/03/92

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 570 SENIOR CENTER GRANT

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	15,000	41050 STATE GRANT FUNDS			15,000
0.00	0.00	0	48100 INTEREST ON INVESTMENT			
0.00	0.00	0	49901 BEGINNING BALANCE			
0.00	0.00	15,000	49998 TOTAL REVENUE	0	0	15,000
0.00	0.00	15,000	49999 TOTAL REVENUE	0	0	15,000
PERSONNEL SERVICES						
0.00	0.00	9,903	50001 SALARIES			9,903
0.00	0.00	4,347	50003 FRINGE BENEFITS			4,347
0.00	0.00	14,250	59999 TOTAL PERSONNEL SERV	0	0	14,250
MATERIALS & SERVICES						
0.00	0.00	750	61240 DEPT/OPERATING EXPENSE			750
0.00	0.00	750	69999 TOTAL MAT & SERV	0	0	750
CAPITAL OUTLAY						
0.00	0.00	0	72500 OFFICE EQPT.			
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
0.00	0.00	15,000	99000 TOTAL DEPT EXP	0	0	15,000
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

FAU STREET PROJECT

Page 1 of 2

PROGRAM DESCRIPTION:

Federal Aid/Urban (FAU) funds are distributed by the FHWA, through state governments, for use in constructing and reconstructing urban collector and arterial roads. The city's annual allocation accumulates in our "account" maintained by the state.

The funds must be used for major construction projects and may only be used on streets included in our approved FAU network. The federal funds cover 82 percent of all costs associated with the projects. The city and the state Department of Transportation each contribute 9 percent toward project costs.

The bulk of our 9 percent contribution has taken the form of in-kind services provided by Engineering Division personnel.

The current project in this fund is the Fifth Street FAU project. Designed to reconstruct the roadway from Airport Road south to, and including, the Kees Street intersection. City staff completed the design in the 1990-91 fiscal year, but due to staff reductions was required to turn the project over to the Oregon State Highway Division staff for completion. Construction should be completed in the 1991-92 budget year.

PROGRAM INFORMATION

FAU STREET PROJECT

Page 2 of 2

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Administrative Secretary	.02 FTE	.01 FTE
Director of Public Works	.02 FTE	.01 FTE
Engineering Division Manager	.04 FTE	.02 FTE
Engineering Technician I	.05 FTE	.00 FTE
Engineering Technician II	.11 FTE	.04 FTE
Engineering Technician III	<u>.03 FTE</u>	<u>.00 FTE</u>
 TOTAL	 .27 FTE	 .08 FTE

1991-92 GOALS STATEMENT:

This fund provides for major construction or reconstruction projects on arterial and collector streets on the Federal Aid/Urban street system. The projects support the Council goal to "Improve Utility and Transportation Systems."

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 571 FAU STREET PROJECT

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	9,961	41020 FEDERAL GRANT FUNDS	1,840	1,840	11,000
1,173.75	1,182.60	0	48100 INTEREST ON INVESTMENT	20	20	100
14,296.00	0.00	0	49030 FROM FED REV SHARE FND			
0.00	0.00	0	49046 FROM STREETS FUND	1,400	1,400	
0.00	0.00	0	49105 FROM STR CAP PROJ			2,680
0.00	10,431.00	0	49130 FROM SDC-STREET			
8,982.58	14,270.00	13,612	49901 BEGINNING BALANCE	1,598	1,598	4,283
24,452.33	25,883.60	23,573	49998 TOTAL REVENUE	4,858	4,858	18,063
PERSONNEL SERVICES						
7,025.26	7,774.00	7,675	50001 SALARIES	2,628	2,628	2,628
3,132.03	3,171.37	3,141	50003 FRINGE BENEFITS	1,085	1,085	1,085
0.00	773.55	0	50250 PART TIME			
0.00	0.00	0	50600 OVERTIME			
10,157.29	11,718.92	10,816	59999 TOTAL PERSONNEL SERV	3,713	3,713	3,713
MATERIALS & SERVICES						
13.95	30.61	236	61240 DEPT/OPERATING EXPENSE	900	900	900
11.09	0.00	900	61250 DEPT/OP SUPPLIES	50	50	50
0.00	0.00	50	61700 OFFICE SUPPLIES	50	50	50
0.00	0.00	150	61800 PETROLEUM	50	50	50
25.04	30.61	1,336	69999 TOTAL MAT & SERV	1,050	1,050	1,050
CAPITAL OUTLAY						
0.00	0.00	11,421	72300 IMPROVEMENTS	95	95	5,000
0.00	0.00	11,421	79999 TOTAL CAPITAL OUTLAY	95	95	5,000
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY			
0.00	0.00	0	89999 TOTAL CONTINGENCIES	0	0	0

INTERFUND TRANSFERS

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
Dept : 571 FAU STREET PROJECT

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
0.00	0.00	0	90120 TO WATER CIP			8,300
0.00	0.00	0	90990 TOTAL INTERFUND TRANS	0	0	8,300
10,182.33	11,749.53	23,573	99000 TOTAL DEPT EXP	4,858	4,858	18,063
14,270.00-	14,134.07-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 50 - INTERGOVERNMENTAL FUNDS

DEPARTMENT: 571 - FAU STREET PROJECT

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61240 DEPARTMENT/OPERATING EXPENSE:	900	<u>900</u>
61250 DEPARTMENT/OPERATING SUPPLIES:		
Surveying supplies	50	<u>50</u>
61700 OFFICE SUPPLIES:	50	<u>50</u>
61800 PETROLEUM PRODUCTS:		
Gasoline, oil lubricants	50	<u>50</u>
 <u>CAPITAL OUTLAY</u>		
72300 IMPROVEMENTS:		
Fifth Street	5,000	<u>5,000</u>
 <u>INTERFUND TRANSFER:</u>		
90120 TO WATER CIP FUND	8,300	<u>8,300</u>

PROGRAM INFORMATION

ENTREPRENURIAL GRANT

Page 1 of 1

PROGRAM DESCRIPTION:

In 1990, the City received a grant from the State of Oregon under the Timber Dependent Communities Opportunity Grant Program. The application was submitted in conjunction with Linn-Benton Community College and funds the Business Advocate who has an office in LBCC, Lebanon Center. When the grant money is received, it is passed on immediately to LBCC.

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 573 ENTREPRENEURIAL GRANT

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	41050 STATE GRANT FUNDS	10,000	10,000	10,000
0.00	0.00	0	48100 INTEREST ON INVESTMENT			
0.00	0.00	0	49901 BEGINNING BALANCE			
0.00	0.00	0	49998 TOTAL REVENUE	10,000	10,000	10,000
MATERIALS & SERVICES						
0.00	0.00	24,400	61130 CONTRACT SERVICES	10,000	10,000	10,000
0.00	0.00	100	61240 DEPT/OPERATING EXPENSE			
0.00	0.00	100	61250 DEPT/OP SUPPLIES			
0.00	0.00	24,600	69999 TOTAL MAT & SERV	10,000	10,000	10,000
0.00	0.00	24,600	99000 TOTAL DEPT EXP	10,000	10,000	10,000
0.00	0.00	24,600	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 50 - INTERGOVERNMENTAL

DEPARTMENT: 573 - ENTREPRENEURIAL GRANT

MATERIALS & SERVICES:

<u>SUB-LINE</u>	<u>ITEM TOTAL</u>	<u>LINE TOTAL</u>
------------------------	--------------------------	--------------------------

61130 CONTRACT SERVICES:

10,000

10,000

PROGRAM INFORMATION

WETLANDS GRANT

Page 1 of 1

PROGRAM DESCRIPTION:

In 1990, the City of Lebanon received a grant from the State of Oregon under the Timber Dependent Communities Opportunity Grant Program. An additional amount of matching funds of \$2,000 was provided by Consumers Power, Pacific Power and Light, and Telephone Utilities for the purpose of conducting a wetlands reconnaissance survey of vacant industrial land. The City will contract with OD4COG to prepare the survey.

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 574 WETLAND GRANT

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	41050 STATE GRANT FUNDS			
0.00	0.00	0	48055 DONATED MATCH. FDS.			
0.00	0.00	0	48100 INTEREST ON INVESTMENT			
0.00	0.00	0	49901 BEGINNING BALANCE	12,067	12,067	12,067
0.00	0.00	0	49998 TOTAL REVENUE	12,067	12,067	12,067
MATERIALS & SERVICES						
0.00	0.00	11,900	61130 CONTRACT SERVICES	11,900	11,900	11,900
0.00	0.00	100	61240 DEPT/OPERATING EXPENSE	100	100	100
0.00	0.00	100	61250 DEPT/OP SUPPLIES	67	67	67
0.00	0.00	12,100	69999 TOTAL MAT & SERV	12,067	12,067	12,067
0.00	0.00	12,100	99000 TOTAL DEPT EXP	12,067	12,067	12,067
0.00	0.00	12,100	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 50 - INTERGOVERNMENTAL

DEPARTMENT: 574 - WETLANDS GRANT

<u>MATERIALS & SERVICES:</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61130 CONTRACT SERVICES:	11,900	<u>11,900</u>
61240 DEPARTMENT/OPERATING EXPENSES:	100	<u>100</u>
61250 DEPARTMENT/OPERATING SUPPLIES:	67	<u>67</u>

PROGRAM INFORMATION

LCDC

Page 1 of 1

PROGRAM DESCRIPTION:

The Land Conservation & Development Commission used to provide the City with grant money to update our Comprehensive Plan and to support the Periodic Review. We contract with the Council of Governments for those services, which are paid from the General Fund once these funds have been spent.

1991-92 SUPPLEMENTAL BUDGET:

An unanticipated grant was received for \$2,500.

Date : 1/03/92
 Time : 4:07
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

Page : 56
 G10 Run Date : 1/03/92

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 575 LCDC-PLANNING MAINT. GRANT

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
2,500.00	0.00	2,500	41050 STATE GRANT FUNDS			2,500
337.45	23.92	0	48100 INTEREST ON INVESTMENT			
5,240.82	640.77	350	49901 BEGINNING BALANCE	300	300	350
8,078.27	664.69	2,850	49998 TOTAL REVENUE	300	300	2,850
MATERIALS & SERVICES						
7,437.50	320.95	2,850	61130 CONTRACT SERVICES	300	300	2,850
7,437.50	320.95	2,850	69999 TOTAL MAT & SERV	300	300	2,850
7,437.50	320.95	2,850	99000 TOTAL DEPT EXP	300	300	2,850
640.77-	343.74-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 50 - INTERGOVERNMENTAL

DEPARTMENT: 575 - LCDC - PLANNING MAINTENANCE GRANT

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61130 CONTRACT SERVICES:	2,850	2,850

PROGRAM INFORMATION

PLANNING ASSISTANCE GRANT

Page 1 of 1

PROGRAM DESCRIPTION:

In 1989, the City applied jointly with the City of Sweet Home for a Planning Assistance Grant. The purpose of the grant was to help diversify and improve the economies of both cities enabling them to identify and pursue their economic development objectives, including conducting and refining Economic Development Strategies, as well as updating commercial industrial needs analysis, inventories, surveys and catalogues.

The two cities received a combined grant of \$14,000, with Lebanon getting \$8,525 and Sweet Home getting \$5,475. Some of the work will be done under contract with the Council of Governments, some of it in house.

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 580 PLANNING ASSISTANCE GRANT

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	6,394.00	0	41050 STATE GRANT FUNDS			
0.00	172.31	300	48100 INTEREST ON INVESTMENT			
0.00	0.00	0	48140 MISCELLANEOUS REVENUE			
0.00	0.00	7,380	49901 BEGINNING BALANCE	2,000	2,000	2,000
0.00	6,566.31	7,680	49998 TOTAL REVENUE	2,000	2,000	2,000
PERSONNEL SERVICES						
0.00	195.00	1,100	50001 SALARIES			
0.00	41.48	600	50003 FRINGE BENEFITS			
0.00	236.48	1,700	59999 TOTAL PERSONNEL SERV	0	0	0
MATERIALS & SERVICES						
0.00	100.20	3,625	61130 CONTRACT SERVICES	1,800	1,800	1,800
0.00	258.37	1,855	61240 DEPT/OPERATING EXPENSE	100	100	100
0.00	0.00	200	61700 OFFICE SUPPLIES	100	100	100
0.00	358.57	5,680	69999 TOTAL MAT & SERV	2,000	2,000	2,000
CONTINGENCIES						
0.00	0.00	300	80005 OPERATING CONTINGENCY			
0.00	0.00	300	89999 TOTAL CONTINGENCIES	0	0	0
0.00	595.05	7,680	99000 TOTAL DEPT EXP	2,000	2,000	2,000
0.00	5,971.26-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 50 - INTERGOVERNMENTAL

DEPARTMENT: 580 - PLANNING ASSISTANCE GRANT

<u>MATERIALS & SERVICES:</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61130 CONTRACT SERVICES:		
Contract with Council of Governments	1,800	<u>1,800</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Printing costs	100	<u>100</u>
61700 OFFICE SUPPLIES:	100	<u>100</u>

PROGRAM INFORMATION

1983/84 HOUSING REHABILITATION

Page 1 of 1

PROGRAM DESCRIPTION:

Revenue for this program is being generated by repayment of housing rehabilitation loans. The fund is planned to be used for additional loans to downtown stores and business owners to facilitate refurbishing of their store fronts.

1991-92 GOALS STATEMENT:

In 1983, the City received a grant to make housing rehabilitation loans to local low income homeowners. Repayment from those loans will be used to create a loan pool for downtown businesses and owners for building and refurbishing. The program is a direct implementation of the Council goal to "Encourage Uptown Improvements."

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 585 83/84 HOUSING REHAB.

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
493.92	632.69	500	48100 INTEREST ON INVESTMENT	1,000	1,000	1,000
7,551.53	21,250.49	8,000	48110 GRANT LOAN PRINC REC	8,000	8,000	8,000
1,142.68	942.26	1,000	48112 GRANT LOAN INT REC	500	500	500
25,215.69	1,026.27	13,076	49901 BEGINNING BALANCE	18,400	18,400	18,500
34,403.82	23,851.71	22,576	49998 TOTAL REVENUE	27,900	27,900	28,000
MATERIALS & SERVICES						
0.00	0.00	100	61240 DEPT/OPERATING EXPENSE	100	100	100
33,377.55	0.00	10,476	61350 GRANT LOANS MADE	27,800	27,800	27,900
33,377.55	0.00	10,576	69999 TOTAL MAT & SERV	27,900	27,900	28,000
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY			
0.00	0.00	0	89999 TOTAL CONTINGENCIES	0	0	0
INTERFUND TRANSFERS						
0.00	0.00	12,000	90011 TO GEN FUND-LOAN REPAY			
0.00	0.00	12,000	90990 TOTAL INTERFUND TRANS	0	0	0
33,377.55	0.00	22,576	99000 TOTAL DEPT EXP	27,900	27,900	28,000
1,026.27-	23,851.71-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

1985-86 OCD HOUSING REHABILITATION GRANT

Page 1 of 1

PROGRAM DESCRIPTION:

Revenue for this fund is from a state Community Development Block Grant for housing rehabilitation. The expenditure is for housing rehabilitation for the balance of the fund not previously expended. All amounts in this fund are restricted to housing rehabilitation activities.

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 590 85/86 HOUSING REHAB.

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	41050 STATE GRANT FUNDS			
88.00	0.00	100	48100 INTEREST ON INVESTMENT	100	100	100
9,112.00	8,277.00	3,000	48110 GRANT LOAN PRINC REC			
0.00	3,609.00	0	49901 BEGINNING BALANCE	10,619	10,619	10,619
9,200.00	11,886.00	3,100	49998 TOTAL REVENUE	10,719	10,719	10,719
PERSONNEL SERVICES						
0.00	0.00	100	50001 SALARIES	100	100	100
0.00	0.00	0	50003 FRINGE BENEFITS			
0.00	0.00	100	59999 TOTAL PERSONNEL SERV	100	100	100
MATERIALS & SERVICES						
0.00	0.00	1,100	61240 DEPT/OPERATING EXPENSE	1,100	1,100	1,100
5,591.00	0.00	1,900	61350 GRANT LOANS MADE	9,519	9,519	9,519
5,591.00	0.00	3,000	69999 TOTAL MAT & SERV	10,619	10,619	10,619
5,591.00	0.00	3,100	99000 TOTAL DEPT EXP	10,719	10,719	10,719
3,609.00-	11,886.00-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

1985/86 OCD HOUSING REHABILITATION UNRESTRICTED

Page 1 of 1

PROGRAM DESCRIPTION:

The 1985-86 Housing Rehabilitation Grant was officially closed out in June, 1990. Any collections on loans outstanding may be used for other purposes than housing rehabilitation as long as the City has no open Community Development Block Grants. Because of budgets required by Measure 5, funds in this department are being budgeted for emergency building repairs.

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 591 85-86 HSING REHAB UNRESTRICTED

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	48100 INTEREST ON INVESTMENT	500	500	500
0.00	0.00	5,000	48110 GRANT LOAN PRINC REC	5,000	5,000	5,000
0.00	0.00	0	49901 BEGINNING BALANCE	11,687	11,687	11,937
0.00	0.00	5,000	49998 TOTAL REVENUE	17,187	17,187	17,437
PERSONNEL SERVICES						
0.00	0.00	100	50001 SALARIES	100	100	100
0.00	0.00	100	50003 FRINGE BENEFITS	100	100	100
0.00	0.00	200	59999 TOTAL PERSONNEL SERV	200	200	200
MATERIALS & SERVICES						
0.00	0.00	100	61240 DEPT/OPERATING EXPENSE	100	100	100
0.00	0.00	4,700	61350 GRANT LOANS MADE	100	100	100
0.00	0.00	0	61560 MAINT/BLDG	16,787	16,787	17,037
0.00	0.00	4,800	69999 TOTAL MAT & SERV	16,987	16,987	17,237
0.00	0.00	5,000	99000 TOTAL DEPT EXP	17,187	17,187	17,437
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

GILL'S LANDING BOAT RAMP

Page 1 of 1

PROGRAM DESCRIPTION:

The annual Oregon State Marine Board grant is used for ongoing maintenance of, and minor improvements to, the boating facilities at Gill's Landing. The grant amount is variable and is renewable annually as long as we satisfy certain Marine Board criteria in applying for and using the funds.

1991-92 GOALS STATEMENT:

This grant is earmarked for the specific purpose of maintaining the boating facilities at Gill's Landing. It serves to further the Council goal to "Meet Service Expectations of the Community."

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 593 GILLS LANDING BOAT RAMP

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
2,000.00	2,000.00	2,000	41050 STATE GRANT FUNDS	2,000	2,000	2,000
103.58	220.44	100	48100 INTEREST ON INVESTMENT	100	100	100
659.66	672.54	2,873	49901 BEGINNING BALANCE	120	120	4,717
2,763.24	2,892.98	4,973	49998 TOTAL REVENUE	2,220	2,220	6,817
MATERIALS & SERVICES						
2,090.70	0.00	300	61240 DEPT/OPERATING EXPENSE	200	200	317
2,090.70	0.00	300	69999 TOTAL MAT & SERV	200	200	317
CAPITAL OUTLAY						
0.00	0.00	4,673	72300 IMPROVEMENTS	2,020	2,020	6,500
0.00	0.00	4,673	79999 TOTAL CAPITAL OUTLAY	2,020	2,020	6,500
2,090.70	0.00	4,973	99000 TOTAL DEPT EXP	2,220	2,220	6,817
672.54-	2,892.98-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 50 - INTERGOVERNMENTAL

DEPARTMENT: 593 - GILLS LANDING BOAT RAMP

MATERIALS & SERVICES

**SUB-LINE
ITEM TOTAL LINE TOTAL**

61240 DEPARTMENT/OPERATING EXPENSE:

Brush clearing, rock and rip rap, parking lot painting, dock maintenance, loam and seed	317	<u>317</u>
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CAPITAL OUTLAY

72300 IMPROVEMENTS:

Parking lot paving	6,500	<u>6,500</u>
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Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 50 INTERGOVERNMENTAL FUNDS
 Dept : 599 VAUGHN LANE ACRES PARK

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
231.31	83.15	0	48100 INTEREST ON INVESTMENT			
2,472.48	2,703.79	187	49901 BEGINNING BALANCE	187	187	250
2,703.79	2,786.94	187	49998 TOTAL REVENUE	187	187	250
INTERFUND TRANSFERS						
0.00	2,600.00	187	90010 TO GENERAL FUND	187	187	250
0.00	2,600.00	187	90990 TOTAL INTERFUND TRANS	187	187	250
0.00	2,600.00	187	99000 TOTAL DEPT EXP	187	187	250
2,703.79-	186.94-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0
162,717.76-	236,666.50-	45,300	99500 FUND TOTAL (SURP/DEF)	0	0	0

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 60 INTRAGOVERNMENTAL FUNDS
Dept : 640 PAYROLL SUSPENSE

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
1.00	96.76-	0	49901 BEGINNING BALANCE			
1.00	96.76-	0	49998 TOTAL REVENUE	0	0	0
MATERIALS & SERVICES						
97.76	5.79-	0	61875 PAYROLL SUSPENSE			
97.76	5.79-	0	69999 TOTAL MAT & SERV	0	0	0
97.76	5.79-	0	99000 TOTAL DEPT EXP	0	0	0
96.76	90.97	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 60 INTRAGOVERNMENTAL FUNDS
Dept : 650 SUSPENSE INTEREST

88-89	89-90	90-91		91-92			
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud	
REVENUES							
0.00	0.00	0	48250 SUSPENSE-INTEREST				
0.00	0.00	0	49901 BEGINNING BALANCE				
0.00	0.00	0	49998 TOTAL REVENUE	0	0	0	
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0	

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 60 INTRAGOVERNMENTAL FUNDS
Dept : 660 SUSPENSE MISCELLANEOUS

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
48,309.76	47,375.15	0	48260 SUSPENSE-MISC			
5,392.42	6,377.38	0	49901 BEGINNING BALANCE			
53,702.18	53,752.53	0	49998 TOTAL REVENUE	0	0	0
MATERIALS & SERVICES						
47,324.80	47,498.91	0	61850 REFUNDS			
47,324.80	47,498.91	0	69999 TOTAL MAT & SERV	0	0	0
47,324.80	47,498.91	0	99000 TOTAL DEPT EXP	0	0	0
6,377.38-	6,253.62-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 60 INTRAGOVERNMENTAL FUNDS
 Dept : 670 SUSPENSE INVESTMENTS

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
300,000.00	0.00	0	41110 MATURED INVESTMENTS			
0.00	0.00	0	49901 BEGINNING BALANCE			
300,000.00	0.00	0	49998 TOTAL REVENUE	0	0	0
MATERIALS & SERVICES						
0.00	0.00	0	61110 PURCHASED INVESTMENTS			
0.00	0.00	0	69999 TOTAL MAT & SERV	0	0	0
0.00	0.00	0	99000 TOTAL DEPT EXP	0	0	0
300,000.00-	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0
306,280.62-	6,162.65-	0	99500 FUND TOTAL (SURP/DEF)	0	0	0

PROGRAM INFORMATION

BANCROFT BOND FUND

Page 1 of 1

PROGRAM DESCRIPTION:

The Bancroft Bonding Act (ORS 223.205 to 223.285) permits benefitted property owners to pay assessments for improvements over a period of ten years in equal semi-annual installments, together with interest on the unpaid balance. The assessments receivable and debt service requirements for the Bancroft Improvement Bond issues are recorded in this fund. The City has elected to limit to ten years the period in which to pay assessments and retire the bonds. Every year a cash flow projection is done to project any fund deficiency. We have also been studying ways to market property the city has foreclosed on. An active marketing program was pursued in 1989-90, resulting in the sale of lots. An agreement with the Linn Benton Housing Authority not to exercise the city's right to purchase some lots in Aspen Park for taxes in exchange for \$10,000 was concluded.

In 1990-91 all of the remaining lots were sold adding \$36,000 to the fund. In addition, a foreclosure sale was held May 10, 1991. Revenues from the sale of the properties equalled \$626.00. If enough money is collected, the outstanding bonds will be retired, hopefully by June 30, 1992. Then any collections may be used for whatever purpose the City Council allows.

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 70 SPECIAL ASSESSMENT FUNDS
Dept : 720 BANCROFT BOND REVENUES

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
49,105.80	22,123.55	16,000	42010 BANCROFT BOND PRINCIPA	18,000	18,000	22,000
10,805.60	7,307.02	8,000	42020 BANCROFT BOND INTEREST	8,000	8,000	6,500
0.00	0.00	17,000	45010 REV FROM SALE OF PROP	7,500	7,500	
10,859.26	2,258.51	2,000	48100 INTEREST ON INVESTMENT	2,000	2,000	2,000
224,814.83	142,042.99	29,500	49901 BEGINNING BALANCE	39,000	39,000	45,000
295,585.49	173,732.07	72,500	49998 TOTAL REVENUE	74,500	74,500	75,500
CAPITAL OUTLAY						
0.00	0.00	0	72050 LAND			
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
UNAPPROPRIATED						
0.00	0.00	33,210	92010 UNAPROP END FUND BAL	38,166	38,166	39,166
0.00	0.00	33,210	92199 TOTAL UNAPPROPRIATED	38,166	38,166	39,166
DEBT SERVICE						
100,000.00	100,000.00	0	95101 PRIN-79 ISSUE (DK 33)			
25,000.00	25,000.00	25,000	95102 PRIN-82 ISS (DK 34)	25,000	25,000	25,000
5,000.00	5,000.00	5,000	95103 PRIN-84 ISS (DK 36/37)	5,000	5,000	5,000
8,550.00	2,850.00	0	95201 INTEREST-1979 ISSUE (D			
10,755.00	8,348.75	5,880	95202 INT-82 ISS (DK 34)	3,355	3,355	3,355
4,237.50	3,830.00	3,410	95203 INT-84 ISS (DK 36/37)	2,979	2,979	2,979
153,542.50	145,028.75	39,290	95999 TOTAL DEBT SERVICE	36,334	36,334	36,334
153,542.50	145,028.75	72,500	99000 TOTAL DEPT EXP	74,500	74,500	75,500
142,042.99-	28,703.32-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 70 SPECIAL ASSESSMENT FUNDS
 Dept : 721 WALKER RD IMP'S

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	1,500	42010 BANCROFT BOND PRINCIPA	1,500	1,500	1,500
0.00	0.00	400	42020 BANCROFT BOND INTEREST	800	800	800
292.50	17,021.00	0	42060 UNBONDED PRINCIPAL-LID			
13.40	1,317.47	0	48100 INTEREST ON INVESTMENT	200	200	200
0.00	0.00	18,321	49901 BEGINNING BALANCE	4,605	4,605	4,200
305.90	18,338.47	20,221	49998 TOTAL REVENUE	7,105	7,105	6,700
UNAPPROPRIATED						
0.00	0.00	2,200	92010 UNAPROP END FUND BAL	2,000	2,000	2,000
0.00	0.00	2,200	92199 TOTAL UNAPPROPRIATED	2,000	2,000	2,000
DEBT SERVICE						
0.00	0.00	17,021	95501 LOAN PRINC	5,105	5,105	4,700
0.00	0.00	1,000	95601 LOAN INT			
0.00	0.00	18,021	95999 TOTAL DEBT SERVICE	5,105	5,105	4,700
0.00	0.00	20,221	99000 TOTAL DEPT EXP	7,105	7,105	6,700
305.90-	18,338.47-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 70 SPECIAL ASSESSMENT FUNDS
 Dept : 722 S.C.I.P. LID

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	6,242	42010 BANCROFT BOND PRINCIPA	6,000	6,000	6,000
0.00	0.00	2,000	42020 BANCROFT BOND INTEREST	2,000	2,000	2,000
0.00	0.00	500	48100 INTEREST ON INVESTMENT	2,000	2,000	2,000
0.00	0.00	8,542	49901 BEGINNING BALANCE	36,637	36,637	38,000
0.00	0.00	17,284	49998 TOTAL REVENUE	46,637	46,637	48,000
UNAPPROPRIATED						
0.00	0.00	17,284	92010 UNAPROP END FUND BAL	46,637	46,637	48,000
0.00	0.00	17,284	92199 TOTAL UNAPPROPRIATED	46,637	46,637	48,000
0.00	0.00	17,284	99000 TOTAL DEPT EXP	46,637	46,637	48,000
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 70 SPECIAL ASSESSMENT FUNDS
Dept : 723 OAK ST LID

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	25,000	42010 BANCROFT BOND PRINCIPA	6,000	6,000	6,000
0.00	0.00	27,500	42020 BANCROFT BOND INTEREST	6,000	6,000	6,000
0.00	0.00	500	48100 INTEREST ON INVESTMENT	100	100	100
0.00	0.00	0	49901 BEGINNING BALANCE			7,137
0.00	0.00	53,000	49998 TOTAL REVENUE	12,100	12,100	19,237
CONTINGENCIES						
0.00	0.00	10,500	80005 OPERATING CONTINGENCY	495	495	7,632
0.00	0.00	10,500	89999 TOTAL CONTINGENCIES	495	495	7,632
UNAPPROPRIATED						
0.00	0.00	0	92010 UNAPROP END FUND BAL			
0.00	0.00	0	92199 TOTAL UNAPPROPRIATED	0	0	0
DEBT SERVICE						
0.00	0.00	25,000	95100 BOND PRINCIPAL	5,849	5,849	5,849
0.00	0.00	17,500	95200 BOND INTEREST	5,756	5,756	5,756
0.00	0.00	42,500	95999 TOTAL DEBT SERVICE	11,605	11,605	11,605
0.00	0.00	53,000	99000 TOTAL DEPT EXP	12,100	12,100	19,237
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

PUBLIC IMPROVEMENTS

Page 1 of 1

PROGRAM DESCRIPTION:

This fund is used to budget for public improvement projects for which reimbursement of costs is expected. The fund was used to provide temporary administration of the East Grant Street Local Improvement District.

1991-92 GOALS STATEMENT:

Used for administration of local improvement districts, this fund supports the Council goal to "Improve Utility and Transportation Systems".

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 70 SPECIAL ASSESSMENT FUNDS
Dept : 750 PUB. IMP. - ADMINISTRATION

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	205,200	42030 BOND SALE PROCEEDS	30,000	30,000	30,000
0.00	0.00	0	42060 UNBONDED PRINCIPAL-LID			7,700
0.00	0.00	0	42070 UNBONDED INT-LID			
386.90	44.28	5,600	48100 INTEREST ON INVESTMENT			
4,418.51	3,350.11	0	49901 BEGINNING BALANCE			1,800
4,805.41	3,394.39	210,800	49998 TOTAL REVENUE	30,000	30,000	39,500
MATERIALS & SERVICES						
0.00	0.00	1,400	61010 ADVERTISING	100	100	100
0.00	0.00	13,000	61130 CONTRACT SERVICES	4,000	4,000	4,000
0.00	0.00	1,500	61240 DEPT/OPERATING EXPENSE	800	800	800
0.00	0.00	900	61820 POSTAGE	100	100	100
0.00	0.00	16,800	69999 TOTAL MAT & SERV	5,000	5,000	5,000
CAPITAL OUTLAY						
1,455.30	1,762.00	191,000	72300 IMPROVEMENTS	21,000	21,000	22,000
1,455.30	1,762.00	191,000	79999 TOTAL CAPITAL OUTLAY	21,000	21,000	22,000
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY			6,000
0.00	0.00	0	89999 TOTAL CONTINGENCIES	0	0	6,000
INTERFUND TRANSFERS						
0.00	1,588.11	3,000	90010 TO GENERAL FUND			2,500
0.00	0.00	0	90045 TO STREETS FUND	4,000	4,000	4,000
0.00	1,588.11	3,000	90990 TOTAL INTERFUND TRANS	4,000	4,000	6,500
1,455.30	3,350.11	210,800	99000 TOTAL DEPT EXP	30,000	30,000	39,500
3,350.11-	44.28-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AINS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 70 SPECIAL ASSESSMENT FUNDS
Dept : 750 PUB. IMP. - ADMINISTRATION

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
145,699.00-	47,086.07-	0	99500 FUND TOTAL (SURP/DEF)	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 70 - SPECIAL ASSESSMENT FUND

DEPARTMENT: 750 - PUBLIC IMPROVEMENTS

<u>MATERIALS AND SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:		
Grant Street LID	100	<u>100</u>
61130 CONTRACT SERVICES:		
Grant Street LID bond sale costs	4,000	<u>4,000</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Miscellaneous expenses	800	<u>800</u>
61820 POSTAGE:	100	<u>100</u>
 <u>CAPITAL OUTLAY</u>		
72300 IMPROVEMENTS:		
Grant Street LID	22,000	<u>22,000</u>
 <u>INTERFUND TRANSFER</u>		
90010 TO GENERAL FUND:	2,500	<u>2,500</u>
90105 TO STREET FUND:	4,000	<u>7,000</u>

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 810 SPECIAL CONTINGENCY FUND

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
355.97	16.18	0	48100 INTEREST ON INVESTMENT			
9,081.53	2,037.50	0	49901 BEGINNING BALANCE			
9,437.50	2,053.68	0	49998 TOTAL REVENUE	0	0	0
CAPITAL OUTLAY						
7,400.00	300.00	0	72300 IMPROVEMENTS			
0.00	1,756.00	0	72500 OFFICE EQPT.			
7,400.00	2,056.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
7,400.00	2,056.00	0	99000 TOTAL DEPT EXP	0	0	0
2,037.50-	2.32	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

EQUIPMENT ACQUISITION AND REPLACEMENT

Page 1 of 1

PROGRAM DESCRIPTION:

Reserves for equipment acquisition and replacement are built up in this fund so that equipment replacement costs may be distributed more evenly over the years. In addition, instead of paying for maintenance contracts on computer equipment, funds are accumulated to replace equipment as needed.

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
Dept : 820 EQUIPMENT ACQ. & REPLACEMENT

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
745.98	1,327.86	1,026	48100 INTEREST ON INVESTMENT	5,000	5,000	5,000
0.00	0.00	0	48140 MISCELLANEOUS REVENUE			
4,900.00	1,290.00	13,810	49010 FROM GENERAL FUND	5,900	5,900	5,900
4,050.00	5,000.00	19,000	49022 FROM WATER FUND	13,950	13,950	15,450
0.00	0.00	700	49023 FROM WATER CIP	700	700	700
0.00	5,000.00	21,200	49025 FROM W WATER FUND	18,750	18,750	18,750
0.00	0.00	700	49026 FROM WW CIP	700	700	700
0.00	0.00	14,750	49046 FROM STREETS FUND	37,693	37,693	37,693
0.00	0.00	0	49105 FROM STR CAP PROJ			50,000
16,310.67	12,291.74	13,507	49901 BEGINNING BALANCE	69,150	69,150	82,085
26,006.65	24,909.60	84,693	49998 TOTAL REVENUE	151,843	151,843	216,278
CAPITAL OUTLAY						
1,974.91	350.00	3,050	72500 OFFICE EQPT.	3,050	3,050	5,000
0.00	5,147.39	10,100	72600 OTHER EQPT.	24,200	24,200	28,832
11,740.00	0.00	5,075	72800 VEHICLES	10,000	10,000	13,075
0.00	1,375.00	5,075	72801 VEHICLES (ENG)	10,000	10,000	15,075
13,714.91	6,872.39	23,300	79999 TOTAL CAPITAL OUTLAY	47,250	47,250	61,982
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY			
0.00	0.00	543	80010 RES - EQ REP (ENG)	2,500	2,500	2,500
0.00	0.00	15,300	80011 RES - EQ REP (PARKS)	193	193	193
0.00	0.00	13,800	80012 RES - EQ REP (WATER)	15,000	15,000	15,000
0.00	0.00	17,500	80013 RES - EQ REP (WST WTR)	26,200	26,200	26,200
0.00	0.00	9,750	80014 RES - EQ REP (STR)	53,100	53,100	53,100
0.00	0.00	4,500	80015 RES - EQ REP (FINANCE)	7,600	7,600	7,303
0.00	0.00	0	80020 RES - BRIDGE REPLACE			50,000
0.00	0.00	61,393	89999 TOTAL CONTINGENCIES	104,593	104,593	154,296
13,714.91	6,872.39	84,693	99000 TOTAL DEPT EXP	151,843	151,843	216,278
12,291.74-	18,037.21-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

PIONEER CEMETERY RESTORATION TRUST

Page 1 of 1

PROGRAM DESCRIPTION:

This is the second year of the Pioneer Cemetery Restoration Trust. It is available to receive revenue from donations in two different forms. The first form is a donation to the Perpetual Maintenance Fund. The donations to this fund will be held indefinitely and only interest earned on the original donation may be spent on maintenance or capital improvement items in Pioneer Cemetery. The second form of donation is a form of trust which may be used immediately in its entirety. Gifts to this trust may be donated to a specific purchase or activity.

Revenue from the sale of the "History of Pioneer Cemetery" will be received into this fund. If sufficient copies are sold, the fund will finance a second printing of the book. Excess revenues from the sale of this book will be used for maintenance of and projects in the Lebanon Pioneer Cemetery.

1991-92 GOALS STATEMENT:

This program supports the Council goals to "Broaden Cultural & Recreational Opportunities" and to "Foster Community Pride".

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 825 PIONEER CEMETERY RESTOR TRUST

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	125.00	5,000	48053 DONATIONS	5,000	5,000	5,000
0.00	0.00	0	48054 DONAT.-PERPET. MAINT	5,000	5,000	5,000
0.00	0.90	100	48100 INTEREST ON INVESTMENT	100	100	100
0.00	0.00	0	49901 BEGINNING BALANCE	200	200	785
0.00	125.90	5,100	49998 TOTAL REVENUE	10,300	10,300	10,885
MATERIALS & SERVICES						
0.00	0.00	50	61240 DEPT/OPERATING EXPENSE	1,200	1,200	1,200
0.00	0.00	50	61250 DEPT/OP SUPPLIES	100	100	100
0.00	0.00	100	69999 TOTAL MAT & SERV	1,300	1,300	1,300
CAPITAL OUTLAY						
0.00	0.00	5,000	72300 IMPROVEMENTS	4,000	4,000	4,285
0.00	0.00	5,000	79999 TOTAL CAPITAL OUTLAY	4,000	4,000	4,285
UNAPPROPRIATED						
0.00	0.00	0	92010 UNAPROP END FUND BAL	5,000	5,000	5,300
0.00	0.00	0	92199 TOTAL UNAPPROPRIATED	5,000	5,000	5,300
0.00	0.00	5,100	99000 TOTAL DEPT EXP	10,300	10,300	10,885
0.00	125.90-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 80 - SPECIAL REVENUE

DEPARTMENT: 825 - PIONEER CEMETERY RESTORATION TRUST

<u>MATERIALS AND SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Pioneer Cemetery second printing	1,100	
Miscellaneous expense	100	<u>1,200</u>
61250 DEPARTMENT/OPERATING SUPPLIES:	100	<u>100</u>
 <u>CAPITAL OUTLAY</u>		
72300 IMPROVEMENTS:		
Undesignated Projects	4,285	<u>4,285</u>

PROGRAM INFORMATION

INTERVIEW ROOM TRUST

Page 1 of 1

PROGRAM DESCRIPTION:

This department is for donations for building the "soft room" where Police personnel will be able to interview children in a non-threatening atmosphere.

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 828 INTERVIEW ROOM TRUSTS

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
2,418.40	25.00	0	48053 DONATIONS			
72.15	29.62	0	48100 INTEREST ON INVESTMENT			
1,278.53	310.76	400	49901 BEGINNING BALANCE	400	400	400
3,769.08	365.38	400	49998 TOTAL REVENUE	400	400	400
CAPITAL OUTLAY						
3,458.32	0.00	400	72300 IMPROVEMENTS	400	400	400
3,458.32	0.00	400	79999 TOTAL CAPITAL OUTLAY	400	400	400
3,458.32	0.00	400	99000 TOTAL DEPT EXP	400	400	400
310.76-	365.38-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

POLICE TRUST

Page 1 of 1

PROGRAM DESCRIPTION:

The Police Trust will account for receipt and expenditure of donations for the narcotics canine or other designated activities.

1991-92 SUPPLEMENTAL BUDGET:

Unanticipated donations of \$1,200 were received and appropriated for the Canine Program.

Date : 1/03/92
 Time : 4:07
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

Page : 77
 G10 Run Date : 1/03/92

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 829 POLICE TRUST FUND

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	41047 COUNTY GRANT FUNDS			
0.00	5,945.00	1,200	48053 DONATIONS			1,200
0.00	28.92-	10	48100 INTEREST ON INVESTMENT			10
0.00	0.00	110	49901 BEGINNING BALANCE	685	685	110
0.00	5,916.08	1,320	49998 TOTAL REVENUE	685	685	1,320
MATERIALS & SERVICES						
0.00	1,005.06	800	61240 DEPT/OPERATING EXPENSE			800
0.00	588.02	0	61320 EDUCATION & TRAINING			
0.00	1,593.08	800	69999 TOTAL MAT & SERV	0	0	800
CAPITAL OUTLAY						
0.00	4,212.70	520	72600 OTHER EQPT.	685	685	520
0.00	4,212.70	520	79999 TOTAL CAPITAL OUTLAY	685	685	520
0.00	5,805.78	1,320	99000 TOTAL DEPT EXP	685	685	1,320
0.00	110.30-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

LIBRARY TRUST

Page 1 of 1

PROGRAM DESCRIPTION:

The Library Trust Fund receives revenue from two sources: 1) donations from library users, usually in the form of memorial gifts, and 2) Per Capita State Aid. Most donors specify that their gift is to be used to purchase a specific item or type of item for the Library collection. Per Capita State Aid has been earmarked by the Library Advisory Board for future computerization projects.

1991-92 SUPPLEMENTAL BUDGET:

The trust received unanticipated donations. The Library Board determined that these donations, plus contingencies, should be used to pay 40 percent of the cost of the new computer system for the Library.

Date : 1/03/92
 Time : 4:07
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

Page : 78
 G10 Run Date : 1/03/92

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 830 LIBRARY TRUST FUND

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
86.87	98.83	75	48100 INTEREST ON INVESTMENT	75	75	75
1,362.00	1,341.00	1,362	48118 LIBR-ST PER CAPITA AID	1,362	1,362	1,362
547.34	345.42	1,500	48120 TRUST FUND DONATIONS	200	200	1,500
1,903.49	816.00	2,100	49901 BEGINNING BALANCE	2,100	2,100	2,100
3,899.70	2,601.25	5,037	49998 TOTAL REVENUE	3,737	3,737	5,037
MATERIALS & SERVICES						
0.00	449.78	500	61250 DEPT/OP SUPPLIES	500	500	500
0.00	449.78	500	69999 TOTAL MAT & SERV	500	500	500
CAPITAL OUTLAY						
0.00	0.00	1,000	72300 IMPROVEMENTS	1,000	1,000	1,000
3,083.70	0.00	3,537	72500 OFFICE EQPT.			3,537
3,083.70	0.00	4,537	79999 TOTAL CAPITAL OUTLAY	1,000	1,000	4,537
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY	2,237	2,237	
0.00	0.00	0	89999 TOTAL CONTINGENCIES	2,237	2,237	0
3,083.70	449.78	5,037	99000 TOTAL DEPT EXP	3,737	3,737	5,037
816.00-	2,151.47-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

LIBRARY TRUST

Page 1 of 1

FUND: 80 - CAPITAL IMPROVEMENT FUND

DEPARTMENT: 830 - LIBRARY TRUST

MATERIALS & SERVICES

	<u>SUB-LINE</u>	
	<u>ITEM TOTAL</u>	<u>LINE TOTAL</u>

61250 DEPARTMENT OPERATING SUPPLIES:	<u>500</u>	<u>500</u>
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CAPITAL OUTLAY

72500 OFFICE EQUIPMENT:	1,000	<u>1,000</u>
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PROGRAM INFORMATION

RIDGEWAY BUTTE

Page 1 of 1

PROGRAM DESCRIPTION:

Morse Brothers, Inc., offered to donate a 400+ acre tract of land east of the Santiam River to the City, after the timber has been removed. The City is currently analyzing whether it is in the best interests of the community to accept the property, which could be used for a park. If the City accepts the donation, Morse Brothers will pay the City \$50,000 for reforestation and property development.

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 831 RIDGEWAY BUTTE

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	50,000	48053 DONATIONS	50,000	50,000	50,000
0.00	0.00	2,000	48100 INTEREST ON INVESTMENT	2,000	2,000	2,000
0.00	0.00	52,000	49998 TOTAL REVENUE	52,000	52,000	52,000
MATERIALS & SERVICES						
0.00	0.00	25,000	61130 CONTRACT SERVICES	25,000	25,000	25,000
0.00	0.00	25,000	69999 TOTAL MAT & SERV	25,000	25,000	25,000
CAPITAL OUTLAY						
0.00	0.00	25,000	72300 IMPROVEMENTS	25,000	25,000	25,000
0.00	0.00	25,000	79999 TOTAL CAPITAL OUTLAY	25,000	25,000	25,000
CONTINGENCIES						
0.00	0.00	2,000	80005 OPERATING CONTINGENCY	2,000	2,000	2,000
0.00	0.00	2,000	89999 TOTAL CONTINGENCIES	2,000	2,000	2,000
0.00	0.00	52,000	99000 TOTAL DEPT EXP	52,000	52,000	52,000
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 80 - CAPITAL IMPROVEMENT FUND

DEPARTMENT: 831 - RIDGEWAY BUTTE

<u>MATERIALS & SERVICES:</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61300 CONTRACT SERVICES:	25,000	<u>25,000</u>
 <u>CAPITAL OUTLAY:</u>		
72300 TREE PLANTING	25,000	<u>25,000</u>

PROGRAM INFORMATION

SENIOR SERVICES TRUST

Page 1 of 1

PROGRAM DESCRIPTION:

The Senior Services Trust fund is a fund that receives and expends donated funds given in trust to be used for a specific purpose or purposes. It is anticipated that the specified uses for the Senior Services Trust donations will fall into one of four categories:

- A) Buildings: Money designated for the purchase of remodeling or the construction of a facility to be maintained as a Senior Citizens Center.
- B) Supplies/Expenses: Money designated for a specific event or activity.
- C) Repairs or Improvements: Money designated to repair and/or make improvements to the current facility.
- D) Equipment: Money designated to purchase equipment.

The Senior and Disabled Services Advisory Board has designated approximately twenty-six thousand dollars from the Mick Bequest to be placed in the Building category. The Board remains committed to their goal of a new or improved senior facility in Lebanon's future.

Due to the effects of Measure 5 the Advisory Board has committed \$6,000 from the Trust to be used for the materials and services portion of the Senior Services operating budget.

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 835 SENIOR SERVICES TRUST

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
2,431.93	2,581.61	2,600	48100 INTEREST ON INVESTMENT	1,000	1,000	1,000
29,858.30	3,043.16	11,000	48120 TRUST FUND DONATIONS	3,000	3,000	3,000
1,347.75	29,335.50	31,004	49901 BEGINNING BALANCE	27,907	27,907	28,300
33,637.98	34,960.27	44,604	49998 TOTAL REVENUE	31,907	31,907	32,300
MATERIALS & SERVICES						
0.00	0.00	2,000	61130 CONTRACT SERVICES	100	100	100
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE	100	100	100
629.42	695.03	1,500	61250 DEPT/OP SUPPLIES	1,000	1,000	1,000
84.88	0.00	100	61560 MAINT/BLDG	100	100	100
714.30	695.03	3,600	69999 TOTAL MAT & SERV	1,300	1,300	1,300
CAPITAL OUTLAY						
0.00	0.00	29,904	72100 BUILDINGS	22,207	22,207	22,207
1,201.00	1,244.00	5,500	72300 IMPROVEMENTS	100	100	100
0.00	134.93	100	72500 OFFICE EQPT.	100	100	100
2,387.18	4,778.76	4,500	72600 OTHER EQPT.	100	100	100
3,588.18	6,157.69	40,004	79999 TOTAL CAPITAL OUTLAY	22,507	22,507	22,507
CONTINGENCIES						
0.00	0.00	1,000	80005 OPERATING CONTINGENCY	2,100	2,100	2,493
0.00	0.00	1,000	89999 TOTAL CONTINGENCIES	2,100	2,100	2,493
INTERFUND TRANSFERS						
0.00	0.00	0	90010 TO GENERAL FUND	6,000	6,000	6,000
0.00	0.00	0	90990 TOTAL INTERFUND TRANS	6,000	6,000	6,000
4,302.48	6,852.72	44,604	99000 TOTAL DEPT EXP	31,907	31,907	32,300
29,335.50-	28,107.55-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

SENIOR SERVICES TRUST

Page 1 of 2

FUND: 80 - CAPITAL IMPROVEMENT FUND

DEPARTMENT: 835 - SENIOR SERVICES TRUST

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61130 CONTRACT SERVICES:	100	<u>100</u>
61240 DEPARTMENT/OPERATING EXPENSE:	100	<u>100</u>
61250 DEPARTMENT/OPERATING SUPPLIES:		
Supplies for special events, fund raisers and senior activities	1,000	<u>1,000</u>
61560 MAINTENANCE/BUILDING:	100	<u>100</u>
 <u>CAPITAL OUTLAY:</u>		
72100 BUILDINGS:		
Money held in reserve for potential building fund	26,000	
Undesignated	3,904	<u>29,904</u>
72300 IMPROVEMENTS:		
Gift Shop	500	
Kitchen remodeling	5,000	<u>5,500</u>
72500 OFFICE EQUIPMENT:	100	<u>100</u>
72600 OTHER EQUIPMENT:		
Purchase of kitchen equipment, E-Z fold tables for nutrition program	4,500	<u>4,500</u>

SENIOR SERVICES TRUST

Page 2 of 2

FUND: 80 - CAPITAL IMPROVEMENT FUND

DEPARTMENT: 835 - SENIOR SERVICES TRUST

INTERFUND TRANSFER:

SUB-LINE
ITEM TOTAL LINE TOTAL

90010 TO GENERAL FUND

Committed to Senior Services budget

6,000

6,000

PROGRAM INFORMATION

STREET CAPITAL IMPROVEMENT FUND

Page 1 of 1

PROGRAM DESCRIPTION:

This fund was first established in the 1990-91 budget to receive funds from Linn County in exchange for taking over the maintenance burden of North Hansard Avenue. The City is currently negotiating with Linn County for a similar exchange of funds and maintenance responsibility. Any funds derived from this effort would be revenue for the County Roads Fund.

The two projects included in this fund are the improvements to Hansard Avenue in support of the Entek and Pennington Seed expansions and the improvement to Division Way and Market Street in support of the Wal-Mart Development.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Administrative Secretary	.00 FTE	.02 FTE
Director of Public Works	.00 FTE	.02 FTE
Engineering Division Manager	.00 FTE	.05 FTE
Engineering Technician III	.00 FTE	.26 FTE
Project Engineer	<u>.00 FTE</u>	<u>.25 FTE</u>
TOTAL	.00 FTE	.60 FTE

1991-92 GOALS STATEMENT:

This program supports the Council goal to "Encourage Economic Development" by providing direct assistance to developments in the form of essential street improvements.

1991-92 SUPPLEMENTAL BUDGET

While no changes in appropriations were required for this budget, City Council approved the transfers of the following interfund loans if required:

General	21,500
GO Bond Fund	20,000

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 840 STREETS CAPITAL PROJECTS

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	41047 COUNTY GRANT FUNDS	2,052,981	2,052,981	1,852,809
0.00	0.00	0	48100 INTEREST ON INVESTMENT	10,000	10,000	95,000
0.00	0.00	0	49901 BEGINNING BALANCE			237,000
0.00	0.00	0	49998 TOTAL REVENUE	2,062,981	2,062,981	2,184,809
PERSONNEL SERVICES						
0.00	0.00	0	50001 SALARIES	19,184	19,184	20,682
0.00	0.00	0	50003 FRINGE BENEFITS	7,997	7,997	8,659
0.00	0.00	0	59999 TOTAL PERSONNEL SERV	27,181	27,181	29,341
MATERIALS & SERVICES						
0.00	0.00	300	61009 ADVERTISING (PW)			
0.00	0.00	0	61010 ADVERTISING	1,200	1,200	1,200
0.00	0.00	0	61124 COMPUTER EXPENSE	400	400	400
0.00	0.00	80,000	61130 CONTRACT SERVICES	86,800	86,800	125,100
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE	5,000	5,000	5,000
0.00	0.00	200	61243 OPERATING EXP (PW)			
0.00	0.00	0	61250 DEPT/OP SUPPLIES	1,100	1,100	1,100
0.00	0.00	300	61253 OP SUPPLIES (PW)			
0.00	0.00	0	61300 DUPLICATION	100	100	100
0.00	0.00	100	61603 MTGS & CONF (PW)			
0.00	0.00	0	61700 OFFICE SUPPLIES	200	200	200
0.00	0.00	100	61703 OFFICE SUPPLIES (PW)			
0.00	0.00	81,000	69999 TOTAL MAT & SERV	94,800	94,800	133,100
CAPITAL OUTLAY						
0.00	0.00	0	72050 LAND	1,000	1,000	40,000
0.00	0.00	5,919,000	72300 IMPROVEMENTS	1,931,000	1,931,000	1,877,746
0.00	0.00	0	72600 OTHER EQPT.			
0.00	0.00	5,919,000	79999 TOTAL CAPITAL OUTLAY	1,932,000	1,932,000	1,917,746
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY	9,000	9,000	24,032
0.00	0.00	0	89999 TOTAL CONTINGENCIES	9,000	9,000	24,032

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 840 STREETS CAPITAL PROJECTS

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
INTERFUND TRANSFERS						
0.00	0.00	0	90035 TO ST FT & BIKE PTH FD			27,910
0.00	0.00	0	90060 TO FAU STREET PROJECT			2,680
0.00	0.00	0	90105 TO EQPT ACQ & REP FUND			50,000
0.00	0.00	0	90990 TOTAL INTERFUND TRANS	0	0	80,590
0.00	0.00	6,000,000	99000 TOTAL DEPT EXP	2,062,981	2,062,981	2,184,809
0.00	0.00	6,000,000	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 2

FUND: 80 - SPECIAL REVENUE

DEPARTMENT: 840 - STREET CAPITAL IMPROVEMENT FUND

	<u>SUB-LINE</u>	
<u>MATERIALS AND SERVICES</u>	<u>ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:		
Engineering consultant	500	
Project Advertisement	500	
LID	200	<u>1,200</u>
61124 COMPUTER EXPENSE:	400	<u>400</u>
61130 CONTRACT SERVICES:		
Engineering construction - Wal-Mart	40,000	
Engineering consultant - other projects	50,000	
Engineering consultant - TekPark projects	35,100	<u>125,100</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Expense reimbursement and testing	5,000	<u>5,000</u>
61250 DEPARTMENT/OPERATING SUPPLIES:		
Inspection equipment and miscellaneous	1,100	<u>1,100</u>
61300 DUPLICATION:	100	<u>100</u>
61700 OFFICE SUPPLIES:	200	<u>200</u>
 <u>CAPITAL OUTLAY</u>		
72050 LAND	40,000	<u>40,000</u>
72300 IMPROVEMENTS:		
TekPark improvement projects	166,700	
Division Way/Market Street improvements	500,000	
Undesignated projects	1,211,046	<u>1,877,746</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 2 of 2

FUND: 80 - SPECIAL REVENUE

DEPARTMENT: 840 - STREET CAPITAL IMPROVEMENT FUND

INTERFUND TRANSFER:

90105	TO EQUIPMENT REPLACEMENT FUND	50,000	<u>50,000</u>
90035	TO STATE FOOT & BIKE PATH	27,910	<u>27,910</u>
90060	TO FAU STREET PROJECT	2,680	<u>2,680</u>

PROGRAM INFORMATION

STREET CAPITAL IMPROVEMENTS - RESTRICTED

Page 1 of 1

PROGRAM DESCRIPTION:

A tentative agreement was reached with Linn County that the county will provide the city with approximately \$380,000 in timber funds for street improvements. The money will be set aside in an interest-bearing account, and the county will approve the projects and provide the funding as they are approved. As the Director of Public Works does not anticipate spending all the money this year, and because adding the entire amount to the Capital Projects budget would exceed the 10% limitation for a simplified supplemental budget procedure, only \$250,000 is being appropriated at this time.

Date : 1/03/92
 Time : 4:07
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

Page : 83
 G10 Run Date : 1/03/92

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 841 STREETS CAP IMP'S RESTRICTED

Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	250,000	41047 COUNTY GRANT FUNDS			250,000
0.00	0.00	0	48100 INTEREST ON INVESTMENT			
0.00	0.00	0	49901 BEGINNING BALANCE			
0.00	0.00	250,000	49998 TOTAL REVENUE	0	0	250,000
0.00	0.00	250,000	49999 TOTAL REVENUE	0	0	250,000
MATERIALS & SERVICES						
0.00	0.00	50,000	61130 CONTRACT SERVICES			50,000
0.00	0.00	50,000	69999 TOTAL MAT & SERV	0	0	50,000
CAPITAL OUTLAY						
0.00	0.00	200,000	72300 IMPROVEMENTS			200,000
0.00	0.00	200,000	79999 TOTAL CAPITAL OUTLAY	0	0	200,000
0.00	0.00	250,000	99000 TOTAL DEPT EXP	0	0	250,000
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 80 - CAPITAL PROJECTS FUNDS

DEPARTMENT: 841 - STREET CAPITAL IMPROVEMENTS RESTRICTED

<u>MATERIALS AND SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
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61130 CONTRACT SERVICES:

Undesignated projects	50,000	<u>50,000</u>
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CAPITAL OUTLAY

72300 IMPROVEMENTS:

Undesignated projects	2,000,000	<u>2,000,000</u>
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PROGRAM INFORMATION

SDC STORM DRAINAGE

Page 1 of 1

PROGRAM DESCRIPTION:

New development typically results in the paving or roofing-over of ground that was permeable to water. The result is increased runoff.

Drainage Systems Development Charges, paid by all new development in the city, go into the Drainage SDC Fund. The city may use the funds for right-of-way and easement acquisition; purchase, maintenance and installation of mainline conduit, curb inlets, catch basins, manholes, junction boxes, culverts and bridges; the rebuilding and replacement of dry wells; the construction of drainage ditches, swales and ways; and for drainage studies, aerial mapping and like work related to drainage. The city may transfer up to 50 percent of the uncommitted funds to the sanitary sewer SDC fund.

On July 1, 1991, new laws governing collection and use of SDC funds go into effect. Therefore, a new department SDC "Restricted" has been established to account and budget for fees incurred by property owners after July 1, 1991.

There is no specific project committed in advance for the 1991-92 budget year. For this reason, no detail sheet is provided for this fund.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Building Official	<u>.00 FTE</u>	<u>.01 FTE</u>
TOTAL	.00 FTE	.01 FTE

1991-92 GOALS STATEMENT:

This program supports the Council goals to "Improve Utility and Transportation Systems" and to "Meet Service Expectations of the Community."

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 850 SDC - DRAINAGE

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
3,364.48	2,860.92	500	42040 SDC PRINC - ASSESS	5,000	5,000	5,000
0.00	5,485.37	5,000	42045 SDC PRINCIPAL			
16.74	27.84	100	42050 SDC INTEREST	100	100	100
8,345.14	1,786.14	1,000	48100 INTEREST ON INVESTMENT	1,000	1,000	1,000
0.00	170,000.00	0	49120 FROM SDC-SEWER			
91,169.47	100,678.84	26,479	49901 BEGINNING BALANCE	15,000	15,000	35,200
102,895.83	280,839.11	33,079	49998 TOTAL REVENUE	21,100	21,100	41,300
PERSONNEL SERVICES						
914.22	3,695.00	0	50001 SALARIES	340	340	340
403.77	1,813.83	0	50003 FRINGE BENEFITS	140	140	140
0.00	2,893.28	0	50250 PART TIME			
0.00	0.00	0	50600 OVERTIME			
1,317.99	8,402.11	0	59999 TOTAL PERSONNEL SERV	480	480	480
MATERIALS & SERVICES						
0.00	0.00	100	61010 ADVERTISING	100	100	100
899.00	56,459.72	12,740	61130 CONTRACT SERVICES	100	100	15,000
0.00	842.08	360	61240 DEPT/OPERATING EXPENSE	100	100	100
0.00	189.36	100	61250 DEPT/OP SUPPLIES	100	100	100
899.00	57,491.16	13,300	69999 TOTAL MAT & SERV	400	400	15,300
CAPITAL OUTLAY						
0.00	150.00	100	72050 LAND	100	100	100
0.00	184,579.00	15,100	72300 IMPROVEMENTS	20,120	20,120	25,420
0.00	184,729.00	15,200	79999 TOTAL CAPITAL OUTLAY	20,220	20,220	25,520
CONTINGENCIES						
0.00	0.00	4,579	80005 OPERATING CONTINGENCY			
0.00	0.00	4,579	89999 TOTAL CONTINGENCIES	0	0	0
2,216.99	250,622.27	33,079	99000 TOTAL DEPT EXP	21,100	21,100	41,300

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
Dept : 850 SDC - DRAINAGE

88-89	89-90	90-91		91-92		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
-----	-----	-----	-----	-----	-----	-----
100,678.84-	30,216.84-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 80 - SPECIAL REVENUE

DEPARTMENT: 850 - SDC DRAINAGE

<u>MATERIALS AND SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:	100	<u>100</u>
61130 CONTRACT SERVICES:		
Completion of Storm Drain Master Plan	15,000	<u>15,000</u>
61241 DEPARTMENT/OPERATING EXPENSE:	100	<u>100</u>
61251 DEPARTMENT/OPERATING SUPPLIES:	100	<u>100</u>
 <u>CAPITAL OUTLAY</u>		
72050 LAND:		
Land or easement acquisition	100	<u>100</u>
72300 IMPROVEMENTS:		
Undesignated projects	25,420	<u>25,420</u>

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 851 SDC-DRAINAGE (RESTRICTED)

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	42040 SDC PRINC - ASSESS	5,000	5,000	5,000
0.00	0.00	0	42045 SDC PRINCIPAL			
0.00	0.00	0	42050 SDC INTEREST	500	500	500
0.00	0.00	0	48100 INTEREST ON INVESTMENT	100	100	100
0.00	0.00	0	49901 BEGINNING BALANCE			
0.00	0.00	0	49998 TOTAL REVENUE	5,600	5,600	5,600
MATERIALS & SERVICES						
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE	100	100	100
0.00	0.00	0	61250 DEPT/OP SUPPLIES	100	100	100
0.00	0.00	0	69999 TOTAL MAT & SERV	200	200	200
CAPITAL OUTLAY						
0.00	0.00	0	72300 IMPROVEMENTS	5,400	5,400	5,400
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	5,400	5,400	5,400
0.00	0.00	0	99000 TOTAL DEPT EXP	5,600	5,600	5,600
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

SDC PARK

Page 1 of 1

PROGRAM DESCRIPTION:

Growth in population and development of properties beyond the currently urbanized portion of the city result in the need for additional park lands and enhancement of recreational opportunities.

Parks Systems Development Charges, paid by all new development in the city, go into the Parks SDC Fund. The city may use the funds for land acquisition and purchase, installation, and maintenance of park recreation equipment, landscaping, restroom facilities, improvements, lighting and irrigation.

On July 1, 1991, new laws governing collection and use of SDC funds go into effect. Therefore, a new department SDC "Restricted" has been established to account and budget for fees incurred by property owners after July 1, 1991.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Building Official	.02 FTE	.01 FTE
Engineering Division Manager	.02 FTE	.00 FTE
Engineering Technician I	<u>.01 FTE</u>	<u>.00 FTE</u>
TOTAL	.05 FTE	.01 FTE

1991-92 GOALS STATEMENT:

This program supports the Council goals to "Improve Cultural and Recreational Opportunities" and to "Foster Community Pride." A specific element of this year's program is completion of the Parks Master Plan which will provide a unified and coordinated approach to improving Lebanon's park and recreation facilities.

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 860 SDC - PARK

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
1,220.39	1,048.32	600	42040 SDC PRINC - ASSESS	1,100	1,100	1,100
0.00	2,122.10	3,000	42045 SDC PRINCIPAL			
4.88	10.18	100	42050 SDC INTEREST	50	50	50
2,316.87	2,685.62	900	48100 INTEREST ON INVESTMENT	2,000	2,000	2,000
0.00	0.00	0	48140 MISCELLANEOUS REVENUE			
27,060.92	30,408.24	37,643	49901 BEGINNING BALANCE	36,500	36,500	36,500
30,603.06	36,274.46	42,243	49998 TOTAL REVENUE	39,650	39,650	39,650
PERSONNEL SERVICES						
251.40	1,248.76	1,681	50001 SALARIES	340	340	340
118.42	474.77	662	50003 FRINGE BENEFITS	141	141	141
369.82	1,723.53	2,343	59999 TOTAL PERSONNEL SERV	481	481	481
MATERIALS & SERVICES						
0.00	0.00	600	61010 ADVERTISING	600	600	600
175.00-	771.25	18,000	61130 CONTRACT SERVICES	20,000	20,000	20,000
0.00	202.75	200	61240 DEPT/OPERATING EXPENSE	200	200	200
175.00-	974.00	18,800	69999 TOTAL MAT & SERV	20,800	20,800	20,800
CAPITAL OUTLAY						
0.00	0.00	5,000	72050 LAND	5,000	5,000	5,000
0.00	0.00	16,100	72300 IMPROVEMENTS	13,369	13,369	13,369
0.00	0.00	21,100	79999 TOTAL CAPITAL OUTLAY	18,369	18,369	18,369
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY			
0.00	0.00	0	89999 TOTAL CONTINGENCIES	0	0	0
INTERFUND TRANSFERS						
0.00	0.00	0	90083 TO GAZEBO FUND			
0.00	0.00	0	90990 TOTAL INTERFUND TRANS	0	0	0

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
Dept : 860 SDC - PARK

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
194.82	2,697.53	42,243	99000 TOTAL DEPT EXP	39,650	39,650	39,650
30,408.24-	33,576.93-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 80 - SPECIAL REVENUE

DEPARTMENT: 860 - SDC PARK

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:		
Project advertising	600	<u>600</u>
61130 CONTRACT SERVICES:		
Park Master Plan	20,000	<u>20,000</u>
61241 DEPARTMENT/OPERATING EXPENSE:	200	<u>200</u>
 <u>CAPITAL OUTLAY</u>		
72050 LAND:		
Undesignated purchase	5,000	<u>5,000</u>
72300 IMPROVEMENTS:		
Undesignated projects	13,369	<u>13,369</u>

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 861 SDC-PARK (RESTRICTED)

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	42040 SDC PRINC - ASSESS	5,000	5,000	5,000
0.00	0.00	0	42045 SDC PRINCIPAL			
0.00	0.00	0	42050 SDC INTEREST	500	500	500
0.00	0.00	0	48100 INTEREST ON INVESTMENT	100	100	100
0.00	0.00	0	48140 MISCELLANEOUS REVENUE			
0.00	0.00	0	49901 BEGINNING BALANCE			
0.00	0.00	0	49998 TOTAL REVENUE	5,600	5,600	5,600
MATERIALS & SERVICES						
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE	100	100	100
0.00	0.00	0	61250 DEPT/OP SUPPLIES	100	100	100
0.00	0.00	0	69999 TOTAL MAT & SERV	200	200	200
CAPITAL OUTLAY						
0.00	0.00	0	72300 IMPROVEMENTS	5,400	5,400	5,400
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	5,400	5,400	5,400
0.00	0.00	0	99000 TOTAL DEPT EXP	5,600	5,600	5,600
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

SDC WASTEWATER

Page 1 of 1

PROGRAM DESCRIPTION:

As the city's population and industry bases grow, so does the amount of sewage that must be collected and treated. Each new development represents a step toward the need for a new, expanded treatment plant or for replacement of an overloaded sewer main.

Sewer Systems Development Charges, paid by all new development in the city, go into the Sewer SDC fund. The city may use these funds "for no other purpose than extra capacity facilities". Examples of possible uses are planning, design, and construction of new collection facilities, pumping stations, and treatment plants.

On July 1, 1991, new laws governing collection and use of SDC funds go into effect. Therefore, a new department SDC "Restricted" has been established to account and budget for fees incurred by property owners after July 1, 1991.

Projects funded in F.Y. 1991-92 include the East Grant Street Sewer and the Harrison Street Pump Station expansion. Both projects receive partial funding from this fund and additional funding through the Wastewater Capital Improvement Program.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Building Official	<u>.00 FTE</u>	<u>.01 FTE</u>
TOTAL	.00 FTE	.01 FTE

1991-92 GOALS STATEMENT:

This program will help fulfill the Council goals to "Improve Utility and Transportation Systems" and to "Meet Service Expectations of the Community".

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 870 SDC - WASTEWATER

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
3,373.52	2,980.29	700	42040 SDC PRINC - ASSESS	3,000	3,000	3,000
0.00	5,246.14	5,000	42045 SDC PRINCIPAL			
33.65	41.22	200	42050 SDC INTEREST	50	50	50
44,293.74	35,232.65	0	48100 INTEREST ON INVESTMENT	15,000	15,000	15,000
0.00	0.00	0	48142 OVERPAY REFUND			
532,582.84	487,853.94	342,000	49901 BEGINNING BALANCE	373,417	373,417	376,417
580,283.75	531,354.24	347,900	49998 TOTAL REVENUE	391,467	391,467	394,467
PERSONNEL SERVICES						
2,913.04	3,344.24	0	50001 SALARIES	340	340	531
1,165.29	1,343.50	0	50003 FRINGE BENEFITS	140	140	224
0.00	0.00	0	50600 OVERTIME			
4,078.33	4,687.74	0	59999 TOTAL PERSONNEL SERV	480	480	755
MATERIALS & SERVICES						
0.00	0.00	100	61010 ADVERTISING	300	300	300
88,351.48	15,267.25	59,000	61130 CONTRACT SERVICES	50,000	50,000	50,000
0.00	202.75	100	61240 DEPT/OPERATING EXPENSE	200	200	200
88,351.48	15,470.00	59,200	69999 TOTAL MAT & SERV	50,500	50,500	50,500
CAPITAL OUTLAY						
0.00	0.00	170,000	72300 IMPROVEMENTS	245,000	245,000	245,000
0.00	0.00	94,000	72400 LAND	94,000	94,000	94,000
0.00	0.00	264,000	79999 TOTAL CAPITAL OUTLAY	339,000	339,000	339,000
CONTINGENCIES						
0.00	0.00	24,700	80005 OPERATING CONTINGENCY	1,487	1,487	4,212
0.00	0.00	24,700	89999 TOTAL CONTINGENCIES	1,487	1,487	4,212
INTERFUND TRANSFERS						
0.00	170,000.00	0	90140 TO SDC-DRAINAGE			

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
Dept : 870 SDC - WASTEWATER

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
0.00	170,000.00	0	90990 TOTAL INTERFUND TRANS	0	0	0
92,429.81	190,157.74	347,900	99000 TOTAL DEPT EXP	391,467	391,467	394,467
487,853.94-	341,196.50-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 80 - SPECIAL REVENUE

DEPARTMENT: 870 - SDC WASTEWATER

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:	300	<u>300</u>
61130 CONTRACT SERVICES:		
Design for Harrison pump station expansion	50,000	<u>50,000</u>
61240 DEPARTMENT/OPERATING EXPENSE:	200	<u>200</u>

CAPITAL OUTLAY

72300 IMPROVEMENTS:		
East Grant Street sewer	95,000	
Harrison pump station expansion	150,000	<u>245,000</u>
72400 LAND:	94,000	<u>94,000</u>

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 871 SDC-WASTEWATER (RESTRICTED)

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	42040 SDC PRINC - ASSESS	5,000	5,000	5,000
0.00	0.00	0	42045 SDC PRINCIPAL			
0.00	0.00	0	42050 SDC INTEREST	500	500	500
0.00	0.00	0	48100 INTEREST ON INVESTMENT	100	100	100
0.00	0.00	0	49901 BEGINNING BALANCE			
0.00	0.00	0	49998 TOTAL REVENUE	5,600	5,600	5,600
MATERIALS & SERVICES						
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE	100	100	100
0.00	0.00	0	61250 DEPT/OP SUPPLIES	100	100	100
0.00	0.00	0	69999 TOTAL MAT & SERV	200	200	200
CAPITAL OUTLAY						
0.00	0.00	0	72300 IMPROVEMENTS	5,400	5,400	5,400
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	5,400	5,400	5,400
0.00	0.00	0	99000 TOTAL DEPT EXP	5,600	5,600	5,600
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

SDC STREETS

Page 1 of 1

PROGRAM DESCRIPTION:

As the city develops, larger and more sophisticated transportation systems are needed to handle the traffic. Current and past residents of Lebanon paid for the streets that now serve them. Likewise, new development must pay for the capacity required to handle the resulting increase in traffic.

Street Systems Development Charges are paid by all new development in Lebanon. The resulting Street SDC fund may be used for enlarged capacity facilities including signalization, channelization, arterial and collector streets, street widening, storm drainage, right-of-way acquisition, and for bike paths, foot paths and sidewalks in areas normally paid by the city.

On July 1, 1991, new laws governing collection and use of SDC funds go into effect. Therefore, a new department SDC "Restricted" has been established to account and budget for fees incurred by property owners after July 1, 1991.

The project included in this budget year is the East Grant Street Rebuild Project. This fund will pay to replace sidewalks and curbs and gutters to allow for street widening.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Building Official	.00 FTE	.01 FTE
Director of Public Works	.00 FTE	.01 FTE
Engineering Division Manager	.00 FTE	.02 FTE
Engineering Technician III	<u>.00 FTE</u>	<u>.15 FTE</u>
TOTAL	.00 FTE	.19 FTE

1991-92 GOALS STATEMENT:

This program supports the Council goals to "Improve Utility and Transportation Systems" and to "Meet Service Expectations of the Community".

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 880 SDC - STREETS

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
3,096.60	2,724.26	1,000	42040 SDC PRINC - ASSESS	4,000	4,000	4,000
0.00	5,139.56	5,000	42045 SDC PRINCIPAL			
30.82	37.08	100	42050 SDC INTEREST	50	50	50
14,485.50	12,789.00	2,000	48100 INTEREST ON INVESTMENT	4,000	4,000	4,000
10,870.14	0.00	0	49150 FROM SCIP ACCESS ROAD			
151,671.37	170,063.11	103,920	49901 BEGINNING BALANCE	140,000	140,000	125,800
180,154.43	190,753.01	112,020	49998 TOTAL REVENUE	148,050	148,050	133,850
PERSONNEL SERVICES						
914.22	4,045.76	0	50001 SALARIES	5,939	5,939	6,046
403.77	1,595.18	0	50003 FRINGE BENEFITS	2,483	2,483	2,531
1,317.99	5,640.94	0	59999 TOTAL PERSONNEL SERV	8,422	8,422	8,577
MATERIALS & SERVICES						
393.60	0.00	500	61010 ADVERTISING	100	100	100
3,030.23	49,030.00	10,593	61130 CONTRACT SERVICES	100	100	5,000
0.00	1,172.11	127	61240 DEPT/OPERATING EXPENSE	100	100	100
3,423.83	50,202.11	11,220	69999 TOTAL MAT & SERV	300	300	5,200
CAPITAL OUTLAY						
5,349.50	2,283.00	100,800	72300 IMPROVEMENTS	139,328	139,328	120,073
5,349.50	2,283.00	100,800	79999 TOTAL CAPITAL OUTLAY	139,328	139,328	120,073
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY			
0.00	0.00	0	89999 TOTAL CONTINGENCIES	0	0	0
INTERFUND TRANSFERS						
0.00	10,431.00	0	90060 TO FAU STREET PROJECT			
0.00	10,431.00	0	90990 TOTAL INTERFUND TRANS	0	0	0

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
Dept : 880 SDC - STREETS

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
LOANS						
0.00	0.00	0	93120 INTERFUND LOAN - SEWER			
0.00	0.00	0	93199 TOTAL LOANS	0	0	0
10,091.32	68,557.05	112,020	99000 TOTAL DEPT EXP	148,050	148,050	133,850
170,063.11-	122,195.96-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 80 - SPECIAL REVENUE

DEPARTMENT: 880 - SDC STREETS

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:	100	<u>100</u>
61130 CONTRACT SERVICES:		
Completion of Transportation Master Plan	5,000	<u>5,000</u>
61241 DEPARTMENT/OPERATING EXPENSE:	100	<u>100</u>
 <u>CAPITAL OUTLAY</u>		
72300 IMPROVEMENTS:		
Grant Street project	120,073	<u>120,073</u>

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 881 SDC-STREETS (RESTRICTED)

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	42040 SDC PRINC - ASSESS	5,000	5,000	5,000
0.00	0.00	0	42045 SDC PRINCIPAL			
0.00	0.00	0	42050 SDC INTEREST	500	500	500
0.00	0.00	0	48100 INTEREST ON INVESTMENT	100	100	100
0.00	0.00	0	49901 BEGINNING BALANCE			
0.00	0.00	0	49998 TOTAL REVENUE	5,600	5,600	5,600
MATERIALS & SERVICES						
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE	100	100	100
0.00	0.00	0	61250 DEPT/OP SUPPLIES	100	100	100
0.00	0.00	0	69999 TOTAL MAT & SERV	200	200	200
CAPITAL OUTLAY						
0.00	0.00	0	72300 IMPROVEMENTS	5,400	5,400	5,400
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	5,400	5,400	5,400
0.00	0.00	0	99000 TOTAL DEPT EXP	5,600	5,600	5,600
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM INFORMATION

SDC WATER

Page 1 of 1

PROGRAM DESCRIPTION:

Growth in population and industry requires similar growth in the capacity for treatment, storage and distribution of water. Over the long run, Lebanon will also need increased raw water resources.

Water Systems Development Charges are paid by all new development in Lebanon. The city uses the Water SDC fund to pay for over-sizing new water lines. The fund will also be used for planning, engineering and construction of expanded facilities to serve the Lebanon of the future.

On July 1, 1991, new laws governing collection and use of SDC funds go into effect. Therefore, a new department SDC "Restricted" has been established to account and budget for fees incurred by property owners after July 1, 1991.

There is no specific project committed in advance for the 1991-92 budget year. For this reason, no detail sheet is provided for this fund.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Building Official	<u>.00 FTE</u>	<u>.01 FTE</u>
TOTAL	.00 FTE	.01 FTE

1991-92 GOALS STATEMENT:

This program supports the Council goals to "Improve Utility and Transportation Systems" and to "Meet Service Expectations of the Community". The funds are used to pay for capital improvements to the water system. Common uses for SDC funds include the cost of oversizing where a mainline is extended at private expense, studies to determine the optimum pattern for expansion, and the cost of treatment or storage facilities.

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
Dept : 890 SDC - WATER

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
3,175.94	2,701.16	2,000	42040 SDC PRINC - ASSESS	5,000	5,000	5,000
0.00	5,621.56	3,000	42045 SDC PRINCIPAL			
13.31	27.82	100	42050 SDC INTEREST	50	50	50
225.44	765.39	700	48100 INTEREST ON INVESTMENT	500	500	500
3,205.21	6,619.90	11,800	49901 BEGINNING BALANCE	10,000	10,000	25,300
6,619.90	15,735.83	17,600	49998 TOTAL REVENUE	15,550	15,550	30,850
PERSONNEL SERVICES						
0.00	0.00	0	50001 SALARIES	340	340	340
0.00	0.00	0	50003 FRINGE BENEFITS	140	140	140
0.00	0.00	0	59999 TOTAL PERSONNEL SERV	480	480	480
MATERIALS & SERVICES						
0.00	0.00	100	61010 ADVERTISING	100	100	100
0.00	0.00	100	61130 CONTRACT SERVICES	100	100	100
0.00	0.00	100	61240 DEPT/OPERATING EXPENSE	100	100	100
0.00	0.00	300	69999 TOTAL MAT & SERV	300	300	300
CAPITAL OUTLAY						
0.00	1,288.00	17,300	72300 IMPROVEMENTS	14,770	14,770	30,070
0.00	1,288.00	17,300	79999 TOTAL CAPITAL OUTLAY	14,770	14,770	30,070
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY			
0.00	0.00	0	89999 TOTAL CONTINGENCIES	0	0	0
0.00	1,288.00	17,600	99000 TOTAL DEPT EXP	15,550	15,550	30,850
6,619.90-	14,447.83-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 80 - SPECIAL REVENUE

DEPARTMENT: 890 - SDC WATER

MATERIALS & SERVICES

**SUB-LINE
ITEM TOTAL LINE TOTAL**

61010	ADVERTISING:	100	<u>100</u>
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61130	CONTRACT SERVICES:	100	<u>100</u>
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61240	DEPARTMENT/OPERATING EXPENSE:	100	<u>100</u>
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CAPITAL OUTLAY

72300 IMPROVEMENTS:

Undesignated Project	30,070	<u>30,070</u>
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Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 80 CAPITAL PROJECTS FUNDS
 Dept : 891 SDC-WATER (RESTRICTED)

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	42040 SDC PRINC - ASSESS	5,000	5,000	5,000
0.00	0.00	0	42045 SDC PRINCIPAL			
0.00	0.00	0	42050 SDC INTEREST	500	500	500
0.00	0.00	0	48100 INTEREST ON INVESTMENT	100	100	100
0.00	0.00	0	49901 BEGINNING BALANCE			
0.00	0.00	0	49998 TOTAL REVENUE	5,600	5,600	5,600
MATERIALS & SERVICES						
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE	100	100	100
0.00	0.00	0	61250 DEPT/OP SUPPLIES	100	100	100
0.00	0.00	0	69999 TOTAL MAT & SERV	200	200	200
CAPITAL OUTLAY						
0.00	0.00	0	72300 IMPROVEMENTS	5,400	5,400	5,400
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	5,400	5,400	5,400
0.00	0.00	0	99000 TOTAL DEPT EXP	5,600	5,600	5,600
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0
841,503.02-	589,083.78-	6,007,000	99500 FUND TOTAL (SURP/DEF)	0	0	0

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 90 TRUST AND AGENCY FUNDS
 Dept : 910 BAIL

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
11,170.05	15,557.57	20,000	48155 BPST COLLECTED	20,000	20,000	20,000
2,096.67	6,915.02	60,000	48240 SUSPENSE-BAIL	60,000	60,000	45,000
2,048.00	11,584.00	6,000	48241 SUSP-LC ALC PROGRAM	6,000	6,000	6,000
9,366.00	16,357.50	20,000	48242 SUSP-ST INTOX DRVR FND	20,000	20,000	20,000
0.00	0.00	0	48243 SUSP-ALCH EVAL			10,000
0.00	0.00	0	48244 SUSP-CT APPT ATTORN			5,000
0.00	0.00	0	48245 SUSP-MJ. ASSESS			
0.00	0.00	0	49901 BEGINNING BALANCE			
24,680.72	50,414.09	106,000	49998 TOTAL REVENUE	106,000	106,000	106,000
MATERIALS & SERVICES						
2,096.67	6,434.02	20,000	61850 REFUNDS	20,000	20,000	20,000
11,170.05	15,557.57	84,000	61950 PSTA	84,000	84,000	69,000
2,048.00	10,785.00	2,000	61951 LINN CO. ALC PRO	2,000	2,000	2,000
9,366.00	16,357.50	0	61952 ST INTOX DRIVER FUND			
0.00	0.00	0	61953 ALCOHOL EVALUATORS			10,000
0.00	0.00	0	61954 CT. APPOINT. ATTORN.			5,000
0.00	0.00	0	61955 MARIJUANA ASSESS.			
24,680.72	49,134.09	106,000	69999 TOTAL MAT & SERV	106,000	106,000	106,000
24,680.72	49,134.09	106,000	99000 TOTAL DEPT EXP	106,000	106,000	106,000
0.00	1,280.00-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0
0.00	1,280.00-	0	99500 FUND TOTAL (SURP/DEF)	0	0	0

**LEBANON URBAN RENEWAL
DISTRICT**

ADOPTED ANNUAL BUDGET

1991-92

PROGRAM INFORMATION

LEBANON URBAN RENEWAL DISTRICT

Page 1 of 1

PROGRAM DESCRIPTION:

The Lebanon Urban Renewal District was established in 1978 and amended in 1980. The district includes portions of South Main Road, Second Street, Airport Road, and Walker Road. The program is designed to provide for development of needed public improvements.

Revenues for the program consist of property taxes set aside for exclusive use in improvement of public facilities in or serving the district. Past improvements include South Main Road and Second Street, Kees Street, the Walker Road project, and the Walker/South Main signalization project.

Two projects are included in F.Y. 1991-92. The Airport Road improvements will assist traffic flow in the area of Fore's Market. The Division Way/Market Street improvements compensate for the traffic impact of the proposed Wal-Mart development.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Administrative Secretary	.00 FTE	.01 FTE
Director of Public Works	.01 FTE	.02 FTE
Engineering Division Manager	.02 FTE	.02 FTE
Engineering Technician I	.05 FTE	.00 FTE
Engineering Technician II	.03 FTE	.00 FTE
Engineering Technician III	.03 FTE	.00 FTE
Secretary I	.01 FTE	.00 FTE
City Planner	<u>.00 FTE</u>	<u>.09 FTE</u>
TOTAL	.15 FTE	.14 FTE

1991-92 GOALS STATEMENT:

Urban Renewal funds support activities designed to meet the Council goals to "Improve Utility and Transportation Systems" and to "Encourage Economic Development."

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 92 URBAN RENEWAL FUNDS
Dept : 920 LEBANON URBAN RENEWAL

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	42030 BOND SALE PROCEEDS	215,000	215,000	109,000
166,249.14	167,605.90	164,000	47010 CURRENT PROPERTY TAXES	60,000	60,000	99,000
25,361.01	24,272.00	20,000	47020 DELINQUENT PROP TAXES	20,000	20,000	20,000
0.00	0.00	0	47030 BONDED DEBT LEVY			60,000
22,920.99	15,723.20	11,000	48100 INTEREST ON INVESTMENT	8,000	8,000	8,000
562.35	477.95	500	48101 INTEREST ON TAXES	500	500	500
0.00	0.00	0	48140 MISCELLANEOUS REVENUE			
7,399.46	0.00	20,000	48205 SIDEWALK LIENS	6,000	6,000	6,000
679,886.46	149,607.66	151,291	49901 BEGINNING BALANCE	200,000	200,000	262,500
902,379.41	357,686.71	366,791	49998 TOTAL REVENUE	509,500	509,500	565,000
PERSONNEL SERVICES						
4,386.33	3,887.03	4,067	50001 SALARIES	1,938	1,938	2,195
1,704.92	1,443.83	1,703	50003 FRINGE BENEFITS	756	756	869
0.00	44.25	0	50250 PART TIME			
6,091.25	5,375.11	5,770	59999 TOTAL PERSONNEL SERV	2,694	2,694	3,064
MATERIALS & SERVICES						
0.00	224.40	100	61010 ADVERTISING	600	600	600
43,114.80	11,357.00	4,200	61130 CONTRACT SERVICES	52,000	52,000	52,000
3,540.83	151.22	300	61240 DEPT/OPERATING EXPENSE	200	200	200
0.00	74.00	100	61250 DEPT/OP SUPPLIES	100	100	100
0.00	0.00	100	61300 DUPLICATION	100	100	100
0.00	0.00	100	61305 GRANT APPLICATION COST	100	100	100
0.00	0.00	100	61700 OFFICE SUPPLIES	100	100	100
46,655.63	11,806.62	5,000	69999 TOTAL MAT & SERV	53,200	53,200	53,200
CAPITAL OUTLAY						
584,824.87	93,536.00	256,191	72300 IMPROVEMENTS	333,000	333,000	333,000
0.00	0.00	0	72600 OTHER EQPT.			
584,824.87	93,536.00	256,191	79999 TOTAL CAPITAL OUTLAY	333,000	333,000	333,000
CONTINGENCIES						
0.00	0.00	16,680	80005 OPERATING CONTINGENCY	66,450	66,450	121,580

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 92 URBAN RENEWAL FUNDS
Dept : 920 LEBANON URBAN RENEWAL

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
0.00	0.00	16,680	89999 TOTAL CONTINGENCIES	66,450	66,450	121,580
INTERFUND TRANSFERS						
60,000.00	32,000.00	32,000	90010 TO GENERAL FUND			
60,000.00	32,000.00	32,000	90990 TOTAL INTERFUND TRANS	0	0	0
DEBT SERVICE						
20,000.00	20,000.00	20,000	95100 BOND PRINCIPAL	25,000	25,000	25,000
35,200.00	33,100.00	31,150	95200 BOND INTEREST	29,156	29,156	29,156
55,200.00	53,100.00	51,150	95999 TOTAL DEBT SERVICE	54,156	54,156	54,156
52,771.75	195,817.73	366,791	99000 TOTAL DEPT EXP	509,500	509,500	565,000
149,607.66-	161,868.98-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0
149,607.66-	161,868.98-	0	99500 FUND TOTAL (SURP/DEF)	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 92 - URBAN RENEWAL

DEPARTMENT: 920 - LEBANON URBAN RENEWAL DISTRICT

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:	600	<u>600</u>
61130 CONTRACT SERVICES:		
Engineering consultant	32,000	
Bond sale costs	20,000	<u>52,000</u>
61240 DEPARTMENT/OPERATING EXPENSE:	200	<u>200</u>
61250 DEPARTMENT/OPERATING SUPPLIES:		
Drafting, surveying and inspection supplies	100	<u>100</u>
61300 DUPLICATION:		
Printing costs	100	<u>100</u>
61305 GRANT APPLICATION COST:	100	<u>100</u>
61700 OFFICE SUPPLIES:	100	<u>100</u>
 <u>CAPITAL OUTLAY</u>		
72300 IMPROVEMENTS:		
Airport Road project	160,000	
Division Way/Market Street project	173,000	<u>333,000</u>
 <u>DEBT SERVICE</u>		
95100 BOND PRINCIPLE:	25,000	<u>25,000</u>
95200 BOND INTEREST:	29,156	<u>29,156</u>

**NORTHWEST LEBANON
URBAN RENEWAL DISTRICT**

ADOPTED ANNUAL BUDGET

1991-92

PROGRAM INFORMATION

NORTHWEST LEBANON URBAN RENEWAL DISTRICT

Page 1 of 1

PROGRAM DESCRIPTION:

In 1989, the city established the Northwest Lebanon Urban Renewal District. The purpose of the district is to provide for development of infrastructure to serve industrially-zoned property within the district boundaries. The area is located west of Hwy 20 and north of Hwy 34.

Two projects included in this fund are the Hansard Avenue Project and the Tekpark Road Project. Both projects have additional project expenses budgeted in other funds as well. These projects will enable Entek and Pennington Seed to expand their operations within the Northwest Urban Renewal District area.

POSITIONS:

	<u>1990-91</u>	<u>1991-92</u>
Director of Public Works	.00 FTE	.05 FTE
Engineering Division Manager	.00 FTE	.04 FTE
City Planner	<u>.00 FTE</u>	<u>.09 FTE</u>
TOTAL	.00 FTE	.18 FTE

1991-92 GOALS STATEMENT:

Urban Renewal funds support activities designed to meet the Council goals to "Improve Utility and Transportation Systems" and to "Encourage Economic Development." Specifically, the program will fund improvement projects designed to allow expansion of existing industrial uses and to encourage the siting of new industrial concerns.

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 92 URBAN RENEWAL FUNDS
Dept : 925 NORTHWEST URBAN RENEWAL

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	1,717,880	42030 BOND SALE PROCEEDS	925,500	925,500	
0.00	0.00	9,000	47010 CURRENT PROPERTY TAXES	1,000	1,000	20,000
0.00	0.00	0	47020 DELINQUENT PROP TAXES			
0.00	0.00	60,000	48100 INTEREST ON INVESTMENT	10,000	10,000	1,000
0.00	0.00	0	48101 INTEREST ON TAXES			
0.00	0.00	0	48140 MISCELLANEOUS REVENUE			
0.00	0.00	0	49901 BEGINNING BALANCE			
0.00	0.00	1,786,880	49998 TOTAL REVENUE	936,500	936,500	21,000
PERSONNEL SERVICES						
0.00	0.00	0	50001 SALARIES	3,777	3,777	4,365
0.00	0.00	0	50003 FRINGE BENEFITS	1,437	1,437	1,697
0.00	0.00	0	50250 PART TIME			
0.00	0.00	0	50600 OVERTIME			
0.00	0.00	0	59999 TOTAL PERSONNEL SERV	5,214	5,214	6,062
MATERIALS & SERVICES						
0.00	0.00	1,200	61010 ADVERTISING	200	200	200
0.00	0.00	0	61124 COMPUTER EXPENSE	300	300	200
0.00	0.00	173,080	61130 CONTRACT SERVICES	140,500	140,500	5,000
0.00	0.00	51,400	61240 DEPT/OPERATING EXPENSE	29,800	29,800	200
0.00	0.00	200	61250 DEPT/OP SUPPLIES	200	200	200
0.00	0.00	100	61300 DUPLICATION	50	50	100
0.00	0.00	100	61700 OFFICE SUPPLIES	150	150	100
0.00	0.00	226,080	69999 TOTAL MAT & SERV	171,200	171,200	6,000
CAPITAL OUTLAY						
0.00	0.00	1,465,800	72300 IMPROVEMENTS	759,250	759,250	100
0.00	0.00	1,465,800	79999 TOTAL CAPITAL OUTLAY	759,250	759,250	100
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY	836	836	8,838
0.00	0.00	0	89999 TOTAL CONTINGENCIES	836	836	8,838

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 92 URBAN RENEWAL FUNDS
Dept : 925 NORTHWEST URBAN RENEWAL

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
DEBT SERVICE						
0.00	0.00	30,000	95100 BOND PRINCIPAL			
0.00	0.00	65,000	95200 BOND INTEREST			
0.00	0.00	95,000	95999 TOTAL DEBT SERVICE	0	0	0
0.00	0.00	1,786,880	99000 TOTAL DEPT EXP	936,500	936,500	21,000
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 92 - URBAN RENEWAL

DEPARTMENT: 925 - NORTHWEST LEBANON URBAN RENEWAL DISTRICT

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:		
Engineering consultant	100	
Construction contract	100	<u>200</u>
61124 COMPUTER EXPENSE:	200	<u>200</u>
61130 CONTRACT SERVICES:		
Engineering consultant	5,000	<u>5,000</u>
61240 DEPARTMENT/OPERATING EXPENSE:	200	<u>200</u>
61250 DEPARTMENT/OPERATING SUPPLIES:		
Inspection equipment and miscellaneous	200	<u>200</u>
61300 DUPLICATION:	100	<u>100</u>
61700 OFFICE SUPPLIES:	100	<u>100</u>
 <u>CAPITAL OUTLAY</u>		
72300 IMPROVEMENTS:	100	<u>100</u>

Date : 7/09/91
 Time : 3:08
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 92 URBAN RENEWAL FUNDS
 Dept : 926 SPWF GRANT URD

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	910,000	41050 STATE GRANT FUNDS	1,000,000	1,000,000	500,000
0.00	0.00	0	41051 STATE LOAN FUNDS			1,541,220
0.00	0.00	500	48100 INTEREST ON INVESTMENT	1,000	1,000	1,000
0.00	0.00	910,500	49998 TOTAL REVENUE	1,001,000	1,001,000	2,042,220
PERSONNEL SERVICES						
0.00	0.00	3,000	50001 SALARIES			
0.00	0.00	1,000	50003 FRINGE BENEFITS			
0.00	0.00	4,000	59999 TOTAL PERSONNEL SERV	0	0	0
MATERIALS & SERVICES						
0.00	0.00	0	61010 ADVERTISING	200	200	500
0.00	0.00	0	61124 COMPUTER EXPENSE	300	300	600
0.00	0.00	119,200	61130 CONTRACT SERVICES	150,200	150,200	306,300
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE	2,100	2,100	2,100
0.00	0.00	0	61250 DEPT/OP SUPPLIES	200	200	500
0.00	0.00	0	61300 DUPLICATION	50	50	100
0.00	0.00	0	61700 OFFICE SUPPLIES	150	150	500
0.00	0.00	119,200	69999 TOTAL MAT & SERV	153,200	153,200	310,600
CAPITAL OUTLAY						
0.00	0.00	787,300	72300 IMPROVEMENTS	847,800	847,800	1,731,620
0.00	0.00	787,300	79999 TOTAL CAPITAL OUTLAY	847,800	847,800	1,731,620
0.00	0.00	910,500	99000 TOTAL DEPT EXP	1,001,000	1,001,000	2,042,220
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 92 - URBAN RENEWAL

DEPARTMENT: 926 - SPWF GRANT

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:		
Engineering consultant	250	
Construction contract	250	<u>500</u>
61124 COMPUTER EXPENSE:	600	<u>600</u>
61130 CONTRACT SERVICES:		
Engineering consultant	306,300	<u>306,300</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Expense reimbursement and testing	2,100	<u>2,100</u>
61250 DEPARTMENT/OPERATING SUPPLIES:		
Inspection equipment and miscellaneous	500	<u>500</u>
61300 DUPLICATION:	100	<u>100</u>
61700 OFFICE SUPPLIES:	500	<u>500</u>
 <u>CAPITAL OUTLAY</u>		
72300 IMPROVEMENTS:	1,731,620	<u>1,731,620</u>

Date : 7/09/91
 Time : 4:24
 Dte Range: Complete Report

CITY OF LEBANON
 AIMS General Ledger System
 Budget Preparation

G10 Run Date : 7/09/91

Fund : 92 URBAN RENEWAL FUNDS
 Dept : 927 ODDT - IOF

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	461,880	41050 STATE GRANT FUNDS	461,880	461,880	461,880
0.00	0.00	0	48100 INTEREST ON INVESTMENT	1,000	1,000	1,000
0.00	0.00	461,880	49998 TOTAL REVENUE	462,880	462,880	462,880
PERSONNEL SERVICES						
0.00	0.00	3,000	50001 SALARIES			
0.00	0.00	1,000	50003 FRINGE BENEFITS			
0.00	0.00	4,000	59999 TOTAL PERSONNEL SERV	0	0	0
MATERIALS & SERVICES						
0.00	0.00	0	61010 ADVERTISING	200	200	200
0.00	0.00	0	61124 COMPUTER EXPENSE	300	300	300
0.00	0.00	55,880	61130 CONTRACT SERVICES	69,400	69,400	69,400
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE	800	800	800
0.00	0.00	0	61250 DEPT/OP SUPPLIES	200	200	200
0.00	0.00	0	61300 DUPLICATION	50	50	50
0.00	0.00	0	61700 OFFICE SUPPLIES	150	150	150
0.00	0.00	55,880	69999 TOTAL MAT & SERV	71,100	71,100	71,100
CAPITAL OUTLAY						
0.00	0.00	402,000	72300 IMPROVEMENTS	391,780	391,780	391,780
0.00	0.00	402,000	79999 TOTAL CAPITAL OUTLAY	391,780	391,780	391,780
0.00	0.00	461,880	99000 TOTAL DEPT EXP	462,880	462,880	462,880
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 92 - URBAN RENEWAL

DEPARTMENT: 927 - ODDT - IOF

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:		
Engineering consultant	100	
Construction contract	100	<u>200</u>
61124 COMPUTER EXPENSE:	300	<u>300</u>
61130 CONTRACT SERVICES:		
Engineering consultant	69,400	<u>69,400</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Expense reimbursement and testing	800	<u>800</u>
61250 DEPARTMENT/OPERATING SUPPLIES:		
Inspection equipment and miscellaneous	200	<u>200</u>
61300 DUPLICATION:	50	<u>50</u>
61700 OFFICE SUPPLIES:	150	<u>150</u>
<u>CAPITAL OUTLAY</u>		
72300 IMPROVEMENTS:	391,780	<u>391,780</u>

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 92 URBAN RENEWAL FUNDS
Dept : 928 LINN COUNTY GRANT

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	230,000	41045 GRANT FUNDS			
0.00	0.00	0	48100 INTEREST ON INVESTMENT			
0.00	0.00	230,000	49998 TOTAL REVENUE	0	0	0
PERSONNEL SERVICES						
0.00	0.00	1,500	50001 SALARIES			
0.00	0.00	500	50003 FRINGE BENEFITS			
0.00	0.00	2,000	59999 TOTAL PERSONNEL SERV	0	0	0
MATERIALS & SERVICES						
0.00	0.00	0	61130 CONTRACT SERVICES			
0.00	0.00	0	69999 TOTAL MAT & SERV	0	0	0
CAPITAL OUTLAY						
0.00	0.00	228,000	72300 IMPROVEMENTS			
0.00	0.00	228,000	79999 TOTAL CAPITAL OUTLAY	0	0	0
0.00	0.00	230,000	99000 TOTAL DEPT EXP	0	0	0
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 92 URBAN RENEWAL FUNDS
Dept : 929 EDA GRANT

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	41020 FEDERAL GRANT FUNDS	820,000	820,000	820,000
0.00	0.00	0	48100 INTEREST ON INVESTMENT	1,000	1,000	1,000
0.00	0.00	0	49998 TOTAL REVENUE	821,000	821,000	821,000
MATERIALS & SERVICES						
0.00	0.00	0	61010 ADVERTISING	200	200	200
0.00	0.00	0	61124 COMPUTER EXPENSE	300	300	300
0.00	0.00	0	61130 CONTRACT SERVICES	123,200	123,200	123,200
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE	2,100	2,100	2,100
0.00	0.00	0	61250 DEPT/OP SUPPLIES	200	200	200
0.00	0.00	0	61300 DUPLICATION	50	50	50
0.00	0.00	0	61700 OFFICE SUPPLIES	150	150	150
0.00	0.00	0	69999 TOTAL MAT & SERV	126,200	126,200	126,200
CAPITAL OUTLAY						
0.00	0.00	0	72300 IMPROVEMENTS	694,800	694,800	694,800
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	694,800	694,800	694,800
0.00	0.00	0	99000 TOTAL DEPT EXP	821,000	821,000	821,000
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0
0.00	0.00	0	99500 FUND TOTAL (SURP/DEF)	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 92 - URBAN RENEWAL

DEPARTMENT: 929 - EDA

<u>MATERIALS & SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61010 ADVERTISING:		
Engineering consultant	100	
Construction contract	100	<u>200</u>
61124 COMPUTER EXPENSE:	300	<u>300</u>
61130 CONTRACT SERVICES:		
Engineering consultant	123,200	<u>123,200</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Expense reimbursement and testing	2,100	<u>2,100</u>
61250 DEPARTMENT/OPERATING SUPPLIES:		
Inspection equipment and miscellaneous	200	<u>200</u>
61300 DUPLICATION:	50	<u>50</u>
61700 OFFICE SUPPLIES:	150	<u>150</u>
 <u>CAPITAL OUTLAY</u>		
72300 IMPROVEMENTS:	694,800	<u>694,800</u>

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 95 FIXED ASSETS
Dept : 950 FIXED ASSETS

88-89	89-90	90-91		91-92			
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud	
0.00	0.00	0	99500 FUND TOTAL (SURP/DEF)	0	0	0	

Date : 7/09/91
Time : 4:24
Dte Range: Complete Report

CITY OF LEBANON
AIMS General Ledger System
Budget Preparation

G10 Run Date : 7/09/91

Fund : 96 DEBT SERVICE FUND
Dept : 960 DEBT SERVICE

88-89 Prior Yr-2	89-90 Prior Yr-1	90-91 Cur. Budg	Line Item Description	91-92 Prop. Bud	Appr. Bud	Adpt. Bud
0.00	0.00	0	99500 FUND TOTAL (SURP/DEF)	0	0	0
2,364,741.11-	6,198,001.10-	6,053,800	99900 G/L TOTAL	0	0	0

BUDGET MESSAGE 1991/92

Presented by City Administrator
Joseph A. Windell
May 15, 1991

The budget being proposed to the Budget Committee this year, 1991/92, is significantly different from the budgets that have been presented for the last four years because it contains substantial reductions in services to the Citizens of the City of Lebanon. The tax limitation measure that was approved by the voters on November 5, 1990, combined with increased costs of operations has required that \$403,950 in cost reductions be made. For Fiscal 1993, revenues are expected to further decrease by about \$30,000. When combined with increased costs, plus making adequate allowance for cash reserves, a deficit of \$175,000 for 1993 is projected. This will increase to \$250,000 for 1994, in spite of additional revenues in 1994 of about \$65,000 over 1993.

Perhaps the most difficult part of presenting these figures is all the uncertainty surrounding the revenue projections. We have used the best information that is available to us at this time, but we will not know for certain about our tax revenues until mid-October, 1991, five and one half months after the beginning of our fiscal year. In addition, a great deal depends on the actions of other jurisdictions over which the City has no control. For example, currently Linn County has a levy on the ballot. If it passes, the City of Lebanon will receive the taxes as projected in the budget we are presenting to you tonight. If the levy fails, and no new levy is placed on the ballot, the City's revenues could increase by as much as \$100,000.

To add to the uncertainty, the legislature still has not completed definitive legislation

regarding the tax limitation implementation, and we can only make educated guesses as the House Bill 2550A moves through the legislative process. Therefore, what you see before you is conservative. It is what we hope is the worst case scenario. While there could ultimately be shortfalls, no revenues have been included that we are not reasonably certain of receiving. Since the City uses what is called a modified accrual basis of budgeting, the revenues and expenditures you see are what are attributable to the July 1 to June 30 period that makes up our accounting year.

The total General Fund budget is 11.63% less than last year. This figure includes a larger Tax Anticipation Note than last year. If the Tax Anticipation note is excluded, then the total decrease is 16.4%. or \$403,950.

In preparing the General Fund Budget, we have followed the guidelines set out by the Budget Committee at its October, 1990 meeting. Law enforcement budgets, which include Police, Court, and City Attorney, have been impacted the least. The City Attorney budget is the same as last year. The Police and Court budgets have increased 4.92% and .95% respectively. Increases are largely due to contractual increases in personnel costs. Police reduced materials and services by over \$26,000 to partially offset increases in personnel costs.

Because about 50% of the budget had to absorb most of the reductions, cuts varied from 36 to 46%. Because Building Inspection and Senior Services were able to generate unanticipated revenue, restorations equal to those increased revenues were made to these budgets. While the reductions are described in detail in the budget narratives, the significant reductions were accomplished by freezing exempt and non-representative salaries, eliminating temporary and part-time help, and reallocating costs to other funds where warranted. Transfers of the funds for

sidewalks and storm drains have been eliminated, and support for dial-a-bus reduced by \$17,231. All full-time Public Works and Engineering personnel will continue to be employed, though many will have their duties changed from activities funded in the General Fund to those funded by construction funds. When the construction projects are completed, reductions may then occur. In addition, additional engineering personnel are being requested in this budget in order to be able to complete the projects in a timely and cost effective manner.

The rest of the employees funded by the General Fund have been less fortunate. Library will reduce personnel by 3 FTE (full-time equivalent) and hours will be reduced from 52 to 32 per week. The half-time secretary (currently unfilled) for Senior Center has been eliminated, and Dial-A-Bus will be reduced to running 19 hours per week. The Finance Department will close one day a week, and all four clerical personnel have been reduced to .8 FTE. The Administrative Assistant position in the City Administrator's office has been reduced to .4 FTE. The time spent will mainly be in support of the City Recorder, preparing Council minutes and packets, and doing confidential personnel filing. Economic Development activities will be sharply curtailed, as will planning and other services to citizens. The FTE's in 1991/92 General Fund Budget are 37.52, down 6.45 from 1990/91. Total FTE for the City went from 69.149 to 64.238.

In addition, services previously provided by outside contract, such as janitorial and building repairs have been reduced or eliminated. This means that in addition to their regular work, City employees will now play a bigger role in keeping their work area clean.

In looking at the General Fund Budget, I think it is most reasonable to consider that this year's funding is in a temporary holding pattern due to all the uncertainty. Obviously, we have done some things, such as eliminated nearly all capital outlay, that we can get away with for a

year, but most certainly we will be required to come to terms with soon. The need for a new library roof is an important example. In addition, the council has recognized the necessity of being competitive in the market place in the area of compensation if the City is to continue to be able to attract and retain employees who are highly productive and motivated. The need for additional planning services must also be addressed soon if Lebanon wishes to continue to attract more development and facilitate the development that has already expressed an interest in locating here. Maintaining adequate cash reserves and contingencies also needs to be addressed.

One way to provide a "quick fix" for this year would be to increase the franchise fees paid to the City by utility companies. Recently the Finance Committee met to review this issue and is recommending to the Budget Committee that the fees be increased. Based on current collections, increasing all fees to the maximum allowed by law would bring about \$185,000 per year to the City. All the franchisees have been contacted and are willing to agree to the increases.

Only one company, Pacific Power, expressed reservations about the increases. Some are requesting contract extensions in exchange for allowing the fee increase before the contract has expired. If franchise fees are increased, about \$150,000 could be added to anticipated revenue for 1991-92 because the companies would need time to implement the changes and begin collecting the fees. Also, the budget committee may wish to earmark the fee increases for specific programs within the budget.

Fortunately, not all the news contained in this year's budget is bad. The water and wastewater rate increases instituted by the City Council have assured that the utilities will remain financially viable entities. Work is moving forward on wastewater projects funded by a bond issue sold in June, 1990. The water bond sale has been delayed by a petition which requires the

bond to be placed before the voters in June. The City Council is hopeful that the voters will recognize that the bond is the most cost effective tool for funding the essential projects needed to keep the system operating safely, within the legal requirements of the Environmental Protection Agency, Department of Environmental Quality, and other regulatory agencies.

The City also expects to receive about \$2 million in funds from Linn County in exchange for the City taking over county roads within the City limits. These funds will be used to make priority street improvements.

Other good news is reflected in the budgets of the City's two urban renewal districts. The City looks forward this year to receiving confirmation of grants and low interest loans from the state and federal governments for projects totalling \$3.2 million. These projects will allow for expansion of at least two businesses in the Northwest Lebanon Urban Renewal District which results initially in the creation of 72 jobs. Funding for the City's contribution for infrastructure for the new Wal-Mart store is contained in the Lebanon Urban Renewal District. Wal-Mart anticipates having 250 positions, with an annual payroll of \$3 million.

Implementing this budget as it is proposed to you will be the most difficult task I have undertaken since I became City Administrator nearly five years ago. As you know, we have taken many steps over the years to improve our services in cost effective ways. We reduced the number of department managers from 6 to 3, reallocating some of savings to support staff and contracted services, thus getting the same work accomplished at a lower cost. All departments are now utilizing computers, where five years ago only Finance and Engineering did so. In Finance, especially, installation of a new system has significantly improved both productivity and reporting. We have worked hard to improve our image with the public by continually seeking

ways to be of assistance whenever possible. The downtown storefront rehabilitation grants, sidewalk grants, lighting the Christmas tree in Ralston Park, grants to the Chamber of Commerce and Boys and Girls club, and locating the Linn County Regional Strategies office in Lebanon are a few examples.

The Police Department was brought up to full strength in 1987-88 and we have maintained a stable complement of 12 officers and 5 sergeants. Long range plans for Water, Wastewater, Parks, Storm Drainage, and Transportation have been completed or are near completion. The Water and Wastewater plans are being implemented. Efforts in the area of economic development are finally beginning to come to fruition as evidenced by the Wal-Mart development, and expansion of Entek and Pennington Seed. Sales of foreclosed properties and improved collection efforts have improved our Bancroft Bond fund outlook from a projected deficit of \$50,000 by 1995 to not only eliminate the deficit, but a possibility of retiring the bonds early.

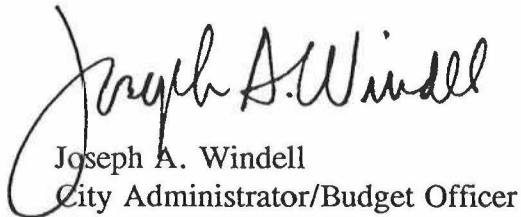
All this was accomplished without requesting any special tax levies from the voters and one year, 1990, without levying the 6% tax increase allowed by law. We have been very successful in accomplishing our goal of providing superior service for a reasonable cost. In fact, in looking at the five year history of the General Fund, all spending, excluding the Tax Anticipation Note, has increased 13.6% between fiscal 1987 and fiscal 1991, an average of 3.4% per year.

The organization has reached a level of maturity where we have just enough people to get the job done. Because there is no flexibility in the General Fund budget, the proposed reductions mean reductions in services--they have cut away at the bone and muscle, necessary to maintain a healthy, properly functioning organization. This is a painful process for all of us who are so proud of what we have been able to build and accomplish over the years. As always, of course,

we renew our assurances to the community that we will do our utmost to make things work to the best of our ability.

I want to thank all the members of the budget team, especially the Department Managers and Program Managers, for their efforts in the preparation of this budget. I think it is especially noteworthy that they never failed to work together in a professional and cooperative manner in spite of the difficulty of the situation.

Respectfully submitted,



Joseph A. Windell
City Administrator/Budget Officer



CITY OF LEBANON
M E M O R A N D U M

TO: Joseph A. Windell, City Administrator DATE: June 26, 1991

FROM: Judy Wendland, Finance Director *[Signature]*

SUBJECT: 1991-92 Budget Adoption

Attached are the resolutions for adopting all three budgets for the new year. As you know, due to the fact that the legislature has not completed their work on the laws that will implement Measure 5, there are issues which are not entirely clear, especially regarding Urban Renewal Districts. I have prepared my budget estimates and the resolutions based on the latest information from the Assessor's office, the Oregon Department of Revenue, and the League of Oregon Cities.

The City budget is \$18,551,118 this year, approximately the same size as last year's. The Urban Renewal District budgets total \$3,912,100 for a total of \$22,463,218. The General Fund budget is \$2,417,720, reduced from 2,863,207, 15.56%. If the Tax Anticipation Note is excluded the change is \$2,115,320 from \$2,502,207, 15.46%.

As always, there are changes to the budgets, most of which result from revised revenue and expenditure estimates and carryover projects--projects not completed in 1990-91 which will be completed in 1991-92. Increases in revenue were added to contingencies or unappropriated ending fund balance unless otherwise noted.

The significant changes are listed below:

GENERAL FUND

Parks: Carryover projects of \$16,500 added to repair River Park Shelter and fence Pioneer Cemetery.

Tax Anticipation Note: The actual amount the City may borrow this year was less than anticipated. Debt Service was reduced \$129,600, from 432,000 to 302,400. Because the interest rates are not favorable at this time, the city may not borrow money this year.

ENTERPRISE FUND

Water: Due to a wet spring, water consumption is 10,000 units (7,480,000 gallons) less this May than it was last May; the lowest usage in May since the city has owned the system. Projected 91 revenues were reduced by \$40,000, the offsetting expenditure is the transfer to Water CIP. The reduction was partially offset by carryover projects for a net reduction of \$15,000 in the water budget. Another significant change was an increase in the capital outlay to pay for the repairs on the SCIP Headgate which was damaged as an indirect result of vandalism. Total increased costs of \$42,000 are offset by a reduction in contingency.

Wastewater CIP: Has increased by 8%, \$362,360, due to unanticipated interest earnings of \$32,000, carryover projects, \$317,000 and additional transfer from Wastewater revenues, \$13,360.

INTERGOVERNMENTAL FUND

Foot and Bike Path: Increased by \$48,410, of which \$27,910 has been transferred from Streets Capital Improvement Fund to pay for additional sidewalk grants and improvements. The remainder was carryforward projects.

Streets: \$18,000 additional cash carryforward due to lower expenditures than projected was added to contingencies.

FAU Streets: Carry over of anticipated street improvement expenses for Fifth Street to the 1991-92 budget year \$13,205.

SPECIAL ASSESSMENT FUND

Public Improvements: Local improvement district for East Grant Street, increase in anticipated revenue of \$9,500 from Oak Street local improvement district, placed \$6,000 in contingency, \$1,000 in improvements, and \$2,500 to complete 1990-91 transfer to General Fund.

CAPITAL IMPROVEMENTS FUND

Equipment Acquisition and Replacement: Increase \$64,435 of which \$50,000 is a transfer from Streets Capital Improvement for Santiam bridge replacement. The remainder is carryforward from unexpended funds.

Street Capital Improvement Fund: Increase \$121,828 due to unanticipated interest income and cash carryforward. Changes to budget as follows:

Personnel Services	\$ 2,160 -- **
Materials and Services	38,300
Capital Outlay	(14,254)
Contingencies	15,032
Transfers	
Foot and Bikepath	27,910 -- Sidewalk incentive
FAU Street Project	2,680 -- Fifth Street
Equip Acq and Repl.	<u>50,000</u> -- Santiam River Bridge
Total	121,828

** Since the budget committee approved the budget a part time accounting clerk position equalling .20 FTE has been added to Public Works to help with project accounting at a cost of \$6,729. Costs for the position are allocated to capital improvement projects in various funds. The position will be filled as soon as the scope of the projects demands.

Lebanon Urban Renewal District: Increase of \$55,500 reflecting increased tax revenues is placed in contingencies.

Northwest Lebanon Urban Renewal District: Fund increased by \$125,720 or 3.76% to reflect revised projections from State of Oregon Special Public Works Fund for grant/loan application. Receipt and expenditure of bond proceeds has been moved to Special Public Works Fund department from Northwest Lebanon Urban District department now that we expect to get commitment from them on June 28.

JW/lgk