

# **CITY OF LEBANON**

Adopted Annual Budget

1993 — 1994



**CITY OF LEBANON**

**ADOPTED ANNUAL BUDGET**

**1993 - 1994**



### 1993-94 Budget Message

The 1993-94 proposed budget is balanced in all funds. Funds reflect a minimum level of service, increases for AFSCME members (1.5% July 1, 1993, 1.5% January 1, 1994 and step increases), no increase for management team, and no increases for the Police Union. The police union and the city are currently negotiating and hope to have an agreement soon. All benefit levels are the same.

The general fund is my major concern. Aside from not having the police contract signed some of our revenue is still very uncertain. The Oregon legislature may decide not to share state revenues and take all or some of the \$160,000 plus funding and may decide to put to the voters a 2% limitation on assessed value growth. We have budgeted all of the state shared revenue but only project a 2% growth in assessed value. We also have budgeted less than \$2,000 for new capital equipment.

The departments did request funding for several equipment items. However I removed them from the budget, see listing, and have promised that any savings a department may have in the 1992-93 budget will be used for funding their equipment needs. No savings have been budgeted but will be based on actual amounts after the budget year's books have been closed some time in mid August. Another concern with the general fund as well as other funds is the implementation of the Americans With Disabilities Act requirements. We have had a survey of the buildings and have the list of what need to be done. A dollar amount has not been established for the cost of the changes but soon will be. The act then requires we develop a time table and plan to have all required changes completed by January 1995. My intent is to have the plan completed in September.

The utility funds continue to have a stable income base with the ability to provide needed improvement.

All other funds are fairly stable and are able to meet minimum needs.

The staff has done an excellent job of providing a user friendly document and I encourage you to call me, 451-7422, or Judy, 451-7477 if you have any questions before the meeting.

I want to thank all of the employees who worked so hard to continue our basic level of services under current conditions. It has taken strong leadership from the management team and a great deal of community and organizational commitment from everyone to make this so.

The future of our community is going to continue to be a challenge but with all of us working together we will be the best we can be and continue to have a great community.

Joseph A. Windell  
City Administrator

**LIST OF ITEMS DELETED FROM THE  
GENERAL FUND**

	<u>ITEM TOTAL</u>	<u>LINE TOTAL</u>
<b>PARKS DEPARTMENT:</b>		
Replace irrigation control: Christopher Columbus Park	900	
Replace stalls in restrooms: Weldwood Park	1,350	
River Park (Men's)	795	
Fall material for playgrounds: River Park	6,900	
Century Park	5,000	
Replace and repair fence: Fort Stanley	2,400	
Repair roof on shelter: River Park	4,800	<u>22,145</u>
<b>OTHER EQUIPMENT (MT):</b>		
Cab for gang mower	2,650	<u>2,650</u>
<b>TO EQUIPMENT ACQUISITION AND REPLACEMENT FUND:</b>	5,820	<u>5,820</u>
<b>FINANCE:</b>		
One-third cost of 3 calculators		
One-third cost of software		
One-third cost of laser printer		<u>1,000</u>
<b>LIBRARY:</b>		
Add 13 hours per week part-time Library Assistant I	6,458	<u>6,458</u>
<b>POLICE:</b>		
Four ballistic vest	1,750	
One police car	15,000	<u>16,750</u>
<b>TOTAL ITEMS DELETED FROM GENERAL FUND:</b>		<u>54,823</u>



CITY OF LEBANON  
1993 - 1994 ADOPTED BUDGET

TABLE OF CONTENTS

PAGE NO.

BUDGET PROCESS:

1993-94 Budget Process .....	1
------------------------------	---

CHARTS, GRAPHS, & SUMMARY SCHEDULES:

Organizational Chart .....	4
Budget Comparison .....	5
Schedule of Full Time Employee Equivalents .....	6
Summary of 93-94 Capital Improvement Projects .....	9
Capital Improvement Project Schedule .....	10

GENERAL FUND:

General Fund Expenditures by Category .....	12
General Fund Expenditures by Departments .....	13
General Fund Full Time Employee Allocation Detail .....	14
Non General Fund Full Time Employee Allocation Detail .....	15
Revenues .....	16

Expenditure Estimates:

Administration, Planning, and Economic Development .....	17
City Attorney .....	23
Community & Economic Development .....	26
Planning .....	27
Building Inspection .....	28
Public Works/Engineering .....	33
Parks .....	41
Finance .....	49
Legislative .....	53
Library .....	56
Municipal Court .....	64
Police .....	69
Senior & Disabled Service .....	76
Non-Departmental .....	83



## TABLE OF CONTENTS: (continued)

### DEBT SERVICE FUND:

1975 Sewer Treatment Plant Bonds . . . . .	91
1985 Water Refunding Bond . . . . .	93

### ENTERPRISE FUND:

Water Utility . . . . .	96
Water Utility Budget Comparison . . . . .	101
Water Bond Revenue . . . . .	118
Water Utility Capital Improvement Program . . . . .	119
Water Bond Debt Service . . . . .	123
Wastewater Utility . . . . .	126
Wastewater Budget Comparison . . . . .	129
Wastewater Bond Revenue . . . . .	144
Wastewater Utility Capital Improvement Program . . . . .	145
Wastewater Bond Debt Service . . . . .	149
Santiam Railway . . . . .	152

### INTERGOVERNMENTAL FUND:

1984 Economic Development Grant . . . . .	156
Motel Tax . . . . .	157
Santiam Travel Station . . . . .	160
Oregon Traffic Safety Commission Grant (OTSC) . . . . .	163
Special Event Banners . . . . .	165
Geographic Information System . . . . .	168
State Foot & Bike Path . . . . .	171
Streets . . . . .	175
Storm Drainage . . . . .	189
9-1-1 . . . . .	195
Civil Forfeitures . . . . .	197
Dial-A-Bus . . . . .	199
Senior Center Grant . . . . .	203
STP Street Projects . . . . .	206
Historic Resources . . . . .	211
Entrepreneurial Grant . . . . .	213
Wetland Grant . . . . .	214
LCDC - Planning Maintenance Grant . . . . .	215
Planning Assistance Grant . . . . .	216
1983/84 Housing Rehabilitation . . . . .	217
Affordable Housing Grant . . . . .	219
1985/86 OCD Housing Rehabilitation . . . . .	222

## TABLE OF CONTENTS: (continued)

1985/86 OCD Housing Rehabilitation (Unrestricted) . . . . .	224
Gill's Landing Boat Ramp . . . . .	226
Vaughn Lane Acres Park . . . . .	229
Engineering Improvement Permits . . . . .	230
Payroll Suspense . . . . .	233
Suspense Interest . . . . .	234
Suspense Miscellaneous . . . . .	235

### SPECIAL ASSESSMENT FUND:

Bancroft Bond Fund . . . . .	237
Walker Road Improvements . . . . .	240
SCIP Local Improvement District . . . . .	241
Oak Street Local Improvement District . . . . .	242
East Grant Street Local Improvement District . . . . .	243
Public Improvements - Administration . . . . .	244

### SPECIAL REVENUE FUND:

Equipment Acquisition & Replacement . . . . .	247
Pioneer Cemetery Restoration Trust . . . . .	250
D.A.R.E. Trust . . . . .	253
Police Trust . . . . .	255
Library Trust . . . . .	257
Senior Services Trust . . . . .	260
Street Capital Improvement Fund . . . . .	263
Street Capital Improvement Fund (Restricted) . . . . .	268
Street Capital Improvement Fund - Direct Costs . . . . .	271
SDC Storm Drainage . . . . .	278
SDC Storm Drainage (Restricted) . . . . .	281
SDC Park . . . . .	282
SDC Park (Restricted) . . . . .	286
SDC Wastewater . . . . .	287
SDC Wastewater (Restricted) . . . . .	291
SDC Streets . . . . .	292
SDC Streets (Restricted) . . . . .	296
SDC Water . . . . .	297
SDC Water (Restricted) . . . . .	300

### TRUST AND AGENCY FUND:

Bail . . . . .	302
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## CITY OF LEBANON

### 1993-94 BUDGET PROCESS

With a \$19 million budget divided into seven funds and within those funds, 75 different accounting entities or departments, the City of Lebanon budget is very similar to a corporate conglomerate which provides services but also has a major utility subsidiary and another major subsidiary doing construction projects.

The budget process for the City of Lebanon, like every local government jurisdiction in the state, is guided by local budget law as set down in Chapter 294 of the Oregon Revised Statutes. Under this law, annual budgeting is required and very specific steps are laid out to encourage maximum citizen participation. The budget must be adopted before July 1, so that the City will have spending authority when the new fiscal year begins on that date.

For the City of Lebanon, the process of putting the document together begins in January, when the budget calendar is prepared. Departments, under the guidance of the department head or program manager, prepare their budgets, which are submitted to the City Administrator for final discussion and approval.

The budget goes first to the Budget Committee, which is made up of six lay citizens, the City Council and the Mayor. The committee meets publicly to discuss the budget, make changes and approve it. Copies of the budget are made available to the public, after they have been submitted to the Budget Committee.

Once the budget is approved, a summary is published in the newspaper and public hearings are held at a City Council meeting. At the final council meeting in June, the budget is adopted by the City Council. At this meeting, any proposed changes from the approved budget are explained and the council makes any additional changes it wishes. All changes are subject to under Oregon Budget Law which requires that no fund may be increased more than 10%, though it may be decreased without limitation.

However, much of the planning for the budget, especially the utilities and construction, has been going on for some time and has a longer time frame than one year. Master long range plans for water, wastewater, storm drainage, transportation, and sidewalks are complete and being implemented. The master plan for parks is scheduled for completion this by June, 1993. These plans have been prepared by engineers and economists with the assistance of city staff. They are then reviewed by a committee of citizens and City Council members, which make recommendations of priorities to the Council. The City Council then makes the final decision which is passed to staff for implementation through the budget.

For other parts of the budget, especially the General Fund, which includes many of the services most typical for a city, such as Library, Police, Senior Services, Planning, and Financial Management, the Budget Committee sets priorities and these priorities again are implemented by staff.

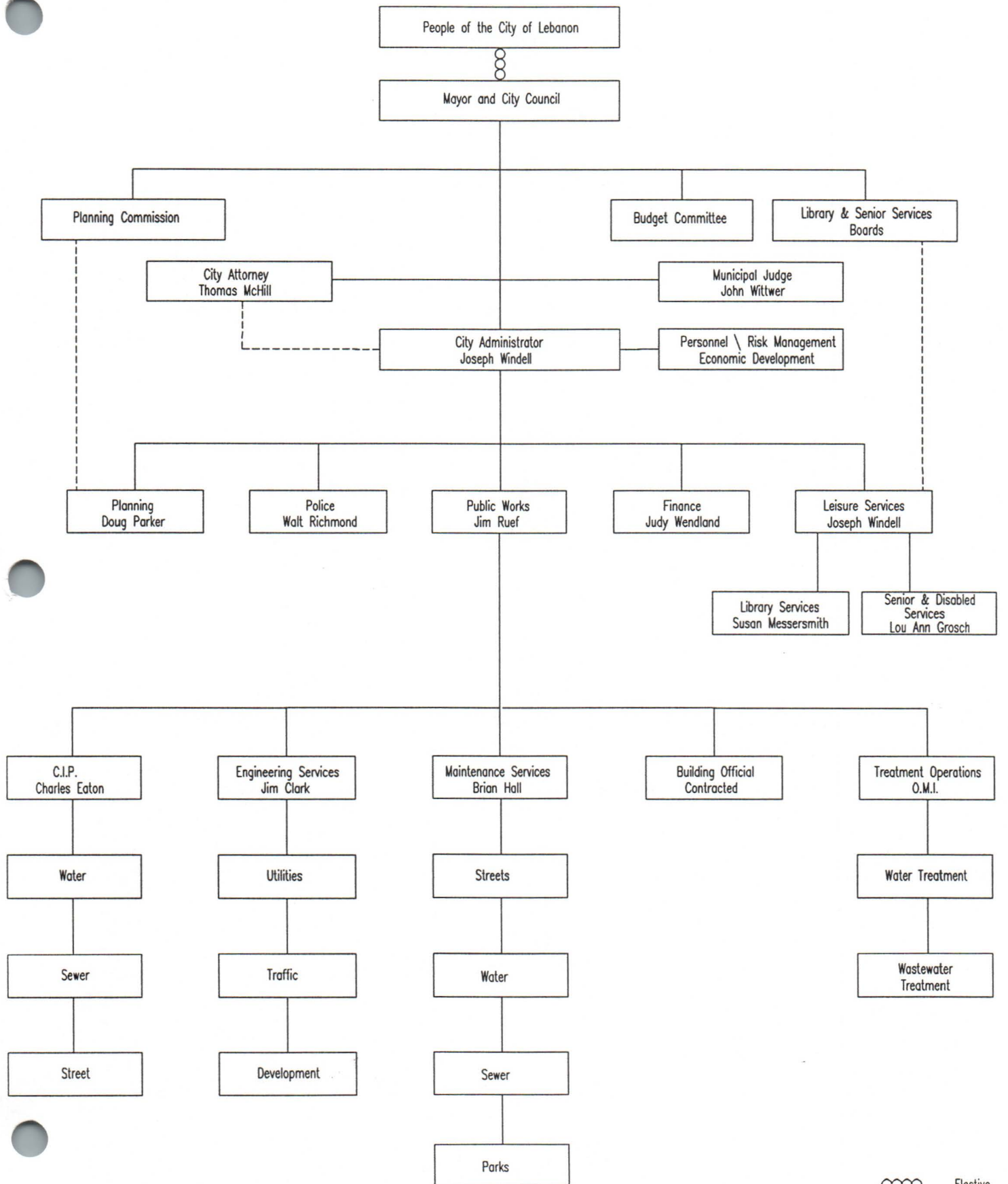
After adoption, the budget may be changed but only due to unforeseen occurrences. There are two processes which may be used. The first, by resolution or ordinance, is allowed only for very specific situations. The second, a supplemental budget, requires public hearings and newspaper publications, but allows changes for a broader spectrum of circumstances. Both methods must be passed by a majority vote of the City Council.

There is one final step the budget process that happens after the year has ended. As part of the annual audit, which is also required by state law, compliance with local budget is examined and any exceptions noted in the notes to the financial statements.



CHARTS, GRAPHS,  
&  
SUMMARY SCHEDULES

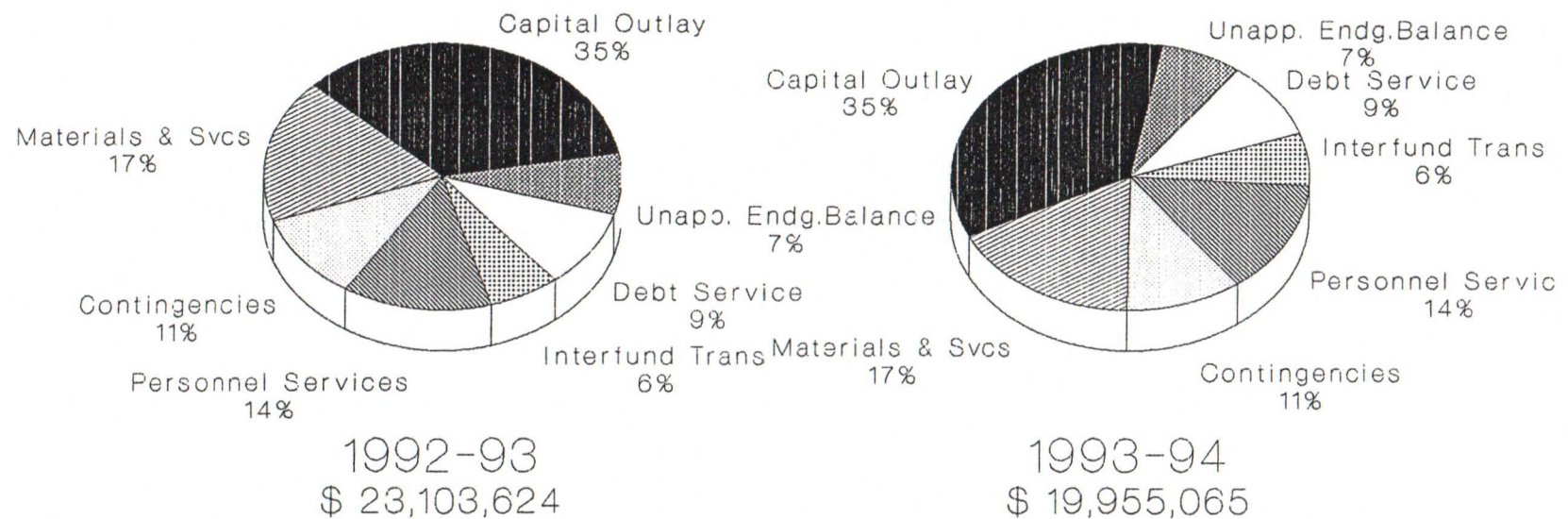
# City of Lebanon Organizational Chart



○○○○ Elective  
 ——— Appointive  
 - - - - - Advisory

# CITY OF LEBANON 1993-94

## Budget Comparison



Total Budgets

**SCHEDULE OF FULL TIME EMPLOYEE EQUIVALENTS**  
**FY 93/94 COMPARED TO FY 92/93 & 91/92**

<u>91/92</u> <u>FTE</u>	<u>92/93</u> <u>FTE</u>	<u>93/94</u> <u>FTE</u>	<u># EMP</u>	<u>EXEMPT</u>	<u>MINIMUM</u>	<u>MIDPOINT</u>	<u>CONTROL</u> <u>POINT</u>	<u>MAXIMUM</u>
2.0000	2.0000	2.0000	2	Administrative Secretary	1549	1897	1994	2245
1.0000	1.0000	1.0000	1	Acct. Clerk - Confidential	1644	2034	2249	2466
1.0000	1.0000	1.0000	1	Building Official	2295	2811	2955	3327
1.0000	1.0000	1.0000	1	Finance Operations Manager	2295	2811	2955	3327
n/a	n/a	1.0000	1	Environmental Technician	2295	2811	2955	3327
1.0000	1.0000	1.0000	1	Engineering Division Mgr.	2597	3182	3345	3767
1.0000	1.0000	1.0000	1	Library Program Mgr.	2597	3182	3345	3767
1.0000	1.0000	1.0000	1	Maint. Division Mgr.	2597	3182	3345	3767
1.0000	1.0000	1.0000	1	Police Lieutenant	2597	3182	3345	3767
1.0000	1.0000	1.0000	1	Sen. Serv. Program Mgr.	2597	3182	3345	3767
1.0000	1.0000	1.0000	1	Senior Engineer	2931	3518	3776	4104
1.0000	1.0000	1.0000	1	Director of Public Works	3094	3790	3983	4485
1.0000	1.0000	1.0000	1	Finance Director	3094	3790	3983	4485
1.0000	1.0000	1.0000	1	Police Chief	3094	3790	3983	4485
1.0000	1.0000	1.0000	1	City Administrator		4800		
<b>15.0000</b>	<b>15.0000</b>	<b>16.0000</b>	<b>16</b>	<b>SUBTOTAL - EXEMPT</b>				

				<u>POLICE</u>	<u>BASE</u>	<u>6 MO</u>	<u>18 MO</u>	<u>30 MO</u>
5.0000	5.0000	5.0000	5	Communications Clerk	1431	1546	1670	1804
12.0000	13.0000	12.0000	12	Police Officer	1922	2076	2241	2421
5.0000	4.0000	5.0000	5	Police Sergeant	2476	2626	2776	2926
<b>22.0000</b>	<b>22.0000</b>	<b>22.0000</b>	<b>22</b>	<b>SUBTOTAL - POLICE</b>				



**SCHEDULE OF FULL TIME EMPLOYEE EQUIVALENTS**  
**FY 93/94 COMPARED TO FY 92/93 & 91/92**

<u>91/92</u> <u>FTE</u>	<u>92/93</u> <u>FTE</u>	<u>93/94</u> <u>FTE</u>	<u># EMP</u>	<u>AFSCME 7/01/93 THRU 12/31/93</u>	<u>BASE</u>	<u>12 MO</u>	<u>24 MO</u>	<u>36 MO</u>	<u>48 MO</u>
1.0000	1.0000	1.0000	1	Court Clerk Assistant	1193	1250	1311	1373	1440
1.0000	1.0000	1.0000	1	Dial-A-Bus Driver	1276	1358	1440	1523	1604
1.0000	1.0000	1.0000	1	Secretary I	1316	1390	1463	1537	1610
1.0000	1.0000	1.0000	1	Library Assistant II	1367	1458	1549	1638	1730
1.0000	1.0000	1.0000	1	Sec./Account Pay. Clerk	1448	1520	1596	1677	1760
1.0000	1.0000	1.0000	1	Municipal Court Clerk	1515	1597	1679	1760	1840
2.0000	2.0000	2.0000	2	Accounting Clerk II	1597	1689	1783	1878	1971
3.0000	4.0000	3.0000	3	Maintenance Worker	1625	1717	1808	1900	1991
1.0000	1.0000	1.0000	1	Civil Eng. Tech. I	1720	1828	1936	2043	2150
1.0000	1.0000	1.0000	1	Civil Eng. Tech. II	1848	1964	2081	2195	2311
4.0000	4.0000	4.0000	4	Senior Maint. Worker	1855	1925	2099	2211	2325
2.0000	2.0000	2.0000	2	Civil Eng. Tech. III	1976	2100	2224	2348	2472
4.0000	3.0000	4.0000	4	Crew Chief	2093	2163	2337	2448	2562
1.0000	1.0000	1.0000	1	Project Engineer	2510	2636	2767	2906	3051
<u>AFSCME 1/01/94 THRU 6/30/94</u>					<u>BASE</u>	<u>12 MO</u>	<u>24 MO</u>	<u>36 MO</u>	<u>48 MO</u>
Court Clerk Assistant					1211	1269	1331	1394	1462
Dial-A-Bus Driver					1295	1378	1462	1546	1628
Secretary I					1336	1411	1485	1560	1634
Library Assistant II					1388	1480	1572	1663	1756
Sec./Account Pay. Clerk					1470	1543	1620	1702	1786
Municipal Court Clerk					1538	1621	1704	1786	1868
Accounting Clerk II					1621	1714	1810	1906	2001
Maintenance Worker					1649	1743	1835	1929	2021
Civil Eng. Tech. I					1746	1855	1965	2074	2182
Civil Eng. Tech. II					1876	1993	2112	2228	2346
Senior Maint. Worker					1883	1954	2130	2244	2360
Civil Eng. Tech. III					2006	2132	2257	2383	2509
Crew Chief					2124	2195	2372	2485	2600
Project Engineer					2548	2676	2809	2950	3097
24.0000	24.0000	24.0000	24	SUBTOTAL - AFSCME					

# SCHEDULE OF FULL TIME EMPLOYEE EQUIVALENTS

FY 93/94 COMPARED TO FY 92/93 & 91/92

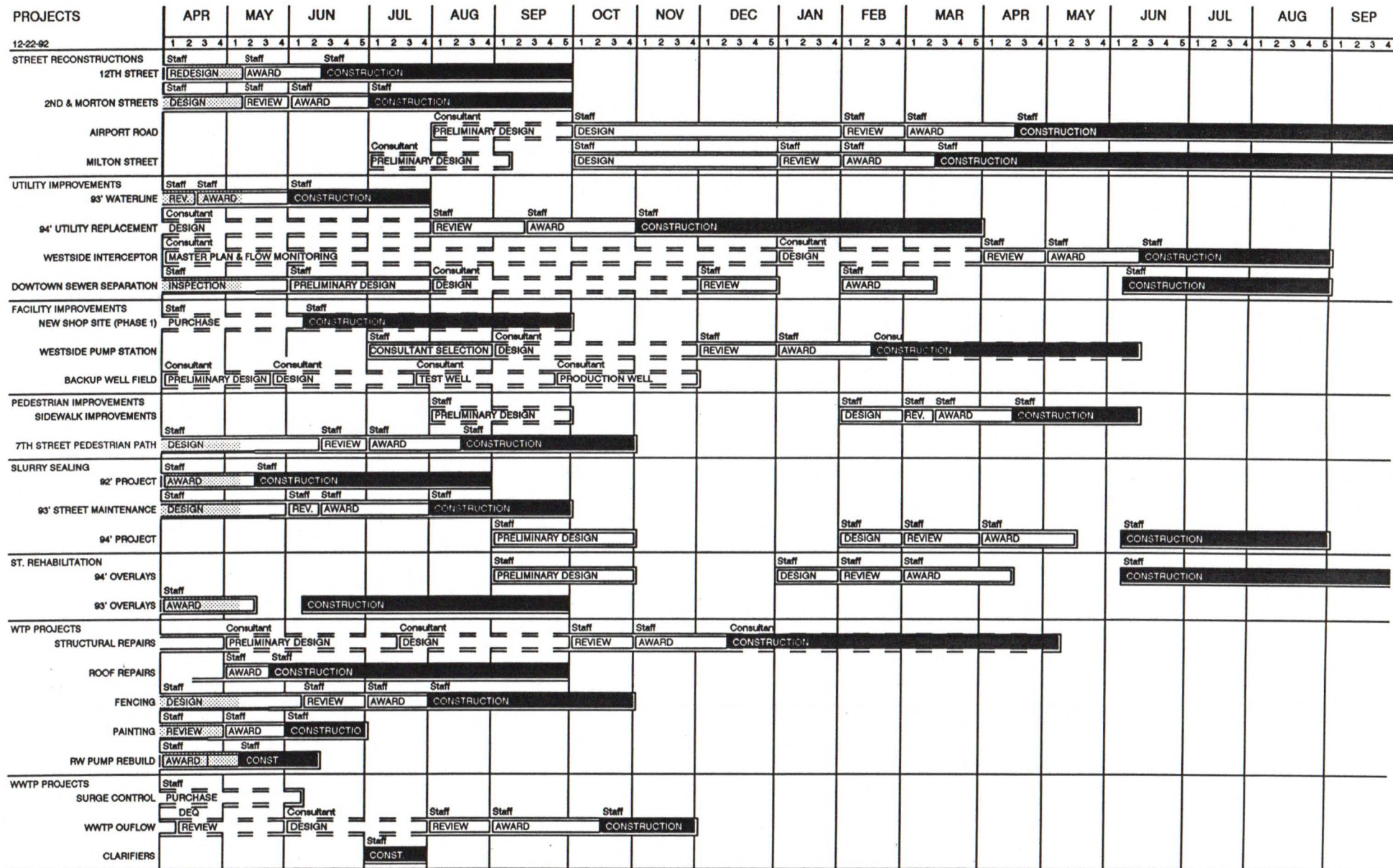
<u>91/92</u>	<u>92/93</u>	<u>93/94</u>	<u># EMP</u>	<u>PART-TIME</u>	<u>SALARY</u>
<u>FTE</u>	<u>FTE</u>	<u>FTE</u>			
0.1330	0.1330	0.1330	1	Dial-A-Bus Driver (relief)	156
n/a	n/a	0.7780	1	Clerk Typist	628
1.2000	1.1000	1.2500	3	Library Assistant I	577
n/a	0.4750	n/a	n/a	Sen. Activity Assist	n/a
0.2500	0.2500	n/a	n/a	Sen. Bldg. Supervisor	n/a
n/a	n/a	0.2500	1	Sen. Project Assist.	384
n/a	n/a	0.4750	1	Sen. Office Assist. & Vol. Coord	494
n/a	n/a	0.0962	1	Sen. Relief Staff	100
n/a	n/a	n/a	1	Municipal Court Judge	1230
<u>0.4500</u>	<u>0.3750</u>	<u>0.4800</u>	<u>n/a</u>	City Planner	n/a
<b>2.0330</b>	<b>2.3330</b>	<b>3.4622</b>	<b>9</b>	<b>SUBTOTAL - PART-TIME</b>	
				<u>SEASONAL/TEMP/CONTRACT SERV</u>	<u>ANNUAL BUDGET</u>
0.0000	0.1000	0.0351		General Fund	640
0.3300	0.3720	0.6658		Water Fund	5968
0.2500	0.1300	0.0599		Water CIP	1090
0.0000	0.0420	0.0933		Wastewater Fund	480
n/a	0.4000	0.0610		Wastewater CIP	1110
0.3300	0.5800	0.6833		Intergovernmental Funds	11210
0.0000	0.4800	1.5934		Capital Projects Fund	41700
<u>n/a</u>	<u>n/a</u>	<u>n/a</u>		Urban Renewal Fund	<u>n/a</u>
<u>0.9100</u>	<u>2.1040</u>	<u>3.1918</u>		<b>SUBTOTAL - SEASONAL/TEMP/CONTRACT SE</b>	<b>62198</b>
<b>63.9430</b>	<b>65.4370</b>	<b>68.6540</b>	<b>71</b>	<b>TOTAL FTE</b>	
=====	=====	=====	==		

City of Lebanon  
Public Works Department  
Summary of 1993-94 Capital Improvement Projects

Project	Estimated Total Project Cost	1993 - 1994 Budget Year Funding Source							Total
		435	475	550	571	840	841	920	
		Wtr CIP	WW CIP	SF&BP	STP	St CIF	St CIF-Restricted	LURD	
Backup Wellfield	\$375,000	\$315,000							\$315,000
Water Treatment Plant Projects	\$1,065,346	\$775,000							\$775,000
2nd & Morton Reconstruction	\$628,926	\$85,000	\$115,000		\$216,000	\$186,000			\$602,000
Green Acres Waterline	\$411,558	\$410,000							\$410,000
Santiarn Highway Interconnect	\$56,000	\$56,000							\$56,000
Milton Street Reconstruction	\$371,228	\$65,000	\$32,700		\$57,000	\$35,000	\$125,200		\$314,900
Pipe Replacement Program	\$146,735	\$50,000	\$35,000						\$85,000
Park Street Waterline	\$55,500	\$45,000							\$45,000
2nd & Academy Waterline	\$44,926	\$35,000							\$35,000
Small dia. Waterline Replacements	\$100,000	\$100,000							\$100,000
New Shop Site (Phase 1)	\$267,200	\$80,000	\$93,600			\$93,600			\$267,200
Downtown Sewer Separation	\$351,000		\$50,000						\$50,000
WWTP Outflow Project	\$147,990		\$119,000						\$119,000
Westside Pump Station	\$1,087,400		\$600,000						\$600,000
Westside Interceptor	\$645,000		\$295,000						\$295,000
Clarifier Painting	\$60,210		\$4,000						\$4,000
12th Street Reconstruction	\$230,690		\$5,000		\$149,000	\$63,000			\$217,000
Surge Control Land Acquisition	\$378,000		\$375,000						\$375,000
City Sidewalk Project	\$66,000			\$22,000					\$22,000
7th Street Pedestrian Path	\$68,200			\$56,200		\$12,000			\$68,200
Slurry Sealing	\$110,000					\$55,000			\$55,000
Major Maintenance - Streets	\$55,000					\$55,000			\$55,000
Rehabilitation Program (Overlays)	\$839,346					\$90,000	\$190,000		\$280,000
Crack Sealing	\$50,000					\$10,000			\$10,000
Airport Road Project	\$1,177,000							\$1,177,000	\$1,177,000
	\$8,788,255	\$2,016,000	\$1,724,300	\$78,200	\$422,000	\$599,600	\$315,200	\$1,177,000	\$6,332,300



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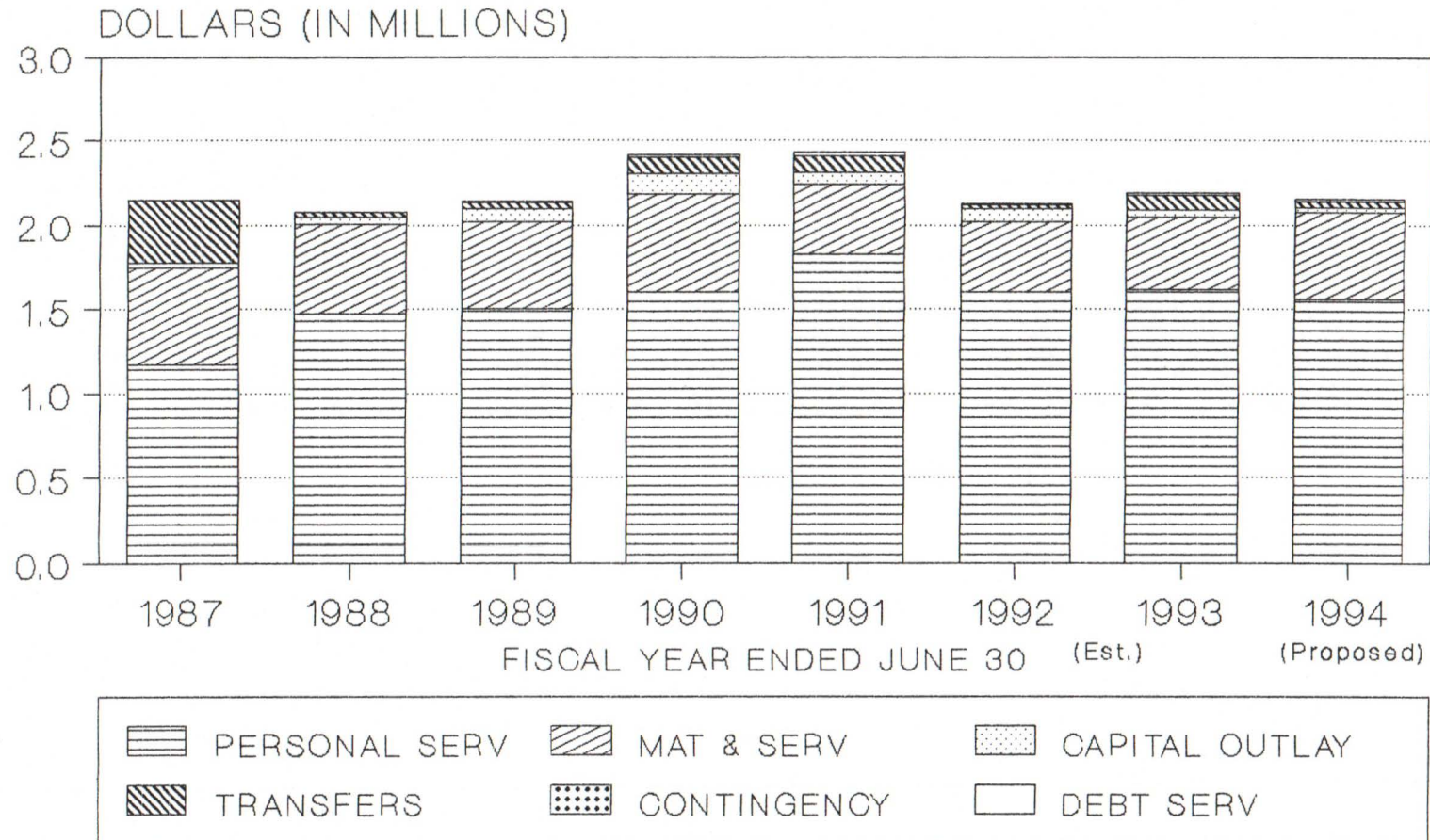




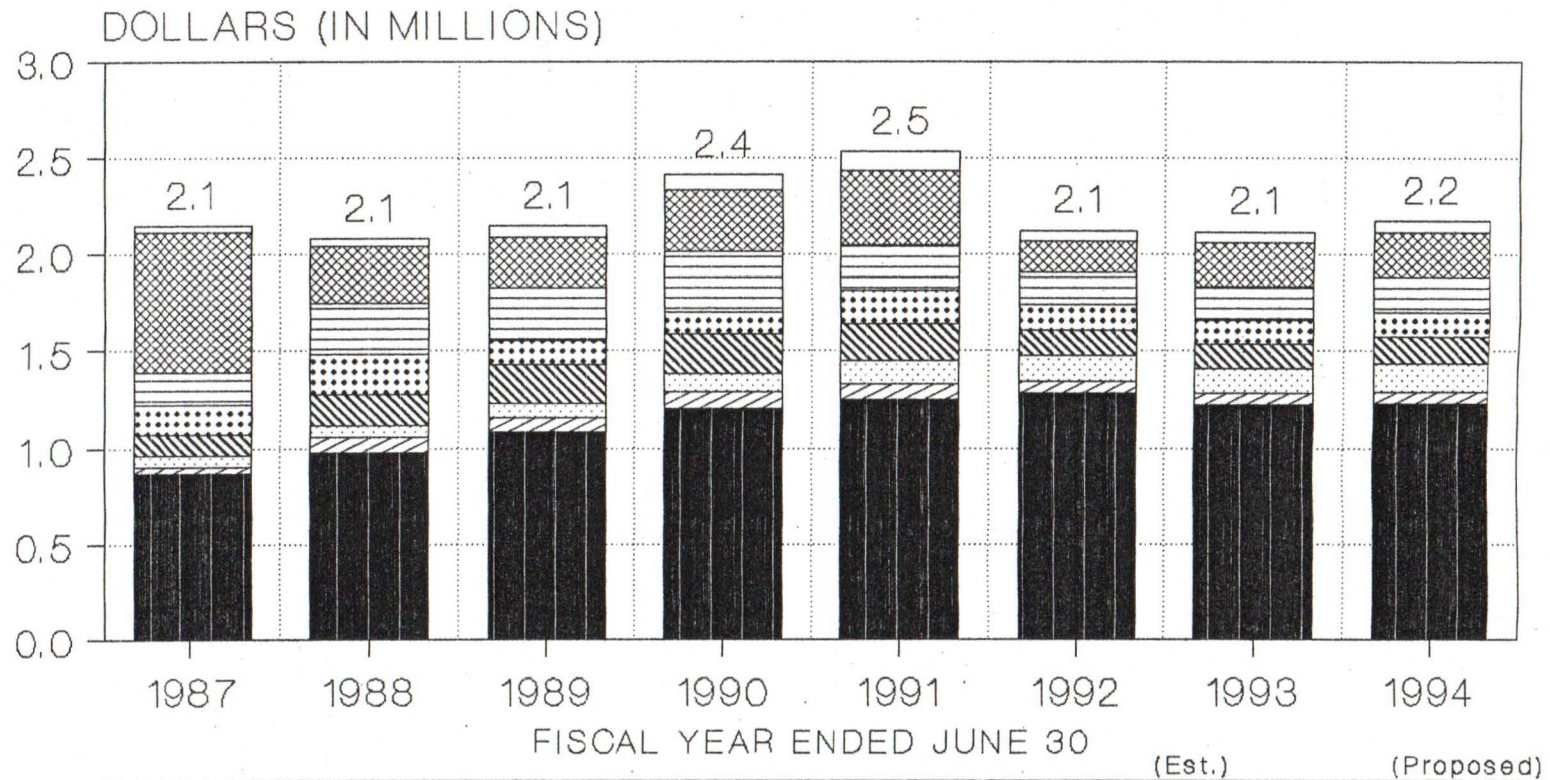
# GENERAL FUND

# CITY OF LEBANON, OREGON

## GEN. FUND EXPEND. BY CATEGORY



# GENERAL FUND EXPEND. BY DEPT



POLICE	FINANCE	MUNI COURT	LIBRARY
ADMIN	PUB WORKS	NON DEPT	SENIOR



## 93-94 BUDGET

## GENERAL FUND FTE ALLOC DETAIL

#	110 ADMIN PLAN & EC DEV	127 BLDG	130 PUB WORKS ENG	133 PARKS	140 FIN	160 LEGIS	165 LIBR	170 MUNI CRT	180 POLICE	190 SR SERV	GEN FUND SUB TOTALS	NON GEN FUND SUB TOTALS	TOTALS
1 Admin Sec-PW	0.2500	0.0500	0.1400	0.0200							0.4600	0.5400	1.0000
1 Admin Sec									1.0000		1.0000	0.0000	1.0000
1 Acct Clerk-Conf					0.5400						0.5400	0.4600	1.0000
1 Bldg Official		0.8100									0.8100	0.1900	1.0000
1 Fin Op Mgr					0.3300						0.3300	0.6700	1.0000
1 Proj Engineer											0.0000	1.0000	1.0000
1 Environ Tech											0.0000	1.0000	1.0000
1 Eng Div Mgr											0.0000	1.0000	1.0000
1 Libr Prog Mgr							1.0000				1.0000	0.0000	1.0000
1 Maint Div Mgr				0.1500							0.1500	0.8500	1.0000
1 Police Lieut									1.0000		1.0000	0.0000	1.0000
1 Sr Serv Prg Mgr										0.6800	0.6800	0.3200	1.0000
1 Senior Eng											0.0000	1.0000	1.0000
1 Pub Works Dir	0.0300	0.0300		0.0400							0.1000	0.9000	1.0000
1 Finance Dir					0.3500						0.3500	0.6500	1.0000
1 Police Chief									1.0000		1.0000	0.0000	1.0000
1 City Admin	0.2900					0.0400					0.3300	0.6700	1.0000
1 Crt Clerk Asst								1.0000			1.0000	0.0000	1.0000
1 D-A-B Driver											0.0000	1.0000	1.0000
1 Secretary I	0.1000	0.0300	0.0200	0.0100							0.1600	0.8400	1.0000
1 Libr Asst II							1.0000				1.0000	0.0000	1.0000
1 Sec/AP Clrk					0.3800						0.3800	0.6200	1.0000
1 Court Clerk								1.0000			1.0000	0.0000	1.0000
1 Maint Worker				1.0000							1.0000	0.0000	1.0000
2 Maint Worker											0.0000	2.0000	2.0000
2 Acct Clerk II											0.0000	2.0000	2.0000
1 Civ Eng Tech I											0.0000	1.0000	1.0000
1 Civ Eng Tech II											0.0000	1.0000	1.0000
1 Sr Maint Wrkr											0.0000	1.0000	1.0000
1 Sr Maint Wrkr											0.0000	1.0000	1.0000
1 Sr Maint Wrkr											0.0000	1.0000	1.0000
1 Sr Maint Wrkr											0.0000	1.0000	1.0000
1 Eng Tech III											0.0000	1.0000	1.0000
1 Eng Tech III											0.0000	1.0000	1.0000
1 Crew Chief				1.0000							1.0000	0.0000	1.0000
1 Crew Chief											0.0000	1.0000	1.0000
1 Crew Chief											0.0000	1.0000	1.0000
1 Crew Chief											0.0000	1.0000	1.0000
5 Comm Clerk									5.0000		5.0000	0.0000	5.0000
12 Police Officer									12.0000		12.0000	0.0000	12.0000
5 Sergeant									5.0000		5.0000	0.0000	5.0000
1 Clerk Typist (PT)	0.2140					0.1828					0.3968	0.3812	0.7780
1 D-A-B Dr (PT)											0.0000	0.1330	0.1330
3 Lib Asst I (PT)							1.1000				1.1000	0.0000	1.1000
1 Project Asstst (PT)											0.0000	0.2500	0.2500
1 Sr Ofc Asst/Vol Coord (PT)										0.2233	0.2233	0.2517	0.4750
1 Sr Relief Staff (PT)										0.0962	0.0962	0.0000	0.0962
1 Mun Crt Jdge (PT)								N/A			0.0000	0.0000	0.0000
N/A Secretary (C.S.)											0.0000	0.7500	0.7500
N/A Engineer (C.S.)											0.0000	0.7500	0.7500
N/A Maint (C.S.)											0.0000	0.5800	0.5800
N/A Maint (C.S.)											0.0000	0.3300	0.3300
N/A Proj Acct (C.S.)	0.0038	0.0088	0.0016	0.0209							0.0351	0.3957	0.4308
N/A City Planner	0.3552										0.3552	0.1248	0.4800
N/A Seasonal Help							0.1500				0.1500	0.3510	0.5010
TOTAL													
71 EMPLOYEES	1.2430	0.9288	0.1616	2.2409	1.6000	0.2228	3.2500	2.0000	25.0000	0.9995	37.8466	31.0074	68.8540



#	GEN FUND SUB	430 WTR	435 WTR CIP	470 WASTE WTR	475 WASTE WTR CIP	500 FOOT & BIKE PATH	506 STRTS	509 STORM DRNG	568 DIAL -A- BUS	570 SR CNTR GRANT	571 STP STREET PROJ	840 STRTS CIP	842 ALLOC DIRECT COSTS	800 STORM DRAIN SOC	860 PARK SOC	870 SEWER SOC	880 STRTS SOC	890 WATER SOC	920 URBAN RWWL	925 NW URBAN RWWL	NON GEN FUND SUB	TOTALS
EMP POSITION	TOTALS	WTR	CIP	WTR	CIP	PATH	STRTS	DRNG	BUS	GRANT	PROJ	CIP	COSTS	SOC	SOC	SOC	SOC	SOC	RWWL	RWWL	TOTALS	TOTALS
1 Admin Sec-PW	0.4600	0.0600	0.0600	0.0600	0.0600	0.1800	0.0600	0.0500				0.0200							0.0100		0.5400	1.0000
1 Admin Sec	1.0000																				0.0000	1.0000
1 Acct Clerk-Conf	0.5400	0.2100		0.1800			0.0700														0.4600	1.0000
1 Bldg Official	0.8100	0.0200		0.0200										0.0300	0.0300	0.0300	0.0300	0.0300			0.1800	1.0000
1 Fin Op Mgr	0.3300	0.3000		0.3000			0.0800												0.0100		0.6700	1.0000
1 Proj Engineer	0.0000												1.0000								1.0000	1.0000
1 Environ Tech	0.0000	0.5000		0.5000																	1.0000	1.0000
1 Eng Div Mgr	0.0000	0.1200	0.1500	0.1500	0.1500		0.1300	0.0300			0.0300	0.1000		0.0200	0.0200	0.0300	0.0200	0.0300	0.0200		1.0000	1.0000
1 Libr Prog Mgr	1.0000																				0.0000	1.0000
1 Maint Div Mgr	0.1500	0.3400	0.0100	0.1800	0.0100		0.2600	0.0200				0.0100									0.8500	1.0000
1 Police Lieut	1.0000																				0.0000	1.0000
1 Sr Serv Prg Mgr	0.6800									0.3200											0.3200	1.0000
1 Senior Eng	0.0000												1.0000								1.0000	1.0000
1 Pub Works Dir	0.1000	0.2000	0.0500	0.1100	0.0500	0.0200	0.2300	0.0500			0.0100	0.0700		0.0100	0.0100	0.0100	0.0100	0.0100	0.0500	0.0100	0.9000	1.0000
1 Finance Dir	0.3500	0.2700		0.2700			0.0600												0.0500		0.8500	1.0000
1 Police Chief	1.0000																				0.0000	1.0000
1 City Admin	0.3300	0.2400		0.2400			0.1300												0.0800		0.6700	1.0000
1 Crt Clerk Asst	1.0000																				0.0000	1.0000
1 D-A-B Driver	0.0000								1.0000												1.0000	1.0000
1 Secretary I	0.1800	0.2000	0.1000	0.2000	0.1000	0.0200	0.1800	0.0100				0.0500									0.8400	1.0000
1 Libr Asst II	1.0000																				0.0000	1.0000
1 Sec/AP Clerk	0.3800	0.2900		0.2500			0.0800														0.6200	1.0000
1 Court Clerk	1.0000																				0.0000	1.0000
1 Maint Worker	1.0000																				0.0000	1.0000
2 Maint Worker	0.0000	2.0000																			2.0000	2.0000
2 Acct Clerk II	0.0000	1.0000		1.0000																	2.0000	2.0000
1 Ch Eng Tech I	0.0000	0.3000		0.2800		0.0100	0.3000	0.1100													1.0000	1.0000
1 Ch Eng Tech II	0.0000												1.0000								1.0000	1.0000
1 Sr Maint Wrkr	0.0000			0.7500			0.0500	0.2000													1.0000	1.0000
1 Sr Maint Wrkr	0.0000						1.0000														1.0000	1.0000
1 Sr Maint Wrkr	0.0000						1.0000														1.0000	1.0000
1 Sr Maint Wrkr	0.0000	1.0000																			1.0000	1.0000
1 Eng Tech III	0.0000	0.3400		0.3300			0.2300							0.0200	0.0200	0.0200	0.0200	0.0200			1.0000	1.0000
1 Eng Tech III	0.0000												1.0000								1.0000	1.0000
1 Crew Chief	1.0000																				0.0000	1.0000
1 Crew Chief	0.0000	1.0000																			1.0000	1.0000
1 Crew Chief	0.0000			0.7700	0.0800		0.1500														1.0000	1.0000
1 Crew Chief	0.0000					1.0000															1.0000	1.0000
5 Comm Clerk	5.0000																				0.0000	5.0000
12 Police Officer	12.0000																				0.0000	12.0000
5 Sergeant	5.0000																				0.0000	5.0000
1 Clerk Typist (PT)	0.3968	0.1908		0.1908																	0.3812	0.7780
1 D-A-B Dr (PT)	0.0000								0.1330												0.1330	0.1330
3 Lib Asst I (PT)	1.1000																				0.0000	1.1000
1 Proj Asst (PT)	0.0000									0.2500											0.2500	0.2500
1 Sr Ofc Asst/Vol Coord (PT)	0.2233								0.2517												0.2517	0.4750
1 Sr Relief Staff (PT)	0.0982																				0.0000	0.0982
1 Mun Crt Jdgc (PT)	0.0000																				0.0000	0.0000
N/A Secretary (C.S.)	0.0000												0.7500								0.7500	0.7500
N/A Engineer (C.S.)	0.0000												0.7500								0.7500	0.7500
N/A Maint (C.S.)	0.0000						0.5800														0.5800	0.5800
N/A Maint (C.S.)	0.0000	0.3300																			0.3300	0.3300
N/A Proj Acct (C.S.)	0.0351	0.0517	0.0598	0.0284	0.0610	0.0022	0.0407	0.0080			0.0544	0.0580	0.0374								0.3957	0.4308
N/A City Planner	0.3532																		0.0624	0.0624	0.1248	0.4800
N/A Seasonal Help	0.1500	0.2841		0.0888																	0.3510	0.5010
TOTAL																						
71 EMPLOYEES	37.8468	9.2464	0.4298	5.8738	0.5110	0.2122	5.4607	0.6280	1.3847	0.5700	0.0944	0.3080	5.5374	0.0800	0.0800	0.0800	0.0800	0.0800	0.2824	0.0724	31.0074	88.8540



Date : 7/04/93  
Time : 4:57  
Dte Range: Complete Report

CITY OF LEBANON  
AIMS General Ledger System  
Budget Preparation

G10 Run Date : 7/04/93

Fund : 10 GENERAL FUND  
Dept : 100 GENERAL FUND

90-91	91-92	92-93		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
<hr/>						
REVENUES						
335,000.00	280,000.00	270,000	41052 BANK LOAN FUNDS-TAN	270,000	270,000	280,000
26,354.61	7,901.89	18,900	41053 INT FROM BANK LOAN	18,000	18,000	18,000
34,482.09	34,908.42	32,000	41070 ST CIGARETTE REVENUE	32,000	32,000	32,000
70,111.86	80,526.67	84,000	41080 STATE LIQUOR REVENUE	84,000	84,000	76,000
0.00	0.00	0	43005 JAIL ASSESS ADMIN FEE	1,000	1,000	1,000
169,985.57	208,268.84	180,000	43010 MU CRT FINE & FORFEIT	175,000	175,000	175,000
0.00	0.00	0	43015 PARKING FINES	500	500	500
8,652.77	9,623.63	8,000	44010 CONSUMER POWER, INC.	9,000	9,000	9,000
18,923.30	20,627.65	22,000	44020 LEBANON SANITATION CO	23,600	23,600	25,000
19,584.04	21,805.82	19,000	44030 LIBERTY CABLE TV	22,000	22,000	22,000
61,007.81	102,456.38	63,000	44035 NW NAT GAS FRANCHISE	63,000	63,000	63,000
194,628.92	191,571.84	190,000	44040 PP&L ELECT FRANCHISE	190,000	190,000	190,000
24,108.00	24,740.00	23,000	44060 TELEPHONE UTILITIES	23,000	23,000	28,000
1,238.00	400.00	3,000	45010 REV FROM SALE OF PROP	1,500	1,500	1,500
3,900.00	3,900.00	3,900	45020 REV FROM RENTED PROP	3,900	3,900	3,900
32,519.97	64,140.61	47,000	46010 BLDG PERMITS & FEES	55,000	55,000	55,000
2,378.50	2,395.00	100	46020 BUSINESS LICENSES	200	200	1,500
1,342,382.17	1,012,916.12	1,202,623	47010 CURRENT PROPERTY TAXES	1,153,456	1,153,456	1,153,456
165,896.68	157,221.51	100,000	47020 DELINQUENT PROP TAXES	100,000	100,000	100,000
1,000.00	0.00	4,000	48030 AMUSEMENT MACHINE REV	4,000	4,000	4,000
41.75-	22.19-	0	48040 CASH OVER			
4,001.88	2.00	0	48060 ENGINEERING FEES			
0.00	0.00	500	48070 EXTRA POLICE SERVICE	500	500	500
36,201.28	7,906.62	12,000	48100 INTEREST ON INVESTMENT	15,000	15,000	18,000
2,187.94	2,059.37	2,000	48101 INTEREST ON TAXES	1,000	1,000	1,000
11.00	78.55	100	48130 MAPS AND ORDINANCES	100	100	100
2,345.26	2,316.50	0	48131 SR CTR REFRESH INC			
6,672.75	13,137.94	10,500	48140 MISCELLANEOUS REVENUE	6,000	6,000	17,500
9,374.33	9,162.10	7,000	48144 MISC. REVENUE-LIBRARY	7,000	7,000	7,000
3,147.01	3,791.24	3,000	48146 MISC. REVENUE-POLICE	3,000	3,000	3,000
0.00	0.00	0	48147 MISC REV-NUISANCE			
3,791.38	9,335.41	10,220	48148 MISC REV-SR CTR	13,220	13,220	13,220
4,056.98	4,113.63	5,000	48149 MISC REV-TALL GRASS	5,000	5,000	5,000
656.00	1,736.40	1,000	48150 PLANNING COMISSION REV	1,000	1,000	2,000
5.00	81.15	50	48295 XEROX COPIES	50	50	50
500.00	2,500.00	0	49012 FROM PUB IMPROV FUND			
0.00	0.00	16,500	49027 FROM TEKNETICS			
12,019.15	235.85	0	49028 FROM 83-84 HOUSING REH			
46,646.52	55,543.24	46,000	49040 STATE REVENUE SHARING	46,000	46,000	46,000
0.00	198.72	0	49075 FROM VAUGHN LN AC PARK			
0.00	0.00	3,021	49085 FROM BANC BOND FD			
32,000.00	0.00	0	49095 FROM URBAN RENEW FUND			
301,626.84	225,273.85	150,484	49901 BEGINNING BALANCE	170,000	170,000	250,000
<hr/>						
2,977,355.86	2,560,854.76	2,537,898	49998 TOTAL REVENUE	2,497,026	2,497,026	2,602,226

## PROGRAM INFORMATION

### ADMINISTRATION, PLANNING, AND ECONOMIC DEVELOPMENT

Page 1 of 3

#### PROGRAM DESCRIPTION:

In order to simplify accounting and budgeting, the Administration, Economic and Community Development, and Planning Departments have been combined into one department - Administration and Community Development.

The City Administrator directs and coordinates the activities of all City Departments, is the department head for Leisure Services, is the Economic Development Director, is the City Recorder, administers the city's personnel and risk management systems, supervises preparation of the annual budget, implements policy as established by the City Council, and performs other general administrative functions.

Activities in the Community and Economic Development 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. 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.



## PROGRAM INFORMATION

### ADMINISTRATION, PLANNING, AND ECONOMIC DEVELOPMENT

Page 2 of 3

#### PROGRAM DESCRIPTION: (continued)

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 93-94 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 Urban Renewal Districts. It has been estimated that completion of the review process will take until January 1994.

This year the planning contract has been increased from .375 FTE to .480 FTE. The increase in FTE is due to substantial increase in residential, commercial, and industrial development.

PROGRAM INFORMATION

ADMINISTRATION, PLANNING, AND ECONOMIC DEVELOPMENT

Page 3 of 3

POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
City Administrator	.410 FTE	.2900 FTE
Administrative Secretary - Public Works	.220 FTE	.2500 FTE
City Planner	.326 FTE	.3552 FTE
Clerk Typist (part-time)	.000 FTE	.2140 FTE
Director of Public Works	.020 FTE	.0300 FTE
Project Accountant	.000 FTE	.0038 FTE
Secretary I - Public Works	<u>.050 FTE</u>	<u>.1000 FTE</u>
TOTAL	1.026 FTE	1.2430 FTE

Date : 1/19/94  
 Time : 2:20  
 Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 1/19/94

Fund : 10 GENERAL FUND  
 Dept : 110 ADMIN, PLNG, & ECON DEVELOP

91-92	92-93	93-94		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
14,190.78	25,669.12	32,192	50001 SALARIES	25,161	25,161	32,192
3,988.37	5,507.78	8,485	50003 FRINGE BENEFITS	8,957	8,957	8,485
2,258.31	352.83	2,100	50250 PART TIME	2,100	2,100	2,100
0.00	451.82	976	50600 OVERTIME	976	976	976
20,437.46	31,981.55	43,753	59999 TOTAL PERSONNEL SERV	37,194	37,194	43,753
MATERIALS & SERVICES						
0.00	30.00	195	61128 COMPUTER EXP (PW)	195	195	195
0.00	51,505.48	45,571	61130 CONTRACT SERVICES	43,121	43,121	45,571
0.00	0.00	70	61131 CONTRACT SERVICES (PW)	70	70	70
8,821.33	13,055.21	9,058	61240 DEPT/OPERATING EXPENSE	9,058	9,058	9,058
186.90	249.74	350	61250 DEPT/OP SUPPLIES	350	350	350
0.00	30.00	30	61253 OP SUPPLIES (PW)	30	30	30
1,032.15	1,016.83	850	61290 DUES & SUBSCRIPTIONS	850	850	850
37.00	234.18	200	61320 EDUCATION & TRAINING	200	200	200
2,499.27	1,313.63	4,000	61401 UNEMPLOY INS	4,000	4,000	4,000
105.00	29.50	100	61570 MAINT/EQPT	100	100	100
1,785.84	2,834.13	1,650	61600 MEETINGS & CONFERENCES	1,650	1,650	1,650
1,559.10	2,590.77	1,650	61700 OFFICE SUPPLIES	1,650	1,650	1,650
0.00	184.43	217	61703 OFFICE SUPPLIES (PW)	217	217	217
16,026.59	73,073.90	63,941	69999 TOTAL MAT & SERV	61,491	61,491	63,941
CAPITAL OUTLAY						
0.00	0.00	0	72500 OFFICE EQPT.			
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
36,464.05	105,055.45	107,694	99000 TOTAL DEPT EXP	98,685	98,685	107,694



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 2

**FUND: 10 - GENERAL**

**DEPARTMENT: 110 - ADMINISTRATION, PLANNING, & ECONOMIC DEVELOPMENT**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61128 COMPUTER EXPENSES - PUBLIC WORKS:	195	<u>195</u>
61130 CONTRACT SERVICES:		
Job Classification Study	5,000	
Planning services contract with Council of Governments	35,916	
Outside engineering costs, Enterprise Zone publications printing costs, marketing publication costs, industrial site and commercial site catalog costs, Regional Strategies Office	4,655	<u>45,571</u>
61131 CONTRACT SERVICES - PUBLIC WORKS:	70	<u>70</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Labor relations costs; consultant and and attorney fees	5,000	
Employee Assistance/Wellness		
Program Expenses/Safety	1,000	
Expense Reimbursement	1,584	
Cost for film developing, enlarging of photos, graphic art costs and maps	1,474	<u>9,058</u>
61250 DEPARTMENT/OPERATING SUPPLIES:		
Miscellaneous supplies other than routine office supplies	350	<u>350</u>
61253 DEPARTMENT/OPERATING SUPPLIES:	30	<u>30</u>

PROGRAM EXPENDITURE DETAIL SHEET

Page 2 of 2

FUND: 10 - GENERAL

DEPARTMENT: 110 - ADMINISTRATION, PLANNING, & ECONOMIC DEVELOPMENT

<u>MATERIALS &amp; SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61290 DUES & SUBSCRIPTIONS:		
International City Management Assoc.	550	
Oregon Section, ICMA	200	
Subscriptions to professional journals and updating services	25	
Council on Economic Development for Oregon	75	<u>850</u>
61320 EDUCATION AND TRAINING:	200	<u>200</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 and conferences	1,400	
Annual ICMA Oregon Section Conference	250	<u>1,650</u>
61700 OFFICE SUPPLIES:		
Routine office supplies	1,650	<u>1,650</u>
61703 OFFICE SUPPLIES:		
Routine office supplies	217	<u>217</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 : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 10 GENERAL FUND  
 Dept : 120 CITY ATTORNEY

90-91	91-92	92-93		93-94			
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud	
PERSONNEL SERVICES							
0.00	0.00	0	50001 SALARIES				
0.00	0.00	0	50003 FRINGE BENEFITS				
0.00	0.00	0	59999 TOTAL PERSONNEL SERV	0	0	0	
MATERIALS & SERVICES							
19,776.00	19,776.00	19,775	61130 CONTRACT SERVICES	20,800	20,800	20,800	
0.00	0.00	500	61132 OUTSIDE ATTORNEY'S FEE	500	500	500	
19,776.00	19,776.00	20,275	69999 TOTAL MAT & SERV	21,300	21,300	21,300	
19,776.00	19,776.00	20,275	99000 TOTAL DEPT EXP	21,300	21,300	21,300	

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 10 - GENERAL

DEPARTMENT: 120 - CITY ATTORNEY

<u>MATERIALS &amp; SERVICES:</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61130 CONTRACT SERVICES:	20,800	<u>20,800</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	500	<u>500</u>

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
21,418.70	13,523.47	0	50001 SALARIES			
6,999.96	4,315.18	0	50003 FRINGE BENEFITS			
0.00	0.00	0	50250 PART TIME			
0.00	0.00	0	50600 OVERTIME			
28,418.66	17,838.65	0	59999 TOTAL PERSONNEL SERV	0	0	0
MATERIALS & SERVICES						
0.00	0.00	0	61124 COMPUTER EXPENSE			
3,176.20	9,729.06	0	61130 CONTRACT SERVICES			
1,777.03	511.99	0	61240 DEPT/OPERATING EXPENSE			
175.27	144.67	0	61250 DEPT/OP SUPPLIES			
778.80	237.00	0	61290 DUES & SUBSCRIPTIONS			
1,589.35	0.00	0	61305 GRANT APPL (ADMIN)			
629.29	69.95	0	61320 EDUCATION & TRAINING			
1,021.09	928.58	0	61600 MEETINGS & CONFERENCES			
816.96	1,009.74	0	61700 OFFICE SUPPLIES			
9,963.99	12,630.99	0	69999 TOTAL MAT & SERV	0	0	0
CAPITAL OUTLAY						
0.00	0.00	0	72500 OFFICE EQPT.			
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
38,382.65	30,469.64	0	99000 TOTAL DEPT EXP	0	0	0



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 10 GENERAL FUND  
 Dept : 126 PLANNING

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
<b>PERSONNEL SERVICES</b>						
3,317.99	3,177.71	0	50001 SALARIES			
1,380.10	1,399.86	0	50003 FRINGE BENEFITS			
0.00	0.00	0	50250 PART TIME			
0.00	0.00	0	50600 OVERTIME			
4,698.09	4,577.57	0	59999 TOTAL PERSONNEL SERV	0	0	0
<b>MATERIALS &amp; SERVICES</b>						
10.00	0.00	0	61124 COMPUTER EXPENSE			
47.98	78.86	0	61128 COMPUTER EXP (PW)			
27,411.75	17,524.50	0	61130 CONTRACT SERVICES			
317.60	11.48	0	61240 DEPT/OPERATING EXPENSE			
248.55	80.93	0	61250 DEPT/OP SUPPLIES			
57.27	17.07	0	61253 OP SUPPLIES (PW)			
0.00	0.00	0	61290 DUES & SUBSCRIPTIONS			
457.00	0.00	0	61320 EDUCATION & TRAINING			
881.19	254.22	0	61600 MEETINGS & CONFERENCES			
506.88	416.08	0	61700 OFFICE SUPPLIES			
449.60	264.45	0	61703 OFFICE SUPPLIES (PW)			
30,387.82	18,647.59	0	69999 TOTAL MAT & SERV	0	0	0
<b>CAPITAL OUTLAY</b>						
0.00	0.00	0	72503 OFFICE EQPT (PW)			
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
35,085.91	23,225.16	0	99000 TOTAL DEPT EXP	0	0	0

## **PROGRAM INFORMATION**

### **BUILDING INSPECTION**

Page 1 of 2

#### **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 limited enforcement of zoning regulations, abatement of nuisances and health hazards, and general assistance to the public.

Maintaining this program is 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.

This program also promotes better coordination between planning, building, engineering and the Fire Marshall.

Nuisance and health hazard abatement is necessary to maintain a safe community. The building inspector spends many hours in this activity.

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 made this activity self-supporting. Thirty-seven homes and four duplexes were constructed in calendar year 1992 compared to 20 homes and no duplexes in calendar year 1991. Total fees collected in 1992 were \$74,648.57 compared with \$58,3229.50 in 1991.

**PROGRAM INFORMATION**

**BUILDING INSPECTION**

Page 2 of 2

**POSITIONS:**

	<u>1992-93</u>	<u>1993-94</u>
Administrative Secretary-Public Works	.02 FTE	.0500 FTE
Building Official	.81 FTE	.8100 FTE
Director of Public Works	.02 FTE	.0300 FTE
Secretary I	<u>.15 FTE</u>	<u>.0300 FTE</u>
 SUBTOTAL - Regular	 1.00 FTE	 .9200 FTE
 Temporary Public Works Accounting Clerk	 <u>.00 FTE</u>	 <u>.0088 FTE</u>
 TOTAL	 1.00 FTE	 .9288 FTE



Date : 1/19/94  
 Time : 2:20  
 Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 1/19/94

Fund : 10 GENERAL FUND  
 Dept : 127 BUILDING INSPECTION

91-92	92-93	93-94		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
25,375.53	3,969.95	19,313	50001 SALARIES	30,483	30,483	19,313
9,517.44	2,392.33	7,095	50003 FRINGE BENEFITS	11,498	11,498	7,095
0.00	0.00	0	50250 PART TIME			
0.00	0.00	0	50600 OVERTIME			
34,892.97	6,362.28	26,408	59999 TOTAL PERSONNEL SERV	41,981	41,981	26,408
MATERIALS & SERVICES						
0.00	0.00	25	61010 ADVERTISING	25	25	25
0.00	26.00	100	61124 COMPUTER EXPENSE	100	100	100
106.33	13.12	100	61128 COMPUTER EXP (PW)	100	100	100
9,801.12	33,682.35	16,500	61130 CONTRACT SERVICES	2,500	2,500	16,500
0.00	210.00	160	61131 CONTRACT SERVICES (PW)	160	160	160
844.87	2,380.09	1,400	61240 DEPT/OPERATING EXPENSE	1,400	1,400	1,400
0.00	0.00	200	61243 OPERATING EXP (PW)	200	200	200
482.15	376.58	500	61250 DEPT/OP SUPPLIES	500	500	500
24.88	49.71	25	61253 OP SUPPLIES (PW)	25	25	25
150.00	213.02	300	61290 DUES & SUBSCRIPTIONS	300	300	300
0.00	232.64	850	61320 EDUCATION & TRAINING	850	850	850
8.29	1,356.14	1,600	61600 MEETINGS & CONFERENCES	1,600	1,600	1,600
2.29	0.00	400	61700 OFFICE SUPPLIES	400	400	400
333.93	400.08	400	61703 OFFICE SUPPLIES (PW)	400	400	400
11,753.86	38,939.73	22,560	69999 TOTAL MAT & SERV	8,560	8,560	22,560
CAPITAL OUTLAY						
0.00	0.00	400	72500 OFFICE EQPT.	400	400	400
0.00	0.00	0	72503 OFFICE EQPT (PW)			
0.00	0.00	400	79999 TOTAL CAPITAL OUTLAY	400	400	400
46,646.83	45,302.01	49,368	99000 TOTAL DEPT EXP	50,941	50,941	49,368

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 2

**FUND: 10 - GENERAL**

**DEPARTMENT: 127 - BUILDING INSPECTION**

**MATERIALS & SERVICES**

**SUB-LINE  
ITEM TOTAL   LINE TOTAL**

61010	ADVERTISING:	25	<u>25</u>
61124	COMPUTER EXPENSE:	100	<u>100</u>
61128	COMPUTER EXPENSE (PW):		
	Service and repair of hardware	25	
	Supplies	25	
	Software	25	
	Training	25	<u>100</u>
61130	CONTRACT SERVICES:		
	Building Official contract	14,000	
	Fire Life Safety Plan Review contract	2,500	<u>16,500</u>
61131	CONTRACT SERVICES (PW):		
	Part-time temporary Public Works Accounting Clerk	160	<u>160</u>
61240	DEPARTMENT/OPERATING EXPENSE:		
	Mileage reimbursement	1,200	
	Expense reimbursement	200	<u>1,400</u>
61243	DEPARTMENT/OPERATING EXPENSE (PW):	200	<u>200</u>
61250	DEPARTMENT/OPERATING SUPPLIES:		
	Permit printing supplies	300	
	Code and reference books	200	<u>500</u>
61253	DEPARTMENT/OPERATING SUPPLIES (PW):		
	Assessor maps/microfilm, reference code and other books	25	<u>25</u>

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 2 of 2

**FUND: 10 - GENERAL**

**DEPARTMENT: 127 - BUILDING INSPECTION**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61290 DUES &amp; SUBSCRIPTIONS:</b>		
ICBO	175	
Other	125	<u>300</u>
<b>61320 EDUCATION AND TRAINING:</b>		
OBOA Short School	400	
Fall Mechanical Short School	95	
Legislative Workshop	300	
Training, workshops, seminars	55	<u>850</u>
<b>61600 MEETINGS &amp; CONFERENCES:</b>		
International Conference of Building Officials	1,000	
OBOA Code Change Conference	500	
OBOA meetings	50	
Southern Oregon Chapter meetings	30	
Willamette Building Officials meeting	20	<u>1,600</u>
<b>61700 OFFICE SUPPLIES:</b>	400	<u>400</u>
<b>61703 OFFICE SUPPLIES (PW):</b>	400	<u>400</u>
 <b><u>CAPITAL OUTLAY</u></b>		
<b>72500 OFFICE EQUIPMENT:</b>		
Current projects plan holder cabinet	400	<u>400</u>



## 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.

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 FY 1993-94.

In the past this fund also included support activities for development or projects prior to their approval for funding from other sources. Engineering activities in this category include feasibility studies, facility planning, 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>1992-93</u>	<u>1993-94</u>
Administrative Secretary-Public Works	.1315 FTE	.1400 FTE
Secretary I	<u>.0000 FTE</u>	<u>.0200 FTE</u>
SUBTOTAL - Regular	.1315 FTE	.1600 FTE
Temporary Public Works Accounting Clerk	<u>.0000 FTE</u>	<u>.0016 FTE</u>
TOTAL	.1315 FTE	.1616 FTE

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 10 GENERAL FUND  
 Dept : 130 PUBLIC WORKS

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
14,659.20	4,705.81	2,747	50001 SALARIES	3,296	3,296	3,296
4,763.91	2,168.52	1,668	50003 FRINGE BENEFITS	1,539	1,539	1,539
0.00	0.00	0	50250 PART TIME			
552.12	163.07	0	50600 OVERTIME	20	20	20
19,975.23	7,037.40	4,415	59999 TOTAL PERSONNEL SERV	4,855	4,855	4,855
MATERIALS & SERVICES						
0.00	0.00	25	61009 ADVERTISING (PW)	25	25	25
51.38	40.00	50	61010 ADVERTISING	100	100	100
205.44	0.00	50	61120 COMMUNICATION (ADMIN)			
0.00	0.00	20	61123 COMMUNICATION (PW)	20	20	20
493.92	357.11	160	61124 COMPUTER EXPENSE	200	200	200
190.84	28.69	25	61128 COMPUTER EXP (PW)	25	25	25
0.00	61.50	250	61130 CONTRACT SERVICES	200	200	200
0.00	0.00	200	61131 CONTRACT SERVICES (PW)	230	230	230
2,272.33	756.82	707	61240 DEPT/OPERATING EXPENSE	800	800	800
2,692.80	111.99	40	61243 OPERATING EXP (PW)	80	80	80
616.87	134.77	500	61250 DEPT/OP SUPPLIES	300	300	300
158.65	44.93	25	61253 OP SUPPLIES (PW)	25	25	25
54.97	50.50	90	61290 DUES & SUBSCRIPTIONS	90	90	90
53.00	16.50	15	61293 DUES & SUBSCRIPT (PW)	15	15	15
774.44	21.04	50	61320 EDUCATION & TRAINING	50	50	50
420.21	0.00	50	61323 EDUCATION & TRNG (PW)	50	50	50
0.00	0.00	25	61500 UNIFORM-BUY & CLEAN	25	25	25
0.00	240.16	150	61570 MAINT/EQPT	100	100	100
8.55	0.00	40	61573 MAINT/EQPT (PW)	60	60	60
409.46	171.00	300	61580 MAINT/VEHICLES	200	200	200
134.58	21.23	30	61600 MEETINGS & CONFERENCES	30	30	30
107.54	10.75	30	61603 MTGS & CONF (PW)	30	30	30
0.00	0.00	0	61700 OFFICE SUPPLIES			
452.64	19.27	20	61703 OFFICE SUPPLIES (PW)	20	20	20
195.26	40.07	100	61800 PETROLEUM	100	100	100
9,292.88	2,126.33	2,952	69999 TOTAL MAT & SERV	2,775	2,775	2,775
CAPITAL OUTLAY						
641.61	0.00	0	72500 OFFICE EQPT.			
0.00	0.00	0	72503 OFFICE EQPT (PW)			
641.61	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 10 GENERAL FUND  
 Dept : 130 PUBLIC WORKS

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
INTERFUND TRANSFERS						
510.00	450.00	350	90105 TO EQPT ACQ & REP FUND	500	500	500
510.00	450.00	350	90990 TOTAL INTERFUND TRANS	500	500	500
30,419.72	9,613.73	7,717	99000 TOTAL DEPT EXP	8,130	8,130	8,130

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 4

**FUND: 10 - GENERAL**

**DEPARTMENT: 130 - PUBLIC WORKS/ENGINEERING SERVICES**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61009 ADVERTISING (PW):	25	<u>25</u>
61010 ADVERTISING:		
Recruiting and legal ads	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	50	
Supplies	50	
Software	50	
Training	50	<u>200</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	200	<u>200</u>

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 2 of 4

**FUND: 10 - GENERAL**

**DEPARTMENT: 130 - PUBLIC WORKS/ENGINEERING SERVICES**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61131 CONTRACT SERVICES (PW):</b>		
Engineering, surveying, consultant services	200	
Part-time temporary Public Works Accounting Clerk	30	<u>230</u>
<b>61240 DEPARTMENT/OPERATING EXPENSE:</b>		
Expense reimbursement	800	<u>800</u>
<b>61243 DEPARTMENT/OPERATING EXPENSE (PW):</b>		
P.E. License renewal	50	
Oregon Co-op Purchasing Agreement Renewal Fee	30	<u>80</u>
<b>61250 DEPARTMENT/OPERATING SUPPLIES:</b>		
References, code and other books	50	
Assessor maps/microfilm, surveys	50	
Drafting and blueprint supplies	100	
Surveying and inspection supplies	100	<u>300</u>
<b>61253 DEPARTMENT/OPERATING SUPPLIES (PW):</b>		
Assessor maps/microfilm, surveys	10	
Reference, code and other books	15	<u>25</u>
<b>61290 DUES &amp; SUBSCRIPTIONS:</b>		
American Public Works Association	50	
Subscriptions	40	<u>90</u>
<b>61293 DUES &amp; SUBSCRIPTIONS (PW):</b>		
Subscriptions	15	<u>15</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 3 of 4

**FUND: 10 - GENERAL**

**DEPARTMENT: 130 - PUBLIC WORKS/ENGINEERING SERVICES**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61320 EDUCATION AND TRAINING:</b>		
Training, workshops, seminars	50	<u>50</u>
<b>61323 EDUCATION AND TRAINING (PW):</b>		
Training, workshops, seminars	50	<u>50</u>
<b>61500 UNIFORM PURCHASE:</b>		
Rain gear	25	<u>25</u>
<b>61570 MAINTENANCE/EQUIPMENT:</b>		
Service and repair of office/field equipment	100	<u>100</u>
<b>61573 MAINTENANCE/EQUIPMENT (PW):</b>		
Service and repair of office equipment	60	<u>60</u>
<b>61580 MAINTENANCE/VEHICLES:</b>		
Engineering vehicles, payment to Fire District for mechanic	200	<u>200</u>
<b>61600 MEETINGS &amp; CONFERENCES:</b>		
Business meetings and travel luncheons	30	<u>30</u>
<b>61603 MEETINGS &amp; CONFERENCES (PW):</b>		
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**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61703 OFFICE SUPPLIES (PW):</b>		
General office supplies	20	<u>20</u>
<b>61800 PETROLEUM PRODUCTS:</b>		
Gasoline and oil for staff vehicles	100	<u>100</u>
<b><u>INTERFUND TRANSFER</u></b>		
<b>90105 TO EQUIPMENT ACQUISITION AND REPLACEMENT FUND:</b>	500	<u>500</u>

## **PROGRAM INFORMATION**

### **PARKS**

Page 1 of 2

#### **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 buildings, 3 picnic shelters, 110 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, dock and parking lot 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. The Parks budget will remain at a reduced level this year. Because of this, there will be little irrigation 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 2

#### PROGRAM DESCRIPTION: (continued)

If maintenance of parks has a continuation of funding at this level, we need to be aware of the possible cumulative affect. Over the next few years, we may begin to notice some deterioration of the condition of the parks in general.

All of the capital improvement projects proposed in this year's budget were major maintenance needs and safety-related repairs within the parks. These projects have been shown on a separate list along with other general fund capital improvements which have been eliminated.

As before, 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 extended 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>1992-93</u>	<u>1993-94</u>
Administrative Secretary-Public Works	.02 FTE	.0200 FTE
Crew Chief	1.00 FTE	1.0000 FTE
Director of Public Works	.01 FTE	.0400 FTE
Maintenance Services Division Manager	.15 FTE	.1500 FTE
Maintenance Worker (1)	1.00 FTE	1.0000 FTE
Secretary I	<u>.01 FTE</u>	<u>.0100 FTE</u>
 SUBTOTAL - Regular	 2.14 FTE	 2.2200 FTE
 Temporary Public Works Accounting Clerk	 <u>.00 FTE</u>	 <u>.0209 FTE</u>
 TOTAL	 2.14 FTE	 2.2409 FTE

Date : 1/19/94  
 Time : 2:20  
 Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 1/19/94

Fund : 10 GENERAL FUND  
 Dept : 133 PARKS

91-92	92-93	93-94		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
58,380.52	58,615.63	63,962	50001 SALARIES	62,469	62,469	63,962
25,524.70	25,696.33	25,752	50003 FRINGE BENEFITS	27,248	27,248	25,752
0.00	0.00	0	50250 PART TIME			
646.21	651.50	500	50600 OVERTIME	500	500	500
84,551.43	84,963.46	90,214	59999 TOTAL PERSONNEL SERV	90,217	90,217	90,214
MATERIALS & SERVICES						
0.00	0.00	25	61009 ADVERTISING (PW)	25	25	25
0.00	0.00	0	61010 ADVERTISING			
0.00	0.00	25	61012 ADVERTISING (MAINT)	25	25	25
166.50	219.37	0	61120 COMMUNICATION (ADMIN)			
0.00	0.00	320	61122 COMMUNICATION (MAINT)	320	320	320
0.00	0.00	35	61123 COMMUNICATION (PW)	35	35	35
0.00	60.30	0	61124 COMPUTER EXPENSE			
0.00	50.00	275	61127 COMPUTER EXP (MAINT)	275	275	275
0.00	75.95	115	61128 COMPUTER EXP (PW)	115	115	115
0.00	0.00	0	61130 CONTRACT SERVICES			
0.00	0.00	380	61131 CONTRACT SERVICES (PW)	380	380	380
0.00	0.00	2,200	61134 CONTRACT SERV (MAINT)	2,200	2,200	2,200
4,525.65	5,627.17	0	61240 DEPT/OPERATING EXPENSE			
0.00	89.00	3,900	61242 OPERATING EXP (MAINT)	3,900	3,900	3,900
2,356.00	49.00	240	61243 OPERATING EXP (PW)	240	240	240
167.34	322.00	0	61250 DEPT/OP SUPPLIES			
0.00	14.34	200	61252 OP. SUPPLIES (MAINT)	200	200	200
75.00	65.68	0	61290 DUES & SUBSCRIPTIONS			
0.00	0.00	140	61292 DUES & SUBS (MAINT)	140	140	140
266.57	772.32	0	61320 EDUCATION & TRAINING			
0.00	0.00	850	61322 ED & TRNG (MAINT)	850	850	850
0.00	0.00	200	61420 INS REPAIR & DEDUCT	200	200	200
469.30	532.55	0	61500 UNIFORM-BUY & CLEAN			
0.00	0.00	600	61502 UNIFORMS (MAINT)	600	600	600
3,340.41	1,077.40	0	61560 MAINT/BLDG (ADMIN)			
0.00	20.84	4,800	61562 MAINT/BLDG (MAINT)	4,800	4,800	4,800
169.33	132.57	0	61570 MAINT/EQPT			
0.00	15.50	200	61572 MAINT/EQPT (MAINT)	200	200	200
4,833.28	5,110.78	0	61580 MAINT/VEHICLES			
0.00	0.00	6,045	61582 MAINT/VEHICLES (MAINT)	6,045	6,045	6,045
0.00	25.00	0	61600 MEETINGS & CONFERENCES			
0.00	0.00	25	61602 MTGS & CONF (MAINT)	25	25	25
0.00	0.00	25	61603 MTGS & CONF (PW)	25	25	25
18.82	26.30	0	61700 OFFICE SUPPLIES			
0.00	0.00	50	61702 OFF SUPPLIES (MAINT)	50	50	50
9.82	45.17	50	61703 OFFICE SUPPLIES (PW)	50	50	50

Date : 1/19/94  
 Time : 2:20  
 Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 1/19/94

Fund : 10 GENERAL FUND  
 Dept : 133 PARKS

91-92 Prior Yr-2	92-93 Prior Yr-1	93-94 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
1,288.94	1,360.42	0	61800 PETROLEUM			
0.00	0.00	2,200	61802 PETROLEUM (MAINT)	2,200	2,200	2,200
3,283.39	4,249.86	0	61900 UTILITIES (ADMIN)			
0.00	0.00	3,600	61902 UTILITIES (MAINT)	3,600	3,600	3,600
20,970.35	19,941.52	26,500	69999 TOTAL MAT & SERV	26,500	26,500	26,500
CAPITAL OUTLAY						
0.00	0.00	0	72050 LAND			
0.00	0.00	0	72100 BUILDINGS			
0.00	0.00	0	72300 IMPROVEMENTS			
0.00	0.00	14,425	72302 IMPROVEMENTS (MAINT)			14,425
0.00	0.00	0	72303 IMPROVEMENTS (PW)			
0.00	333.25	0	72500 OFFICE EQPT.			
0.00	0.00	0	72600 OTHER EQPT.			
0.00	0.00	3,910	72602 OTHER EQPT (MAINT)			3,910
0.00	0.00	0	72800 VEHICLES			
0.00	333.25	18,335	79999 TOTAL CAPITAL OUTLAY	0	0	18,335
INTERFUND TRANSFERS						
3,950.00	5,351.00	0	90105 TO EQPT ACQ & REP FUND			
3,950.00	5,351.00	0	90990 TOTAL INTERFUND TRANS	0	0	0
109,471.78	110,589.23	135,049	99000 TOTAL DEPT EXP	116,717	116,717	135,049



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 4

**FUND: 10 - GENERAL**

**DEPARTMENT: 133 - PARKS**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61009 ADVERTISING (PW):	25	<u>25</u>
61012 ADVERTISING (MT):		
Personnel recruitment	25	<u>25</u>
61122 COMMUNICATIONS (MT):		
Service and repair of radio equipment	100	
Basic telephone service to Park Host	220	<u>320</u>
61123 COMMUNICATIONS (PW):	35	<u>35</u>
61127 COMPUTER EXPENSE (MT):		
Service and repair of hardware	50	
Supplies	25	
Software	200	<u>275</u>
61128 COMPUTER EXPENSE (PW):		
Service and repair of hardware	75	
Supplies	40	<u>115</u>
61131 CONTRACT SERVICES (PW):		
Part-time temporary Public Works Accounting Clerk	380	<u>380</u>
61134 CONTRACT SERVICES (MT):		
PortaPots services - special events	200	
Hazardous tree survey	2,000	<u>2,200</u>

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 2 of 4

**FUND: 10 - GENERAL**

**DEPARTMENT: 133 - PARKS**

**MATERIALS & SERVICES**

**SUB-LINE  
ITEM TOTAL   LINE TOTAL**

**61242 DEPARTMENT/OPERATING EXPENSE (MT):**

Turf and tree maintenance including loam, seed, plants, trees, fertilizer, chemicals, vegetation and rodent control, tree trimming	1,400	
Driveway/parking area repair	100	
Garbage dumping fees	1,800	
Tool/Equipment rental	100	
Safety Incentive Program	200	
Fence Repair	100	
Tennis/Basketball court and lighting maintenance	200	<u>3,900</u>

**61243 DEPARTMENT/OPERATING EXPENSE (PW):**

Expense reimbursement	240	<u>240</u>
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**61252 DEPARTMENT/OPERATING SUPPLIES (MT):**

Small tools, blades, cleaners	200	<u>200</u>
-------------------------------	-----	------------

**61292 DUES & SUBSCRIPTIONS (MT):**

Pesticide Association	140	<u>140</u>
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**61322 EDUCATION & TRAINING (MT):**

Park and Recreation Maintenance Mgmt. School	550	
Training, workshops, seminars	200	
Reimbursement for course work	100	<u>850</u>

<b>61420 INSURANCE REPAIR &amp; DEDUCT:</b>	200	<u>200</u>
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**PROGRAM EXPENDITURE DETAIL SHEET**

Page 3 of 4

**FUND: 10 - GENERAL**

**DEPARTMENT: 133 - PARKS**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61502 UNIFORM PURCHASE/LAUNDERING (MT):</b>		
Rain gear, rubber boots, gloves	150	
Purchase, repair, cleaning of uniforms, and safety clothing	450	<u>600</u>
<b>61562 MAINTENANCE/BUILDING &amp; GROUNDS (MT):</b>		
Building maintenance, lumber, hardware, paint, plumbing and electricity	1,500	
Repairs due to vandalism	800	
Grounds maintenance, benches, tables, trash containers, drinking fountains	1,500	
Irrigation system repairs	400	
Maintenance of play equipment, paths	600	<u>4,800</u>
<b>61572 MAINTENANCE/EQUIPMENT (MT):</b>		
Mower, seeder, auger, other small equipment	200	<u>200</u>
<b>61582 MAINTENANCE/VEHICLES (MT):</b>		
Gang mower	200	
Pickup (3)	400	
Tractor/mower (2)	800	
Payment to Fire District for mechanic	4,645	<u>6,045</u>
<b>61602 MEETINGS &amp; CONFERENCES (MT):</b>		
American Public Works Association Conference	25	<u>25</u>
<b>61603 MEETINGS &amp; CONFERENCES (PW):</b>		
American Public Works Association Conference	25	<u>25</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 4 of 4

**FUND: 10 - GENERAL**

**DEPARTMENT: 133 - PARKS**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61702 OFFICE SUPPLIES (MT):	50	<u>50</u>
61703 OFFICE SUPPLIES (PW):	50	<u>50</u>
61802 PETROLEUM PRODUCTS (MT):		
Gasoline, oil, lubricants	2,200	<u>2,200</u>
61902 UTILITIES (MT):		
Electricity for River, Booth, Century, Weldwood, and Christopher Columbus Parks, Ralston Square Gazebo and Christmas lights	3,600	<u>3,600</u>
 <b><u>CAPITAL OUTLAY</u></b>		
72302 IMPROVEMENTS (MT):		
Century Park fall material	7,000	
Century Park building	7,000	
Century Park play barn	425	<u>14,425</u>
72602 OTHER EQUIPMENT:		
Cab for mower	3,910	<u>3,910</u>

## PROGRAM INFORMATION

### FINANCE

Page 1 of 1

#### 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.

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. This year for the first time, Finance staff kept detailed time records so that the cost of services could be accurately determined. The increase in FTE represents changes in time allocation of existing employees, not an increase in personnel.

#### POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Accounting Clerk-Confidential	.52 FTE	.54 FTE
Finance Director	.40 FTE	.35 FTE
Finance Operations Manager	.40 FTE	.33 FTE
Secretary/Accounts Payable Clerk	<u>.22 FTE</u>	<u>.38 FTE</u>
TOTAL	1.54 FTE	1.60 FTE

Date : 1/19/94  
Time : 2:20  
Date Range: Complete Report

CITY OF LEBANON  
AIMS General Ledger System  
Budget Preparation

G10 Run Date : 1/19/94

Fund : 10 GENERAL FUND  
Dept : 140 FINANCE

91-92	92-93	93-94		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
-----						
PERSONNEL SERVICES						
42,103.02	42,267.53	46,416	50001 SALARIES	42,348	42,348	46,416
17,119.50	13,570.25	16,832	50003 FRINGE BENEFITS	17,068	17,068	16,832
0.00	0.00	0	50250 PART TIME			
0.00	0.00	0	50255 PARENTAL LEAVE EXPENSE			
0.00	0.00	200	50600 OVERTIME	200	200	200
-----						
59,222.52	55,837.78	63,448	59999 TOTAL PERSONNEL SERV	59,616	59,616	63,448
-----						
MATERIALS & SERVICES						
0.00	0.00	100	61010 ADVERTISING	100	100	100
8.33	14.58	0	61130 CONTRACT SERVICES			
1,392.92	1,463.27	1,585	61240 DEPT/OPERATING EXPENSE	1,585	1,585	1,585
0.00	0.00	0	61250 DEPT/OP SUPPLIES			
309.73	344.89	200	61290 DUES & SUBSCRIPTIONS	200	200	200
159.46	454.01	450	61320 EDUCATION & TRAINING	450	450	450
229.60	499.03	400	61570 MAINT/EQPT	400	400	400
133.32	161.39	300	61600 MEETINGS & CONFERENCES	300	300	300
679.06	1,072.35	800	61700 OFFICE SUPPLIES	800	800	800
-----						
2,912.42	4,009.52	3,835	69999 TOTAL MAT & SERV	3,835	3,835	3,835
-----						
CAPITAL OUTLAY						
0.00	0.00	0	72300 IMPROVEMENTS			
588.19	0.00	753	72500 OFFICE EQPT.			753
-----						
588.19	0.00	753	79999 TOTAL CAPITAL OUTLAY	0	0	753
-----						
62,723.13	59,847.30	68,036	99000 TOTAL DEPT EXP	63,451	63,451	68,036



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>
61240 DEPARTMENT/OPERATING EXPENSE:		
Miscellaneous operational expenses	620	
Safety incentive program	125	
Expense reimbursement	840	<u>1,585</u>
61290 DUES & SUBSCRIPTIONS:		
Municipal Finance Officers Association (2); Government Finance Officer (1); subscriptions to professional journals	200	<u>200</u>
61320 EDUCATION & TRAINING:		
Training sessions, workshops, seminars	450	<u>450</u>
61570 MAINTENANCE/EQUIPMENT:		
Service & repair of office equipment	400	<u>400</u>
61600 MEETINGS & CONFERENCES:		
Municipal Finance Officers' Assoc. Conference, Business Meetings and Lunches	300	<u>300</u>

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 2 of 2

**FUND: 10 - GENERAL**

**DEPARTMENT: 140 - FINANCE**

**MATERIALS AND SERVICES**

**SUB-LINE  
ITEM TOTAL   LINE TOTAL**

**61700 OFFICE SUPPLIES:**

800                      800

**CAPITAL OUTLAY**

**72500 OFFICE EQUIPMENT:**

One-third cost of laser printer

753                      753

## PROGRAM INFORMATION

### LEGISLATIVE

Page 1 of 1

#### PROGRAM DESCRIPTION:

As the elected representatives, the Mayor and six Council members serve as the governing body for the City of Lebanon and provide leadership and direction for the City as an organization. The Legislative budget pays a portion of the salaries (\$150.00 per month for the Mayor, \$100.00 per month for Council members), of the City's elected officials, all of whom serve on a part-time basis. The budget also provides funds for elected officials' attendance at meetings where they represent the City. Allocation of expenses:

General Fund	42%
Water Utilities	23%
Wastewater Utilities	23%
Streets Utilities	<u>12%</u>
TOTAL	100%

#### POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
City Administrator	.10 FTE	.0400 FTE
Clerk Typist	<u>.00 FTE</u>	<u>.1828 FTE</u>
TOTAL	.10 FTE	.2228 FTE

#### VOLUNTEER POSITIONS:

Mayor  
Council Members (6)



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 10 GENERAL FUND  
 Dept : 160 LEGISLATIVE

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
16,968.37	13,947.59	10,361	50001 SALARIES	6,088	6,088	6,088
3,357.44	3,567.34	2,064	50003 FRINGE BENEFITS	1,174	1,174	1,174
0.00	2,258.31	1,824	50250 PART TIME	1,824	1,824	1,824
20,325.81	19,773.24	14,249	59999 TOTAL PERSONNEL SERV	9,086	9,086	9,086
MATERIALS & SERVICES						
252.59	51.66	100	61240 DEPT/OPERATING EXPENSE	100	100	100
4,223.56	473.62	500	61600 MEETINGS & CONFERENCES	1,000	1,000	1,000
647.61	521.08	200	61700 OFFICE SUPPLIES	200	200	200
5,123.76	1,046.36	800	69999 TOTAL MAT & SERV	1,300	1,300	1,300
25,449.57	20,819.60	15,049	99000 TOTAL DEPT EXP	10,386	10,386	10,386

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 10 - GENERAL

DEPARTMENT: 160 - LEGISLATIVE

<u>MATERIALS &amp; SERVICES:</u>	<u>SUB-LINE 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	1,000	<u>1,000</u>
61700 OFFICE SUPPLIES:	200	<u>200</u>

## PROGRAM INFORMATION

### LIBRARY

Page 1 of 3

#### PROGRAM DESCRIPTION:

The Lebanon Public Library provides library service to Lebanon's 11,111 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, a young adult collection and large-print books for the visually impaired. Additional services include a preschool story hour, summer reading program for ages six through ten, interlibrary loan service, and over-the-phone reference service.

A small increase in staff to 3.250 FTE will help to lessen the workload that has increased dramatically in the past two years. The drop in service hours from 54 to 32 per week did not show a corresponding drop in circulation, reference requests, or foot traffic in the library. Over the past two years circulation dropped only 15% from FY 1990-91 figures. During the same period the number of circulations per hour increased by 50%.

The library continues to offer a preschool story hour from September through May and a summer reading program during the summer months.

A 45% reduction of funds from FY 1990-91 allocated to the acquisition of books, periodicals, audio visual, etc., is currently impacting collection development, and the effects will be felt for years to come. Both quantity and quality of material available to library patrons are being adversely affected.



## PROGRAM INFORMATION

### LIBRARY

Page 2 of 3

#### PROGRAM DESCRIPTION: (continued)

The library program continues to have a large number of volunteers who assist in performing numerous tasks for the library. Volunteers have contributed over 2,500 hours of service to the library in the past year, performing tasks that the current staff would find impossible to perform due to time constraints. The library will continue to use volunteer assistance in areas that will benefit the library program.

In January 1993, the Albany Public Library and Lebanon Public Library entered into an informal agreement whereby Lebanon dials into Albany's automated library system. The purpose is to add the holdings of Lebanon's library into the Albany database in order to create electronic records for those holdings. The long term objective is to produce electronic records for the entire Lebanon holdings for ultimate transfer into our town library automation system or inclusion into a countrywide library automated database.

Volunteers have been used exclusively to attach barcode labels to our holdings (approximately 35% completed), while barcode label supplies and the necessary software contract with Inlex, Inc., were financed by the O.M.I. grant.

**PROGRAM INFORMATION**

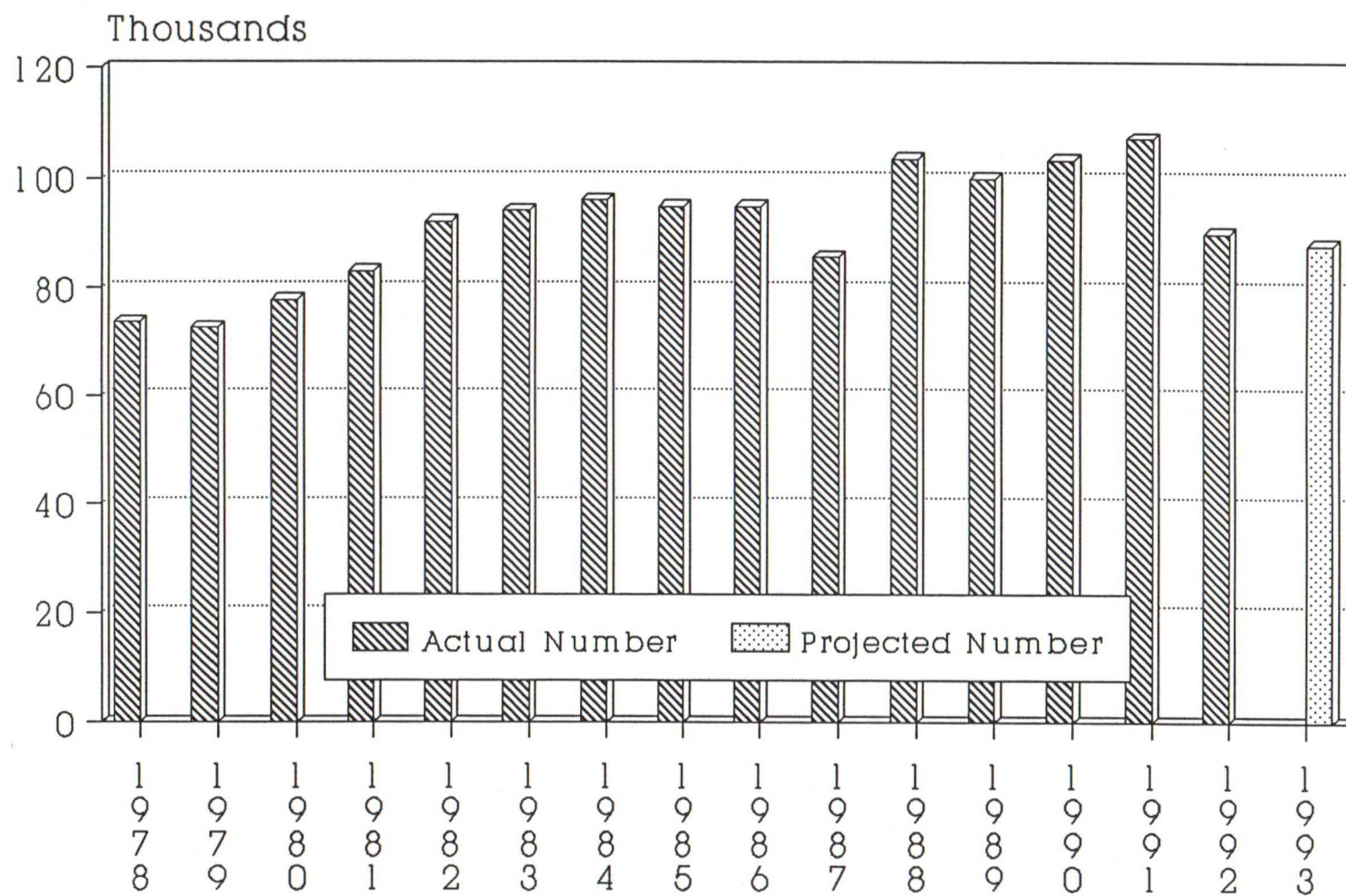
**LIBRARY**

Page 3 of 3

<b>POSITIONS:</b>	<b><u>Original 1993-94</u></b>	<b><u>Supplemental 1993-94</u></b>
Program Manager	1.000 FTE	1.000 FTE
Library Assistant I	1.100 FTE	1.430 FTE
Library Assistant II	1.000 FTE	1.000 FTE
 SUBTOTAL	 3.100 FTE	 3.430 FTE
 Temporary Help (vacation & sick leave)	 <u>.150 FTE</u>	 <u>.150 FTE</u>
 TOTAL	 3.250 FTE	 3.580 FTE

# Number of Items Checked Out

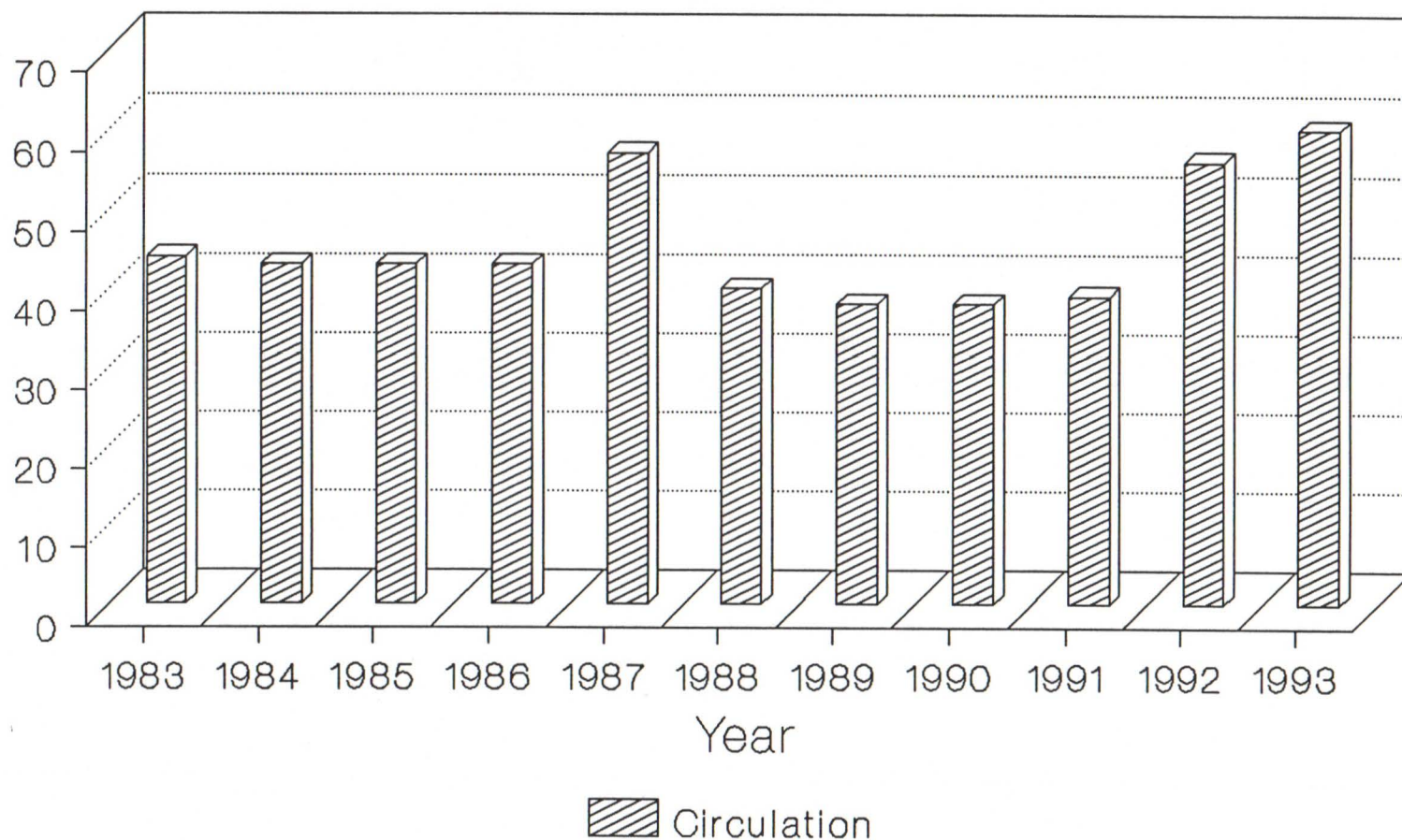
## Lebanon Public Library





# ITEMS CHECKED OUT PER HOUR

## Lebanon Public Library



Date : 1/19/94  
 Time : 2:20  
 Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 1/19/94

Fund : 10 GENERAL FUND  
 Dept : 165 LIBRARY

91-92	92-93	93-94		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
70,607.55	71,557.61	84,733	50001 SALARIES	72,711	72,711	84,733
24,912.01	24,883.97	26,672	50003 FRINGE BENEFITS	25,195	25,194	26,672
0.00	0.00	0	50250 PART TIME			
0.00	0.00	0	50600 OVERTIME			
95,519.56	96,441.58	111,405	59999 TOTAL PERSONNEL SERV	97,906	97,905	111,405
MATERIALS & SERVICES						
116.10	0.00	50	61010 ADVERTISING	50	50	50
1,635.43	0.00	0	61124 COMPUTER EXPENSE			
1,452.45	0.00	7,500	61130 CONTRACT SERVICES			7,500
821.87	667.67	575	61240 DEPT/OPERATING EXPENSE	575	575	575
18,990.52	14,345.44	15,900	61250 DEPT/OP SUPPLIES	15,900	15,900	15,900
112.00	182.20	200	61290 DUES & SUBSCRIPTIONS	200	200	200
995.61	795.00	900	61300 DUPLICATION	900	900	900
0.00	165.00	300	61320 EDUCATION & TRAINING	300	300	300
1,088.12	0.00	0	61401 UNEMPLOY INS			
0.00	137.88	200	61430 JANITORIAL SUPPLIES	200	200	200
5,023.24	1,598.43	2,000	61560 MAINT/BLDG (ADMIN)	2,000	2,000	2,000
20.00	2,395.25	2,730	61570 MAINT/EQPT	2,730	2,730	2,730
11.50	113.04	100	61600 MEETINGS & CONFERENCES	100	100	100
432.33	802.24	900	61700 OFFICE SUPPLIES	900	900	900
3,179.12	3,242.15	4,000	61900 UTILITIES (ADMIN)	4,000	4,000	4,000
33,878.29	24,444.30	35,355	69999 TOTAL MAT & SERV	27,855	27,855	35,355
CAPITAL OUTLAY						
0.00	0.00	0	72300 IMPROVEMENTS			
5,320.00	0.00	3,011	72500 OFFICE EQPT.			3,011
5,320.00	0.00	3,011	79999 TOTAL CAPITAL OUTLAY	0	0	3,011
134,717.85	120,885.88	149,771	99000 TOTAL DEPT EXP	125,761	125,760	149,771

## PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 3

**FUND: 10 - GENERAL**

**DEPARTMENT: 165 - LIBRARY**

### MATERIALS & SERVICES

**SUB-LINE  
ITEM TOTAL   LINE TOTAL**

**61010 ADVERTISING:**

Personnel recruitment advertisements	50	<u>50</u>
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**61130 CONTRACT SERVICES:**

Library/Sr. Center needs assessment	3,750	
Library/Sr. Center architect	3,750	<u>7,500</u>

**61240 DEPARTMENT/OPERATING EXPENSE:**

Volunteer recognition	50	
Book charger annual rental	255	
Safety Incentive Program	100	
Pre-employment physicals	50	
Drinking water	<u>120</u>	<u>575</u>

**61250 DEPARTMENT/OPERATING SUPPLIES:**

Ordering, Processing, Circulation:

Book pockets, jackets and cards, catalog cards, glue, labels and tapes, bindery charges, supplies for mending/repair, registration and rolodex cards	3,000	
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Posters, story hour craft items, supplies for displays, film rental for story hours	200	
--	-----	--

Materials for Check-Out:

Reference, adult fiction, non fiction, paperbacks	6,500	
Children's fiction, non-fiction, paperbacks	3,000	
Subscriptions to magazines and newspapers	2,200	
Audio and video cassettes	1,000	<u>15,900</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 2 of 3

**FUND: 10 - GENERAL**

**DEPARTMENT: 165 - LIBRARY**

**MATERIALS & SERVICES**

**SUB-LINE**  
**ITEM TOTAL   LINE TOTAL**

**61290 DUES & SUBSCRIPTIONS:**

American Library Association	75	
Oregon Library Association	55	
Cascade Employers/Local Government Personnel	70	<u>200</u>

**61300 DUPLICATION:**

Photocopier supplies (excluding paper)	500	
Stationery, envelopes, mailing labels, borrowers cards, etc.	400	<u>900</u>

**61320 EDUCATION & TRAINING:**

Training sessions, workshops, seminars	300	<u>300</u>
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**61430 JANITORIAL SUPPLIES:**

	200	<u>200</u>
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**61560 MAINTENANCE/BUILDING & GROUNDS:**

Boiler, electrical, grounds, plumbing routine maintenance/upkeep	2,000	<u>2,000</u>
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**61570 MAINTENANCE/EQUIPMENT:**

Maintenance contracts (4)	2,230	
Service/repair of computer and audio visual equipment	500	<u>2,730</u>

**61600 MEETINGS & CONFERENCES:**

Business luncheon meetings and out-of-town travel	100	<u>100</u>
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**61700 OFFICE SUPPLIES:**

	900	<u>900</u>
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**PROGRAM EXPENDITURE DETAIL SHEET**

Page 3 of 3

**FUND: 10 - GENERAL**

**DEPARTMENT: 165 - LIBRARY**

**MATERIALS & SERVICES**

**SUB-LINE  
ITEM TOTAL LINE TOTAL**

**61900 UTILITIES:**

Electricity	2,500	
Natural gas	1,100	
Garbage	400	<u>4,000</u>

**CAPITAL OUTLAY**

**72500 OFFICE EQUIPMENT**

Fax machine	900	
Laser printer	1,076	
Bibliophile software	1,035	<u>3,011</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, full-time clerk, and full-time assistant clerk. To more accurately show costs of maintaining the court, the court's budget includes that part of the City Attorney's budget attributable to prosecutorial functions. But the City Attorney, not the Municipal Judge, controls that part of the budget.

The court's caseload steadily increased from 2,062 cases filed in 1985 to 4,032 filed in 1990. Since 1990, the average annual case filings have steadily declined to 3,381 in 1992. During the first 3 months of calendar year 1993, that declining trend continues. The court's caseload may generally reflect periodic changes in the level of unlawful activity in the city but more likely reflects periodic changes in emphasis the Lebanon Police Department gives various areas of law enforcement. The court has little direct control over the number of cases filed.

By state law, the court, without compensation, must account for and collect from convicted persons, certain assessments for support of statewide police training, drug and alcohol, crime victim's compensation and community correction programs. The court also collects fines and forfeitures for the city's General Fund. Through the first 9 months of fiscal year 1992-93, the court collected \$127,838, which represents a 19% decrease from fiscal year 1991-92 when 30% more cases were filed.



## PROGRAM INFORMATION

### MUNICIPAL COURT

Page 2 of 2

#### PROGRAM DESCRIPTION: (continued)

Two years ago, in part prompted by the city auditors and following by a few months the lead of the Municipal Court of Albany, Oregon, the court bought substantially the same computer system that Albany bought. The City of Albany had a full-time computer systems analyst guiding implementation of the system for that court and the system is operational there. Without additional staff help, the system is not yet fully operational in Lebanon, but should soon be.

#### POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Municipal Court Clerk	1.00 FTE	1.00 FTE
Municipal Court Clerk Assistant	<u>1.00 FTE</u>	<u>1.00 FTE</u>
TOTAL	2.00 FTE	2.00 FTE
Contract - Municipal Judge	100.00% of Contract Wage	
Contract - City Attorney	38.79% of Contract Wage	

#### SUPPLEMENTAL BUDGET

An evaluation of the Municipal Court is being prepared by the Oregon Department of Justice, Trial Courts Division, to determine staffing needs and quality of service delivery. As a result of this evaluation the Court will learn what improvements are needed and how to implement them.

Date : 1/19/94  
 Time : 2:20  
 Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 1/19/94

Fund : 10 GENERAL FUND  
 Dept : 170 MUNICIPAL COURT

91-92 Prior Yr-2	92-93 Prior Yr-1	93-94 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
57,392.94	54,167.81	58,617	50001 SALARIES	54,581	54,581	58,617
24,733.21	21,874.88	22,550	50003 FRINGE BENEFITS	25,056	25,056	22,550
0.00	1,221.36	0	50250 PART TIME			
0.00	0.00	0	50600 OVERTIME			
82,126.15	77,264.05	81,167	59999 TOTAL PERSONNEL SERV	79,637	79,637	81,167
MATERIALS & SERVICES						
18,619.20	18,619.20	19,548	61014 CITY ATTORNEY	19,548	19,548	19,548
0.00	40.00	0	61124 COMPUTER EXPENSE			
1,445.00	45.00	12,000	61130 CONTRACT SERVICES	2,000	2,000	12,000
1,208.00	216.00	2,000	61132 OUTSIDE ATTORNEY'S FEE	2,000	2,000	2,000
17,875.28	13,715.34	18,100	61240 DEPT/OPERATING EXPENSE	18,100	18,100	18,100
94.00	64.89	100	61290 DUES & SUBSCRIPTIONS	100	100	100
250.00	218.28	250	61320 EDUCATION & TRAINING	250	250	250
250.00	179.50	250	61600 MEETINGS & CONFERENCES	250	250	250
1,533.64	1,300.92	2,000	61700 OFFICE SUPPLIES	2,000	2,000	2,000
0.00	1,600.00	1,600	61925 VICTIM SERVICES	1,600	1,600	1,600
41,275.12	35,999.13	55,848	69999 TOTAL MAT & SERV	45,848	45,848	55,848
CAPITAL OUTLAY						
0.00	168.96	4,000	72500 OFFICE EQPT.			4,000
10,440.23	10,440.23	11,050	72600 OTHER EQPT.	11,050	11,050	11,050
10,440.23	10,609.19	15,050	79999 TOTAL CAPITAL OUTLAY	11,050	11,050	15,050
133,841.50	123,872.37	152,065	99000 TOTAL DEPT EXP	136,535	136,535	152,065

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 2

**FUND: 10 - GENERAL**

**DEPARTMENT: 170 - MUNICIPAL COURT**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61014 CITY ATTORNEY:	19,548	<u>19,548</u>
61130 CONTRACT SERVICES:		
Court evaluation	10,000	
Judge pro-tem for conflict of interest cases	400	
Service contract on computer	1,600	<u>12,000</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	7,900	
New robe for Judge	100	<u>18,100</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**

**61925 VICTIM SERVICES:**

Grant to victim offender's reconciliation program for mediation services.	1,600	<u>1,600</u>
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**72500 OFFICE EQUIPMENT:**

Desks, tables, chairs to accommodate computer equipment	4,000	<u>4,000</u>
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**72600 OTHER EQUIPMENT:**

Purchase agreements on hardware & software	11,050	<u>11,050</u>
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## PROGRAM INFORMATION

### POLICE

Page 1 of 2

#### PROGRAM DESCRIPTION:

By maintaining current staffing levels, the police department will continue excellent service to our community. The department is very active in criminal and traffic code enforcement as well as crime prevention presentations, speaking engagements, and public relations. During this budget year, the Drug Abuse Resistance Education (D.A.R.E.) Program will continue to serve the youth of our community. Last year, we were able to initiate D.A.R.E. in our fifth grade classes through a partnership with the Lebanon School District. We are looking forward to continuing this valuable program.

The Materials and Services area of the budget reflects the same total as last year's document. There is, however, some realignment of funds within this portion of the budget. The line items which reflect increases are Computer Expense (R.A.I.N.), Dues and Subscriptions, Building Maintenance, Vehicle Maintenance, and Office Supplies. There were reductions in line items Advertising, Crime Prevention, Department Operating Expense, Department Operating Supplies, Duplication, Education & Training, Uniform Purchase and Cleaning, and Petroleum to offset the increases.

The police department's two canine teams continue to perform well. "Rex" has had several successful applications and apprehensions during the past year. "Mission" continues to find drugs regularly. She also recently completed a six week training program in Washington, with an ultimate goal of an Oregon Canine Association Drug Detection Certification.

## PROGRAM INFORMATION

### POLICE

Page 2 of 2

#### PROGRAM DESCRIPTION: (continued)

The police department will continue to participate in the Valley Interagency Narcotics Team (VALIANT). We have one employee assigned to this team.

<u>POSITIONS:</u>	<u>1992-93</u>	<u>1993-94</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
Communication Clerks	5.00 FTE	5.00 FTE
Administrative Secretary	<u>1.00 FTE</u>	<u>1.00 FTE</u>
TOTAL	25.00 FTE	25.00 FTE

Date : 1/19/94  
 Time : 2:20  
 Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 1/19/94

Fund : 10 GENERAL FUND  
 Dept : 180 POLICE

91-92	92-93	93-94		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
PERSONNEL SERVICES						
756,627.22	754,081.59	768,621	50001 SALARIES	752,926	752,926	768,621
325,570.61	274,260.38	294,486	50003 FRINGE BENEFITS	311,319	311,319	294,486
0.00	0.00	0	50330 SALARY-POLICE RESERVE			
11,529.46	12,026.49	15,000	50510 ED. INCENTIVE	15,000	15,000	15,000
22,807.32	18,648.84	24,000	50600 OVERTIME	24,000	24,000	24,000
0.00	0.00	12,000	50700 CASH IN COMP			12,000
2,862.75	33.45	0	50900 SHIFT DIFFERENTIAL			
1,119,397.36	1,059,050.75	1,114,107	59999 TOTAL PERSONNEL SERV	1,103,245	1,103,245	1,114,107

MATERIALS & SERVICES

323.60	119.60	400	61010 ADVERTISING	400	400	400
0.00	956.82	0	61120 COMMUNICATION (ADMIN)			
0,356.74	21,157.00	23,911	61124 COMPUTER EXPENSE	23,911	23,911	23,911
786.00	909.41	1,373	61125 CRIME PREVENTION	1,373	1,373	1,373
1,564.00	5,975.96	9,800	61130 CONTRACT SERVICES	1,800	1,800	9,800
10,862.43	10,250.97	8,774	61240 DEPT/OPERATING EXPENSE	8,774	8,774	8,774
8,036.36	8,396.80	8,000	61250 DEPT/OP SUPPLIES	8,000	8,000	8,000
1,549.49	1,473.01	1,000	61255 K-9 PROGRAM	1,000	1,000	1,000
474.80	1,075.11	3,000	61290 DUES & SUBSCRIPTIONS	1,000	1,000	3,000
3,231.29	2,071.12	2,500	61300 DUPLICATION	2,500	2,500	2,500
5,336.95	3,185.33	4,000	61320 EDUCATION & TRAINING	4,000	4,000	4,000
0.00	0.00	0	61401 UNEMPLOY INS			
781.15	564.25	900	61420 INS REPAIR & DEDUCT	900	900	900
6,471.80	6,843.94	8,000	61500 UNIFORM-BUY & CLEAN	8,000	8,000	8,000
2,401.70	2,325.52	0	61505 UNIFORM PURCHASE			
897.65	1,302.48	1,300	61560 MAINT/BLDG (ADMIN)	1,300	1,300	1,300
6,324.80	2,500.61	2,000	61570 MAINT/EQPT	2,000	2,000	2,000
22,767.89	23,173.46	20,000	61580 MAINT/VEHICLES	20,000	20,000	20,000
873.67	837.44	1,000	61600 MEETINGS & CONFERENCES	1,000	1,000	1,000
2,439.11	3,784.76	3,500	61700 OFFICE SUPPLIES	3,500	3,500	3,500
14,248.44	11,666.90	13,746	61800 PETROLEUM	13,746	13,746	13,746
0.00	0.00	18,000	61825 PRISONER MEDICAL COSTS	18,000	18,000	18,000
1,386.37	5,301.00	5,000	61855 SPCL INVESTIGATIVE EXP	5,000	5,000	5,000
111,114.24	113,871.49	136,204	69999 TOTAL MAT & SERV	126,204	126,204	136,204

CAPITAL OUTLAY

0.00	0.00	4,400	72300 IMPROVEMENTS			4,400
586.00	0.00	3,700	72500 OFFICE EQPT.			3,700
0.00	18,466.05	0	72600 OTHER EQPT.			8,500
49,272.56	14,244.20	8,500	72800 VEHICLES			



Date : 1/19/94  
 Time : 2:20  
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CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 1/19/94

Fund : 10 GENERAL FUND  
 Dept : 180 POLICE

91-92 Prior Yr-2	92-93 Prior Yr-1	93-94 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
49,858.56	32,710.25	16,600	79999 TOTAL CAPITAL OUTLAY	0	0	16,600
1,280,370.16	1,205,632.49	1,266,911	99000 TOTAL DEPT EXP	1,229,449	1,229,449	1,266,911

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 4

**FUND: 10 - GENERAL**

**DEPARTMENT: 180 - POLICE**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61010 ADVERTISING:</b>		
Personnel recruitment, auction, vehicle sale, and promotional advertisements	400	<u>400</u>
<b>61124 COMPUTER EXPENSE:</b>		
Regional Automated Information Network (R.A.I.N.) criminal justice computer system expenses	23,911	<u>23,911</u>
<b>61125 CRIME PREVENTION EXPENSE:</b>	1,373	<u>1,373</u>
<b>61130 CONTRACT SERVICES:</b>		
Temporary services - secretary	8,000	
Telepage	400	
Repeater	1,400	<u>9,800</u>
<b>61240 DEPARTMENT/OPERATING EXPENSE:</b>		
Lodging, indigent prisoner medical bills	1,860	
employee physical, psychological and written examinations; misc. expenses	1,000	
Safety Incentive Program	2,650	
Expense reimbursement	2,400	
Identi-Kit	410	
HEP-VAC Screening	454	<u>8,774</u>
<b>61250 DEPARTMENT/OPERATING SUPPLIES:</b>		
Supplies for photography, jail evidence room, fire extinguishers, flashlights, copy machine supplies, batteries, fuses, keys, locks, engravers, safety awards, appraisal certifications, prisoner meal supplies, etc.	8,000	<u>8,000</u>

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 2 of 4

**FUND: 10 - GENERAL**

**DEPARTMENT: 180 - POLICE**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61255 K-9 PROGRAM EXPENSE:	1,000	<u>1,000</u>
61290 DUES & SUBSCRIPTIONS:		
VALIANT - Area anti-drug team	2,000	
Oregon Peace Officers Association,		
Association of Chiefs of Police,		
Crime Prevention Association, and		
IACP Membership	1,000	<u>3,000</u>
61300 DUPLICATION:	2,500	<u>2,500</u>
61320 EDUCATION & TRAINING:		
Training sessions, firearms training,		
workshops, seminars, reimbursement for		
police-related course work,		
specialized training required to		
maintain certifications	4,000	<u>4,000</u>
61420 INSURANCE REPAIR AND DEDUCTIBLES:	900	<u>900</u>
61500 UNIFORM PURCHASE AND CLEANING:		
Purchase and cleaning of uniforms and		
jail supplies	8,000	<u>8,000</u>
61560 MAINTENANCE/BUILDING & GROUNDS:		
Painting of interior walls, cleaning supplies	1,300	<u>1,300</u>

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 3 of 4

**FUND: 10 - GENERAL**

**DEPARTMENT: 180 - POLICE**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61570 MAINTENANCE/EQUIPMENT:</b>		
Service and repair of office equipment, weapons, camera, radar, etc.	2,000	<u>2,000</u>
<b>61580 MAINTENANCE/VEHICLES:</b>		
Five patrol cars and three detective units (includes some routine service and body repair)	5,983	
Mechanic expense	14,017	<u>20,000</u>
<b>61600 MEETINGS &amp; CONFERENCES:</b>		
Lodging and meal expense for out-of-town classes, investigations, or other department business	1,000	<u>1,000</u>
<b>61700 OFFICE SUPPLIES:</b>	3,500	<u>3,500</u>
<b>61800 PETROLEUM PRODUCTS:</b>		
Gasoline and oil for eight vehicles	13,746	<u>13,746</u>
<b>61825 PRISONER MEDICAL COSTS:</b>	18,000	<u>18,000</u>
<b>61855 SPECIAL INVESTIGATION EXPENSE:</b>	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**

**72300 IMPROVEMENTS:**

Carpet	4,400	<u>4,400</u>
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**72500 OFFICE EQUIPMENT:**

Computer	1,800	
Printer with software	<u>1,900</u>	<u>3,700</u>

**72600 OTHER EQUIPMENT:**

Hand held radios	6,000	
Radar/reader board	<u>2,500</u>	<u>8,500</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 Program as a central focal point for the delivery of leisure and social services to senior citizens. The activities and services provided range from social, educational, and recreational, to health-related. Specific programs include; but are not limited to Senior Center classes, legal and income tax assistance, monthly health screenings, holiday parties, pool playing, fishing club, bingo games, and special events such as the Strawberry Festival and a holiday crafts bazaar.

Besides the many programs that take place at the Senior Center, there are others that reach out into the community. The Senior Center has volunteers who help at the Chamber of Commerce on a regular basis, who contact shut-ins by telephone on a daily basis and assist other social service agencies with specific community needs. The Center has a volunteer Fix-It Brigade which assists low income and disabled persons with minor household repairs, and chores such as installing a dead bolt lock, changing light bulbs, fixing screens on a door or window. Senior Support services are offered weekly. Our Senior Support volunteer meets with seniors at the Center, and when needed, travels to a senior citizen's home to help fill out insurance papers, read mail, or advocate with other services. The Senior Center is the place in our community where seniors and their families turn for help or information on aging resources. During FY 92-93 the Center connected three seniors with Protective Services to report elder abuse, three other seniors were connected with mental health services and numerous persons were given information on seeking out personal counseling services. Our office will record over 3500 information and referral calls during FY 92-93.

## PROGRAM INFORMATION

### **SENIOR AND DISABLED SERVICES**

Page 2 of 3

#### PROGRAM DESCRIPTION: (continued)

The proposed budget reflects the commitment to maintain the existing level of service for the Senior and Disabled Services Program by the City of Lebanon. However, included within this budget are several building maintenance projects. Money has been budgeted to paint the main room including the kitchen area. Floor mats for the entrances are in need of replacement due to years of wear and tear. This year we have also budgeted for temperature controls and solar screen shades for the offices. Due to the nature of the heating system, the amount of window space and the lack of ventilation, on any given afternoon the temperature in the offices reach 85-90 degrees. Lastly, I have budgeted for roof patching, however, a new roof is badly needed. Presently, there are four layers of roofing and it is impossible to accurately determine where the leaks are originating.

#### 1993-94 GOAL STATEMENT:

The goal of the Lebanon Senior Center is to meet the recreational, social, nutritional and psychological needs of older adults in our community by maintaining the existing level of direct services and community outreach programs while pursuing a new construction project for a joint facility that will house the Lebanon Senior Center and Public Library.

## PROGRAM INFORMATION

### SENIOR AND DISABLED SERVICES

Page 3 of 3

#### 1993-94 STAFFING:

The Center is open from 8:00 a.m. through 4:00 p.m., Monday through Friday, and has a City paid staff of .9995 FTE.

#### POSITIONS:

	<u>Original 1993-94</u>	<u>Supplemental 1993-94</u>
Senior & Disabled Services Program Mgr.	.6800 FTE	1.0000 FTE
Senior Center Activity Assistant	.0000 FTE	.0000 FTE
Relief Staff (Temp. Building Supervisor)	.0962 FTE	.0962 FTE
Part-time Secretary	.0000 FTE	.4750 FTE
Office Services Assistant	<u>0.2233 FTE</u>	<u>.2233 FTE</u>
TOTAL	.9995 FTE	1.7945 FTE

#### SUPPLEMENTAL BUDGET

A federal grant was reduced with no prior warning, requiring the cost for the program manager to be paid in full by the General Fund. A part-time secretary position (on a contract basis) will be hired to assist while the Senior Center/Library building program is in progress.



Date : 1/19/94  
 Time : 2:20  
 Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 1/19/94

Fund : 10 GENERAL FUND  
 Dept : 190 SENIOR SERVICES

91-92	92-93	93-94		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
-----						
PERSONNEL SERVICES						
25,905.98	28,582.28	32,316	50001 SALARIES	23,970	23,970	32,316
9,528.05	9,705.22	11,417	50003 FRINGE BENEFITS	9,543	9,543	11,417
0.00	0.00	0	50600 OVERTIME			
-----						
35,434.03	38,287.50	43,733	59999 TOTAL PERSONNEL SERV	33,513	33,513	43,733
-----						
MATERIALS & SERVICES						
429.77	0.00	12,500	61010 ADVERTISING			
25.00	0.00	0	61130 CONTRACT SERVICES			12,500
225.00	0.00	150	61200 DEPOSITS REFUNDED	150	150	150
363.16	406.22	450	61240 DEPT/OPERATING EXPENSE	450	450	450
1,648.37	1,394.67	2,000	61250 DEPT/OP SUPPLIES	2,000	2,000	2,000
332.42	311.38	255	61290 DUES & SUBSCRIPTIONS	255	255	255
1,167.56	791.49	800	61300 DUPLICATION	800	800	800
15.00	30.00	250	61320 EDUCATION & TRAINING	250	250	250
0.00	0.00	2,500	61401 UNEMPLOY INS	2,500	2,500	2,500
0.00	312.65	200	61430 JANITORIAL SUPPLIES	200	200	200
3,540.15	3,442.38	3,800	61560 MAINT/BLDG (ADMIN)	3,800	3,800	3,800
451.00	527.10	1,160	61570 MAINT/EQPT	1,160	1,160	1,160
359.77	457.49	400	61600 MEETINGS & CONFERENCES	400	400	400
978.68	1,345.42	1,300	61700 OFFICE SUPPLIES	1,300	1,300	1,300
3,330.27	26.09	100	61840 REFRESHMENT PURCHASES	100	100	100
5,391.20	6,348.27	5,685	61900 UTILITIES (ADMIN)	5,685	5,685	5,685
-----						
18,257.35	15,393.16	31,550	69999 TOTAL MAT & SERV	19,050	19,050	31,550
-----						
CAPITAL OUTLAY						
0.00	0.00	5,895	72300 IMPROVEMENTS	5,895	5,895	5,895
2,672.75	0.00	1,697	72500 OFFICE EQPT.			1,697
0.00	1,199.84	1,650	72600 OTHER EQPT.	1,650	1,650	1,650
-----						
2,672.75	1,199.84	9,242	79999 TOTAL CAPITAL OUTLAY	7,545	7,545	9,242
-----						
56,364.13	54,880.50	84,525	99000 TOTAL DEPT EXP	60,108	60,108	84,525

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 3

**FUND: 10 GENERAL**

**DEPARTMENT: 190 SENIOR SERVICES**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61130 CONTRACT SERVICES:</b>		
Secretarial services	5,000	
Sr. Center/Library needs assessment	3,750	
Sr. Center/Library architect	<u>3,750</u>	<u>12,500</u>
<b>61200 RENTAL DEPOSIT REFUNDS:</b>	150	<u>150</u>
<b>61240 DEPARTMENT/OPERATING EXPENSE:</b>		
Volunteer Recognition	300	
Administrative Fees	<u>150</u>	<u>150</u>
<b>61250 DEPARTMENT/OPERATING SUPPLIES:</b>		
Program supplies and materials, special events, decorations, & entertainment	2,000	<u>2,000</u>
<b>61290 DUES &amp; SUBSCRIPTIONS:</b>		
OASC	15	
NCOA	150	
MLPC	80	
Environmental Health	10	<u>255</u>
<b>61300 DUPLICATION:</b>		
Photo Copy Service Contract	500	
supplies for machine, forms, letterhead	300	<u>800</u>
<b>61320 EDUCATION &amp; TRAINING:</b>		
Workshops, seminars, classes	250	<u>250</u>

**PROGRAM EXPENDITURE DETAILS**

Page 2 of 3

**FUND: 10 GENERAL**

**DEPARTMENT: 190 SENIOR SERVICES**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61401 UNEMPLOYMENT INSURANCE:	2,500	<u>2,500</u>
61430 JANITORIAL SUPPLIES:		
Mops, cleaners, vacuum bags, etc...	200	<u>200</u>
61560 MAINTENANCE/BUILDING & GROUNDS:		
Boiler repairs	2,000	
Misc. building repairs	1,200	
Misc. grounds repairs	600	<u>4,000</u>
61570 MAINTENANCE/EQUIPMENT:		
Office equipment	500	
Kitchen Equipment	300	
Pool table recover	360	<u>1,160</u>
61600 MEETINGS & CONFERENCES:		
Oregon Association of Senior Centers conference and business meeting expenses	400	<u>400</u>
61700 OFFICE & COMPUTER SUPPLIES:		
General office and computer needs, supplies for newsletter	1,300	<u>1,300</u>
61840 REFRESHMENT PURCHASES:		
Food items	100	<u>100</u>

**PROGRAM EXPENDITURE DETAILS**

Page 3 of 3

**FUND: 10 GENERAL**

**DEPARTMENT: 190 SENIOR SERVICES**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61900 UTILITIES:</b>		
Electric	3,220	
Heating oil	1,500	
Garbage	965	<u>5,685</u>
 <b><u>CAPITAL OUTLAY</u></b>		
<b>72300 IMPROVEMENTS:</b>		
Interior painting	3,565	
Office temperature controls	1,580	
Roof patching	750	<u>5,895</u>
 <b>72500 OFFICE EQUIPMENT:</b>		
Computer	1,697	<u>1,697</u>
 <b>72600 OTHER EQUIPMENT:</b>		
Solar Screen Shades	900	
Floor Mats	750	<u>1,650</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.

Date : 1/19/94  
 Time : 2:20  
 Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 1/19/94

Fund : 10 GENERAL FUND  
 Dept : 195 NON-DEPARTMENTAL

91-92	92-93	93-94		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
<hr/>						
MATERIALS & SERVICES						
2,749.02	4,752.77	2,500	61010 ADVERTISING	2,500	2,500	2,500
3,774.00	3,881.73	4,000	61013 AUDIT EXPENSE	4,000	4,000	4,000
553.46	473.91	1,200	61015 CODIFICATION (ADMIN)	1,200	1,200	1,200
19,167.33	21,588.91	22,000	61120 COMMUNICATION (ADMIN)	22,000	22,000	22,000
506.95	789.06	800	61124 COMPUTER EXPENSE	800	800	800
3,618.20	1,393.88	5,000	61130 CONTRACT SERVICES	1,500	1,500	5,000
4,458.91	1,645.38	4,000	61149 MOWING EXPENSES	4,000	4,000	4,000
6,680.63	3,352.99	11,500	61240 DEPT/OPERATING EXPENSE	11,500	11,500	11,500
5,700.28	9,212.50	7,670	61290 DUES & SUBSCRIPTIONS	7,670	7,670	7,670
7,284.44	5,933.97	7,000	61300 DUPLICATION	7,000	7,000	7,000
0.00	0.00	4,700	61310 ELECTIONS	4,700	4,700	4,700
11,815.00	4,500.00	6,750	61355 CITY GRANTS	6,750	6,750	6,750
32,464.46	32,122.31	33,000	61400 INSURANCE	33,000	33,000	33,000
0.00	0.00	0	61420 INS REPAIR & DEDUCT			
13,288.60	13,372.68	10,000	61560 MAINT/BLDG (ADMIN)	10,000	10,000	10,000
10,497.82	9,106.08	11,250	61820 POSTAGE	11,250	11,250	11,250
0.00	0.00	40,000	61830 PROPERTY TAXES			40,000
8,639.95	8,427.77	10,000	61900 UTILITIES (ADMIN)	10,000	10,000	10,000
<hr/>						
131,199.05	120,553.94	181,370	69999 TOTAL MAT & SERV	137,870	137,870	181,370
<hr/>						
CAPITAL OUTLAY						
0.00	0.00	100	72300 IMPROVEMENTS	100	100	100
0.00	1,987.00	100	72500 OFFICE EQPT.	100	100	100
6,523.00	0.00	38,500	72600 OTHER EQPT.	5,100	5,100	38,500
<hr/>						
6,523.00	1,987.00	38,700	79999 TOTAL CAPITAL OUTLAY	5,300	5,300	38,700
<hr/>						
CONTINGENCIES						
0.00	0.00	212,755	80005 OPERATING CONTINGENCY	69,909	69,909	212,755
0.00	0.00	11,409	80030 RES - MED INS			11,409
<hr/>						
0.00	0.00	224,164	89999 TOTAL CONTINGENCIES	69,909	69,909	224,164
<hr/>						
INTERFUND TRANSFERS						
0.00	0.00	0	90035 TO ST FT & BIKE PTH FD			
0.00	0.00	0	90052 TO STORM DRAINAGE			
9,008.00	27,085.00	22,085	90055 TO D-A-B GRANT FUND	22,085	22,085	22,085
1,500.00	1,200.00	11,500	90105 TO EQPT ACQ & REP FUND	1,500	1,500	11,500
0.00	52,519.00	0	90138 TO STR CAP PROJECTS			

Date : 1/19/94  
 Time : 2:20  
 Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 1/19/94

Fund : 10 GENERAL FUND  
 Dept : 195 NON-DEPARTMENTAL

91-92 Prior Yr-2	92-93 Prior Yr-1	93-94 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
20,508.00	80,804.00	33,585	90990 TOTAL INTERFUND TRANS	23,585	23,585	33,585
UNAPPROPRIATED						
0.00	0.00	50,000	92010 UNAPROP END FUND BAL	50,000	50,000	50,000
0.00	0.00	50,000	92199 TOTAL UNAPPROPRIATED	50,000	50,000	50,000
DEBT SERVICE						
280,000.00	270,000.00	280,000	95500 LOAN PRINCIPLE-TAN	270,000	270,000	280,000
7,637.00	8,942.53	18,000	95600 LOAN INTEREST-TAN	18,900	18,900	18,000
287,637.00	278,942.53	298,000	95999 TOTAL DEBT SERVICE	288,900	288,900	298,000
5,867.05	482,287.47	825,819	99000 TOTAL DEPT EXP	575,564	575,564	825,819
150,484.15-	263,627.62-	0	99450 TTL REV/EXP (SURP)/DEF	1	0	0
150,484.15-	263,627.62-	0	99500 FUND TOTAL (SURP)/DEF	1	0	0

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 4

**FUND: 10 - GENERAL**

**DEPARTMENT: 195 - NON-DEPARTMENTAL**

**MATERIALS & SERVICES**

**SUB-LINE**  
**ITEM TOTAL   LINE TOTAL**

**61010 ADVERTISING:**

Budget and other public hearing notices; budget summaries, election notices; affirmative action advertising, requests for bids and proposals, and other advertising required by law	2,500	<u>2,500</u>
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**61013 AUDIT EXPENSE:**

General fund share of City audit	4,000	<u>4,000</u>
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**61015 CODIFICATION EXPENSE:**

Compilation and one year's update of City Ordinances	1,200	<u>1,200</u>
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**61120 COMMUNICATIONS:**

Local and long distance service for all City departments	22,000	<u>22,000</u>
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**61124 COMPUTER EXPENSE:**

General fund share of service and repair, hardware, software, programming, modem expense for City mainframe	800	<u>800</u>
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**61130 CONTRACT SERVICES:**

ADA Report (Federal requirement)	2,500	
Animal Control	1,000	
Storage rental	<u>1,500</u>	<u>5,000</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 2 of 4

**FUND: 10 - GENERAL**

**DEPARTMENT: 195 - NON-DEPARTMENTAL**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61149 MOWING EXPENSE:	4,000	<u>4,000</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Special operational expenses shared among departments	1,500	
House seizure for drug related activities	<u>10,000</u>	<u>11,500</u>
61290 DUES & SUBSCRIPTIONS:		
Council of Governments	6,570	
Lebanon Chamber of Commerce	<u>1,100</u>	<u>7,670</u>
61300 DUPLICATION:		
Service and repair of photocopiers; printing costs	7,000	<u>7,000</u>
61310 ELECTIONS:		
Elections costs charged by Linn County	4,700	<u>4,700</u>
61355 CITY GRANTS:		
Elderly Nutrition Program	6,750	<u>6,750</u>
61400 INSURANCE:		
Fidelity Bonds, fire, liability, vehicle, special property coverages	33,000	<u>33,000</u>

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 3 of 4

**FUND: 10 - GENERAL**

**DEPARTMENT: 195 - NON-DEPARTMENTAL**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61560 MAINTENANCE/BUILDING &amp; GROUNDS:</b>		
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	10,000	<u>10,000</u>
<b>61820 POSTAGE:</b>		
Postage expense for General Fund activities	11,250	<u>11,250</u>
<b>61900 UTILITIES:</b>		
Electricity for City Hall offices and Police departments	10,000	<u>10,000</u>
 <b><u>TRANSFERS</u></b>		
<b>90055 TO DIAL-A-BUS GRANT FUND:</b>	22,085	<u>22,085</u>
<b>90105 TO EQUIPMENT REPLACEMENT &amp; ACQUISITION:</b>		
Computer replacement reserve, Finance Dept.	1,500	1,500
Police dog reserve	<u>10,000</u>	<u>10,000</u>
 <b><u>DEBT SERVICE</u></b>		
Repayment of short-term borrowing for General Fund deficit		
Principal	270,000	
Interest	<u>18,900</u>	<u>288,900</u>

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 4 of 4

**FUND: 10 - GENERAL**

**DEPARTMENT: 195 - NON-DEPARTMENTAL**

<b><u>CAPITAL OUTLAY</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
72300 IMPROVEMENTS (UNDESIGNATED)	100	<u>100</u>
72500 OFFICE EQUIPMENT	100	<u>100</u>
72600 OTHER EQUIPMENT		
Replace telephone system	38,100	
Purchase TV/VCR	<u>400</u>	<u>38,500</u>



# DEBT SERVICE FUND



## 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. Three years of principal and interest payments are still outstanding through 1995-96. This year's payment will be \$58,725. After this year's payment, there will be \$100,000 in principal due and \$7,000 in interest due. Funds for payment of this debt service are levied on assessed value of property.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
56,942.71	39,455.47	74,273	47010 CURRENT PROPERTY TAXES	87,250	87,250	87,250
7,935.55	7,333.30	6,000	47020 DELINQUENT PROP TAXES	5,000	5,000	5,000
808.50	71.12	200	48100 INTEREST ON INVESTMENT	100	100	100
96.85	89.37	0	48101 INTEREST ON TAXES			
0.00	8,031.36	0	49105 FROM STR CAP PROJ			
14,263.07	11,221.68	677	49901 BEGINNING BALANCE	9,000	9,000	200
80,046.68	50,139.58	81,150	49998 TOTAL REVENUE	101,350	101,350	92,550
INTERFUND TRANSFERS						
0.00	0.00	9,000	90138 TO STR CAP PROJECTS			
0.00	0.00	9,000	90990 TOTAL INTERFUND TRANS	0	0	0
UNAPPROPRIATED						
0.00	0.00	10,000	92010 UNAPROP END FUND BAL	42,625	42,625	33,825
0.00	0.00	10,000	92199 TOTAL UNAPPROPRIATED	42,625	42,625	33,825
DEBT SERVICE						
50,000.00	50,000.00	50,000	95100 BOND PRINCIPAL	50,000	50,000	50,000
22,082.50	15,525.00	12,150	95200 BOND INTEREST	8,725	8,725	8,725
72,082.50	65,525.00	62,150	95999 TOTAL DEBT SERVICE	58,725	58,725	58,725
72,082.50	65,525.00	81,150	99000 TOTAL DEPT EXP	101,350	101,350	92,550
7,964.18	15,385.42	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 : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91	91-92	92-93		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	48100 INTEREST ON INVESTMENT			
0.00	0.00	453,269	49901 BEGINNING BALANCE	420,588	420,588	420,588
0.00	0.00	453,269	49998 TOTAL REVENUE	420,588	420,588	420,588
DEBT SERVICE						
0.00	0.00	95,000	95100 BOND PRINCIPAL	120,000	120,000	120,000
0.00	0.00	358,269	95200 BOND INTEREST	300,588	300,588	300,588
0.00	0.00	453,269	95999 TOTAL DEBT SERVICE	420,588	420,588	420,588
0.00	0.00	453,269	99000 TOTAL DEPT EXP	420,588	420,588	420,588
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0
7,964.18-	15,385.42	0	99500 FUND TOTAL (SURP)/DEF	0	0	0



# ENTERPRISE FUND



## **PROGRAM INFORMATION**

### **WATER UTILITY**

Page 1 of 5

#### **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 Water 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 2 inches to 16 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 3,900 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 5

#### **PROGRAM DESCRIPTION:** (continued)

We maintain 278 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. We have inspected and required protection for our water system at many businesses with the highest degree of hazard. Mortuaries and medical facilities were top on the list.

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 5

#### **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 ensure that the system grows in an orderly and predictable manner with no degradation of the service provided to current users, and in order to ensure compliance with the City's Water Facility Plan.

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 four 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 in the summer more water leaks appear. 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.



## PROGRAM INFORMATION

### WATER UTILITY

Page 4 of 5

#### PROGRAM DESCRIPTION: (continued)

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 percent per year, and costs for personnel should increase no more than 6 percent per year.

Last year the Council allowed for cost increases in excess of the 4 percent limit on materials and services. Some of the costs such as duplication, telephone, and unemployment are ongoing and have been added to the base for purposes of the 4 percent limitation. The one-time costs were eliminated.



## PROGRAM INFORMATION

### WATER UTILITY

Page 5 of 5

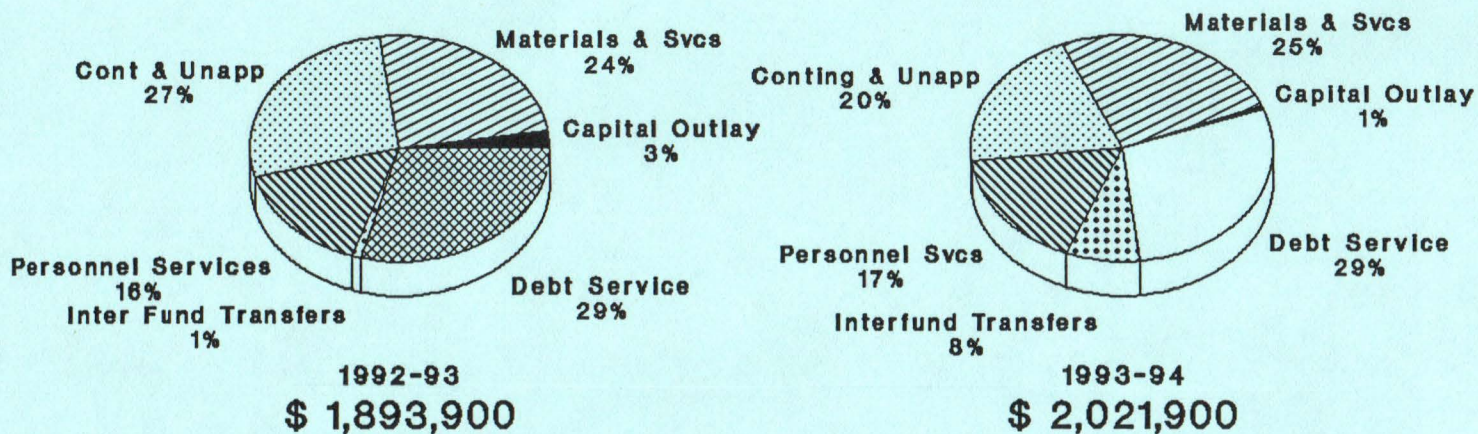
#### POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Accounting Clerk II	1.0000 FTE	1.0000 FTE
Accounting Clerk - Confidential	.2300 FTE	.2100 FTE
Administrative Secretary-Public Works	.0543 FTE	.0800 FTE
Building Official	.0200 FTE	.0200 FTE
City Administrator	.2000 FTE	.2400 FTE
Crew Chief	.9100 FTE	1.0000 FTE
Director of Public Works	.0300 FTE	.2000 FTE
Engineering Division Manager	.1150 FTE	.1200 FTE
Engineering Technician I	.3000 FTE	.3000 FTE
Engineering Technician III	.3400 FTE	.3400 FTE
Environmental Technician	.0000 FTE	.5000 FTE
Finance Director	.3000 FTE	.2700 FTE
Finance Operations Manager	.3000 FTE	.3000 FTE
Maintenance Division Manager	.3400 FTE	.3400 FTE
Maintenance Worker (2)	2.0000 FTE	2.0000 FTE
Secretary/Accounts Payable Clerk	.3500 FTE	.2900 FTE
Secretary I	.2000 FTE	.2000 FTE
Senior Maintenance Worker	<u>1.0000 FTE</u>	<u>1.0000 FTE</u>
 SUBTOTAL - Regular	 7.6893 FTE	 8.4100 FTE
 Part-time Clerk Typist	 .0000 FTE	 .1906 FTE
Temporary Maintenance Worker	.3720 FTE	.3300 FTE
Temporary Finance	.0000 FTE	.2841 FTE
Temporary Public Works Accounting Clerk	<u>.0000 FTE</u>	<u>.0517 FTE</u>
 TOTAL	 8.0613 FTE	 9.2664 FTE
 Contract - City Attorney	 7.13% of Contract	
 Mayor & City Council	 20% of stipend	



# CITY OF LEBANON 1993-94

## *Water Utility Budget Comparison*





Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 40 ENTERPRISE FUNDS  
 Dept : 430 WATER UTILITY

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
945.00	930.00	900	48042 CREDIT CHECKS	900	900	900
22,952.72	25,840.52	25,000	48051 DEPOSITS RECEIVED	25,000	25,000	25,000
0.00	1,515.28	5,000	48060 ENGINEERING FEES			
10,648.09	14,237.89	13,000	48100 INTEREST ON INVESTMENT	13,000	13,000	13,000
1,220,706.57	1,376,600.58	1,460,000	48121 WATER FEES	1,480,000	1,480,000	1,480,000
17,423.90	17,188.21	10,000	48140 MISCELLANEOUS REVENUE	15,000	15,000	15,000
0.00	0.00	0	48225 ENERGY SAVINGS REBATE			
146,424.47	233,911.59	380,000	49901 BEGINNING BALANCE	458,000	458,000	488,000
1,419,100.75	1,670,224.07	1,893,900	49998 TOTAL REVENUE	1,991,900	1,991,900	2,021,900
PERSONNEL SERVICES						
209,801.21	228,626.12	209,029	50001 SALARIES	241,844	241,844	241,844
86,906.65	96,205.02	79,917	50003 FRINGE BENEFITS	99,032	99,032	99,032
5,351.46	3,475.92	5,210	50250 PART TIME	2,847	2,847	2,847
0.00	0.00	1,700	50255 PARENTAL LEAVE EXPENSE	1,700	1,700	1,700
1,942.60	1,620.64	2,200	50600 OVERTIME	2,200	2,200	2,200
304,001.92	329,927.70	298,056	59999 TOTAL PERSONNEL SERV	347,623	347,623	347,623
MATERIALS & SERVICES						
0.00	0.00	0	60300 DEPRECIATION			
0.00	0.00	25	61009 ADVERTISING (PW)	300	300	300
255.29	173.86	100	61010 ADVERTISING	100	100	100
0.00	0.00	500	61011 ADVERTISING (ENG)	300	300	300
37.80	0.00	100	61012 ADVERTISING (MAINT)	100	100	100
1,582.00	1,163.00	1,800	61013 AUDIT EXPENSE	1,800	1,800	1,800
0.00	76.02	600	61015 CODIFICATION (ADMIN)	600	600	600
0.00	1,641.55	2,000	61120 COMMUNICATION (ADMIN)	2,000	2,000	2,000
0.00	0.00	100	61121 COMMUNICATION (ENG)	50	50	50
0.00	186.73	800	61122 COMMUNICATION (MAINT)	800	800	800
0.00	27.50	35	61123 COMMUNICATION (PW)	35	35	35
1,239.39	1,011.73	1,000	61124 COMPUTER EXPENSE	1,500	1,500	1,500
500.00	758.90	1,000	61126 COMPUTER EXP (ENG)	1,000	1,000	1,000
392.46	269.10	500	61127 COMPUTER EXP (MAINT)	1,000	1,000	1,000
213.02	151.07	230	61128 COMPUTER EXP (PW)	2,105	2,105	2,105
18,212.01	18,716.90	20,550	61130 CONTRACT SERVICES	19,250	19,250	19,250
239,056.86	250,892.76	257,156	61131 CONTRACT SERVICES (PW)	267,569	267,569	267,569
1,507.50	1,357.00	12,500	61133 CONTRACT SERV (ENG)	17,850	17,850	17,850
3,980.00	4,093.00	4,600	61134 CONTRACT SERV (MAINT)	21,428	21,428	21,428
31,730.73	24,188.63	25,000	61200 DEPOSITS REFUNDED	25,000	25,000	25,000
0.00	0.00	960	61239 OPERATING EXP (ADMIN)	1,152	1,152	1,152



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 40 ENTERPRISE FUNDS  
 Dept : 430 WATER UTILITY

90-91	91-92	92-93		93-94			
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud	
<hr/>							
4,644.25	4,952.61	2,750	61240 DEPT/OPERATING EXPENSE	2,600	2,600	2,600	
155.32	259.48	300	61241 OPERATING EXP (ENG)	300	300	300	
56,251.38	49,644.24	53,700	61242 OPERATING EXP (MAINT)	49,976	49,976	49,976	
746.78	880.00	3,765	61243 OPERATING EXP (PW)	18,305	18,305	18,305	
0.00	100.00	100	61250 DEPT/OP SUPPLIES	100	100	100	
251.99	18.66	500	61251 OP SUPPLIES (ENG)	400	400	400	
1,782.34	1,445.50	2,150	61252 OP. SUPPLIES (MAINT)	1,900	1,900	1,900	
137.51	182.56	180	61253 OP SUPPLIES (PW)	380	380	380	
371.64	244.79	400	61290 DUES & SUBSCRIPTIONS	500	500	500	
91.00	229.00	250	61291 DUES & SUBSCRIPT (ENG)	200	200	200	
128.50	229.50	375	61292 DUES & SUBS (MAINT)	390	390	390	
626.00	672.00	705	61293 DUES & SUBSCRIPT (PW)	715	715	715	
0.00	0.00	2,600	61299 DUPLICATION (ADMIN)	2,600	2,600	2,600	
2,225.90	6,686.68	3,500	61300 DUPLICATION	5,000	5,000	5,000	
0.00	2,449.50	5,000	61305 GRANT APPL (ADMIN)	5,000	5,000	5,000	
0.00	2,666.88	0	61310 ELECTIONS				
0.00	0.00	80	61319 ED & TRNG (ADMIN)	80	80	80	
475.64	226.30	750	61320 EDUCATION & TRAINING	750	750	750	
0.00	408.00	400	61321 EDUCATION & TRNG (ENG)	300	300	300	
2,048.08	2,527.82	2,500	61322 ED & TRNG (MAINT)	2,500	2,500	2,500	
302.90	261.16	475	61323 EDUCATION & TRNG (PW)	475	475	475	
8,426.22	8,873.85	9,000	61400 INSURANCE	9,000	9,000	9,000	
0.00	1,085.88	2,000	61401 UNEMPLOY INS	2,000	2,000	2,000	
250.00	0.00	1,000	61420 INS REPAIR & DEDUCT	1,000	1,000	1,000	
25.00	0.00	25	61501 UNIFORMS (ENG)	25	25	25	
1,360.72	1,102.36	2,050	61502 UNIFORMS (MAINT)	1,850	1,850	1,850	
0.00	2,115.57	1,000	61560 MAINT/BLDG (ADMIN)	1,000	1,000	1,000	
777.69	0.00	1,100	61562 MAINT/BLDG (MAINT)	1,100	1,100	1,100	
96.30	114.82	100	61570 MAINT/EQPT	200	200	200	
0.00	41.40	50	61571 MAINT/EQPT (ENG)	50	50	50	
551.19	456.43	500	61572 MAINT/EQPT (MAINT)	500	500	500	
0.00	76.67	50	61573 MAINT/EQPT (PW)	75	75	75	
20.00	0.00	0	61580 MAINT/VEHICLES				
324.85	254.60	526	61581 MAINT/VEHICLES (ENG)	500	500	500	
7,127.20	7,622.04	8,750	61582 MAINT/VEHICLES (MAINT)	9,240	9,240	9,240	
0.00	0.00	650	61599 MTGS & CONF (ADMIN)	1,300	1,300	1,300	
294.17	105.07	700	61600 MEETINGS & CONFERENCES	700	700	700	
360.00	580.30	900	61601 MTGS & CONF (ENG)	800	800	800	
666.33	882.96	690	61602 MTGS & CONF (MAINT)	750	750	750	
551.25	29.98	650	61603 MTGS & CONF (PW)	760	760	760	
846.70	849.94	600	61700 OFFICE SUPPLIES	600	600	600	
0.00	0.00	200	61701 OFFICE SUPPLIES (ENG)	200	200	200	
216.99	176.37	250	61702 OFF SUPPLIES (MAINT)	200	200	200	
444.32	361.54	450	61703 OFFICE SUPPLIES (PW)	450	450	450	
0.00	0.00	0	61800 PETROLEUM				
38.70	72.07	100	61801 PETROLEUM (ENG)	100	100	100	
3,765.28	3,135.05	3,300	61802 PETROLEUM (MAINT)	3,000	3,000	3,000	
5,525.50	5,451.92	6,500	61820 POSTAGE	6,500	6,500	6,500	
4,745.52	4,329.62	6,500	61850 REFUNDS	6,500	6,500	6,500	



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 40 ENTERPRISE FUNDS  
 Dept : 430 WATER UTILITY

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
41.17	1,972.66	2,000	61900 UTILITIES (ADMIN)	2,000	2,000	2,000
2,156.10	2,791.91	2,500	61902 UTILITIES (MAINT)	2,800	2,800	2,800
407,557.49	421,275.44	462,177	69999 TOTAL MAT & SERV	509,610	509,610	509,610
CAPITAL OUTLAY						
0.00	0.00	0	72100 BUILDINGS			
0.00	0.00	0	72102 BUILDINGS (MAINT)			
0.00	1,671.08-	0	72300 IMPROVEMENTS			
8,470.00	44,093.96	42,000	72301 IMPROVEMENTS (ENG)			
1,871.00	0.00	0	72302 IMPROVEMENTS (MAINT)			
447.98	1,109.20	0	72500 OFFICE EQPT.	2,100	2,100	2,100
321.61	0.00	0	72501 OFFICE EQPT (ENG)	500	500	500
600.00	0.00	1,080	72502 OFFICE EQPT (MAINT)			
411.12	0.00	0	72503 OFFICE EQPT (PW)	1,500	1,500	2,600
1,325.49	4,903.00	4,300	72602 OTHER EQPT (MAINT)	535	535	535
0.00	0.00	2,000	72802 VEHICLES (MAINT)	6,400	6,400	6,400
13,447.20	48,435.08	49,380	79999 TOTAL CAPITAL OUTLAY	11,035	11,035	12,135
CONTINGENCIES						
0.00	0.00	155,075	80005 OPERATING CONTINGENCY	160,000	160,000	160,000
0.00	0.00	155,075	89999 TOTAL CONTINGENCIES	160,000	160,000	160,000
INTERFUND TRANSFERS						
0.00	0.00	111,149	90012 TO WATER BONDS	146,000	146,000	146,000
0.00	0.00	0	90025 TO GIS	13,500	13,500	13,500
19,000.00	15,450.00	20,309	90105 TO EQPT ACQ & REP FUND	12,110	12,110	12,110
0.00	83,988.00	0	90120 TO WATER CIP	132,160	132,160	132,160
19,000.00	99,438.00	131,458	90990 TOTAL INTERFUND TRANS	303,770	303,770	303,770
UNAPPROPRIATED						
0.00	0.00	357,917	92010 UNAPROP END FUND BAL	223,274	223,274	252,174
0.00	0.00	357,917	92199 TOTAL UNAPPROPRIATED	223,274	223,274	252,174
DEBT SERVICE						



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 40 ENTERPRISE FUNDS  
 Dept : 430 WATER UTILITY

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
120,000.00	125,000.00	135,000	95100 BOND PRINCIPAL	140,000	140,000	140,000
319,987.50	312,637.60	304,837	95200 BOND INTEREST	296,588	296,588	296,588
439,987.50	437,637.60	439,837	95999 TOTAL DEBT SERVICE	436,588	436,588	436,588
1,183,994.11	1,336,713.82	1,893,900	99000 TOTAL DEPT EXP	1,991,900	1,991,900	2,021,900
235,106.64-	333,510.25-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 12

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 430 - WATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61009 <b>ADVERTISING (PW):</b>		
Water tours	275	
General advertising	25	<u>300</u>
61010 <b>ADVERTISING:</b>		
Personnel recruitment	100	<u>100</u>
61011 <b>ADVERTISING (ENG):</b>		
Projects	300	<u>300</u>
61012 <b>ADVERTISING (MT):</b>		
Personnel recruitment	100	<u>100</u>
61013 <b>AUDIT EXPENSE:</b>		
Share of audit expense	1,800	<u>1,800</u>
61015 <b>CODIFICATION EXPENSE:</b>		
Compilation and one year's update of city ordinances	600	<u>600</u>
61120 <b>COMMUNICATIONS:</b>		
Telephone - City Hall offices	2,000	<u>2,000</u>
61121 <b>COMMUNICATIONS (ENG):</b>		
Service and repair of radio equipment	50	<u>50</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 2 of 12

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 430 - WATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61122 COMMUNICATIONS (MT):</b>		
Cellular Phone service	425	
Service and repair of radio equipment	375	<u>800</u>
<b>61123 COMMUNICATIONS (PW):</b>		
Service and repair of radio equipment	35	<u>35</u>
<b>61124 COMPUTER EXPENSE:</b>		
Maintenance and repairs	750	
Programs and programming	750	<u>1,500</u>
<b>61126 COMPUTER EXPENSE (ENG):</b>		
Service and repair of hardware	200	
Supplies	200	
Software	500	
Training	100	<u>1,000</u>
<b>61127 COMPUTER EXPENSE (MT):</b>		
Service and repair of hardware	200	
Supplies	100	
Software	700	<u>1,000</u>
<b>61128 COMPUTER EXPENSE (PW):</b>		
Network	1,875	
Service and repair of hardware	110	
Supplies	40	
Software	40	
Training	40	<u>2,105</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 3 of 12

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 430 - WATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61130 CONTRACT SERVICES:</b>		
Contract for Meter Readers	13,056	
Credit checks	400	
First Interstate Bank, bond administration	2,000	
City attorney	3,594	
Xerox contract, supplies, finance	200	<u>19,250</u>
<b>61131 CONTRACT SERVICES (PW):</b>		
Lead and copper corrosion control	12,000	
Contract for Canal Maintenance (City of Albany)	24,400	
Operation of Water Treatment Plant (OMI)	229,599	
Cathodic Protection Maintenance Agreement (SCIP)	380	
Network	250	
Part-time temporary Public Works Accounting Clerk	940	<u>267,569</u>
<b>61133 CONTRACT SERVICES (ENG):</b>		
Corrosion control evaluation	5,000	
Network	850	
Projects consultant services	12,000	<u>17,850</u>
<b>61134 CONTRACT SERVICES (MT):</b>		
Leak detection survey	11,800	
Contract for maintenance of fire system at S.C.I.P.	4,200	
Janitorial service for shop	400	
Temporary maintenance worker (.33 FTE)	5,028	<u>21,428</u>
<b>61200 DEPOSITS REFUNDED:</b>	25,000	<u>25,000</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 4 of 12

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 430 - WATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61239 DEPARTMENT/OPERATING EXPENSE (ADMIN):</b>		
Expense reimbursement	1,152	<u>1,152</u>
<b>61240 DEPARTMENT/OPERATING EXPENSE:</b>		
Expense reimbursement	650	
Employee Assistance Program	520	
Safety Incentive Program	650	
Miscellaneous Finance materials	780	<u>2,600</u>
<b>61241 DEPARTMENT/OPERATING EXPENSE (ENG):</b>		
Expense reimbursement	200	
Testing lab expense	100	<u>300</u>
<b>61242 DEPARTMENT/OPERATING EXPENSE (MT):</b>		
Hazardous spill cleanup materials and disposal	1,000	
"One Call" monthly assessment (67%)	200	
SCIP Pumphouse expense	400	
Water quality testing	3,000	
Lead and copper testing	3,000	
Operating permits, landfill fees	900	
Tool and equipment rental	1,800	
Water main repairs	14,000	
Service line repair and replacement	11,000	
Meter repair and replacement/Meter Replacement Program	9,876	
Storage facility maintenance	1,000	
Contract testing of large meters	2,000	
Hydrant repair and painting	1,500	
Cathodic Protection Service Contract @SCIP	300	<u>49,976</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 5 of 12

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 430 - WATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61243 DEPARTMENT/OPERATING EXPENSE (PW):</b>		
Consultant services	2,000	
Expense reimbursement	600	
Water Distribution Certification fee	40	
Water quality testing	1,000	
Southern Pacific Lease	125	
Oregon Co-op Purchasing Agreement Renewal Fee	40	
League of Oregon Cities Water Program Fee	2,500	
Water tour video	4,000	
Soluble Organic Chemical testing	8,000	<u>18,305</u>
<b>61250 DEPARTMENT/OPERATING SUPPLIES:</b>	100	<u>100</u>
<b>61251 DEPARTMENT/OPERATING SUPPLIES (ENG):</b>		
Reference books	100	
Assessor maps/microfilm	100	
Drafting supplies	100	
Surveying and inspection supplies	100	<u>400</u>
<b>61252 DEPARTMENT/OPERATING SUPPLIES (MT):</b>		
Reference books	100	
Drafting supplies	50	
Hand tools, hardware, cleaners	1,750	<u>1,900</u>
<b>61253 DEPARTMENT/OPERATING SUPPLIES (PW):</b>		
Water tour supplies	200	
Assessor maps/microfilm	25	
Reference, code and other books	155	<u>380</u>
<b>61290 DUES &amp; SUBSCRIPTIONS:</b>	500	<u>500</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 6 of 12

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 430 - WATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61291 DUES &amp; SUBSCRIPTIONS (ENG):</b>		
American Public Works Association (APWA)	50	
American Waterworks Association (AWWA)	75	
Engineering dues and subscriptions	75	<u>200</u>
<b>61292 DUES &amp; SUBSCRIPTIONS (MT):</b>		
American Public Works Association (APWA)	30	
American Waterworks Association (AWWA)	160	
East Linn Coordination Council (ELCC)	200	<u>390</u>
<b>61293 DUES &amp; SUBSCRIPTIONS (PW):</b>		
American Public Works Association (APWA)	20	
American Water Works Association (AWWA)	72	
Oregon Association of Water Utilities (OAWU)	460	
AWWA Standards Service	85	
Subscriptions	78	<u>715</u>
<b>61299 DUPLICATION (ADMIN):</b>		
Cost of repairs, paper and supplies for main copier	2,600	<u>2,600</u>
<b>61300 DUPLICATION (FD):</b>		
Printing forms and supplies for small copier	5,000	<u>5,000</u>
<b>61305 GRANT APPLICATION COST:</b>		
Costs for materials, maps, slides, drawings, photos, etc.	5,000	<u>5,000</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 7 of 12

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 430 - WATER UTILITY**

	<b><u>SUB-LINE</u></b>	
<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61319 EDUCATION & TRAINING (ADMIN):		
Training, workshops, seminars	80	<u>80</u>
61320 EDUCATION & TRAINING:		
Training, workshops, seminars for Finance Department	750	<u>750</u>
61321 EDUCATION & TRAINING (ENG):		
Training, workshops, seminars	300	<u>300</u>
61322 EDUCATION & TRAINING (MT):		
Training, workshops, seminars	2,100	
Reimbursement for course work	400	<u>2,500</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:	1,000	<u>1,000</u>
61501 UNIFORM PURCHASE/LAUNDERING (ENG):		
Rain gear	25	<u>25</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 8 of 12

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 430 - WATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61502 UNIFORM PURCHASE/LAUNDERING (MT):</b>		
Rain gear, rubber boots, gloves	200	
Purchase, repair, cleaning of uniforms and safety equipment	1,650	<u>1,850</u>
<b>61560 MAINTENANCE/BUILDING &amp; GROUNDS (ADMIN):</b>		
City Hall offices	1,000	<u>1,000</u>
<b>61562 MAINTENANCE/BUILDING &amp; GROUNDS (MT):</b>		
Water building and storage facility	500	
Share of main shop building maintenance	500	
SCIP pumphouse maintenance	100	<u>1,100</u>
<b>61570 MAINTENANCE/EQUIPMENT:</b>		
Service and repair of office equipment	200	<u>200</u>
<b>61571 MAINTENANCE/EQUIPMENT (ENG):</b>		
Service and repair of office/field equipment	50	<u>50</u>
<b>61572 MAINTENANCE/EQUIPMENT (MT):</b>		
Service and repair of office/field equipment	500	<u>500</u>
<b>61573 MAINTENANCE/EQUIPMENT (PW):</b>		
Service and repair of office equipment	75	<u>75</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 9 of 12

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 430 - WATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61581 MAINTENANCE/VEHICLES (ENG):</b>		
Engineering vehicles	200	
Payment to Fire District for mechanic	300	<u>500</u>
<b>61582 MAINTENANCE/VEHICLES (MT):</b>		
Backhoe	500	
Utility truck (3) (engine rebuild W-3)	2,000	
Trailers	50	
OMI Pickup	100	
Payment to Fire District for mechanic	6,590	<u>9,240</u>
<b>61599 EDUCATION &amp; TRAINING (ADMIN):</b>		
Business meetings and travel luncheons	1,300	<u>1,300</u>
<b>61600 MEETINGS &amp; CONFERENCES:</b>		
Business meetings and travel luncheons for Finance Department	700	<u>700</u>
<b>61601 MEETINGS &amp; CONFERENCES (ENG):</b>		
American Water Works Association Conference	650	
American Public Works Association Conference	100	
Business meetings and travel luncheons	50	<u>800</u>
<b>61602 MEETINGS &amp; CONFERENCES (MT):</b>		
American Water Works Association Conference	510	
American Public Works Association Conference	120	
Business meetings and travel luncheons	120	<u>750</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 10 of 12

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 430 - WATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61603 MEETINGS &amp; CONFERENCES (PW):</b>		
OSU Water Quality Conference	50	
American Water Works Association Water Symposium	60	
American Water Works Association Conference	530	
American Public Works Association Conference	90	
Business meetings and travel luncheons	30	<u>760</u>
<b>61700 OFFICE SUPPLIES:</b>	600	<u>600</u>
<b>61701 OFFICE SUPPLIES (ENG):</b>	200	<u>200</u>
<b>61702 OFFICE SUPPLIES (MT):</b>	200	<u>200</u>
<b>61703 OFFICE SUPPLIES (PW):</b>	450	<u>450</u>
<b>61801 PETROLEUM PRODUCTS (ENG):</b>		
Gasoline, oil lubricants	100	<u>100</u>
<b>61802 PETROLEUM PRODUCTS (MT):</b>		
Gasoline, oil, lubricants	3,000	<u>3,000</u>
<b>61820 POSTAGE:</b>		
Postage for billing and notice	6,500	<u>6,500</u>
<b>61850 REFUNDS:</b>		
Collection agency	2,000	
Billing and fee returns	4,500	<u>6,500</u>
<b>61900 UTILITIES:</b>		
City Hall offices	2,000	<u>2,000</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 11 of 12

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 430 - WATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61902 UTILITIES (MT):</b>		
Electricity, Water Reservoirs, Water Shop, S.C.I.P. Pumphouse	2,800	<u>2,800</u>
 <b><u>CAPITAL OUTLAY</u></b>		
<b>72500 OFFICE EQUIPMENT (FD):</b>		
Phone system	1,100	
Three calculators (1/3)	100	
Required software (1/3)	400	
Laser printer (1/3)	500	<u>2,100</u>
<b>72501 OFFICE EQUIPMENT (ENG):</b>	500	<u>500</u>
<b>72503 OFFICE EQUIPMENT (PW):</b>		
Network hardware	2,000	
Telephone headset	250	
Desk, chair, bookcase	350	<u>2,600</u>
<b>72602 OTHER EQUIPMENT (MT):</b>		
Ramp to load cut-off saw	535	<u>535</u>
<b>72802 VEHICLES (MT):</b>		
Used crawler tractor	6,400	<u>6,400</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 12 of 12

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 430 - WATER UTILITY**

<b><u>INTERFUND TRANSFER</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
90012 TO WATER BONDS:	146,000	<u>146,000</u>
90025 TO GIS FUND:	13,500	<u>13,500</u>
90105 TO EQUIPMENT ACQUISITION AND REPLACEMENT FUND:	12,110	<u>12,110</u>
90120 TO WATER CIP FUND:	132,160	<u>132,160</u>
 <b><u>DEBT SERVICE</u></b>		
95100 BOND PRINCIPAL:	140,000	<u>140,000</u>
95200 BOND INTEREST:	296,588	<u>296,588</u>



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CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 40 ENTERPRISE FUNDS  
 Dept : 434 WATER BOND REVENUE

90-91	91-92	92-93		93-94			
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud	
REVENUES							
0.00	3,150,000.00	0	42030 BOND SALE PROCEEDS				
0.00	86,148.73	100,000	48100 INTEREST ON INVESTMENT	50,000	50,000	50,000	
0.00	15,761.41	7,500	48102 INT EARNED ON CAPITALI	12,000	12,000	12,000	
0.00	40.00	0	48140 MISCELLANEOUS REVENUE				
0.00	0.00	111,149	49021 FROM WATER - BOND	146,000	146,000	146,000	
0.00	83,988.00	0	49022 FROM WATER FUND	132,160	132,160	132,160	
0.00	0.00	0	49105 FROM STR CAP PROJ	96,500	96,500	96,500	
0.00	8,300.00	0	49110 FROM FAU STREETS				
0.00	55,833.18	2,552,000	49901 BEGINNING BALANCE	2,149,835	2,149,835	2,199,835	
0.00	3,400,071.32	2,770,649	49998 TOTAL REVENUE	2,586,495	2,586,495	2,636,495	
0.00	0.00	0	99000 TOTAL DEPT EXP	0	0	0	
0.00	3,400,071.32-	2,770,649-	99450 TTL REV/EXP (SURP)/DEF	2,586,495	-2,586,495	-2,636,495	



## **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 ensure continuation of existing service levels and to ensure 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 1991-93 have been focused on upgrades and major maintenance at the Water Treatment Plant (WTP), engineering of waterline distribution projects and small waterline replacement projects for construction during 1993 and 1994.

The major emphasis for 1993-94 should conclude the upgrades and major maintenance at the Water Treatment Plant. One major project has been added at the treatment plant. As a result of a structural evaluation by CH2M Hill, improvements will be necessary to insure continued reliability of the Water Treatment Plant. The 1993-94 budget includes these Improvements and those required to meet the mandated CT requirements. Engineering will focus on the location of a well field and improvements to the distribution system set for construction during 1993 and 1994.



PROGRAM INFORMATION

**WATER UTILITY CAPITAL IMPROVEMENT PROGRAM**

Page 2 of 2

POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Administrative Secretary-Public Works	.09 FTE	.0800 FTE
Crew Chief	.09 FTE	.0000 FTE
Director of Public Works	.07 FTE	.0500 FTE
Engineering Division Manager	.15 FTE	.1500 FTE
Engineering Technician II	.30 FTE	.0000 FTE
Engineering Technician III	.40 FTE	.0000 FTE
Maintenance Division Manager	.01 FTE	.0100 FTE
Project Engineer	.30 FTE	.0000 FTE
Senior Engineer	.30 FTE	.0000 FTE
Secretary I	<u>.10 FTE</u>	<u>.1000 FTE</u>
 SUBTOTAL - Regular	 1.81 FTE	 0.3900 FTE
 Temporary Engineering	 .06 FTE	 .0000 FTE
Temporary Public Works	.07 FTE	.0000 FTE
Temporary Public Works Accounting Clerk	<u>.00 FTE</u>	<u>.0599 FTE</u>
 TOTAL	 1.94 FTE	 0.4499 FTE



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CITY OF LEBANON  
AIMS General Ledger System  
Budget Preparation

G10 Run Date : 7/04/93

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

90-91	91-92	92-93		93-94			
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud	
<hr/>							
REVENUES							
4,511.60	0.00	0	48100 INTEREST ON INVESTMENT				
122,000.00	0.00	0	48117 LOAN-FROM WMTR CIP				
0.00	0.00	0	49901 BEGINNING BALANCE				
<hr/>							
126,511.60	0.00	0	49998 TOTAL REVENUE	0	0	0	
<hr/>							
PERSONNEL SERVICES							
33,997.59	42,645.63	54,484	50001 SALARIES	11,488	11,488	11,488	
13,048.02	17,456.04	20,676	50003 FRINGE BENEFITS	4,642	4,642	4,642	
0.00	173.20	2,597	50250 PART TIME				
0.00	0.00	2,200	50600 OVERTIME				
<hr/>							
47,045.61	60,274.87	79,957	59999 TOTAL PERSONNEL SERV	16,130	16,130	16,130	
<hr/>							
MATERIALS & SERVICES							
196.91	969.33	4,000	61011 ADVERTISING (ENG)				
0.00	0.00	350	61121 COMMUNICATION (ENG)				
1,000.35	2,349.90	500	61126 COMPUTER EXP (ENG)				
0.00	0.00	0	61131 CONTRACT SERVICES (PW)	1,040	1,040	1,040	
6,787.85	3,740.95	182,200	61133 CONTRACT SERV (ENG)	290,000	290,000	290,000	
0.00	0.00	2,000	61134 CONTRACT SERV (MAINT)	2,000	2,000	2,000	
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE	200	200	200	
378.29	889.49	600	61241 OPERATING EXP (ENG)				
0.00	317.80	305	61243 OPERATING EXP (PW)	305	305	305	
58.56	706.96	650	61251 OP SUPPLIES (ENG)				
15.00	70.48	100	61291 DUES & SUBSCRIPT (ENG)				
360.57	299.00	500	61321 EDUCATION & TRNG (ENG)				
0.00	2.00	100	61323 EDUCATION & TRNG (PW)	100	100	100	
0.00	199.00	200	61501 UNIFORMS (ENG)				
0.00	4.29	200	61561 MAINT/BLDG (ENG)				
0.00	0.00	100	61571 MAINT/EQPT (ENG)				
0.00	277.48	500	61581 MAINT/VEHICLES (ENG)				
306.79	847.00	1,500	61601 MTGS & CONF (ENG)				
0.00	19.94	125	61603 MTGS & CONF (PW)	180	180	180	
0.00	573.15	500	61701 OFFICE SUPPLIES (ENG)				
0.00	72.51	200	61703 OFFICE SUPPLIES (PW)	200	200	200	
84.48	205.74	300	61801 PETROLEUM (ENG)				
1,452.50	1,512.50	2,000	61881 RENT (ENG)				
109.06	275.59	1,000	61901 UTILITIES (ENG)				
<hr/>							
10,750.36	13,333.11	197,930	69999 TOTAL MAT & SERV	294,025	294,025	294,025	



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CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
CAPITAL OUTLAY						
0.00	0.00	35,000	72052 LAND (MAINT)	35,000	35,000	35,000
5,611.05	561,894.99	559,500	72301 IMPROVEMENTS (ENG)	1,676,000	1,676,000	1,676,000
0.00	0.00	56,600	72302 IMPROVEMENTS (MAINT)	43,000	43,000	43,000
5,198.40	4,999.00	2,300	72501 OFFICE EQPT (ENG)			
1,373.00	0.00	0	72503 OFFICE EQPT (PW)			
0.00	0.00	300	72601 OTHER EQPT (ENG)			
0.00	1,577.50	0	72801 VEHICLES (ENG)			
0.00	0.00	91,400	72802 VEHICLES (MAINT)			
12,182.45	568,471.49	745,100	79999 TOTAL CAPITAL OUTLAY	1,754,000	1,754,000	1,754,000
CONTINGENCIES						
0.00	0.00	150,000	80005 OPERATING CONTINGENCY	20,000	20,000	70,000
0.00	0.00	150,000	89999 TOTAL CONTINGENCIES	20,000	20,000	70,000
INTERFUND TRANSFERS						
0.00	0.00	0	90025 TO GIS	6,500	6,500	6,500
700.00	700.00	0	90105 TO EQPT ACQ & REP FUND			
700.00	700.00	0	90990 TOTAL INTERFUND TRANS	6,500	6,500	6,500
70,678.42	642,779.47	1,172,987	99000 TOTAL DEPT EXP	2,090,655	2,090,655	2,140,655
55,833.18-	642,779.47	1,172,987	99450 TTL REV/EXP (SURP)/DEF	2,090,655	2,090,655	2,140,655



Date : 7/04/93  
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CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
MATERIALS & SERVICES						
0.00	107,764.46	0	61130 CONTRACT SERVICES			
0.00	107,764.46	0	69999 TOTAL MAT & SERV	0	0	0
CONTINGENCIES						
0.00	0.00	263,544	80026 RES FOR DEBT SERVICE	263,544	263,544	263,544
0.00	0.00	263,544	89999 TOTAL CONTINGENCIES	263,544	263,544	263,544
UNAPPROPRIATED						
0.00	0.00	1,111,820	92010 UNAPROP END FUND BAL	9,999	9,999	9,999
0.00	0.00	1,111,820	92199 TOTAL UNAPPROPRIATED	9,999	9,999	9,999
DEBT SERVICE						
0.00	122,000.00	0	95100 BOND PRINCIPAL			
0.00	63,488.12	111,149	95200 BOND INTEREST	146,000	146,000	146,000
0.00	55,574.37	111,149	95204 CAPITALIZED INTEREST	76,297	76,297	76,297
0.00	241,062.49	222,298	95999 TOTAL DEBT SERVICE	222,297	222,297	222,297
0.00	348,826.95	1,597,662	99000 TOTAL DEPT EXP	495,840	495,840	495,840
0.00	348,826.95	1,597,662	99450 TTL REV/EXP (SURP)/DEF	495,840	495,840	495,840



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 2

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 435 - WATER UTILITY CIP**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61131 CONTRACT SERVICES (PW):</b>		
Part-time temporary Public Works Accounting Clerk	1,040	<u>1,040</u>
<b>61133 CONTRACT SERVICES (ENG):</b>		
Engineering services for:		
Backup wellfield	75,000	
Water Treatment Plant	200,000	
Well Survey	15,000	<u>290,000</u>
<b>61134 CONTRACT SERVICES (MT):</b>		
New Shop site (Phase 1)	2,000	<u>2,000</u>
<b>61240 DEPARTMENT/OPERATING EXPENSE:</b>	200	<u>200</u>
<b>61243 DEPARTMENT/OPERATING EXPENSE (PW):</b>	305	<u>305</u>
<b>61323 EDUCATION &amp; TRAINING (PW):</b>		
Training, workshops, seminars	100	<u>100</u>
<b>61603 MEETINGS &amp; CONFERENCES (PW):</b>	180	<u>180</u>
<b>61703 OFFICE SUPPLIES (PW):</b>	200	<u>200</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 2 of 2

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 435 - WATER UTILITY CIP**

<b><u>CAPITAL OUTLAY</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
72052 LAND (MT):		
New Shop site (Phase 1)	35,000	<u>35,000</u>
72301 IMPROVEMENTS (ENG):		
Backup wellfield	225,000	
2nd & Morton	85,000	
Green Acres	410,000	
Santiam Highway	56,000	
Milton Street	65,000	
Water Treatment Plant Projects	605,000	
Pipe Replacement Program	50,000	
Park Street	45,000	
2nd & Academy	35,000	
Small dia. waterline replacement	100,000	<u>1,676,000</u>
72302 IMPROVEMENTS (MT):		
New Shop site (Phase 1)	43,000	<u>43,000</u>
<b><u>INTERFUND TRANSFERS</u></b>		
90025 TO GIS FUND:	6,500	<u>6,500</u>
<b><u>DEBT SERVICE</u></b>		
95200 BOND INTEREST:	146,000	<u>146,000</u>
95204 CAPITALIZED BOND INTEREST:	76,297	<u>76,297</u>



## **PROGRAM INFORMATION**

### **WASTEWATER**

Page 1 of 3

#### **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 OMI, 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, and ensure system growth in compliance with the City's Wastewater Facility Plan.



## **PROGRAM INFORMATION**

### **WASTEWATER**

Page 2 of 3

#### **PROGRAM DESCRIPTION:** (continued)

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 wastewater 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 percent per year and costs for personnel should increase no more than 6 percent per year.

Last year the Council allowed for cost increases in excess of the 4 percent limit on materials and services. Some of the costs such as duplication, telephone, and unemployment are ongoing and have been added to the base for purposes of the 4 percent limitation. The one-time costs were eliminated.



## PROGRAM INFORMATION

### WASTEWATER

Page 3 of 3

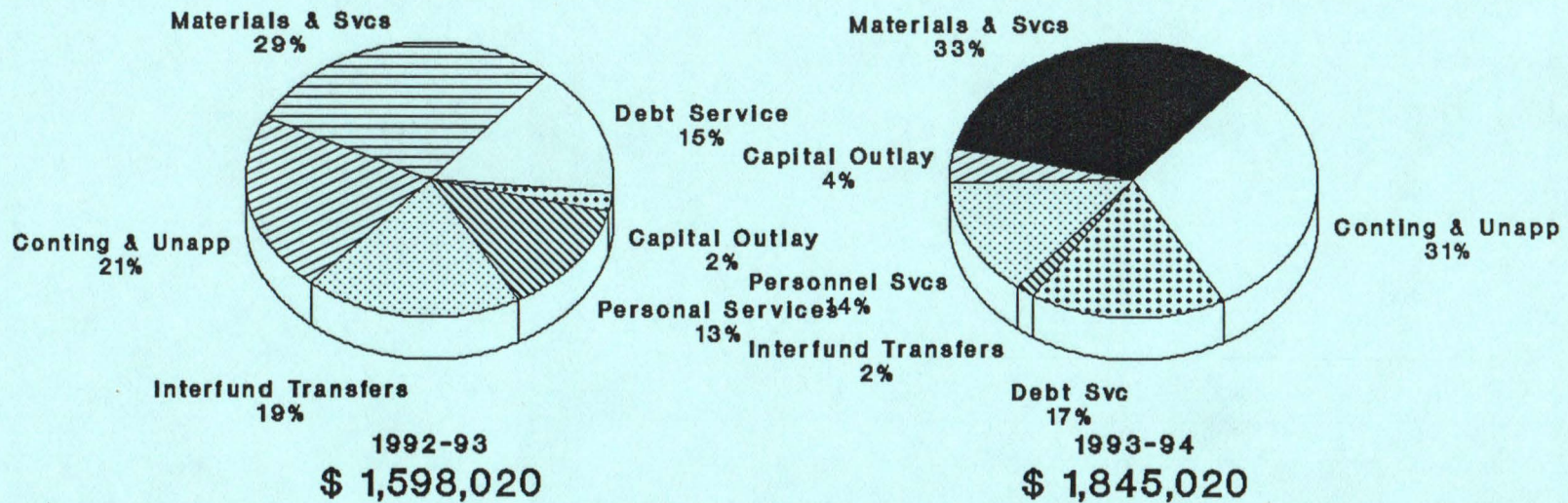
#### POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Accounting Clerk II	1.0000 FTE	1.0000 FTE
Accounting Clerk - Confidential	.2300 FTE	.1800 FTE
Administrative Secretary-Public Works	.0542 FTE	.0600 FTE
Building Official	.0200 FTE	.0200 FTE
City Administrator	.2000 FTE	.2400 FTE
Crew Chief	.6200 FTE	.7700 FTE
Director of Public Works	.1700 FTE	.1100 FTE
Engineering Division Manager	.1450 FTE	.1500 FTE
Engineering Technician I	.2800 FTE	.2800 FTE
Engineering Technician II	.0000 FTE	.0000 FTE
Engineering Technician III	.3300 FTE	.3300 FTE
Environmental Technician	.0000 FTE	.5000 FTE
Finance Director	.3000 FTE	.2700 FTE
Finance Operations Manager	.3000 FTE	.3000 FTE
Maintenance Division Manager	.1800 FTE	.1800 FTE
Maintenance Worker	.2000 FTE	.0000 FTE
Secretary/Accounts Payable Clerk	.3500 FTE	.2500 FTE
Senior Maintenance Worker	.7500 FTE	.7500 FTE
Secretary I	<u>.2000 FTE</u>	<u>.2000 FTE</u>
 SUBTOTAL - Regular	 5.3292 FTE	 5.5900 FTE
 Part-time Clerk Typist	 .0000 FTE	 .1906 FTE
Temporary Finance	.0420 FTE	.0669 FTE
Temporary Public Works Accounting Clerk	<u>.0000 FTE</u>	<u>.0264 FTE</u>
 TOTAL	 5.3712 FTE	 5.8739 FTE
 Contract - City Attorney	 7.13% of Contract Wage	
 Mayor and City Council	 20% of stipend	



# CITY OF LEBANON 1993-94

## *Wastewater Budget Comparison*





Date : 7/04/93  
Time : 4:57  
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CITY OF LEBANON  
AIMS General Ledger System  
Budget Preparation

G10 Run Date : 7/04/93

Fund : 40 ENTERPRISE FUNDS  
Dept : 470 WASTEWATER UTILITY

90-91	91-92	92-93		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	1,487.31	1,000	48060 ENGINEERING FEES			
8,707.99	17,976.47	12,000	48100 INTEREST ON INVESTMENT	14,000	14,000	18,000
7.67	10.68	20	48101 INTEREST ON TAXES	20	20	20
0.00	0.00	0	48119 LOAN-DUE FROM OTH FD			
2,827.35	10,555.00	2,000	48140 MISCELLANEOUS REVENUE	5,000	5,000	5,000
833,790.64	1,013,405.83	1,100,000	48220 SEWER FEES-CURRENT	1,200,000	1,200,000	1,200,000
0.00	0.00	0	48225 ENERGY SAVINGS REBATE			
5,636.18	6,376.97	3,000	48230 SEWER USE FEES	4,000	4,000	4,000
123,628.15	237,520.41	480,000	49901 BEGINNING BALANCE	555,000	555,000	618,000
974,597.98	1,287,332.67	1,598,020	49998 TOTAL REVENUE	1,778,020	1,778,020	1,845,020
PERSONNEL SERVICES						
140,769.95	155,279.78	152,769	50001 SALARIES	169,051	169,051	169,051
54,699.44	63,880.21	56,019	50003 FRINGE BENEFITS	66,859	66,859	66,859
3,071.43	158.68	1,200	50250 PART TIME	2,847	2,847	2,847
0.00	0.00	1,700	50255 PARENTAL LEAVE EXPENSE	1,700	1,700	1,700
952.55	701.06	1,500	50600 OVERTIME	1,500	1,500	1,500
199,493.37	220,019.73	213,188	59999 TOTAL PERSONNEL SERV	241,957	241,957	241,957
MATERIALS & SERVICES						
0.00	0.00	0	60300 DEPRECIATION			
0.00	0.00	25	61009 ADVERTISING (PW)	300	300	300
209.40	155.51	100	61010 ADVERTISING	100	100	100
0.00	0.00	200	61011 ADVERTISING (ENG)	200	200	200
0.00	0.00	25	61012 ADVERTISING (MAINT)	25	25	25
1,582.00	1,163.00	1,800	61013 AUDIT EXPENSE	1,800	1,800	1,800
0.00	75.02	600	61015 CODIFICATION (ADMIN)	600	600	600
0.00	1,812.26	2,000	61120 COMMUNICATION (ADMIN)	2,000	2,000	2,000
0.00	0.00	100	61121 COMMUNICATION (ENG)	100	100	100
39.00	191.68	300	61122 COMMUNICATION (MAINT)	300	300	300
0.00	27.50	35	61123 COMMUNICATION (PW)	35	35	35
1,239.39	1,011.73	1,000	61124 COMPUTER EXPENSE	1,500	1,500	1,500
503.51	850.00	1,000	61126 COMPUTER EXP (ENG)	1,500	1,500	1,500
193.11	247.63	300	61127 COMPUTER EXP (MAINT)	1,000	1,000	1,000
213.17	156.27	230	61128 COMPUTER EXP (PW)	2,105	2,105	2,105
9,233.31	11,678.44	13,550	61130 CONTRACT SERVICES	12,250	12,250	12,250
376,861.00	390,293.24	409,726	61131 CONTRACT SERVICES (PW)	421,389	421,389	427,389
1,507.85	81.00	9,500	61133 CONTRACT SERV (ENG)	200	200	200
0.00	0.00	350	61134 CONTRACT SERV (MAINT)	750	750	750
0.00	0.00	960	61239 OPERATING EXP (ADMIN)	1,152	1,152	1,152



Date : 7/04/93  
 Time : 4:57  
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CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 40 ENTERPRISE FUNDS  
 Dept : 470 WASTEWATER UTILITY

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
CAPITAL OUTLAY						
0.00	0.00	0	72100 BUILDINGS			
0.00	0.00	0	72102 BUILDINGS (MAINT)			
0.00	0.00	22,000	72301 IMPROVEMENTS (ENG)			12,000
0.00	95.40	20,904	72302 IMPROVEMENTS (MAINT)	9,500	9,500	9,500
500.00	900.20	0	72500 OFFICE EQPT.	2,100	2,100	2,100
321.61	159.00	0	72501 OFFICE EQPT (ENG)	500	500	500
220.00	0.00	1,080	72502 OFFICE EQPT (MAINT)			
411.12	0.00	0	72503 OFFICE EQPT (PW)	1,500	1,500	2,100
0.00	1,552.70	0	72600 OTHER EQPT.			
0.00	0.00	5,000	72601 OTHER EQPT (ENG)	3,000	3,000	11,000
6,555.90	1,889.00	8,600	72602 OTHER EQPT (MAINT)			
0.00	0.00	6,000	72802 VEHICLES (MAINT)	3,200	3,200	3,200
8,008.63	1,490.90	63,584	79999 TOTAL CAPITAL OUTLAY	19,800	19,800	40,400
CONTINGENCIES						
0.00	0.00	149,009	80005 OPERATING CONTINGENCY	150,000	150,000	150,000
0.00	0.00	149,009	89999 TOTAL CONTINGENCIES	150,000	150,000	150,000
INTERFUND TRANSFERS						
75,000.00	80,000.00	277,057	90014 TO W.W. BONDS	610,028	610,028	610,028
0.00	0.00	0	90025 TO GIS	13,500	13,500	13,500
21,200.00	18,750.00	23,802	90105 TO EQPT ACQ & REP FUND	22,090	22,090	22,090
0.00	0.00	0	90125 TO W WATER CIP			
96,200.00	98,750.00	300,859	90990 TOTAL INTERFUND TRANS	645,618	645,618	645,618
UNAPPROPRIATED						
0.00	0.00	345,781	92010 UNAPROP END FUND BAL	187,883	187,883	234,283
0.00	0.00	345,781	92199 TOTAL UNAPPROPRIATED	187,883	187,883	234,283
DEBT SERVICE						
0.00	932.35	0	95100 BOND PRINCIPAL			
0.00	2,283.65	0	95200 BOND INTEREST			
3,216.00	0.00	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



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CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 40 ENTERPRISE FUNDS  
 Dept : 470 WASTEWATER UTILITY

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
736,345.00	783,413.46	1,598,020	99000 TOTAL DEPT. EXP	1,778,020	1,778,020	1,845,020
238,252.98-	503,919.21-	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**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61009 <b>ADVERTISING (PW):</b>		
Water tour	275	
General advertising	25	<u>300</u>
61010 <b>ADVERTISING:</b>		
Personnel recruitment	100	<u>100</u>
61011 <b>ADVERTISING (ENG):</b>		
Personnel recruitment	200	<u>200</u>
61012 <b>ADVERTISING (MT):</b>		
Personnel recruitment	25	<u>25</u>
61013 <b>AUDIT EXPENSE:</b>		
Share of audit expense	1,800	<u>1,800</u>
61015 <b>CODIFICATION EXPENSE:</b>		
Compilation and one year's update of city ordinances	600	<u>600</u>
61120 <b>COMMUNICATIONS:</b>		
Telephone - City Hall offices	2,000	<u>2,000</u>
61121 <b>COMMUNICATIONS (ENG):</b>		
Service and repair of radio equipment	100	<u>100</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 2 of 11

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 470 - WASTEWATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61122 COMMUNICATIONS (MT):</b>		
Service and repair of radio equipment	300	<u>300</u>
<b>61123 COMMUNICATIONS (PW):</b>		
Service and repair of radio equipment	35	<u>35</u>
<b>61124 COMPUTER EXPENSE:</b>		
Maintenance and repairs	750	
Programs and programming	750	<u>1,500</u>
<b>61126 COMPUTER EXPENSE (ENG):</b>		
Service and repair of hardware	250	
Supplies	500	
Software	750	<u>1,500</u>
<b>61127 COMPUTER EXPENSE (MT):</b>		
Service and repair of hardware	150	
Supplies	50	
Software	800	<u>1,000</u>
<b>61128 COMPUTER EXPENSE (PW):</b>		
Network software and applications	1,875	
Service and repair of hardware	110	
Supplies	40	
Software	40	
Training	40	<u>2,105</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 3 of 11

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 470 - WASTEWATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61130 CONTRACT SERVICES:</b>		
Contract for Meter Readers	5,556	
Credit checks	400	
City attorney	3,594	
Bond collection fees, 1st Interstate Bank	2,500	
Xerox contract, supplies, finance	200	<u>12,250</u>
<b>61131 CONTRACT SERVICES (PW):</b>		
Pretreatment Program	3,500	
Network	250	
Part-time temporary Public Works Accounting Clerk	480	
Contract for operation of WWTP - OMI	417,159	
Sludge digestion expense - OMI	6,000	<u>427,389</u>
<b>61133 CONTRACT SERVICES (ENG):</b>		
Network	200	<u>200</u>
<b>61134 CONTRACT SERVICES (MT):</b>		
Tightness test - Harrison St. underground storage tank	400	
Janitorial service for shop	350	<u>750</u>
<b>61239 DEPARTMENT/OPERATING EXPENSE (ADMIN):</b>		
Expense reimbursement	1,152	<u>1,152</u>
<b>61240 DEPARTMENT/OPERATING EXPENSE:</b>		
Expense reimbursement	650	
Employee Assistance Program	320	
Safety Incentive Program	500	
Misc. Finance materials	990	<u>2,460</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 4 of 11

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 470 - WASTEWATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61241 DEPARTMENT/OPERATING EXPENSE (ENG):</b>		
Testing lab expense	150	
Expense reimbursement	150	<u>300</u>
<b>61242 DEPARTMENT/OPERATING EXPENSE (MT):</b>		
Underground storage tanks annual DEQ Compliance Fee (Harrison St. & Wastewater Treatment Plant)	50	
Hazardous spill cleanup materials and disposal	200	
"One Call" monthly assessment (33%)	150	
Expense reimbursement	100	
Manhole repairs	3,000	
Line repair/replacement	2,500	
Frame and cover replacement	600	
Small parts including gaskets, risers	600	
Rodent control	600	
Operating permits, landfill fee	400	<u>8,200</u>
<b>61243 DEPARTMENT/OPERATING EXPENSE (PW):</b>		
Consultant services	1,000	
Expense reimbursement	480	
Wastewater Collection Certification fee	100	
Annual DEQ Permit fee	5,000	
Lab testing of industrial discharge	4,000	<u>10,580</u>
<b>61251 DEPARTMENT/OPERATING SUPPLIES (ENG):</b>		
Reference and code books	75	
Assessor maps/microfilm	50	
Drafting supplies	75	
Surveying and inspection supplies	100	<u>300</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 5 of 11

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 470 - WASTEWATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61252 DEPARTMENT/OPERATING SUPPLIES (MT):</b>		
Reference books	25	
Drafting supplies	25	
Small tools and supplies	300	<u>350</u>
<b>61253 DEPARTMENT/OPERATING SUPPLIES (PW):</b>		
Water tour supplies	200	
Assessor maps/microfilm	25	
Reference, code and other books	155	<u>380</u>
<b>61290 DUES &amp; SUBSCRIPTIONS (FI):</b>	400	<u>400</u>
<b>61291 DUES &amp; SUBSCRIPTIONS (ENG):</b>		
American Public Works Association (APWA)	50	
Engineering dues and subscriptions	50	<u>100</u>
<b>61292 DUES &amp; SUBSCRIPTIONS (MT):</b>		
American Public Works Association (APWA)	50	
East Linn Coordination Council (ELCC)	150	<u>200</u>
<b>61293 DUES &amp; SUBSCRIPTIONS (PW):</b>		
Association of Oregon Sewerage Agencies	30	
American Public Works Association (APWA)	30	
Subscriptions	30	<u>90</u>
<b>61299 DUPLICATION (ADMIN):</b>		
Cost of repairs, paper & supplies for main copier	2,600	<u>2,600</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 6 of 11

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 470 - WASTEWATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61300 DUPLICATION:</b>		
Printing of billing forms, envelopes	3,500	<u>3,500</u>
<b>61305 GRANT APPLICATION COST:</b>		
Costs for materials, maps, slides, drawings, photos, etc.	5,000	<u>5,000</u>
<b>61319 EDUCATION &amp; TRAINING (ADMIN):</b>	80	<u>80</u>
<b>61320 EDUCATION &amp; TRAINING:</b>		
Training, workshops, seminars for Finance Department	750	<u>750</u>
<b>61321 EDUCATION &amp; TRAINING (ENG):</b>		
Training, workshops, seminars	400	<u>400</u>
<b>61322 EDUCATION &amp; TRAINING (MT):</b>		
Training, workshops, seminars	700	
Reimbursement for course work	200	<u>900</u>
<b>61323 EDUCATION &amp; TRAINING (PW):</b>		
Training, workshops, seminars	400	<u>400</u>
<b>61400 INSURANCE:</b>		
Vehicle, general liability, equipment and building coverage	11,000	<u>11,000</u>
<b>61401 UNEMPLOYMENT INSURANCE:</b>	1,000	<u>1,000</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 7 of 11

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 470 - WASTEWATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61420 INSURANCE REPAIR & DEDUCT:	500	<u>500</u>
61501 UNIFORM PURCHASE/LAUNDERING (ENG):		
Rain gear	25	<u>25</u>
61502 UNIFORM PURCHASE/LAUNDERING (MT):		
Rain gear, rubber boots, gloves	150	
Purchase, repair, cleaning of uniforms, safety clothing, etc.	600	<u>750</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	200	<u>200</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, snoopers, safety tripod, etc.	300	<u>300</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 8 of 11

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 470 - WASTEWATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61573 MAINTENANCE/EQUIPMENT (PW):</b>		
Service and repair of office equipment	75	<u>75</u>
<b>61581 MAINTENANCE/VEHICLES (ENG):</b>		
Engineering vehicles	400	
Payment to Fire District for mechanic	300	<u>700</u>
<b>61582 MAINTENANCE/VEHICLES (MT):</b>		
T.V. Van	600	
Vactor	1,000	
Hydroflusher	300	
Maintenance pickup	400	
OMI Sludge truck	500	
OMI Pickup	100	
OMI Tractor	100	
Payment to Fire District for mechanic	1,950	<u>4,950</u>
<b>61599 MEETINGS &amp; CONFERENCES (ADMIN):</b>		
Business meetings and travel luncheons	1,300	<u>1,300</u>
<b>61600 MEETINGS &amp; CONFERENCES:</b>		
Business meetings and travel luncheons	700	<u>700</u>
<b>61601 MEETINGS &amp; CONFERENCES (ENG):</b>		
American Public Works Association Conference	75	
Business meetings and travel luncheons	75	<u>150</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 9 of 11

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 470 - WASTEWATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61602 MEETINGS &amp; CONFERENCES (MT):</b>		
American Public Works Association Conference	125	
Business meetings and travel luncheons	125	<u>250</u>
<b>61603 MEETINGS &amp; CONFERENCES (PW):</b>		
American Public Works Association Conference	150	
Business meetings and travel luncheons	50	<u>200</u>
<b>61700 OFFICE SUPPLIES:</b>	600	<u>600</u>
<b>61701 OFFICE SUPPLIES (ENG):</b>	200	<u>200</u>
<b>61702 OFFICE SUPPLIES (MT):</b>		
Binders, notebooks, pens, maps, etc.	100	<u>100</u>
<b>61703 OFFICE SUPPLIES (PW):</b>	450	<u>450</u>
<b>61801 PETROLEUM PRODUCTS (ENG):</b>		
Gasoline, oil lubricants	100	<u>100</u>
<b>61802 PETROLEUM PRODUCTS (MT):</b>		
Gasoline, oil, lubricants	1,600	<u>1,600</u>
<b>61820 POSTAGE:</b>		
Postage for billing and notices	5,700	<u>5,700</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 10 of 11

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 470 - WASTEWATER UTILITY**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61850 REFUNDS:</b>		
Collection agency	2,000	
Billing and fee returns	3,000	<u>5,000</u>
<b>61900 UTILITIES:</b>		
City Hall offices	2,000	<u>2,000</u>
 <b><u>CAPITAL OUTLAY</u></b>		
<b>72301 IMPROVEMENTS (PW):</b>		
Outfall project	12,000	<u>12,000</u>
<b>72302 IMPROVEMENTS (MT):</b>		
Replace storage shed for sewer repair inventory	9,500	<u>9,500</u>
<b>72500 OFFICE EQUIPMENT (FI):</b>		
Phone system	1,100	
Three calculators (1/3)	100	
Required software (1/3)	400	
Laser printer (1/3)	500	<u>2,100</u>
<b>72501 OFFICE EQUIPMENT (ENG):</b>	500	<u>500</u>
<b>72503 OFFICE EQUIPMENT (PW):</b>		
Network hardware	1,500	
Telephone headset	250	
Desk, chair, bookcase	350	<u>2,100</u>
<b>72601 OTHER EQUIPMENT (ENG):</b>		
Sanitary sewer flow monitors	11,000	<u>11,000</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 11 of 11

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 470 - WASTEWATER UTILITY**

<b><u>CAPITAL OUTLAY</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>72802 VEHICLES (MT):</b>		
Used crawler tractor	3,200	<u>3,200</u>
 <b><u>INTERFUND TRANSFER</u></b>		
<b>90014 TO WASTEWATER BONDS:</b>	610,028	<u>610,028</u>
<b>90025 TO GIS FUND:</b>	13,500	<u>13,500</u>
<b>90105 TO EQUIPMENT ACQUISITION AND REPLACEMENT FUND:</b>	22,090	<u>22,090</u>
 <b><u>DEBT SERVICE</u></b>		
<b>95490 SELF LOAN PAYMENT:</b>	3,216	<u>3,216</u>



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 40 ENTERPRISE FUNDS  
 Dept : 474 WASTEWATER BOND REVENUE

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	42030 BOND SALE PROCEEDS			
299,240.79	207,414.96-	120,000	48100 INTEREST ON INVESTMENT	80,000	80,000	80,000
56,669.31	34,270.02	30,500	48102 INT EARNED ON CAPITALI	12,000	12,000	12,000
0.00	50.00	0	48140 MISCELLANEOUS REVENUE			
0.00	122,000.00-	0	49023 FROM WATER CIP			
0.00	80,000.00	277,057	49024 FROM W WATER - BOND	610,028	610,028	610,028
75,000.00	0.00	0	49025 FROM W WATER FUND			
0.00	0.00	0	49105 FROM STR CAP PROJ	35,000	35,000	35,000
4,509,873.16	4,201,190.38	3,412,000	49901 BEGINNING BALANCE	2,558,272	2,558,272	2,598,272
4,940,783.26	3,986,095.44	3,839,557	49998 TOTAL REVENUE	3,295,300	3,295,300	3,335,300
0.00	0.00	0	99000 TOTAL DEPT EXP	0	0	0
4,940,783.26-	3,986,095.44-	3,839,557-	99450 TTL REV/EXP (SURP)/DEF	3,295,300	-3,295,300	-3,335,300



## **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 1992-93, efforts were focused on major maintenance at the Wastewater Treatment Plant (WWTP) and construction of the sludge thickening facility. Efforts during 1993-94 will focus on engineering for the westside interceptor, downtown sewer separation, Harrison Street Pump Station replacement and the remaining major maintenance at the Wastewater Treatment Plant. A new project has been added to meet the requirements of outfall toxicity at the Wastewater Treatment Plant.



PROGRAM INFORMATION

**WASTEWATER UTILITY CAPITAL IMPROVEMENT PROGRAM**

Page 2 of 2

POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Administrative Secretary-Public Works	.09 FTE	.060 FTE
Crew Chief	.08 FTE	.080 FTE
Director of Public Works	.10 FTE	.050 FTE
Engineering Division Manager	.15 FTE	.150 FTE
Engineering Technician II	.35 FTE	.000 FTE
Engineering Technician III	.30 FTE	.000 FTE
Maintenance Division Manager	.01 FTE	.010 FTE
Project Engineer	.35 FTE	.000 FTE
Senior Engineer	.35 FTE	.000 FTE
Secretary I	<u>.10 FTE</u>	<u>.100 FTE</u>
 SUBTOTAL - Regular	 1.88 FTE	 .450 FTE
 Temporary Public Works Accounting Clerk	 .00 FTE	 .061 FTE
Temporary Engineering	.13 FTE	.000 FTE
Temporary Public Works	<u>.27 FTE</u>	<u>.000 FTE</u>
 TOTAL	 2.28 FTE	 0.511 FTE



Date : 7/04/93  
 Time : 4:57  
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CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91	91-92	92-93		93-94			
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud	
PERSONNEL SERVICES							
47,447.16	46,470.77	57,257	50001 SALARIES	14,015	14,015	14,015	
18,462.59	18,343.41	22,249	50003 FRINGE BENEFITS	5,641	5,641	5,641	
0.00	212.16	7,970	50250 PART TIME				
0.00	0.00	3,200	50600 OVERTIME				
65,909.75	65,026.34	90,676	59999 TOTAL PERSONNEL SERV	19,656	19,656	19,656	
MATERIALS & SERVICES							
245.20	3,104.35	3,000	61011 ADVERTISING (ENG)				
0.00	0.00	450	61121 COMMUNICATION (ENG)				
938.30	2,612.86	500	61126 COMPUTER EXP (ENG)				
0.00	0.00	0	61131 CONTRACT SERVICES (PW)	1,060	1,060	1,060	
31,184.08	90,234.15	414,400	61133 CONTRACT SERV (ENG)	365,000	365,000	365,000	
0.00	0.00	2,000	61134 CONTRACT SERV (MAINT)	2,000	2,000	2,000	
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE	200	200	200	
430.94	756.23	600	61241 OPERATING EXP (ENG)				
0.00	338.77	300	61243 OPERATING EXP (PW)	300	300	300	
325.42	590.70	250	61251 OP SUPPLIES (ENG)				
0.00	70.49	100	61291 DUES & SUBSCRIPT (ENG)				
320.42	299.00	500	61321 EDUCATION & TRNG (ENG)				
0.00	0.00	100	61323 EDUCATION & TRNG (PW)	100	100	100	
10.50	98.00	200	61501 UNIFORMS (ENG)				
70.00	0.75	200	61561 MAINT/BLDG (ENG)				
0.00	18.50	100	61571 MAINT/EQPT (ENG)				
70.95	387.36	500	61581 MAINT/VEHICLES (ENG)				
157.35	79.00	800	61601 MTGS & CONF (ENG)				
0.00	10.50	100	61603 MTGS & CONF (PW)	100	100	100	
0.00	585.87	500	61701 OFFICE SUPPLIES (ENG)				
9.98	60.56	200	61703 OFFICE SUPPLIES (PW)	200	200	200	
70.49	177.47	300	61801 PETROLEUM (ENG)				
1,452.50	1,512.50	2,000	61881 RENT (ENG)				
113.07	275.59	1,000	61901 UTILITIES (ENG)				
35,399.20	101,212.65	428,100	69999 TOTAL MAT & SERV	368,960	368,960	368,960	
CAPITAL OUTLAY							
0.00	0.00	35,000	72052 LAND (MAINT)	35,000	35,000	35,000	
18,988.00	444,725.55	1,815,000	72301 IMPROVEMENTS (ENG)	1,280,700	1,280,700	1,280,700	
0.00	0.00	56,600	72302 IMPROVEMENTS (MAINT)	56,600	56,600	56,600	
7,052.24	5,404.90	2,900	72501 OFFICE EQPT (ENG)				
1,373.00	0.00	0	72503 OFFICE EQPT (PW)				
0.00	0.00	300	72601 OTHER EQPT (ENG)				



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 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
3,993.59	0.00	32,500	72602 OTHER EQPT (MAINT)			
0.00	1,577.50	0	72801 VEHICLES (ENG)			
0.00	0.00	124,600	72802 VEHICLES (MAINT)			
31,406.83	451,707.95	2,066,900	79999 TOTAL CAPITAL OUTLAY	1,372,300	1,372,300	1,372,300
CONTINGENCIES						
0.00	0.00	200,000	80005 OPERATING CONTINGENCY	100,000	100,000	100,000
0.00	0.00	200,000	89999 TOTAL CONTINGENCIES	100,000	100,000	100,000
INTERFUND TRANSFERS						
0.00	0.00	0	90025 TO GIS	6,500	6,500	6,500
700.00	700.00	0	90105 TO EQPT ACQ & REP FUND			
700.00	700.00	0	90990 TOTAL INTERFUND TRANS	6,500	6,500	6,500
UNAPPROPRIATED						
0.00	0.00	0	92010 UNAPROP END FUND BAL			
0.00	0.00	0	92199 TOTAL UNAPPROPRIATED	0	0	0
LOANS						
122,000.00	0.00	0	93121 INTERFD LOAN-WATER CIP			
122,000.00	0.00	0	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
255,415.78	618,646.94	2,785,676	99000 TOTAL DEPT EXP	1,867,416	1,867,416	1,867,416
255,415.78	618,646.94	2,785,676	99450 TTL REV/EXP (SURP)/DEF	1,867,416	1,867,416	1,867,416



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CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
MATERIALS & SERVICES						
22,868.65	0.00	0	61130 CONTRACT SERVICES			
22,868.65	0.00	0	69999 TOTAL MAT & SERV	0	0	0
CONTINGENCIES						
0.00	0.00	82,370	80025 RES FOR CAP INT			
0.00	0.00	390,900	80026 RES FOR DEBT SERVICE	390,900	390,900	376,749
0.00	0.00	473,270	89999 TOTAL CONTINGENCIES	390,900	390,900	376,749
UNAPPROPRIATED						
0.00	0.00	190,755	92010 UNAPROP END FUND BAL	738,184	738,184	804,080
0.00	0.00	190,755	92199 TOTAL UNAPPROPRIATED	738,184	738,184	804,080
DEBT SERVICE						
75,000.00	80,000.00	85,000	95100 BOND PRINCIPAL			
157,950.00	155,278.13	192,057	95200 BOND INTEREST	298,800	298,800	287,055
157,950.00	155,278.13	112,799	95204 CAPITALIZED INTEREST			
390,900.00	390,556.26	389,856	95999 TOTAL DEBT SERVICE	298,800	298,800	287,055
413,768.65	390,556.26	1,053,881	99000 TOTAL DEPT EXP	1,427,884	1,427,884	1,467,884
413,768.65	390,556.26	1,053,881	99450 TTL REV/EXP (SURP)/DEF	1,427,884	1,427,884	1,467,884



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 2

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 475 - WASTEWATER UTILITY CIP**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61131 CONTRACT SERVICES (PW):</b>		
Part-time temporary Public Works Accounting Clerk	1,060	<u>1,060</u>
<b>61133 CONTRACT SERVICES (ENG):</b>		
Engineering services for:		
Downtown Sewer Separation	50,000	
WWTP Outflow Project	30,000	
Harrison St./Tekpark pump station design	200,000	
Interceptor Flow Monitoring	15,000	
Westside Interceptor engineering	70,000	<u>365,000</u>
<b>61134 CONTRACT SERVICES (MT):</b>		
New Shop site (Phase 1)	2,000	<u>2,000</u>
<b>61240 DEPARTMENT/OPERATING EXPENSE:</b>	200	<u>200</u>
<b>61243 DEPARTMENT/OPERATING EXPENSE (PW):</b>	300	<u>300</u>
<b>61323 EDUCATION &amp; TRAINING (PW):</b>		
Training, workshops, seminars	100	<u>100</u>
<b>61603 MEETINGS &amp; CONFERENCES (PW):</b>	100	<u>100</u>
<b>61703 OFFICE SUPPLIES (PW):</b>	200	<u>200</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 2 of 2

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 475 - WASTEWATER UTILITY CIP**

<b><u>CAPITAL OUTLAY</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>72052 LAND (MT):</b>		
New Shop site (Phase 1)	35,000	<u>35,000</u>
<b>72301 IMPROVEMENTS (ENG):</b>		
Clarifier painting	4,000	
2nd & Morton	115,000	
Milton Street	32,700	
12th Street	5,000	
Pipe Replacement Program	35,000	
WWTP Outflow Project	89,000	
Surge control-land acquisition	375,000	
Harrison Pump Station expansion	400,000	
Westside Interceptor	225,000	<u>1,280,700</u>
<b>72302 IMPROVEMENTS (MT):</b>		
New Shop site (Phase 1)	56,600	<u>56,600</u>
 <b><u>INTERFUND TRANSFERS</u></b>		
<b>90025 TO GIS FUND:</b>	6,500	<u>6,500</u>
 <b><u>DEBT SERVICE</u></b>		
<b>95200 BOND INTEREST</b>	287,055	<u>287,055</u>



## **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.

As in years past, there is no direct revenue source for this fund. We have also virtually reached an end of the cash carry forward that has kept maintenance of this project afloat. We will operate as far into the year as funding will allow.

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. Previously we have contracted the maintenance of the crossing at Highway 20 but with training from the Public Utility Commission, in-house maintenance crews will be taking over this responsibility.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 40 ENTERPRISE FUNDS  
 Dept : 480 SANTIAM RAILWAY FUND

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
<b>REVENUES</b>						
1,482.00	0.00	0	48053 DONATIONS			
1,293.33	513.18	100	48100 INTEREST ON INVESTMENT			
0.00	0.00	10	48140 MISCELLANEOUS REVENUE	30	30	30
28,732.95	12,472.68	7,100	49901 BEGINNING BALANCE	689	689	1,000
31,508.28	12,985.86	7,210	49998 TOTAL REVENUE	719	719	1,030
<b>PERSONNEL SERVICES</b>						
2,146.32	1,757.96	1,750	50001 SALARIES			
969.86	843.86	739	50003 FRINGE BENEFITS			
3,116.18	2,601.82	2,489	59999 TOTAL PERSONNEL SERV	0	0	0
<b>MATERIALS &amp; SERVICES</b>						
206.55	0.00	0	61010 ADVERTISING			
2,400.00	3,000.00	3,000	61130 CONTRACT SERVICES			
3,209.31	140.98	1,470	61240 DEPT/OPERATING EXPENSE	719	719	1,030
0.00	0.00	0	61560 MAINT/BLDG (ADMIN)			
5,815.86	3,140.98	4,470	69999 TOTAL MAT & SERV	719	719	1,030
<b>CAPITAL OUTLAY</b>						
8,621.56	0.00	0	72300 IMPROVEMENTS			
1,482.00	0.00	0	72800 VEHICLES			
10,103.56	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
<b>CONTINGENCIES</b>						
0.00	0.00	251	80005 OPERATING CONTINGENCY			
0.00	0.00	251	89999 TOTAL CONTINGENCIES	0	0	0
19,035.60	5,742.80	7,210	99000 TOTAL DEPT EXP	719	719	1,030
12,472.68-	7,243.06-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 1

**FUND: 40 - ENTERPRISE**

**DEPARTMENT: 480 - SANTIAM RAILWAY**

**MATERIALS & SERVICES**

**SUB-LINE  
ITEM TOTAL   LINE TOTAL**

**61240 DEPARTMENT/OPERATING EXPENSE:**

Sign/Signal repairs	530	
Rail and switch repair	300	
Ballast	100	
Vegetation control	100	<u>1,030</u>

# INTERGOVERNMENTAL FUND



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
<b>REVENUES</b>						
0.00	430.70	0	48100 INTEREST ON INVESTMENT			
0.00	0.01	0	48110 GRANT LOAN PRINC REC			
0.00	0.00	0	48112 GRANT LOAN INT REC			
34,901.50	15,960.16	16,500	49901 BEGINNING BALANCE			
34,901.50	16,390.87	16,500	49998 TOTAL REVENUE	0	0	0
<b>PERSONNEL SERVICES</b>						
0.00	0.00	0	50001 SALARIES			
0.00	0.00	0	59999 TOTAL PERSONNEL SERV	0	0	0
<b>MATERIALS &amp; SERVICES</b>						
0.00	26.80	0	61240 DEPT/OPERATING EXPENSE			
0.00	0.00	0	61350 GRANT LOANS MADE			
0.00	26.80	0	69999 TOTAL MAT & SERV	0	0	0
<b>INTERFUND TRANSFERS</b>						
0.00	0.00	16,500	90010 TO GENERAL FUND			
0.00	0.00	16,500	90990 TOTAL INTERFUND TRANS	0	0	0
0.00	26.80	16,500	99000 TOTAL DEPT EXP	0	0	0
34,901.50-	16,364.07-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



## PROGRAM INFORMATION

### MOTEL TAX

Page 1 of 1

#### PROGRAM DESCRIPTION:

On June 23, 1993 at the request of the Lebanon Area Chamber of Commerce, and with the agreement of the motel owners, the Lebanon City Council adopted a motel tax. The tax, \$1.00 per room per night, will be used to promote tourism in Lebanon. Currently, the City contracts with the Chamber of Commerce to provide promotional services. For 1993-94, the City will keep 10% of the tax to cover costs of collection. Thereafter, actual costs (once they are known) will be reimbursed.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 510 MOTEL TAX

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	47090 MOTEL ROOM TAX			12,000
0.00	0.00	0	48100 INTEREST ON INVESTMENT			100
0.00	0.00	0	49901 BEGINNING BALANCE			
0.00	0.00	0	49998 TOTAL REVENUE	0	0	12,100
MATERIALS & SERVICES						
0.00	0.00	0	61130 CONTRACT SERVICES			10,900
0.00	0.00	0	69999 TOTAL MAT & SERV	0	0	10,900
INTERFUND TRANSFERS						
0.00	0.00	0	90005 TO GEN FUND-ADMIN COST			1,200
0.00	0.00	0	90990 TOTAL INTERFUND TRANS	0	0	1,200
0.00	0.00	0	99000 TOTAL DEPT EXP	0	0	12,100
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 50 - INTERGOVERNMENTAL

DEPARTMENT: 510 - MOTEL TAX

<u>MATERIALS &amp; SERVICES:</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61130 CONTRACT SERVICES:		
Contract with Lebanon Chamber of Commerce	10,900	<u>10,900</u>
90005 ADMIN COSTS/TAX COLLECT:		
Administration costs for tax collection	1,200	<u>1,200</u>



## PROGRAM INFORMATION

### **SANTIAM TRAVEL STATION**

Page 1 of 2

#### PROGRAM DESCRIPTION:

In 1993, the City of Lebanon received \$260,000 from Oregon Department of Transportation to rejuvenate the Lebanon historic train depot into an intermodal transit station. This project involves the acquisition, rehabilitation, and rejuvenation of Lebanon's historic SPRR train depot to be used as an intermodal transit center. This project will result in a vacant, idle and deteriorating historic structure being restored and transformed into a community and regional transportation center. Proposed activities include a bus station (serving regional carriers and rail feeder bus), carpool park and ride (no designated facility currently exists in east Linn County), tourist information and traveler comfort facility (open seven days a week; currently there are no public restrooms readily available to travelers from I-5 to Sweet Home), local transit information center, parcel freight services, and housing the Lebanon Chamber of Commerce and the regional headquarters of the new short-line railroad operator.

Site improvements include the creation of a (covered) bus loading facility, covered and open bench seating, covered bicycle racks, drinking fountain, information kiosks, landscaping, full outside lighting and a telephone. All site improvements will compliment the historic design character of the depot building.

Primary parking areas will be improved to full city standard providing a total of 45 new, fully improved off-street parking spaces. Future parking areas will be secured for 50 additional spaces. Handicap, bus and recreational vehicle access, parking, and loading areas have been designed and incorporated into the site plan.



**PROGRAM INFORMATION**

**SANTIAM TRAVEL STATION**

Page 2 of 2

**PROGRAM DESCRIPTION:**

The City will fund \$31,000 of matching fund from repaid 1983-84 Housing Rehabilitation Loans.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 515 SANTIAM TRAVEL STATION

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	41050 STATE GRANT FUNDS			159,900
0.00	0.00	0	48100 INTEREST ON INVESTMENT			100
0.00	0.00	0	49901 BEGINNING BALANCE			
0.00	0.00	0	49998 TOTAL REVENUE	0	0	160,000
MATERIALS & SERVICES						
0.00	0.00	0	61130 CONTRACT SERVICES			35,000
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE			1,000
0.00	0.00	0	69999 TOTAL MAT & SERV	0	0	36,000
CAPITAL OUTLAY						
0.00	0.00	0	72300 IMPROVEMENTS			124,000
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	124,000
0.00	0.00	0	99000 TOTAL DEPT EXP	0	0	160,000
0.00	0.00	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 budget for project administration once an eligible project is defined.

There is no specific project committed in advance for the 1993-94 budget year. For this reason, no detail sheet is provided for this fund.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 520 OTSC GRANT

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	8,000	41050 STATE GRANT FUNDS			
12.93	9.50	0	48100 INTEREST ON INVESTMENT			
205.08	218.01	200	49901 BEGINNING BALANCE	237	237	237
218.01	227.51	8,200	49998 TOTAL REVENUE	237	237	237
MATERIALS & SERVICES						
0.00	0.00	0	61124 COMPUTER EXPENSE			
0.00	0.00	1,000	61130 CONTRACT SERVICES			
0.00	0.00	200	61240 DEPT/OPERATING EXPENSE	237	237	237
0.00	0.00	0	61250 DEPT/OP SUPPLIES			
0.00	0.00	0	61800 PETROLEUM			
0.00	0.00	1,200	69999 TOTAL MAT & SERV	237	237	237
CAPITAL OUTLAY						
0.00	0.00	7,000	72300 IMPROVEMENTS			
0.00	0.00	0	72600 OTHER EQPT.			
0.00	0.00	7,000	79999 TOTAL CAPITAL OUTLAY	0	0	0
0.00	0.00	8,200	99000 TOTAL DEPT EXP	237	237	237
218.01-	227.51-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



**PROGRAM INFORMATION**

**SPECIAL EVENT BANNERS**

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 banners 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 the banners.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
3,445.72	0.00	0	41045 GRANT FUNDS			
82.84	178.06	100	48100 INTEREST ON INVESTMENT			
0.00	3,528.56	3,709	49901 BEGINNING BALANCE	3,807	3,807	3,807
3,528.56	3,706.62	3,809	49998 TOTAL REVENUE	3,807	3,807	3,807
MATERIALS & SERVICES						
0.00	0.00	3,609	61130 CONTRACT SERVICES	3,607	3,607	3,607
0.00	0.00	100	61240 DEPT/OPERATING EXPENSE	100	100	100
0.00	0.00	100	61700 OFFICE SUPPLIES	100	100	100
0.00	0.00	3,809	69999 TOTAL MAT & SERV	3,807	3,807	3,807
0.00	0.00	3,809	99000 TOTAL DEPT EXP	3,807	3,807	3,807
3,528.56-	3,706.62-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 50 - INTERGOVERNMENTAL

DEPARTMENT: 530 - SPECIAL EVENT BANNERS

<u>MATERIALS &amp; SERVICES:</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61600 CONTRACT SERVICES:		
Contractor to fabricate banners	3,607	<u>3,607</u>
61240 DEPARTMENT/OPERATING EXPENSE:	100	<u>100</u>
61700 OFFICE SUPPLIES:	100	<u>100</u>



## **PROGRAM INFORMATION**

### **GIS**

Page 1 of 1

#### **PROGRAM DESCRIPTION:**

This fund is used to administer development of Lebanon's Geographic Information System (GIS). GIS is a computer-based system of "layered" maps and records which are used to solve complex management and planning problems.

In December 1992 Linn County completed a feasibility study for a county-wide GIS system. The feasibility study concluded that a GIS "will provide a more accessible, accurate, timely and cost-effective method of maintaining maps and related reports within Linn County". A benefit cost ratio of greater than 4 to 1 was estimated. Based on the feasibility study, Linn County has given GIS development a high priority, to include cost sharing within urban areas.

For the 1993-94 budget year, this fund paces Lebanon's GIS development activity with that of Linn County to achieve cost savings. Specific work includes installing highly accurate global positioning system (GPS) survey monuments, translating tax maps and records into computer formats, computerized aerial mapping, and limited computer hardware purchases. A variety of other funds provide financing through interfund transfers.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 540 GIS

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	48100 INTEREST ON INVESTMENT			
0.00	0.00	0	48140 MISCELLANEOUS REVENUE			
0.00	0.00	0	49022 FROM WATER FUND	13,500	13,500	13,500
0.00	0.00	0	49023 FROM WATER CIP	6,500	6,500	6,500
0.00	0.00	0	49025 FROM W WATER FUND	13,500	13,500	13,500
0.00	0.00	0	49026 FROM WW CIP	6,500	6,500	6,500
0.00	0.00	0	49105 FROM STR CAP PROJ	7,000	7,000	7,000
0.00	0.00	0	49106 FROM STR CAP IMP-RESTR	53,000	53,000	53,000
0.00	0.00	0	49901 BEGINNING BALANCE			
0.00	0.00	0	49998 TOTAL REVENUE	100,000	100,000	100,000
MATERIALS & SERVICES						
0.00	0.00	0	61011 ADVERTISING (ENG)	100	100	100
0.00	0.00	0	61126 COMPUTER EXP (ENG)	200	200	200
0.00	0.00	0	61133 CONTRACT SERV (ENG)	95,000	95,000	95,000
0.00	0.00	0	61701 OFFICE SUPPLIES (ENG)	200	200	200
0.00	0.00	0	69999 TOTAL MAT & SERV	95,500	95,500	95,500
CAPITAL OUTLAY						
0.00	0.00	0	72502 OFFICE EQPT (MAINT)	4,500	4,500	4,500
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	4,500	4,500	4,500
0.00	0.00	0	99000 TOTAL DEPT EXP	100,000	100,000	100,000
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 1

**FUND: 50 - INTERGOVERNMENTAL FUNDS**

**DEPARTMENT: 540 - GEOGRAPHICAL INFORMATION SYSTEM (GIS)**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61011 ADVERTISING (ENG):</b>		
Consultant proposals	100	<u>100</u>
<b>61126 COMPUTER EXPENSE (ENG):</b>		
Service and repair of hardware	100	
Supplies	100	<u>200</u>
<b>61133 CONTRACT SERVICES (ENG):</b>		
GIS - GPS monumentation	20,000	
GIS - Digital parcel mapping	30,000	
GIS - Aerial mapping	45,000	<u>95,000</u>
<b>61701 OFFICE SUPPLIES (ENG):</b>	200	<u>200</u>
 <b><u>CAPITAL OUTLAY</u></b>		
<b>72502 OFFICE EQUIPMENT (ENG):</b>		
GIS - Station hardware	4,500	<u>4,500</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 relating 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 FY 1992-93. The money spent installing these sidewalks will eventually be reimbursed to the City.

In addition, funding is included for year one of a three-year program to bring the City into compliance with new ADA requirements for curb access ramps on public sidewalks, and for construction of an 8-foot wide pedestrian path which will run along the east side of 7th Street from "E" Street to Walker Road. This path will improve the safety of youths walking to and from Cascade School and the high school.

#### POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Administrative Secretary-Public Works	.21 FTE	.1600 FTE
Director of Public Works	.04 FTE	.0200 FTE
Engineering Technician I	.01 FTE	.0100 FTE
Secretary I	<u>.02 FTE</u>	<u>.0200 FTE</u>
SUBTOTAL - Regular	.28 FTE	.2100 FTE
Temporary Public Works Accounting Clerk	<u>.00 FTE</u>	<u>.0022 FTE</u>
TOTAL	.00 FTE	.2122 FTE



Date : 7/04/93  
Time : 4:57  
Dte Range: Complete Report

CITY OF LEBANON  
AIMS General Ledger System  
Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
459.91	0.00	0	42060 UNBONDED PRINCIPAL-LID			
27.09	0.00	0	42070 UNBONDED INT-LID			
3,911.33	2,229.04	500	48100 INTEREST ON INVESTMENT	200	200	1,000
0.00	20.00	0	48140 MISCELLANEOUS REVENUE			
25,171.00	0.00	0	49010 FROM GENERAL FUND			
3,787.60	4,409.49	4,000	49045 STATE HIGHWAY REVENUE	4,000	4,000	4,000
0.00	0.00	0	49046 FROM STREETS FUND			
0.00	27,910.00	2,255	49105 FROM STR CAP PROJ	98,854	98,854	98,854
56,928.77	31,360.19	52,344	49901 BEGINNING BALANCE	1,968	1,968	14,982
90,285.70	65,928.72	59,099	49998 TOTAL REVENUE	105,022	105,022	118,836
PERSONNEL SERVICES						
0.00	1,747.57	6,737	50001 SALARIES	4,825	4,825	4,825
0.00	748.35	2,584	50003 FRINGE BENEFITS	2,062	2,062	2,062
0.00	0.00	0	50250 PART TIME			
0.00	0.00	0	50600 OVERTIME			
0.00	2,495.92	9,321	59999 TOTAL PERSONNEL SERV	6,887	6,887	6,887
MATERIALS & SERVICES						
308.40	1,239.70	800	61010 ADVERTISING	800	800	800
0.00	0.00	0	61128 COMPUTER EXP (PW)			200
0.00	0.00	0	61130 CONTRACT SERVICES	40	40	40
0.00	67.93	800	61240 DEPT/OPERATING EXPENSE	400	400	400
47,567.06	8,782.21	15,000	61852 SIDEWALK GRANTS	15,000	15,000	25,427
47,875.46	10,089.84	16,600	69999 TOTAL MAT & SERV	16,240	16,240	26,867
CAPITAL OUTLAY						
11,424.65	903.80	32,000	72300 IMPROVEMENTS	78,200	78,200	80,611
11,424.65	903.80	32,000	79999 TOTAL CAPITAL OUTLAY	78,200	78,200	80,611
CONTINGENCIES						
0.00	0.00	1,178	80005 OPERATING CONTINGENCY	3,695	3,695	4,471
0.00	0.00	1,178	89999 TOTAL CONTINGENCIES	3,695	3,695	4,471



Date : 7/04/93  
Time : 4:57  
Dte Range: Complete Report

CITY OF LEBANON  
AIMS General Ledger System  
Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
59,300.11	13,489.56	59,099	99000 TOTAL DEPT EXP	105,022	105,022	118,836
30,985.59-	52,439.16-	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**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61010 ADVERTISING:</b>		
Projects	500	
Sidewalk Incentive Program	300	<u>800</u>
<b>61128 COMPUTER EXPENSE:</b>	200	<u>200</u>
<b>61130 CONTRACT SERVICES:</b>		
Part-time temporary Public Works Accounting Clerk	40	<u>40</u>
<b>61240 DEPARTMENT/OPERATING EXPENSE:</b>		
General expense	200	
Project expense	100	
Testing expense	100	<u>400</u>
<b>61852 SIDEWALK GRANTS:</b>		
Repair Incentive Program	4,000	
Construction Incentive Program	5,000	
High priority sidewalk incentive	16,427	<u>25,427</u>
 <b><u>CAPITAL OUTLAY</u></b>		
<b>72300 IMPROVEMENTS:</b>		
Third-year priority sidewalk installation	10,000	
1993 City Sidewalk Project	14,411	
7th Street Pedestrian Path	56,200	<u>80,611</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 140 crosswalks, 312 stop bars, over 5 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 also responsible for acquisition of needed easements and rights-of-way, for conducting vacation proceedings to dispose of unneeded property interests, and for reviewing development proposals to ensure compliance with the City's Transportation Master Plan.

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)

In recent past, the Street Section has relied on temporary help about seven months out of each year. We will again supplement our work force with a temporary position during peak seasons and activities.

#### POSITIONS:

	<u>Original 1993-94</u>	<u>Supplemental 1993-94</u>
Accounting Clerk - Confidential	.0700 FTE	.0700 FTE
Administrative Secretary-Public Works	.0600 FTE	.0600 FTE
City Administrator	.1300 FTE	.1300 FTE
Crew Chief	1.0000 FTE	1.0000 FTE
Director of Public Works	.2300 FTE	.2300 FTE
Engineering Division Manager	.1300 FTE	.1300 FTE
Engineering Technician I	.3000 FTE	.3000 FTE
Engineering Technician II	.0000 FTE	.0000 FTE
Engineering Technician III	.2300 FTE	.2300 FTE
Finance Director	.0600 FTE	.0600 FTE
Finance Operations Manager	.0600 FTE	.0600 FTE
Maintenance Division Manager	.2800 FTE	.2800 FTE
Secretary/Accounts Payable Clerk	.0800 FTE	.0800 FTE
Secretary I	.1600 FTE	.1600 FTE
Sr. Maintenance Worker (3)	<u>2.0500 FTE</u>	<u>2.0500 FTE</u>
 SUBTOTAL - Regular	 4.8400 FTE	 4.8400 FTE
 Temporary Public Works Accounting Clerk	 .0407 FTE	 .0407 FTE
Temporary Maintenance	<u>.5800 FTE</u>	<u>.7400 FTE</u>
 TOTAL	 5.4607 FTE	 5.6207 FTE
 Contract - City Attorney	 5.76% of Contract Wage	
 Mayor and City Council	 9% of stipend	

## **PROGRAM INFORMATION**

### **STREETS**

Page 3 of 3

### **PROGRAM DESCRIPTION:** (continued)

### **SUPPLEMENTAL BUDGET**

Unanticipated revenue was received in the amount of \$52,062. \$30,000 was placed in the contingency fund; \$4,000 in Contract Services; and \$18,062 for Equipment Acquisition and Replacement.



Date : 1/19/94  
 Time : 2:20  
 Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 1/19/94

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 558 STREET MAINTENANCE

91-92 Prior Yr-2	92-93 Prior Yr-1	93-94 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
439,585.52	470,686.92	460,000	41075 ST DEPT OF TRANS	460,000	460,000	460,000
0.00	0.00	0	44025 VALLEY LANDFILLS			
3,500.00-	3,500.00	3,500	45020 REV FROM RENTED PROP	3,500	3,500	3,500
1,487.33	6,760.33	0	48060 ENGINEERING FEES			
178.71	1,910.28	1,000	48100 INTEREST ON INVESTMENT	500	500	1,000
1,678.42	6,836.66	4,000	48140 MISCELLANEOUS REVENUE	4,000	4,000	4,000
4,000.00	0.00	0	49012 FROM PUB IMPROV FUND			
53,719.68	34,775.96	88,587	49901 BEGINNING BALANCE	35,000	35,000	88,587
497,149.66	524,470.15	557,087	49998 TOTAL REVENUE	503,000	503,000	557,087
PERSONNEL SERVICES						
143,749.46	140,194.55	147,826	50001 SALARIES	147,826	147,826	147,826
10,219.15	59,508.15	64,272	50003 FRINGE BENEFITS	65,912	65,912	64,272
3,743.55	5,982.58	0	50250 PART TIME			
0.00	0.00	100	50255 PARENTAL LEAVE EXPENSE	100	100	100
259.14	1,101.93	1,700	50600 OVERTIME	1,700	1,700	1,700
207,971.30	206,787.21	213,898	59999 TOTAL PERSONNEL SERV	215,538	215,538	213,898
MATERIALS & SERVICES						
0.00	0.00	400	61009 ADVERTISING (PW)	400	400	400
145.00	1,004.00	100	61010 ADVERTISING	100	100	100
0.00	0.00	100	61011 ADVERTISING (ENG)	100	100	100
0.00	0.00	200	61012 ADVERTISING (MAINT)	200	200	200
0.00	0.00	50	61121 COMMUNICATION (ENG)	50	50	50
181.22	101.23	400	61122 COMMUNICATION (MAINT)	400	400	400
27.50	46.08	35	61123 COMMUNICATION (PW)	35	35	35
253.48	428.47	750	61124 COMPUTER EXPENSE	750	750	750
1,099.90	559.00	1,000	61126 COMPUTER EXP (ENG)	1,000	1,000	1,000
247.64	611.96	1,100	61127 COMPUTER EXP (MAINT)	1,100	1,100	1,100
151.27	525.05	1,480	61128 COMPUTER EXP (PW)	1,480	1,480	1,480
2,850.00	3,938.38	2,940	61130 CONTRACT SERVICES	2,940	2,940	2,940
0.00	0.00	2,990	61131 CONTRACT SERVICES (PW)	2,990	2,990	2,990
2,349.50	3,214.81	1,000	61133 CONTRACT SERV (ENG)	1,000	1,000	1,000
0.00	0.00	13,680	61134 CONTRACT SERV (MAINT)	9,680	9,680	13,680
0.00	387.62	624	61239 OPERATING EXP (ADMIN)	624	624	624
1,283.51	1,116.49	1,000	61240 DEPT/OPERATING EXPENSE	1,000	1,000	1,000
65.67	172.70	500	61241 OPERATING EXP (ENG)	500	500	500
6,633.13	29,051.67	46,849	61242 OPERATING EXP (MAINT)	46,849	46,849	46,849
489.80	598.88	480	61243 OPERATING EXP (PW)	480	480	480
147.16	194.15	500	61251 OP SUPPLIES (ENG)	500	500	500

Date : 1/19/94  
Time : 2:20  
Range: Complete Report

CITY OF LEBANON  
AIMS General Ledger System  
Budget Preparation

G10 Run Date : 1/19/94

Fund : 50 INTERGOVERNMENTAL FUNDS  
Dept : 558 STREET MAINTENANCE

91-92	92-93	93-94		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
810.56	839.22	900	61252 OP. SUPPLIES (MAINT)	900	900	900
371.85	211.75	180	61253 OP SUPPLIES (PW)	180	180	180
35.00	1,061.26	500	61291 DUES & SUBSCRIPT (ENG)	500	500	500
28.00	80.50	100	61292 DUES & SUBS (MAINT)	100	100	100
87.00	299.50	685	61293 DUES & SUBSCRIPT (PW)	685	685	685
0.00	25.83	40	61319 ED & TRNG (ADMIN)	40	40	40
765.90	172.58	300	61321 EDUCATION & TRNG (ENG)	300	300	300
1,006.51	1,426.76	1,400	61322 ED & TRNG (MAINT)	1,400	1,400	1,400
169.66	455.11	400	61323 EDUCATION & TRNG (PW)	400	400	400
88,155.60	88,677.28	85,000	61390 STREET LIGHTS	85,000	85,000	85,000
18,691.68	20,591.97	21,000	61400 INSURANCE	21,000	21,000	21,000
171.00	1,392.00	500	61401 UNEMPLOY INS	500	500	500
150.00	0.00	1,000	61420 INS REPAIR & DEDUCT	1,000	1,000	1,000
0.00	34.62	25	61501 UNIFORMS (ENG)	25	25	25
684.58	1,538.76	1,600	61502 UNIFORMS (MAINT)	1,600	1,600	1,600
108.92	286.36	400	61562 MAINT/BLDG (MAINT)	400	400	400
41.41	0.00	100	61571 MAINT/EQPT (ENG)	100	100	100
396.99	1,120.87	1,700	61572 MAINT/EQPT (MAINT)	1,700	1,700	1,700
76.67	44.30	75	61573 MAINT/EQPT (PW)	75	75	75
0.00	0.00	0	61580 MAINT/VEHICLES			
153.78	1,393.99	500	61581 MAINT/VEHICLES (ENG)	500	500	500
22,861.90	26,961.99	31,625	61582 MAINT/VEHICLES (MAINT)	31,625	31,625	31,625
0.00	374.66	600	61599 MTGS & CONF (ADMIN)	600	600	600
0.00	33.00	0	61600 MEETINGS & CONFERENCES			
0.00	0.00	300	61601 MTGS & CONF (ENG)	300	300	300
112.12	127.10	300	61602 MTGS & CONF (MAINT)	300	300	300
107.47	63.26	330	61603 MTGS & CONF (PW)	330	330	330
0.00	0.00	0	61700 OFFICE SUPPLIES			
0.00	8.33	100	61701 OFFICE SUPPLIES (ENG)	100	100	100
114.82	100.31	150	61702 OFF SUPPLIES (MAINT)	150	150	150
332.27	521.06	450	61703 OFFICE SUPPLIES (PW)	450	450	450
49.49	33.28	100	61801 PETROLEUM (ENG)	100	100	100
6,332.39	6,308.84	7,500	61802 PETROLEUM (MAINT)	7,500	7,500	7,500
1,599.05	1,946.17	2,000	61902 UTILITIES (MAINT)	2,000	2,000	2,000
189,339.40	198,081.15	236,038	69999 TOTAL MAT & SERV	232,038	232,038	236,038

CAPITAL OUTLAY

0.00	0.00	0	72102 BUILDINGS (MAINT)			
0.00	0.00	0	72302 IMPROVEMENTS (MAINT)			
541.00	15.00	500	72501 OFFICE EQPT (ENG)	500	500	500
0.00	999.74	0	72502 OFFICE EQPT (MAINT)			
0.00	50.00	1,000	72503 OFFICE EQPT (PW)	750	750	1,000
1,829.00	1,816.62	950	72602 OTHER EQPT (MAINT)	950	950	950
0.00	0.00	6,400	72802 VEHICLES (MAINT)	6,400	6,400	6,400
2,370.00	2,881.36	8,850	79999 TOTAL CAPITAL OUTLAY	8,600	8,600	8,850



Date : 1/19/94  
 Time : 2:20  
 Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

Page : 50  
 G10 Run Date : 1/19/94

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 558 STREET MAINTENANCE

91-92	92-93	93-94		93-94			
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud	
-----							
CONTINGENCIES							
0.00	0.00	37,297	80005 OPERATING CONTINGENCY	7,297	7,297	37,297	
0.00	0.00	1,640	80030 RES - MED INS			1,640	
-----							
0.00	0.00	38,937	89999 TOTAL CONTINGENCIES	7,297	7,297	38,937	
INTERFUND TRANSFERS							
0.00	0.00	0	90035 TO ST FT & BIKE PTH FD				
32,000.00	28,133.00	32,000	90052 TO STORM DRAINAGE	32,000	32,000	32,000	
0.00	0.00	0	90060 TO FAU STREET PROJECT				
37,693.00	0.00	27,364	90105 TO EQPT ACQ & REP FUND	7,527	7,527	27,364	
-----							
69,693.00	28,133.00	59,364	90990 TOTAL INTERFUND TRANS	39,527	39,527	59,364	
69,373.70	435,882.72	557,087	99000 TOTAL DEPT EXP	503,000	503,000	557,087	
27,775.96-	88,587.43-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0	

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 9

**FUND: 50 - INTERGOVERNMENTAL FUNDS**

**DEPARTMENT: 558 - STREETS**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61009 ADVERTISING (PW):	400	<u>400</u>
61010 ADVERTISING:	100	<u>100</u>
61011 ADVERTISING (ENG):		
Personnel recruitment	100	<u>100</u>
61012 ADVERTISING (MT):		
Personnel recruitment	200	<u>200</u>
61121 COMMUNICATIONS (ENG):		
Service and repair of radio equipment	50	<u>50</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 (FI):		
Programs and programming	750	<u>750</u>
61126 COMPUTER EXPENSE (ENG):		
Service and repair of hardware	100	
Supplies	150	
Software	750	<u>1,000</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 2 of 9

**FUND: 50 - INTERGOVERNMENTAL FUNDS**

**DEPARTMENT: 558 - STREETS**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61127 COMPUTER EXPENSE (MT):</b>		
Service and repair of hardware	200	
Supplies	100	
Software	800	<u>1,100</u>
<b>61128 COMPUTER EXPENSE (PW):</b>		
Network	1,250	
Service and repair of hardware	110	
Supplies	40	
Software	40	
Training	40	<u>1,480</u>
<b>61130 CONTRACT SERVICES:</b>		
City attorney	2,940	<u>2,940</u>
<b>61131 CONTRACT SERVICES (PW):</b>		
Part-time temporary Public Works Accounting Clerk	740	
Consultant expenses	2,250	<u>2,990</u>
<b>61133 CONTRACT SERVICES (ENG):</b>		
Surveying and consultant expenses	1,000	<u>1,000</u>
<b>61134 CONTRACT SERVICES (MT):</b>		
Janitorial service for shop	350	
Temporary maintenance worker (.74 FTE)	13,330	<u>13,680</u>

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 3 of 9

**FUND: 50 - INTERGOVERNMENTAL FUNDS**

**DEPARTMENT: 558 - STREETS**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61239 DEPARTMENT/OPERATING EXPENSE (ADMIN):</b>		
Expense reimbursement	624	<u>624</u>
<b>61240 DEPARTMENT/OPERATING EXPENSE:</b>		
Expense reimbursement	144	
Safety Incentive Program	400	
Employee Assistance Program	456	<u>1,000</u>
<b>61241 DEPARTMENT/OPERATING EXPENSE (ENG):</b>		
Expense reimbursement	200	
Testing lab expense	300	<u>500</u>
<b>61242 DEPARTMENT/OPERATING EXPENSE (MT):</b>		
Hazardous spill cleanup materials and disposal	1,000	
Expense reimbursement	149	
Shop operations - welding supplies, materials, contracted services, etc.	1,000	
Bridge repairs	4,000	
Street repairs	14,000	
Gravel	3,000	
Concrete repairs and finishing	3,000	
Public property cleaning, vegetation control, leaf pickup, landfill fees	2,200	
Traffic control/painting	6,000	
Sign maintenance/barricades	4,000	
Tool/equipment rental	500	
Snow/ice control	1,000	
Dust control	7,000	<u>46,849</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 4 of 9

**FUND: 50 - INTERGOVERNMENTAL FUNDS**

**DEPARTMENT: 558 - STREETS**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61243 DEPARTMENT/OPERATING EXPENSE (PW):</b>		
Expense reimbursement	480	<u>480</u>
<b>61251 DEPARTMENT/OPERATING SUPPLIES (ENG):</b>		
References, code books	200	
Drafting, surveying and inspection supplies	200	
Assessor maps/microfilm	100	<u>500</u>
<b>61252 DEPARTMENT/OPERATING SUPPLIES (MT):</b>		
Hand tools, shovels, rakes, picks, drills, sanders, cement finishing tools, blades, brushes	500	
Small hardware items, equipment cleaner, shop towels, shop supplies	400	<u>900</u>
<b>61253 DEPARTMENT/OPERATING SUPPLIES (PW):</b>		
Assessor maps/microfilm	25	
Reference, code and other books	155	<u>180</u>
<b>61291 DUES &amp; SUBSCRIPTIONS (ENG):</b>		
American Public Works Association (APWA)	50	
Regional Highway Advocacy Contribution	450	<u>500</u>
<b>61292 DUES &amp; SUBSCRIPTIONS (MT):</b>		
American Public Works Association (APWA)	100	<u>100</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 5 of 9

**FUND: 50 - INTERGOVERNMENTAL FUNDS**

**DEPARTMENT: 558 - STREETS**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61293 DUES &amp; SUBSCRIPTIONS (PW):</b>		
T2 Center	110	
American Public Works Association (APWA)	30	
Subscriptions	545	<u>685</u>
<b>61319 EDUCATION &amp; TRAINING (ADMIN):</b>		
Training, workshops, seminars	40	<u>40</u>
<b>61321 EDUCATION &amp; TRAINING (ENG):</b>		
Training, workshops, seminars	300	<u>300</u>
<b>61322 EDUCATION &amp; TRAINING (MT):</b>		
Training, workshops, seminars	1,000	
Reimbursement for course work	400	<u>1,400</u>
<b>61323 EDUCATION &amp; TRAINING (PW):</b>		
Training, workshops, seminars	400	<u>400</u>
<b>61390 STREET LIGHTS:</b>		
Electricity and maintenance fee for city street lights	85,000	<u>85,000</u>
<b>61400 INSURANCE:</b>		
Vehicle, general liability, equipment and building coverage	21,000	<u>21,000</u>
<b>61401 UNEMPLOYMENT INSURANCE:</b>	500	<u>500</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 6 of 9

**FUND: 50 - INTERGOVERNMENTAL FUNDS**

**DEPARTMENT: 558 - STREETS**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61420 INSURANCE REPAIR & DEDUCT:	1,000	<u>1,000</u>
61501 UNIFORM PURCHASE/LAUNDERING (ENG):		
Rain gear	25	<u>25</u>
61502 UNIFORM PURCHASE/LAUNDERING (MT):		
Rain gear, rubber boots, gloves	200	
Purchase, repair, cleaning of uniforms, safety equipment	1,400	<u>1,600</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>
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	1,000	<u>1,700</u>
61573 MAINTENANCE/EQUIPMENT (PW):		
Service and repair of office equipment	75	<u>75</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 7 of 9

**FUND: 50 - INTERGOVERNMENTAL FUNDS**

**DEPARTMENT: 558 - STREETS**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61581 MAINTENANCE/VEHICLES (ENG):</b>		
Engineering vehicles	200	
Payment to Fire District for mechanic	300	<u>500</u>
<b>61582 MAINTENANCE/VEHICLES (MT):</b>		
Flat bed trucks (2)	1,500	
Station Wagon	200	
Dump trucks (2)	2,000	
Pickups (3)	1,000	
Van	200	
Grader	1,500	
Street Sweeper	1,000	
Street Flusher	1,000	
Tractors and attachments (3)	5,000	
Crane	500	
Roller	300	
Bucket Truck (annual certification)	900	
Payment to Fire District for mechanic	16,525	<u>31,625</u>
<b>61599 MEETINGS &amp; CONFERENCES (ADMIN):</b>		
Business meetings and travel luncheons	600	<u>600</u>
<b>61601 MEETINGS &amp; CONFERENCES (ENG):</b>		
American Public Works Association Conference	100	
Streets and Roads Conference	150	
Business meetings and travel luncheons	50	<u>300</u>
<b>61602 MEETINGS &amp; CONFERENCES (MT):</b>		
American Public Works Association Conference	150	
Business meetings and travel lunches	150	<u>300</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 8 of 9

**FUND: 50 - INTERGOVERNMENTAL FUNDS**

**DEPARTMENT: 558 - STREETS**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61603 MEETINGS &amp; CONFERENCES (PW):</b>		
American Public Works Association Conference	90	
Streets and Roads Conference	210	
Business meetings and travel luncheons	30	<u>330</u>
<b>61701 OFFICE SUPPLIES (ENG):</b>	100	<u>100</u>
<b>61702 OFFICE SUPPLIES (MT):</b>	150	<u>150</u>
<b>61703 OFFICE SUPPLIES (PW):</b>	450	<u>450</u>
<b>61801 PETROLEUM PRODUCTS (ENG):</b>		
Gasoline, oil lubricants	100	<u>100</u>
<b>61802 PETROLEUM PRODUCTS (MT):</b>		
Gasoline, oil lubricants	7,500	<u>7,500</u>
<b>61902 UTILITIES (MT):</b>		
Electricity at shop	1,500	
Natural Gas at shop	500	<u>2,000</u>
 <b><u>CAPITAL OUTLAY</u></b>		
<b>72501 OFFICE EQUIPMENT (ENG):</b>	500	<u>500</u>
<b>72503 OFFICE EQUIPMENT (PW):</b>	1,000	<u>1,000</u>
<b>72602 OTHER EQUIPMENT (MT):</b>	950	<u>950</u>

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 9 of 9

**FUND: 50 - INTERGOVERNMENTAL FUNDS**

**DEPARTMENT: 558 - STREETS**

<b><u>CAPITAL OUTLAY</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
72802 VEHICLES (MT):		
Used crawler tractor	6,400	<u>6,400</u>
<b><u>INTERFUND TRANSFER</u></b>		
90052 TO STORM DRAINAGE FUND	32,000	<u>32,000</u>
90105 TO EQUIPMENT ACQUISITION AND REPLACEMENT FUND:	27,364	<u>27,364</u>



## PROGRAM INFORMATION

### STORM DRAINAGE

Page 1 of 1

#### PROGRAM DESCRIPTION:

The Public Works 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 ensure that each extension of the drainage system conforms with modern engineering and construction standards and with the Storm Drainage Master Plan.

This fund has lost approximately 40 percent of its funding due to cuts in the general fund three years ago. 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.

<u>POSITIONS:</u>	<u>1992-93</u>	<u>1993-94</u>
Administrative Secretary-Public Works	.05 FTE	.050 FTE
Crew Chief	.15 FTE	.150 FTE
Director of Public Works	.05 FTE	.050 FTE
Engineering Division Manager	.03 FTE	.030 FTE
Engineering Technician I	.11 FTE	.110 FTE
Maintenance Division Manager	.02 FTE	.020 FTE
Secretary I	.01 FTE	.010 FTE
Sr. Maintenance Worker	<u>.20 FTE</u>	<u>.200 FTE</u>
 SUBTOTAL - Regular	 .62 FTE	 .620 FTE
 Temporary Public Works Accounting Clerk	 <u>.00 FTE</u>	 <u>.008 FTE</u>
 TOTAL	 .62 FTE	 .628 FTE



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 559 STORM DRAINAGE

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
817.58	551.90	0	48100 INTEREST ON INVESTMENT	200	200	200
25,576.00	0.00	0	49010 FROM GENERAL FUND			
32,000.00	32,000.00	28,133	49046 FROM STREETS FUND	32,000	32,000	32,000
13,355.01	11,649.46	11,000	49901 BEGINNING BALANCE	3,293	3,293	6,000
71,748.59	44,201.36	39,133	49998 TOTAL REVENUE	35,493	35,493	38,200
PERSONNEL SERVICES						
25,327.54	18,451.33	17,734	50001 SALARIES	18,095	18,095	18,095
11,463.64	7,918.20	6,963	50003 FRINGE BENEFITS	7,585	7,585	7,585
6,300.00	0.00	0	50250 PART TIME			
0.00	0.00	0	50255 PARENTAL LEAVE EXPENSE			
0.00	0.00	100	50600 OVERTIME	100	100	100
43,091.18	26,369.53	24,797	59999 TOTAL PERSONNEL SERV	25,780	25,780	25,780
MATERIALS & SERVICES						
0.00	0.00	500	61009 ADVERTISING (PW)	100	100	100
0.00	0.00	50	61011 ADVERTISING (ENG)	50	50	50
0.00	0.00	0	61012 ADVERTISING (MAINT)			
40.50	0.00	120	61128 COMPUTER EXP (PW)	120	120	420
0.00	0.00	500	61131 CONTRACT SERVICES (PW)	423	423	693
0.00	0.00	1,000	61133 CONTRACT SERV (ENG)	100	100	100
65.86	85.07	0	61240 DEPT/OPERATING EXPENSE			
61.51	0.00	100	61241 OPERATING EXP (ENG)	100	100	100
13,160.04	1,797.89	6,831	61242 OPERATING EXP (MAINT)	5,100	5,100	5,100
147.75	120.00	635	61243 OPERATING EXP (PW)	300	300	363
0.00	0.00	0	61250 DEPT/OP SUPPLIES			
0.00	1.50	100	61251 OP SUPPLIES (ENG)	100	100	100
135.06	81.88	200	61252 OP. SUPPLIES (MAINT)	200	200	200
0.00	306.40	469	61253 OP SUPPLIES (PW)	300	300	300
199.61	0.00	100	61502 UNIFORMS (MAINT)	100	100	100
0.00	0.00	0	61570 MAINT/EQPT			
49.30	0.00	200	61572 MAINT/EQPT (MAINT)	200	200	200
0.00	2,400.00	500	61582 MAINT/VEHICLES (MAINT)	1,000	1,000	1,000
0.00	0.00	0	61603 MTGS & CONF (PW)	170	170	170
10.50	61.44	100	61703 OFFICE SUPPLIES (PW)			
0.00	0.00	0	61800 PETROLEUM			
1,082.18	397.68	500	61802 PETROLEUM (MAINT)	1,000	1,000	1,000
14,952.31	5,251.86	11,905	69999 TOTAL MAT & SERV	9,363	9,363	9,996



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 559 STORM DRAINAGE

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
<b>CAPITAL OUTLAY</b>						
591.61	0.00	0	72501 OFFICE EQPT (ENG)			
300.62	0.00	0	72503 OFFICE EQPT (PW)			
0.00	0.00	0	72600 OTHER EQPT.			
1,163.41	0.00	0	72602 OTHER EQPT (MAINT)	350	350	350
2,055.64	0.00	0	79999 TOTAL CAPITAL OUTLAY	350	350	350
<b>CONTINGENCIES</b>						
0.00	0.00	2,431	80005 OPERATING CONTINGENCY			2,074
0.00	0.00	2,431	89999 TOTAL CONTINGENCIES	0	0	2,074
60,099.13	31,621.39	39,133	99000 TOTAL DEPT EXP	35,493	35,493	38,200
11,649.46-	12,579.97-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 3

**FUND: 50 - INTERGOVERNMENTAL FUNDS**

**DEPARTMENT: 559 - STORM DRAINAGE**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61009 ADVERTISING (PW):	100	<u>100</u>
61011 ADVERTISING (ENG):	50	<u>50</u>
61128 COMPUTER EXPENSE (PW):		
Service and repair of hardware	105	
Supplies	105	
Software	105	
Training	105	<u>420</u>
61131 CONTRACT SERVICES (PW):		
Part-time temporary Public Works Accounting Clerk	110	
Consultant services	583	<u>693</u>
61133 CONTRACT SERVICES (ENG):		
Contract service/surveying, appraisals	100	<u>100</u>
61241 DEPARTMENT/OPERATING EXPENSE (ENG):		
Expense reimbursement	100	<u>100</u>
61242 DEPARTMENT/OPERATING EXPENSE (MT):		
Hazardous spill cleanup materials and disposal	500	
Employee Assistance Program	65	
Safety Incentive Program	35	
Rock and gravel for bottom of drainways	1,500	
Vegetation control	1,000	
Equipment rental	2,000	<u>5,100</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 2 of 3

**FUND: 50 - INTERGOVERNMENTAL FUNDS**

**DEPARTMENT: 559 - STORM DRAINAGE**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61243 DEPARTMENT/OPERATING EXPENSE (PW):</b>		
Expense reimbursement	135	
Other miscellaneous expenses	228	<u>363</u>
<b>61251 DEPARTMENT/OPERATING SUPPLIES (ENG):</b>		
Drafting and surveying supplies	100	<u>100</u>
<b>61252 DEPARTMENT/OPERATING SUPPLIES (MT):</b>		
Hand tools, shovels, rakes, blades	200	<u>200</u>
<b>61253 DEPARTMENT/OPERATING SUPPLIES (PW):</b>		
Assessor maps/microfilm	150	
Reference, code and other books	150	<u>300</u>
<b>61502 UNIFORM PURCHASE /LAUNDERING (MT):</b>	100	<u>100</u>
<b>61570 MAINTENANCE/EQUIPMENT (MT):</b>		
Weedeaters, chainsaws, other small equipment	200	<u>200</u>
<b>61582 MAINTENANCE/VEHICLES (MT):</b>	1,000	<u>1,000</u>
<b>61703 OFFICE SUPPLIES (PW):</b>	170	<u>170</u>
<b>61800 PETROLEUM PRODUCTS (MT):</b>		
Gasoline, oil, lubricants	1,000	<u>1,000</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 3 of 3

**FUND: 50 - INTERGOVERNMENTAL FUNDS**

**DEPARTMENT: 559 - STORM DRAINAGE**

**CAPITAL OUTLAY**

**SUB-LINE  
ITEM TOTAL   LINE TOTAL**

72602   **OTHER EQUIPMENT (MT):**

Replace weed eaters

350

350



**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 : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 562 911 COMMUNICATIONS

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	40,000	41020 FEDERAL GRANT FUNDS	31,000	31,000	31,000
0.00	0.00	40,000	49998 TOTAL REVENUE	31,000	31,000	31,000
MATERIALS & SERVICES						
0.00	0.00	0	60300 DEPRECIATION			
0.00	0.00	40,000	61130 CONTRACT SERVICES	31,000	31,000	31,000
0.00	0.00	40,000	69999 TOTAL MAT & SERV	31,000	31,000	31,000
0.00	0.00	40,000	99000 TOTAL DEPT EXP	31,000	31,000	31,000
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 : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 563 CIVIL FORFEITURES

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
7,232.97	2,857.58	3,000	43020 SUM. RELEASE FORFEIT	400	400	400
1,967.00	1,227.34	1,800	43030 AWARDED BY COURT	6,000	6,000	6,000
75.13	373.74	100	48100 INTEREST ON INVESTMENT	100	100	100
0.00	0.00	0	48140 MISCELLANEOUS REVENUE	400	400	400
0.00	6,029.34	3,700	49901 BEGINNING BALANCE	3,500	3,500	2,700
9,275.10	10,488.00	8,600	49998 TOTAL REVENUE	10,400	10,400	9,600
MATERIALS & SERVICES						
464.26	451.41	1,000	61010 ADVERTISING	1,000	1,000	1,000
2,331.50	1,744.35	3,300	61014 CITY ATTORNEY	3,300	3,300	3,300
0.00	1,732.97	1,500	61240 DEPT/OPERATING EXPENSE	100	100	100
450.00	1,000.00	2,800	61855 SPCL INVESTIGATIVE EXP	6,000	6,000	5,200
3,245.76	4,928.73	8,600	69999 TOTAL MAT & SERV	10,400	10,400	9,600
3,245.76	4,928.73	8,600	99000 TOTAL DEPT EXP	10,400	10,400	9,600
6,029.34-	5,559.27-	0	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 will provide transportation to the elderly, handicapped, and general public (on a space availability basis only) residing within the Lebanon City limits from 8:30 a.m. to 4:00 p.m. weekdays. During FY 92-93 we will have logged nearly 13,000 miles and over 7,650 rides.

Our Dial-A-Bus system remains a door-to-door service. A reservation 24 hours in advance is recommended to guarantee scheduled pick ups for appointments. Priority transportation is given for medical and social service appointments and to the Elderly Nutrition Program. All other activities such as shopping, personal business, recreation, and education are on a space availability basis.

Within the Dial-A-Bus budget is the Volunteer Medical Transportation (VMT) service. Supported fully by Special Transportation Formula Program (STFP) grant money, the Senior Center connects volunteer drivers with senior citizens who have out-of-town medical appointments for life sustaining therapies. Volunteer drivers are then reimbursed for their milage expenses. During FY 92-93 approximately 23,000 miles, making over 250 trips to Albany, Salem, Corvallis or Eugene.

Beginning July 1, 1993; funded through the STFP, the Senior Center will begin serving the rural areas of Lebanon with volunteer drivers who will be reimbursed for their mileage. Seniors, living outside the City limits, who reside at a Lebanon address must call 24 hours in advance to schedule transportation. A volunteer driver will deliver the person to any destination in Lebanon. While in Lebanon the senior will utilize the Dial-A-Bus for side trips to the store,



## PROGRAM INFORMATION

### DIAL-A-BUS

Page 2 of 2

#### PROGRAM DESCRIPTION:

post office or senior center, etc., When they are ready to go home the volunteer driver will be dispatched to return them home.

With both the medical and rural transportation programs a suggested donation of \$2.00 for the round trip will be encouraged.

Through STFP funding we have also applied for funds to hire a part-time (10 hrs/wk) Volunteer Coordinator to coordinate the volunteer needs of the transportation program. Their duties will include recruitment, training and scheduling volunteer telephone receptionist and drivers.

#### POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Dial-A-Bus Driver	1.000 FTE	1.0000 FTE
Relief Driver	.133 FTE	.1330 FTE
Volunteer Coordinator	<u>0.000 FTE</u>	<u>.2517 FTE</u>
TOTAL	1.133 FTE	1.3847 FTE



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
4,437.50	11,305.00	17,000	41050 STATE GRANT FUNDS	23,000	23,000	23,000
103.09	104.92	500	48100 INTEREST ON INVESTMENT	100	100	100
2,669.65	2,067.94	1,900	48140 MISCELLANEOUS REVENUE	2,500	2,500	2,500
25,231.00	19,008.00	27,085	49010 FROM GENERAL FUND	22,085	22,085	22,085
1,650.28	2,811.08	0	49901 BEGINNING BALANCE	7,000	7,000	7,000
34,091.52	35,296.94	46,485	49998 TOTAL REVENUE	54,685	54,685	54,685
PERSONNEL SERVICES						
15,289.45	14,662.88	20,532	50001 SALARIES	24,342	24,342	24,342
9,247.10	9,413.53	9,381	50003 FRINGE BENEFITS	11,365	11,365	11,365
2,706.00	1,269.36	500	50250 PART TIME	1,500	1,500	1,500
27,242.55	25,345.77	30,413	59999 TOTAL PERSONNEL SERV	37,207	37,207	37,207
MATERIALS & SERVICES						
0.00	3,257.50	4,500	61230 DRIVER REIMB	6,400	6,400	6,400
115.60	817.98	830	61240 DEPT/OPERATING EXPENSE	1,567	1,567	1,567
293.02	444.13	250	61250 DEPT/OP SUPPLIES	633	633	633
1,556.64	1,883.80	3,000	61580 MAINT/VEHICLES	3,000	3,000	3,000
2,072.63	1,462.15	2,300	61800 PETROLEUM	2,300	2,300	2,300
4,037.89	7,865.56	10,880	69999 TOTAL MAT & SERV	13,900	13,900	13,900
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	5,192	80005 OPERATING CONTINGENCY	3,578	3,578	3,578
0.00	0.00	5,192	89999 TOTAL CONTINGENCIES	3,578	3,578	3,578
31,280.44	33,211.33	46,485	99000 TOTAL DEPT EXP	54,685	54,685	54,685
2,811.08-	2,085.61-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



PROGRAM EXPENDITURE DETAILS

Page 1 of 1

FUND: 50 INTERGOVERNMENTAL

DEPARTMENT: 569 DIAL-A-BUS

<u>MATERIALS &amp; SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61230 DRIVER REIMBURSEMENTS:	6,400	<u>6,400</u>
61240 DEPARTMENT OPERATING EXPENSE:		
Administrative	547	
Grant application fee	920	
Green Thumb physicals	100	<u>1,567</u>
61250 DEPARTMENT OPERATING SUPPLIES:		
Ridership & business cards, misc. supplies	633	<u>633</u>
61580 MAINTENANCE/VEHICLES:		
Lebanon Fire District	900	
Supplies & parts	2,100	<u>3,000</u>
61800 PETROLEUM:		
Gasoline & oil	2,300	<u>2,300</u>



## **PROGRAM INFORMATION**

### **SENIOR CENTER GRANT**

Page 1 of 1

#### **PROGRAM DESCRIPTION:**

During the course of FY 93-94 the Senior Center will be entering its third year of a three year grant awarded in the Fall of 1991 by the Department of Human Resources - Senior and Disabled Services Division. The goal of the grant is to work with elderly residents in the Lebanon Area to assist them in maintaining their independence by providing home safety inspections, education and minor home repairs. This project also purchases and installs safety products such as grab bars, handrails, deadbolts, motion sensor lights and fire extinguishers for qualifying seniors at little or no charge.

The grant project includes identifying Eldercare needs in our community and developing solutions or recommendations to meet those needs through the direction of the Lebanon Eldercare Coalition. This program will receive \$20,000 in grant funds during FY 92-93.

#### **POSITIONS:**

	<b><u>Original</u></b> <b><u>1993-94</u></b>	<b><u>Supplemental</u></b> <b><u>1993-94</u></b>
Program Manager	.32 FTE	.00 FTE
Project Assistant	<u>.25 FTE</u>	<u>.25 FTE</u>
TOTAL	.57 FTE	.25 FTE

#### **SUPPLEMENTAL BUDGET**

A federal grant was reduced with no prior warning, requiring the cost for the program manager to be paid in full by the General Fund.

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 570 SENIOR CENTER GRANT

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	14,999.62-	16,660	41050 STATE GRANT FUNDS	20,000	20,000	20,000
0.00	400.00	8,000	48053 DONATIONS	2,000	2,000	2,000
0.00	55.00-	0	48100 INTEREST ON INVESTMENT			
0.00	0.00	0	49901 BEGINNING BALANCE	2,000	2,000	2,000
0.00	14,654.62-	24,660	49998 TOTAL REVENUE	24,000	24,000	24,000
PERSONNEL SERVICES						
0.00	9,857.26	10,227	50001 SALARIES	14,006	14,006	14,006
0.00	4,441.13	4,149	50003 FRINGE BENEFITS	4,624	4,624	4,624
0.00	14,298.39	14,376	59999 TOTAL PERSONNEL SERV	18,630	18,630	18,630
MATERIALS & SERVICES						
0.00	345.00	750	61240 DEPT/OPERATING EXPENSE	504	504	504
0.00	0.00	8,000	61250 DEPT/OP SUPPLIES	2,000	2,000	2,000
0.00	345.00	8,750	69999 TOTAL MAT & SERV	2,504	2,504	2,504
CAPITAL OUTLAY						
0.00	0.00	0	72500 OFFICE EQPT.			
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
CONTINGENCIES						
0.00	0.00	1,534	80005 OPERATING CONTINGENCY	2,866	2,866	2,866
0.00	0.00	1,534	89999 TOTAL CONTINGENCIES	2,866	2,866	2,866
0.00	14,643.39	24,660	99000 TOTAL DEPT EXP	24,000	24,000	24,000
0.00	29,298.01	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



PROGRAM EXPENDITURE DETAILS

Page 1 of 1

FUND: 50 INTERGOVERNMENTAL

DEPARTMENT: 570 SENIOR CENTER GRANT

<u>MATERIALS &amp; SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61240 DEPARTMENT OPERATING EXPENSE:	504	<u>504</u>
61250 DEPARTMENT OPERATING SUPPLIES:	2,000	<u>2,000</u>



## PROGRAM INFORMATION

### STP STREET PROJECT

Page 1 of 2

#### PROGRAM DESCRIPTION:

In the past, the Federal Aid/Urban (FAU) program has distributed funds from the FHWA, through state governments, for use in constructing and reconstructing urban collector and arterial roads. The City's annual allocation has accumulated in our "account" maintained by the state.

The recent "Intermodal Surface Transportation Efficiency Act of 1991" has eliminated the FAU program. In its place is the Surface Transportation Program (STP) which functions similar to a block grant program. Lebanon's current FAU "account" has been transferred to the new STP account. Although details of the STP program are still being evaluated by ODOT, initial information indicates the STP program may be much more flexible than the past FAU program in how funds must be used for our transportation system. Lebanon's current FAU "account" has been transferred to the new STP account but must be allocated by September 30, 1993.

Current projects in this fund are the 12th Street FAU (or STP) project, which will reconstruct the roadway from Cox Creek south to City Limits, and the 2nd & Morton Street project, which will reconstruct the roadway from Main Street to Tangent Street (Hwy 34). These two projects have will meet our obligation if both are in contract by the September deadline. Construction should be completed in the 1993-94 budget year.



PROGRAM INFORMATION

**STP STREET PROJECT**

Page 2 of 2

POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Administrative Secretary-Public Works	.01 FTE	.0000 FTE
Director of Public Works	.01 FTE	.0100 FTE
Engineering Division Manager	.02 FTE	.0300 FTE
Engineering Technician II	<u>.00 FTE</u>	<u>.0000 FTE</u>
 SUBTOTAL - Regular	 .04 FTE	 .0400 FTE
 Temporary Public Works Accounting Clerk	 <u>.00 FTE</u>	 <u>.0544 FTE</u>
 TOTAL	 .04 FTE	 .0944 FTE



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 571 STP STREET PROJECT

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	11,382.76	0	41020 FEDERAL GRANT FUNDS			
0.00	0.00	0	41050 STATE GRANT FUNDS	259,928	259,928	399,928
558.36	252.55	100	48100 INTEREST ON INVESTMENT			
0.00	0.00	0	49046 FROM STREETS FUND			
0.00	2,680.00	11,802	49105 FROM STR CAP PROJ	21,804	21,804	21,804
0.00	0.00	0	49130 FROM SDC-STREET			
14,134.07	4,554.41	2,900	49901 BEGINNING BALANCE	216,000	216,000	12,000
14,692.43	18,869.72	14,802	49998 TOTAL REVENUE	497,732	497,732	433,732
PERSONNEL SERVICES						
7,235.02	2,430.13	1,425	50001 SALARIES	1,600	1,600	1,600
2,816.06	1,000.92	589	50003 FRINGE BENEFITS	668	668	668
0.00	0.00	0	50250 PART TIME			
0.00	0.00	0	50600 OVERTIME			
10,051.08	3,431.05	2,014	59999 TOTAL PERSONNEL SERV	2,268	2,268	2,268
MATERIALS & SERVICES						
0.00	0.00	10,650	61130 CONTRACT SERVICES	990	990	990
86.94	8.76	550	61240 DEPT/OPERATING EXPENSE	200	200	200
0.00	0.00	100	61250 DEPT/OP SUPPLIES			
0.00	0.00	100	61700 OFFICE SUPPLIES			
0.00	0.00	0	61800 PETROLEUM			
86.94	8.76	11,400	69999 TOTAL MAT & SERV	1,190	1,190	1,190
CAPITAL OUTLAY						
0.00	3,800.00	1,200	72300 IMPROVEMENTS			
0.00	0.00	350,060	72301 IMPROVEMENTS (ENG)	422,000	422,000	422,000
0.00	3,800.00	351,260	79999 TOTAL CAPITAL OUTLAY	422,000	422,000	422,000
CONTINGENCIES						
0.00	0.00	188	80005 OPERATING CONTINGENCY	72,274	72,274	8,274
0.00	0.00	188	89999 TOTAL CONTINGENCIES	72,274	72,274	8,274



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 571 STP STREET PROJECT

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
INTERFUND TRANSFERS						
0.00	8,300.00	0	90120 TO WATER CIP			
0.00	8,300.00	0	90990 TOTAL INTERFUND TRANS	0	0	0
10,138.02	15,539.81	364,862	99000 TOTAL DEPT EXP	497,732	497,732	433,732
4,554.41-	3,329.91-	350,060	99450 TTL REV/EXP (SURP)/DEF	0	0	0



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 1

**FUND: 50 - INTERGOVERNMENTAL FUNDS**

**DEPARTMENT: 571 - STP STREET PROJECT**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61130 CONTRACT SERVICES:</b>		
Part-time temporary Public Works Accounting Clerk	990	<u>990</u>
<b>61240 DEPARTMENT/OPERATING EXPENSE:</b>	200	<u>200</u>
 <b><u>CAPITAL OUTLAY</u></b>		
<b>72300 IMPROVEMENTS:</b>		
12th Street Reconstruction	149,000	
2nd & Morton Street Reconstruction	216,000	
Milton Street Reconstruction	57,000	<u>422,000</u>



## PROGRAM INFORMATION

### HISTORIC RESOURCES

Page 1 of 1

#### PROGRAM DESCRIPTION:

The objective of this grant is to prepare an historic context for the Lebanon area. A previous State Historic Preservation Office funded survey and inventory conducted in 1984 identified 156 historic resource sites yet did not include a historic narrative or historic context. The Lebanon Historic Resources Commission has subsequently evaluated and placed 38 of the 156 identified sites on the Lebanon Historic Register. Decisions regarding numerous candidate Historic register sites have been postponed or tabled until additional historic background information is available. Additionally, a historic context is necessary as soon as possible to assist in the preparation of analysis for various candidate Lebanon Historic Register sites where a conflict to preserving the site has been identified.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 572 HISTORIC RESOURCES

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	41050 STATE GRANT FUNDS	4,000	4,000	4,000
0.00	0.00	0	48100 INTEREST ON INVESTMENT	50	50	50
0.00	0.00	0	49028 FROM 83-84 HOUSING REH	1,500	1,500	1,500
0.00	0.00	0	49901 BEGINNING BALANCE			
0.00	0.00	0	49998 TOTAL REVENUE	5,550	5,550	5,550
MATERIALS & SERVICES						
0.00	0.00	0	61130 CONTRACT SERVICES	5,500	5,500	5,500
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE			
0.00	0.00	0	61700 OFFICE SUPPLIES			
0.00	0.00	0	69999 TOTAL MAT & SERV	5,500	5,500	5,500
INTERFUND TRANSFERS						
0.00	0.00	0	90010 TO GENERAL FUND	50	50	50
0.00	0.00	0	90990 TOTAL INTERFUND TRANS	50	50	50
0.00	0.00	0	99000 TOTAL DEPT EXP	5,550	5,550	5,550
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 573 ENTREPRENEURIAL GRANT

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
14,700.00	9,900.00	0	41050 STATE GRANT FUNDS			
0.00	0.00	0	48100 INTEREST ON INVESTMENT			
0.00	0.00	0	49901 BEGINNING BALANCE			
14,700.00	9,900.00	0	49998 TOTAL REVENUE	0	0	0
MATERIALS & SERVICES						
14,700.00	9,900.00	0	61130 CONTRACT SERVICES			
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE			
0.00	0.00	0	61250 DEPT/OP SUPPLIES			
14,700.00	9,900.00	0	69999 TOTAL MAT & SERV	0	0	0
14,700.00	9,900.00	0	99000 TOTAL DEPT EXP	0	0	0
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 574 WETLAND GRANT

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	41050 STATE GRANT FUNDS			
1,966.67	0.00	0	48055 DONATED MATCH. FDS.			
72.14	104.73	0	48100 INTEREST ON INVESTMENT			
0.00	2,038.81	0	49901 BEGINNING BALANCE			
2,038.81	2,143.54	0	49998 TOTAL REVENUE	0	0	0
MATERIALS & SERVICES						
0.00	0.00	0	61130 CONTRACT SERVICES			
0.00	2,143.54	0	61240 DEPT/OPERATING EXPENSE			
0.00	0.00	0	61250 DEPT/OP SUPPLIES			
0.00	2,143.54	0	69999 TOTAL MAT & SERV	0	0	0
0.00	2,143.54	0	99000 TOTAL DEPT EXP	0	0	0
2,038.81-	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	2,500.00	0	41050 STATE GRANT FUNDS			
23.92	9.18	0	48100 INTEREST ON INVESTMENT			
640.77	343.74	0	49901 BEGINNING BALANCE			
664.69	2,852.92	0	49998 TOTAL REVENUE	0	0	0
MATERIALS & SERVICES						
320.95	2,852.92	0	61130 CONTRACT SERVICES			
320.95	2,852.92	0	69999 TOTAL MAT & SERV	0	0	0
320.95	2,852.92	0	99000 TOTAL DEPT EXP	0	0	0
343.74-	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 580 PLANNING ASSISTANCE GRANT

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
<b>REVENUES</b>						
0.00	210.00	0	41050 STATE GRANT FUNDS			
155.06	19.65	0	48100 INTEREST ON INVESTMENT			
0.00	0.00	0	48140 MISCELLANEOUS REVENUE			
3,369.36	1,633.82	0	49901 BEGINNING BALANCE			
3,524.42	1,863.47	0	49998 TOTAL REVENUE	0	0	0
<b>PERSONNEL SERVICES</b>						
0.00	0.00	0	50001 SALARIES			
0.00	0.00	0	50003 FRINGE BENEFITS			
0.00	0.00	0	59999 TOTAL PERSONNEL SERV	0	0	0
<b>MATERIALS &amp; SERVICES</b>						
1,851.15	1,863.47	0	61130 CONTRACT SERVICES			
39.45	0.00	0	61240 DEPT/OPERATING EXPENSE			
0.00	0.00	0	61700 OFFICE SUPPLIES			
1,890.60	1,863.47	0	69999 TOTAL MAT & SERV	0	0	0
<b>CONTINGENCIES</b>						
0.00	0.00	0	80005 OPERATING CONTINGENCY			
0.00	0.00	0	89999 TOTAL CONTINGENCIES	0	0	0
1,890.60	1,863.47	0	99000 TOTAL DEPT EXP	0	0	0
1,633.82-	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



## 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. This fund will be used for maintenance in buildings as needed. For 1993-94, \$6,800 has been allocated to replace the city's phone system, which was installed in 1984. It is now almost impossible to get parts or phone sets and the system is in danger of breaking down.

In January 1993, The City was awarded a grant of \$260,000 to restore the unused 79 year old Lebanon Train Depot into a multi-purpose transit facility housing a travel center, bus depot, carpool park and ride, the Lebanon Area Chamber of Commerce, and the regional headquarters for a railroad company. The grant for the Santiam Travel Station requires \$31,000 matching funds which will be paid from this fund.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
2,028.18	1,614.88	1,000	48100 INTEREST ON INVESTMENT	100	100	100
16,365.87	18,280.18	12,000	48110 GRANT LOAN PRINC REC	1,000	1,000	1,000
814.25	670.91	300	48112 GRANT LOAN INT REC	200	200	200
23,851.71	20,484.01	36,800	49901 BEGINNING BALANCE	61,000	61,000	78,700
43,060.01	41,049.98	50,100	49998 TOTAL REVENUE	62,300	62,300	80,000
MATERIALS & SERVICES						
0.00	0.00	0	61130 CONTRACT SERVICES	31,000	31,000	29,100
331.50	3,992.35	600	61240 DEPT/OPERATING EXPENSE	500	500	500
10,225.35	0.00	0	61350 GRANT LOANS MADE			
0.00	0.00	18,500	61560 MAINT/BLDG (ADMIN)	21,200	21,200	40,800
10,556.85	3,992.35	19,100	69999 TOTAL MAT & SERV	52,700	52,700	70,400
CAPITAL OUTLAY						
0.00	0.00	31,000	72100 BUILDINGS			
0.00	0.00	0	72600 OTHER EQPT.	6,800	6,800	6,800
0.00	0.00	31,000	79999 TOTAL CAPITAL OUTLAY	6,800	6,800	6,800
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY	1,300	1,300	1,300
0.00	0.00	0	89999 TOTAL CONTINGENCIES	1,300	1,300	1,300
INTERFUND TRANSFERS						
12,019.15	235.85	0	90011 TO GEN FUND-LOAN REPAY			
0.00	0.00	0	90145 TO HIST RESOURCES	1,500	1,500	1,500
12,019.15	235.85	0	90990 TOTAL INTERFUND TRANS	1,500	1,500	1,500
22,576.00	4,228.20	50,100	99000 TOTAL DEPT EXP	62,300	62,300	80,000
20,484.01-	36,821.78-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



**PROGRAM INFORMATION**  
**AFFORDABLE HOUSING GRANT**

Page 1 of 1

**PROGRAM DESCRIPTION:**

The project will address the affordable housing needs of low and moderate income people in Linn County. The strategies for attaining that goal are: to provide specific information that is critical to planning for affordable housing in East Linn cities; to remove as many barriers to the production of affordable housing as possible through the planning process; and, provide site-specific information to facilitate development of affordable housing.

The working definition of low and moderate income for purposes of this project of this project is similar to that used by the U.S. Department of Housing and Urban Development. Moderate income people are those with an income of between 80 and 50 percent of the median income for the county (adjusted for household size). Low income people are those with incomes of 50 percent or less of the county median income.

Housing is generally considered to be affordable when the overall housing costs are 30 to 35 percent of a household's monthly income.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 50 INTERGOVERNMENTAL FUNDS  
 Dept : 586 AFFORDABLE HSING GRANT

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	9,346.00	12,461	41050 STATE GRANT FUNDS			
0.00	28.53	0	48100 INTEREST ON INVESTMENT			
0.00	0.00	0	49901 BEGINNING BALANCE	4,000	4,000	700
0.00	9,374.53	12,461	49998 TOTAL REVENUE	4,000	4,000	700
MATERIALS & SERVICES						
0.00	0.00	11,799	61130 CONTRACT SERVICES	4,000	4,000	700
0.00	0.00	172	61240 DEPT/OPERATING EXPENSE			
0.00	0.00	490	61300 DUPLICATION			
0.00	0.00	12,461	69999 TOTAL MAT & SERV	4,000	4,000	700
0.00	0.00	12,461	99000 TOTAL DEPT EXP	4,000	4,000	700
0.00	9,374.53-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



PROGRAM EXPENDITURE DETAIL SHEET

Page 1 of 1

FUND: 50 - GENERAL

DEPARTMENT: 586 - AFFORDABLE HOUSING GRANT

<u>MATERIALS AND SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61130 CONTRACT SERVICES	700	<u>700</u>

**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 or related housing activities for the balance of the fund not previously expended.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
22.27	0.00	0	41050 STATE GRANT FUNDS			
0.00	374.02	300	48100 INTEREST ON INVESTMENT			100
0.00	0.00	0	48110 GRANT LOAN PRINC REC			
6,937.00	6,959.27	4,350	49901 BEGINNING BALANCE	5,700	5,700	5,000
6,959.27	7,333.29	4,650	49998 TOTAL REVENUE	5,700	5,700	5,100
PERSONNEL SERVICES						
0.00	0.00	0	50001 SALARIES			
0.00	0.00	0	50003 FRINGE BENEFITS			
0.00	0.00	0	59999 TOTAL PERSONNEL SERV	0	0	0
MATERIALS & SERVICES						
0.00	1,786.50	1,100	61240 DEPT/OPERATING EXPENSE	2,200	2,200	2,000
0.00	0.00	3,550	61350 GRANT LOANS MADE	3,500	3,500	3,100
0.00	1,786.50	4,650	69999 TOTAL MAT & SERV	5,700	5,700	5,100
0.00	1,786.50	4,650	99000 TOTAL DEPT EXP	5,700	5,700	5,100
6,959.27-	5,546.79-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



## PROGRAM INFORMATION

### **1985/86 OCD HOUSING REHABILITATION GRANT 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 budget cuts required by Measure 5, funds in this department are being budgeted for building repairs.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
<b>REVENUES</b>						
357.19	380.70	100	48100 INTEREST ON INVESTMENT			
6,587.25	10,618.21	6,700	48110 GRANT LOAN PRINC REC			
5,000.00	11,944.44	7,200	49901 BEGINNING BALANCE	15,900	15,900	20,500
11,944.44	22,943.35	14,000	49998 TOTAL REVENUE	15,900	15,900	20,500
<b>PERSONNEL SERVICES</b>						
0.00	0.00	0	50001 SALARIES			
0.00	0.00	0	50003 FRINGE BENEFITS			
0.00	0.00	0	59999 TOTAL PERSONNEL SERV	0	0	0
<b>MATERIALS &amp; SERVICES</b>						
0.00	103.60	0	61240 DEPT/OPERATING EXPENSE			
0.00	0.00	0	61350 GRANT LOANS MADE			
0.00	15,630.34	14,000	61560 MAINT/BLDG (ADMIN)	15,900	15,900	20,500
0.00	15,733.94	14,000	69999 TOTAL MAT & SERV	15,900	15,900	20,500
0.00	15,733.94	14,000	99000 TOTAL DEPT EXP	15,900	15,900	20,500
11,944.44-	7,209.41-	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.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91	91-92	92-93		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
2,000.00	2,000.00	2,000	41050 STATE GRANT FUNDS	2,500	2,500	2,500
282.16	19.46	50	48100 INTEREST ON INVESTMENT	50	50	50
2,892.98	4,741.14	0	49901 BEGINNING BALANCE	246	246	700
5,175.14	6,760.60	2,050	49998 TOTAL REVENUE	2,796	2,796	3,250
MATERIALS & SERVICES						
0.00	0.00	1,000	61130 CONTRACT SERVICES	1,500	1,500	1,500
434.00	80.00	1,550	61240 DEPT/OPERATING EXPENSE	1,296	1,296	1,750
434.00	80.00	2,550	69999 TOTAL MAT & SERV	2,796	2,796	3,250
CAPITAL OUTLAY						
0.00	6,435.00	0	72300 IMPROVEMENTS			
0.00	6,435.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
434.00	6,515.00	2,550	99000 TOTAL DEPT EXP	2,796	2,796	3,250
4,741.14-	245.60-	500	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**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61130 CONTRACT SERVICES:	1,500	<u>1,500</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Brush clearing, rock and rip rap, parking lot painting, dock maintenance, loam and seed	1,750	<u>1,750</u>



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
11.78	0.00	0	48100 INTEREST ON INVESTMENT			
186.94	198.72	0	49901 BEGINNING BALANCE			
198.72	198.72	0	49998 TOTAL REVENUE	0	0	0
INTERFUND TRANSFERS						
0.00	198.72	0	90010 TO GENERAL FUND			
0.00	198.72	0	90990 TOTAL INTERFUND TRANS	0	0	0
0.00	198.72	0	99000 TOTAL DEPT EXP	0	0	0
198.72-	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0
197,116.18-	153,968.18-	350,560	99500 FUND TOTAL (SURP)/DEF	0	0	0



## **PROGRAM INFORMATION**

### **ENGINEERING IMPROVEMENT PERMITS**

Page 1 of 1

#### **PROGRAM DESCRIPTION:**

Public improvements are new transportation, water, wastewater, and drainage systems constructed in public rights-of-way or easements. They can be constructed by property owners, by a contractor hired by a property owner, City crews, or contractors hired by the City. For example, a subdivision developer is usually required to install new public streets and utilities as part of the subdivision.

When a public improvement is installed by private contract, the developer must acquire a public improvements permit. The permit includes a fee to cover the City's cost for plan review and inspections.

This fund, new for fiscal year 1993-94, accounts for all revenues and expenditures for public improvement permits.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 60 INTRAGOVERNMENTAL FUNDS  
 Dept : 610 ENG IMPROVEMENT PERMITS

90-91	91-92	92-93		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	48061 PUBLIC IMP APPS	40,000	40,000	40,000
0.00	0.00	0	48065 RIGHT OF WAY PERMITS	10,000	10,000	10,000
0.00	0.00	0	49998 TOTAL REVENUE	50,000	50,000	50,000
MATERIALS & SERVICES						
0.00	0.00	0	61133 CONTRACT SERV (ENG)	48,000	48,000	48,000
0.00	0.00	0	61241 OPERATING EXP (ENG)	1,000	1,000	1,000
0.00	0.00	0	61251 OP SUPPLIES (ENG)	1,000	1,000	1,000
0.00	0.00	0	69999 TOTAL MAT & SERV	50,000	50,000	50,000
INTERFUND TRANSFERS						
0.00	0.00	0	99000 TOTAL DEPT EXP	50,000	50,000	50,000
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 1

**FUND: 60 - INTERGOVERNMENTAL FUNDS**

**DEPARTMENT: 610 - ENGINEERING IMPROVEMENT PERMITS**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61133 CONTRACT SERVICES (ENG):		
Consultant inspection and testing	48,000	<u>48,000</u>
61241 OPERATING EXPENSE (ENG):	1,000	<u>1,000</u>
61251 OPERATING SUPPLIES (ENG):	1,000	<u>1,000</u>



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 60 INTRAGOVERNMENTAL FUNDS  
 Dept : 640 PAYROLL SUSPENSE

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
90.97-	172.20	0	49901 BEGINNING BALANCE			
90.97-	172.20	0	49998 TOTAL REVENUE	0	0	0
MATERIALS & SERVICES						
263.17-	228.15	0	61875 PAYROLL SUSPENSE			
263.17-	228.15	0	69999 TOTAL MAT & SERV	0	0	0
263.17-	228.15	0	99000 TOTAL DEPT EXP	0	0	0
172.20-	55.95	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 60 INTRAGOVERNMENTAL FUNDS  
 Dept : 650 SUSPENSE INTEREST

90-91	91-92	92-93	Line Item Description	93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg		Prop. Bud	Appr. Bud	Adpt. Bud
<hr/>						
REVENUES						
0.00	0.00	0	48250 SUSPENSE-INTEREST			
0.00	0.00	0	49901 BEGINNING BALANCE			
<hr/>						
0.00	0.00	0	49998 TOTAL REVENUE	0	0	0
<hr/>						
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 60 INTRAGOVERNMENTAL FUNDS  
 Dept : 660 SUSPENSE MISCELLANEOUS

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
33,024.09	42,076.68-	0	48260 SUSPENSE-MISC			
6,253.62	2,631.70	0	49901 BEGINNING BALANCE			
39,277.71	39,444.98-	0	49998 TOTAL REVENUE	0	0	0
MATERIALS & SERVICES						
32,755.06	38,229.75	0	61850 REFUNDS			
32,755.06	38,229.75	0	69999 TOTAL MAT & SERV	0	0	0
32,755.06	38,229.75	0	99000 TOTAL DEPT EXP	0	0	0
6,522.65-	77,674.73	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



# **SPECIAL ASSESSMENT FUND**



## 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.

In 1992-93, all remaining foreclosed property was sold by the city, for a total of over \$16,000. Cash in this fund will be held to repay outstanding debt.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91	91-92	92-93		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
16,052.26	74,084.48	12,000	42010 BANCROFT BOND PRINCIPA	2,800	2,800	2,800
5,840.87	15,727.95	4,000	42020 BANCROFT BOND INTEREST	1,000	1,000	1,000
44,026.29	2,462.93	0	45010 REV FROM SALE OF PROP			
0.00	2,000.00	4,800	45020 REV FROM RENTED PROP			
1,571.54	2,356.15	1,000	48100 INTEREST ON INVESTMENT	4,000	4,000	4,000
23,340.29	51,541.25	112,000	49901 BEGINNING BALANCE	107,000	107,000	107,000
90,831.25	148,172.76	133,800	49998 TOTAL REVENUE	114,800	114,800	114,800
MATERIALS & SERVICES						
0.00	0.00	6,000	61130 CONTRACT SERVICES	1,000	1,000	1,000
0.00	0.00	70,979	61240 DEPT/OPERATING EXPENSE	90,900	90,900	90,900
0.00	0.00	76,979	69999 TOTAL MAT & SERV	91,900	91,900	91,900
CAPITAL OUTLAY						
0.00	0.00	0	72050 LAND			
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	0
INTERFUND TRANSFERS						
0.00	0.00	3,021	90010 TO GENERAL FUND			
0.00	0.00	3,021	90990 TOTAL INTERFUND TRANS	0	0	0
UNAPPROPRIATED						
0.00	0.00	20,450	92010 UNAPROP END FUND BAL	11,500	11,500	11,500
0.00	0.00	20,450	92199 TOTAL UNAPPROPRIATED	11,500	11,500	11,500
DEBT SERVICE						
0.00	0.00	0	95101 PRIN-79 ISSUE (DK 33)			
25,000.00	25,000.00	20,000	95102 PRIN-82 ISS (DK 34)			
5,000.00	5,000.00	10,000	95103 PRIN-84 ISS (DK 36/37)	10,000	10,000	10,000
0.00	0.00	0	95201 INTEREST-1979 ISSUE (D			
5,880.00	3,355.00	1,040	95202 INT-82 ISS (DK 34)			



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
3,410.00	2,978.75	2,310	95203 INT-84 ISS (DK 36/37)	1,400	1,400	1,400
39,290.00	36,333.75	33,350	95999 TOTAL DEBT SERVICE	11,400	11,400	11,400
39,290.00	36,333.75	133,800	99000 TOTAL DEPT EXP	114,800	114,800	114,800
51,541.25-	111,839.01-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
1,039.65	2,464.63	1,000	42010 BANCROFT BOND PRINCIPA	1,000	1,000	1,000
592.89	517.49	600	42020 BANCROFT BOND INTEREST	300	300	300
0.00	0.00	0	42060 UNBONDED PRINCIPAL-LID			
1,051.39	231.82	100	48100 INTEREST ON INVESTMENT	100	100	100
19,625.55	4,288.48	2,500	49901 BEGINNING BALANCE	2,000	2,000	2,400
22,309.48	7,502.42	4,200	49998 TOTAL REVENUE	3,400	3,400	3,800
UNAPPROPRIATED						
0.00	0.00	1,700	92010 UNAPROP END FUND BAL			
0.00	0.00	1,700	92199 TOTAL UNAPPROPRIATED	0	0	0
DEBT SERVICE						
17,021.00	1,854.55	1,500	95501 LOAN PRINC	3,300	3,300	3,700
1,000.00	2,845.45	1,000	95601 LOAN INT	100	100	100
18,021.00	4,700.00	2,500	95999 TOTAL DEBT SERVICE	3,400	3,400	3,800
18,021.00	4,700.00	4,200	99000 TOTAL DEPT EXP	3,400	3,400	3,800
4,288.48-	2,802.42-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
25,856.62	5,147.27	5,500	42010 BANCROFT BOND PRINCIPA	5,000	5,000	5,000
8,525.88	3,069.52	2,500	42020 BANCROFT BOND INTEREST	2,500	2,500	2,500
1,254.77	2,331.84	2,500	48100 INTEREST ON INVESTMENT	2,500	2,500	2,500
3,137.12	38,774.39	49,000	49901 BEGINNING BALANCE	60,000	60,000	68,000
38,774.39	49,323.02	59,500	49998 TOTAL REVENUE	70,000	70,000	78,000
UNAPPROPRIATED						
0.00	0.00	59,500	92010 UNAPROP END FUND BAL	10,000	10,000	10,000
0.00	0.00	59,500	92199 TOTAL UNAPPROPRIATED	10,000	10,000	10,000
DEBT SERVICE						
0.00	0.00	0	95100 BOND PRINCIPAL	25,000	25,000	33,000
0.00	0.00	0	95200 BOND INTEREST	35,000	35,000	35,000
0.00	0.00	0	95999 TOTAL DEBT SERVICE	60,000	60,000	68,000
0.00	0.00	59,500	99000 TOTAL DEPT EXP	70,000	70,000	78,000
38,774.39-	49,323.02-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
6,617.85	16,820.03	6,000	42010 BANCROFT BOND PRINCIPA	6,000	6,000	6,000
3,411.02	5,396.85	5,500	42020 BANCROFT BOND INTEREST	4,000	4,000	4,000
95.76	727.84	600	48100 INTEREST ON INVESTMENT	600	600	1,000
0.00	7,071.19	18,500	49901 BEGINNING BALANCE	20,500	20,500	28,700
10,124.63	30,015.91	30,600	49998 TOTAL REVENUE	31,100	31,100	39,700
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY	1,000	1,000	1,000
0.00	0.00	0	89999 TOTAL CONTINGENCIES	1,000	1,000	1,000
UNAPPROPRIATED						
0.00	0.00	20,495	92010 UNAPROP END FUND BAL	20,495	20,495	29,095
0.00	0.00	20,495	92199 TOTAL UNAPPROPRIATED	20,495	20,495	29,095
DEBT SERVICE						
0.00	5,849.00	5,000	95100 BOND PRINCIPAL	5,000	5,000	5,000
3,053.44	5,755.94	5,105	95200 BOND INTEREST	4,605	4,605	4,605
3,053.44	11,604.94	10,105	95999 TOTAL DEBT SERVICE	9,605	9,605	9,605
3,053.44	11,604.94	30,600	99000 TOTAL DEPT EXP	31,100	31,100	39,700
7,071.19-	18,410.97-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 70 SPECIAL ASSESSMENT FUNDS  
 Dept : 724 EAST GRANT ST LID

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	3,000	42010 BANCROFT BOND PRINCIPA	3,000	3,000	3,000
0.00	0.00	120	42020 BANCROFT BOND INTEREST	120	120	120
0.00	0.00	0	48100 INTEREST ON INVESTMENT			
0.00	0.00	3,120	49998 TOTAL REVENUE	3,120	3,120	3,120
DEBT SERVICE						
0.00	0.00	3,000	95100 BOND PRINCIPAL	3,000	3,000	3,000
0.00	0.00	120	95200 BOND INTEREST	120	120	120
0.00	0.00	3,120	95999 TOTAL DEBT SERVICE	3,120	3,120	3,120
0.00	0.00	3,120	99000 TOTAL DEPT EXP	3,120	3,120	3,120
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
<b>REVENUES</b>						
80,849.00	0.00	30,000	42030 BOND SALE PROCEEDS			
58,733.00	6,532.05	0	42060 UNBONDED PRINCIPAL-LID			
48.44	175.77	0	42070 UNBONDED INT-LID			
4,948.13	200.84	100	48100 INTEREST ON INVESTMENT			
44.28	2,374.32	3,300	49901 BEGINNING BALANCE	2,800	2,800	2,800
144,622.85	9,282.98	33,400	49998 TOTAL REVENUE	2,800	2,800	2,800
<b>MATERIALS &amp; SERVICES</b>						
482.82	0.00	0	61010 ADVERTISING	200	200	200
11,960.66	0.00	0	61130 CONTRACT SERVICES	2,350	2,350	2,350
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE	200	200	200
0.00	0.00	0	61820 POSTAGE	50	50	50
12,443.48	0.00	0	69999 TOTAL MAT & SERV	2,800	2,800	2,800
<b>CAPITAL OUTLAY</b>						
129,305.05	0.00	3,400	72300 IMPROVEMENTS			
129,305.05	0.00	3,400	79999 TOTAL CAPITAL OUTLAY	0	0	0
<b>CONTINGENCIES</b>						
0.00	0.00	0	80005 OPERATING CONTINGENCY			
0.00	0.00	0	89999 TOTAL CONTINGENCIES	0	0	0
<b>INTERFUND TRANSFERS</b>						
500.00	2,500.00	0	90010 TO GENERAL FUND			
0.00	4,000.00	0	90045 TO STREETS FUND			
0.00	0.00	30,000	90150 TO SDC-STREETS			
500.00	6,500.00	30,000	90990 TOTAL INTERFUND TRANS	0	0	0
142,248.53	6,500.00	33,400	99000 TOTAL DEPT EXP	2,800	2,800	2,800
2,374.32-	2,782.98-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 1

**FUND: 70 - SPECIAL ASSESSMENT FUNDS**

**DEPARTMENT: 750 - PUBLIC IMPROVEMENTS - ADMINISTRATION**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61010 ADVERTISING (PW):		
Project advertisement	200	<u>200</u>
61130 CONTRACT SERVICES (PW):		
Consultant engineering	2,350	<u>2,350</u>
61240 DEPARTMENT/OPERATING EXPENSE (PW):	200	<u>200</u>
61820 POSTAGE (PW):	50	<u>50</u>

# **SPECIAL REVENUE FUND**



## 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.

This year, two vehicles will be purchased within this fund. A new survey vehicle for the Engineering Services Division will be purchased to replace a 1977 Chevrolet Luv pickup. The second vehicle will be a replacement for the large water service truck for the water crew.

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91	91-92	92-93		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
3,114.37	8,573.92	23,000	48100 INTEREST ON INVESTMENT	18,000	18,000	18,000
0.00	0.00	0	48140 MISCELLANEOUS REVENUE			
13,810.00	5,900.00	6,901	49010 FROM GENERAL FUND	7,820	7,820	17,820
19,000.00	15,450.00	20,309	49022 FROM WATER FUND	12,110	12,110	12,110
700.00	700.00	0	49023 FROM WATER CIP			
21,200.00	18,750.00	23,802	49025 FROM W WATER FUND	22,090	22,090	22,090
700.00	700.00	0	49026 FROM WW CIP			
14,750.00	37,693.00	0	49046 FROM STREETS FUND	7,527	7,527	7,527
0.00	50,000.00	200,000	49105 FROM STR CAP PROJ			
18,037.21	79,899.40	196,089	49901 BEGINNING BALANCE	417,219	417,219	417,219
91,311.58	217,666.32	470,101	49998 TOTAL REVENUE	484,766	484,766	494,766
CAPITAL OUTLAY						
1,397.18	10,683.28	4,500	72500 OFFICE EQPT.	7,000	7,000	7,000
8,015.00	4,121.61	33,500	72600 OTHER EQPT.	30,000	30,000	30,000
2,000.00	2,202.84	65,000	72800 VEHICLES	47,400	47,400	47,400
0.00	0.00	0	72801 VEHICLES (ENG)			
11,412.18	17,007.73	103,000	79999 TOTAL CAPITAL OUTLAY	84,400	84,400	84,400
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY			
0.00	0.00	11,128	80010 RES - EQ REP (ENG)	669	669	669
0.00	0.00	3,483	80011 RES - EQ REP (PARKS)	9,635	9,635	9,635
0.00	0.00	26,797	80012 RES - EQ REP (WATER)	9,238	9,238	9,238
0.00	0.00	48,227	80013 RES - EQ REP (WST WTR)	63,812	63,812	63,812
0.00	0.00	222,733	80014 RES - EQ REP (STR)	258,392	258,392	258,392
0.00	0.00	432	80015 RES - EQ REP (FINANCE)	1,679	1,679	1,679
0.00	0.00	0	80016 RES - POLICE CANINE			10,000
0.00	0.00	54,301	80020 RES - BRIDGE REPLACE	56,941	56,941	56,941
0.00	0.00	367,101	89999 TOTAL CONTINGENCIES	400,366	400,366	410,366
INTERFUND TRANSFERS						
0.00	0.00	0	90150 TO SDC-STREETS			
0.00	0.00	0	90990 TOTAL INTERFUND TRANS	0	0	0
11,412.18	17,007.73	470,101	99000 TOTAL DEPT EXP	484,766	484,766	494,766



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 1

**FUND: 80 - CAPITAL PROJECTS FUNDS**

**DEPARTMENT: 820 - EQUIPMENT ACQUISITION AND REPLACEMENT**

<b><u>CAPITOL OUTLAY</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>72500 OFFICE EQUIPMENT:</b>		
Undesignated equipment	7,000	<u>7,000</u>
<b>72600 OTHER EQUIPMENT:</b>		
Undesignated equipment	30,000	<u>30,000</u>
<b>72800 VEHICLES:</b>		
W-3 Utility truck (1 ton)	24,400	
Undesignated vehicles	23,000	<u>47,400</u>
<b>72801 VEHICLES:</b>		
E-1 Survey truck	13,000	<u>13,000</u>

## PROGRAM INFORMATION

### **PIONEER CEMETERY RESTORATION TRUST**

Page 1 of 1

#### PROGRAM DESCRIPTION:

The Pioneer Cemetery Restoration Trust is set up 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" were placed in this fund and used to finance a second printing of the book. If sufficient copies of the second edition are sold, the fund will finance a third printing. Excess revenues from the sale of this book will be used for maintenance of and projects in the Lebanon Pioneer Cemetery.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91	91-92	92-93		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
484.00	722.75	5,000	48053 DONATIONS	2,000	2,000	2,000
389.00	728.75	5,000	48054 DONAT.-PERPET. MAINT	2,000	2,000	2,000
13.41	114.68	100	48100 INTEREST ON INVESTMENT	100	100	100
125.90	1,012.31	2,600	49901 BEGINNING BALANCE	148	148	2,889
1,012.31	2,578.49	12,700	49998 TOTAL REVENUE	4,248	4,248	6,989
MATERIALS & SERVICES						
0.00	0.00	100	61009 ADVERTISING (PW)	100	100	200
0.00	30.25	1,600	61240 DEPT/OPERATING EXPENSE	1,600	1,600	3,141
0.00	0.00	100	61250 DEPT/OP SUPPLIES	100	100	200
0.00	30.25	1,800	69999 TOTAL MAT & SERV	1,800	1,800	3,541
CAPITAL OUTLAY						
0.00	0.00	10,900	72300 IMPROVEMENTS	2,448	2,448	3,448
0.00	0.00	10,900	79999 TOTAL CAPITAL OUTLAY	2,448	2,448	3,448
UNAPPROPRIATED						
0.00	0.00	0	92010 UNAPROP END FUND BAL			
0.00	0.00	0	92199 TOTAL UNAPPROPRIATED	0	0	0
0.00	30.25	12,700	99000 TOTAL DEPT EXP	4,248	4,248	6,989
1,012.31-	2,548.24-	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**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61009 ADVERTISING (PW):	200	<u>200</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Pioneer Cemetery third printing	2,000	
Miscellaneous expense	1,141	<u>3,141</u>
61250 DEPARTMENT/OPERATING SUPPLIES:	200	<u>200</u>
 <b><u>CAPITAL OUTLAY</u></b>		
72300 IMPROVEMENTS:		
Undesignated Projects	3,448	<u>3,448</u>



## PROGRAM INFORMATION

### D.A.R.E. TRUST

Page 1 of 1

#### PROGRAM DESCRIPTION:

The Drug Awareness Resistance Education program was started by the Lebanon Police Department in 1992-93. Donations for the program are deposited in the trust and spent to purchase program materials.

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 80 CAPITAL PROJECTS FUNDS  
 Dept : 828 D.A.R.E. TRUST

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	48053 DONATIONS			
0.00	0.00	0	48056 D.A.R.E. DONATIONS	2,000	2,000	2,000
22.99	24.92	0	48100 INTEREST ON INVESTMENT	200	200	200
0.00	0.00	0	49090 FROM POLICE TRUST FD			
365.38	388.37	400	49901 BEGINNING BALANCE	6,500	6,500	8,000
388.37	413.29	400	49998 TOTAL REVENUE	8,700	8,700	10,200
MATERIALS & SERVICES						
0.00	0.00	1,000	61010 ADVERTISING			
0.00	0.00	500	61240 DEPT/OPERATING EXPENSE	1,500	1,500	1,500
0.00	0.00	8,500	61250 DEPT/OP SUPPLIES	7,200	7,200	8,700
0.00	0.00	10,000	69999 TOTAL MAT & SERV	8,700	8,700	10,200
CAPITAL OUTLAY						
0.00	0.00	400	72300 IMPROVEMENTS			
0.00	0.00	400	79999 TOTAL CAPITAL OUTLAY	0	0	0
0.00	0.00	10,400	99000 TOTAL DEPT EXP	8,700	8,700	10,200
388.37-	413.29-	10,000	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.

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report


CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
<b>REVENUES</b>						
0.00	238.06	0	41047 COUNTY GRANT FUNDS			
5,945.00	1,032.65	1,200	48053 DONATIONS	300	300	300
0.00	224.55	0	48056 D.A.R.E. DONATIONS			
28.92-	57.60	10	48100 INTEREST ON INVESTMENT			
0.00	110.30	110	49901 BEGINNING BALANCE	500	500	1,200
5,916.08	1,663.16	1,320	49998 TOTAL REVENUE	800	800	1,500
<b>MATERIALS &amp; SERVICES</b>						
1,005.06	21.00	800	61240 DEPT/OPERATING EXPENSE	800	800	1,500
588.02	0.00	0	61320 EDUCATION & TRAINING			
1,593.08	21.00	800	69999 TOTAL MAT & SERV	800	800	1,500
<b>CAPITAL OUTLAY</b>						
4,212.70	400.00	520	72600 OTHER EQPT.			
4,212.70	400.00	520	79999 TOTAL CAPITAL OUTLAY	0	0	0
<b>INTERFUND TRANSFERS</b>						
0.00	0.00	0	90135 TO DARE TRUST FUND			
0.00	0.00	0	90990 TOTAL INTERFUND TRANS	0	0	0
5,805.78	421.00	1,320	99000 TOTAL DEPT EXP	800	800	1,500
110.30-	1,242.16-	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. No per capita aid was received in 92-93, but if service hours are increased, the state aid will be received.

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
98.83	104.38	100	48100 INTEREST ON INVESTMENT			
1,341.00	1,311.00	0	48118 LIBR-ST PER CAPITA AID	1,200	1,200	1,200
345.42	1,545.62	7,000	48120 TRUST FUND DONATIONS			
0.00	0.00	0	48140 MISCELLANEOUS REVENUE			
816.00	2,151.47	1,065	49901 BEGINNING BALANCE	2,165	2,165	3,000
2,601.25	5,112.47	8,165	49998 TOTAL REVENUE	3,365	3,365	4,200
MATERIALS & SERVICES						
449.78	852.04	7,265	61250 DEPT/OP SUPPLIES	300	300	300
449.78	852.04	7,265	69999 TOTAL MAT & SERV	300	300	300
CAPITAL OUTLAY						
0.00	0.00	100	72300 IMPROVEMENTS	1,765	1,765	1,765
0.00	3,195.00	800	72500 OFFICE EQPT.	1,300	1,300	2,135
0.00	3,195.00	900	79999 TOTAL CAPITAL OUTLAY	3,065	3,065	3,900
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY			
0.00	0.00	0	89999 TOTAL CONTINGENCIES	0	0	0
449.78	4,047.04	8,165	99000 TOTAL DEPT EXP	3,365	3,365	4,200
2,151.47-	1,065.43-	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

<u>MATERIALS &amp; SERVICES</u>	<u>SUB-LINE ITEM TOTAL</u>	<u>LINE TOTAL</u>
61250 DEPARTMENT OPERATING SUPPLIES:	300	<u>300</u>
 <u>CAPITAL OUTLAY</u>		
72300 IMPROVEMENTS:	1,765	<u>1,765</u>
72500 OFFICE EQUIPMENT:	2,135	<u>2,135</u>

## PROGRAM INFORMATION

### SENIOR SERVICES TRUST

Page 1 of 1

#### PROGRAM DESCRIPTION:

The Senior Services Trust Fund is a fund to receive and expend 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:

Building: Money designated for the purpose of remodeling or the construction of a facility to be maintained as a Senior Citizens Center.

Supplies/Expenses: Money designated for a specific event or activity.

Repairs/Improvements: Money designated to repair and/or make improvements to the current facility.

Equipment: Money designated to purchase equipment.

The Trust is also the depository for all money raised through Senior Center fund raising efforts. Senior and Disabled Services Advisory Board is responsible for over seeing the trust and approving expenditures.

The Board has designated approximately twenty-nine thousand dollars of Trust money to be placed in the Building category. During FY 1993-94 they will continue to aggressively pursue plans for the new construction of a joint facility between the Senior Center and the Library.



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	45020 REV FROM RENTED PROP	1,000	1,000	1,000
1,708.50	1,542.75	1,000	48100 INTEREST ON INVESTMENT	1,000	1,000	1,000
9,615.02	3,279.54	9,000	48120 TRUST FUND DONATIONS	6,500	6,500	6,500
28,107.55	28,573.43	30,000	49901 BEGINNING BALANCE	30,610	30,610	34,810
39,431.07	33,395.72	40,000	49998 TOTAL REVENUE	39,110	39,110	43,310
MATERIALS & SERVICES						
2,000.00	0.00	100	61130 CONTRACT SERVICES	100	100	100
0.00	0.00	100	61240 DEPT/OPERATING EXPENSE	100	100	100
425.34	2,296.23	5,000	61250 DEPT/OP SUPPLIES	2,000	2,000	2,000
0.79	0.00	100	61560 MAINT/BLDG (ADMIN)	100	100	100
0.00	0.00	3,000	61840 REFRESHMENT PURCHASES	3,800	3,800	3,800
2,426.13	2,296.23	8,300	69999 TOTAL MAT & SERV	6,100	6,100	6,100
CAPITAL OUTLAY						
0.00	0.00	29,000	72100 BUILDINGS	29,000	29,000	33,200
6,867.32	1,136.95	100	72300 IMPROVEMENTS	100	100	100
0.00	52.46	100	72500 OFFICE EQPT.	100	100	100
1,564.19	0.00	100	72600 OTHER EQPT.	100	100	100
8,431.51	1,189.41	29,300	79999 TOTAL CAPITAL OUTLAY	29,300	29,300	33,500
CONTINGENCIES						
0.00	0.00	2,300	80005 OPERATING CONTINGENCY	3,610	3,610	3,610
0.00	0.00	2,300	89999 TOTAL CONTINGENCIES	3,610	3,610	3,610
INTERFUND TRANSFERS						
0.00	0.00	100	90010 TO GENERAL FUND	100	100	100
0.00	0.00	100	90990 TOTAL INTERFUND TRANS	100	100	100
10,857.64	3,485.64	40,000	99000 TOTAL DEPT EXP	39,110	39,110	43,310
28,573.43-	29,910.08-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

PROGRAM EXPENDITURE DETAILS

Page 1 of 1

FUND: 80 CAPITAL IMPROVEMENT

DEPARTMENT: 835 SENIOR SERVICES TRUST

<u>MATERIALS &amp; SERVICES</u>	SUB-LINE <u>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, activities and fundraisers	2,000	<u>2,000</u>
61560 MAINTENANCE/BUILDING:	100	<u>100</u>
61840 REFRESHMENTS:		
Coffee bar and refreshment supplies for Senior Center	3,800	<u>3,800</u>
 <u>CAPITAL OUTLAY</u>		
72100 BUILDINGS:		
Money held in reserve for potential building fund	33,200	<u>33,200</u>
72300 IMPROVEMENTS:	100	<u>100</u>
72500 OFFICE EQUIPMENT:	100	<u>100</u>
72600 OTHER EQUIPMENT:	100	<u>100</u>
 <u>INTERFUND TRANSFER</u>		
90010 TO GENERAL FUND:	100	<u>100</u>



## 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 negotiated a similar exchange of funds with Linn County during the 1991-92 budget for taking over the maintenance responsibilities on the majority of the remaining county roads within the City limits.

During 1992-93 efforts focused on establishment of a Pavement Management System (PMS), reconstruction of Oak Street from Main to 2nd and street improvements through rehabilitation of the asphalt surfacing. During 1993-94 efforts will continue on the improvements to existing streets through asphalt overlays, slurry seals, and crack sealing in connection with the Pavement Management System. In addition, engineering will focus reconstruction of Milton Street from Main to Williams to be constructed during the summer of 1994.

#### POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Administrative Secretary-Public Works	.02 FTE	.020 FTE
Director of Public Works	.02 FTE	.070 FTE
Engineering Division Manager	.10 FTE	.100 FTE
Engineering Technician II	.35 FTE	.000 FTE
Engineering Technician III	.30 FTE	.000 FTE
Maintenance Division Manager	.00 FTE	.010 FTE
Secretary I	.00 FTE	.050 FTE
Senior Engineer	.35 FTE	.000 FTE
Project Engineer	<u>.35 FTE</u>	<u>.000 FTE</u>
 SUBTOTAL - Regular	 1.49 FTE	 0.250 FTE
 Temporary Public Works Accounting Clerk	 .00 FTE	 .056 FTE
Temporary Engineering	.17 FTE	.000 FTE
Temporary Public Works	.15 FTE	.000 FTE
Temporary Maintenance	<u>.16 FTE</u>	<u>.000 FTE</u>
 TOTAL	 1.97 FTE	 0.306 FTE

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
230,000.00	1,852,809.00	0	41047 COUNTY GRANT FUNDS			
5,533.76	82,448.02	60,000	48100 INTEREST ON INVESTMENT	20,000	20,000	20,000
0.00	160.00	0	48140 MISCELLANEOUS REVENUE			
0.00	0.00	52,519	49010 FROM GENERAL FUND			
0.00	0.00	9,000	49020 FROM DEBT SERV FD			
0.00	235,231.06	1,645,000	49901 BEGINNING BALANCE	1,267,000	1,267,000	1,200,000
235,533.76	2,170,648.08	1,766,519	49998 TOTAL REVENUE	1,287,000	1,287,000	1,220,000
PERSONNEL SERVICES						
0.00	8,544.98	45,761	50001 SALARIES	8,700	8,700	8,700
0.00	3,484.86	18,549	50003 FRINGE BENEFITS	3,218	3,218	3,218
0.00	239.36	10,178	50250 PART TIME			
0.00	0.00	3,000	50600 OVERTIME			
0.00	12,269.20	77,488	59999 TOTAL PERSONNEL SERV	11,918	11,918	11,918
MATERIALS & SERVICES						
0.00	0.00	25	61009 ADVERTISING (PW)	25	25	25
0.00	538.35	0	61010 ADVERTISING			
0.00	524.00	3,000	61011 ADVERTISING (ENG)			
0.00	0.00	450	61121 COMMUNICATION (ENG)			
0.00	0.00	0	61124 COMPUTER EXPENSE			
0.00	0.00	500	61126 COMPUTER EXP (ENG)			
0.00	0.00	0	61128 COMPUTER EXP (PW)			450
302.70	16,078.74	0	61130 CONTRACT SERVICES			
0.00	0.00	500	61131 CONTRACT SERVICES (PW)	1,520	1,520	1,520
0.00	3,758.50	208,200	61133 CONTRACT SERV (ENG)	50,000	50,000	50,000
0.00	0.00	0	61134 CONTRACT SERV (MAINT)	2,000	2,000	2,000
0.00	75.44	0	61240 DEPT/OPERATING EXPENSE	200	200	200
0.00	0.00	1,000	61241 OPERATING EXP (ENG)			
0.00	0.00	25	61243 OPERATING EXP (PW)	25	25	25
0.00	3.99	0	61250 DEPT/OP SUPPLIES			
0.00	7.00	250	61251 OP SUPPLIES (ENG)			
0.00	0.00	25	61253 OP SUPPLIES (PW)	25	25	25
0.00	0.00	100	61291 DUES & SUBSCRIPT (ENG)			
0.00	0.00	0	61300 DUPLICATION			
0.00	0.00	500	61321 EDUCATION & TRNG (ENG)			
0.00	0.00	200	61501 UNIFORMS (ENG)			
0.00	0.00	200	61561 MAINT/BLDG (ENG)			
0.00	0.00	100	61571 MAINT/EQPT (ENG)			
0.00	0.00	500	61581 MAINT/VEHICLES (ENG)			



Date : 7/04/93  
Time : 4:57  
Dte Range: Complete Report

CITY OF LEBANON  
AIMS General Ledger System  
Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
0.00	0.00	500	61601 MTGS & CONF (ENG)			
0.00	5.50	25	61603 MTGS & CONF (PW)	25	25	25
0.00	0.00	0	61700 OFFICE SUPPLIES			
0.00	0.00	500	61701 OFFICE SUPPLIES (ENG)			
0.00	0.00	25	61703 OFFICE SUPPLIES (PW)	25	25	25
0.00	0.00	300	61801 PETROLEUM (ENG)			
0.00	0.00	2,600	61881 RENT (ENG)			
0.00	0.00	1,000	61901 UTILITIES (ENG)			
302.70	20,991.52	220,525	69999 TOTAL MAT & SERV	53,845	53,845	54,295
CAPITAL OUTLAY						
0.00	0.00	0	72050 LAND			
0.00	0.00	0	72052 LAND (MAINT)	35,000	35,000	35,000
0.00	414,252.75	0	72300 IMPROVEMENTS			
0.00	0.00	1,078,743	72301 IMPROVEMENTS (ENG)	596,000	596,000	596,000
0.00	0.00	20,000	72302 IMPROVEMENTS (MAINT)	66,600	66,600	66,600
0.00	0.00	2,900	72501 OFFICE EQPT (ENG)			
0.00	0.00	0	72600 OTHER EQPT.			
0.00	0.00	400	72601 OTHER EQPT (ENG)			
0.00	414,252.75	1,102,043	79999 TOTAL CAPITAL OUTLAY	697,600	697,600	697,600
CONTINGENCIES						
0.00	0.00	108,062	80005 OPERATING CONTINGENCY	264,479	264,479	197,029
0.00	0.00	108,062	89999 TOTAL CONTINGENCIES	264,479	264,479	197,029
INTERFUND TRANSFERS						
0.00	0.00	0	90010 TO GENERAL FUND			
0.00	8,031.36	0	90015 TO G.O. BOND FUND			
0.00	0.00	0	90025 TO GIS	7,000	7,000	7,000
0.00	27,910.00	46,599	90035 TO ST FT & BIKE PTH FD	98,854	98,854	98,854
0.00	2,680.00	11,802	90060 TO FAU STREET PROJECT	21,804	21,804	21,804
0.00	50,000.00	200,000	90105 TO EQPT ACQ & REP FUND			
0.00	0.00	0	90120 TO WATER CIP	96,500	96,500	96,500
0.00	0.00	0	90125 TO W WATER CIP	35,000	35,000	35,000
0.00	88,621.36	258,401	90990 TOTAL INTERFUND TRANS	259,158	259,158	259,158
302.70	536,134.83	1,766,519	99000 TOTAL DEPT EXP	1,287,000	1,287,000	1,220,000

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 2

**FUND: 80 - SPECIAL REVENUE**

**DEPARTMENT: 840 - STREET CAPITAL IMPROVEMENT FUND**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61009 ADVERTISING (PW):	25	<u>25</u>
61128 COMPUTER EXPENSE (PW):		
Service and repair of hardware	120	
Supplies	110	
Software	110	
Training	110	<u>450</u>
61131 CONTRACT SERVICES (PW):		
Part-time temporary Public Works Accounting Clerk	1,020	
Consultant services	500	<u>1,520</u>
61133 CONTRACT SERVICES (ENG):		
Undesignated Engineering services	50,000	<u>50,000</u>
61134 CONTRACT SERVICES (MT):		
New Shop Site (Phase 1)	2,000	<u>2,000</u>
61240 DEPARTMENT/OPERATING EXPENSE	200	<u>200</u>
61243 DEPARTMENT/OPERATING EXPENSE (PW):	25	<u>25</u>
61253 DEPARTMENT/OPERATING SUPPLIES (PW):	25	<u>25</u>
61603 MEETINGS & CONFERENCES (PW):	25	<u>25</u>
61703 OFFICE SUPPLIES (PW):	25	<u>25</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 2 of 2

**FUND: 80 - SPECIAL REVENUE**

**DEPARTMENT: 840 - STREET CAPITAL IMPROVEMENT FUND**

<b><u>CAPITAL OUTLAY</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>72052 LAND (MT):</b>		
New Shop site (Phase 1)	35,000	<u>35,000</u>
<b>72301 IMPROVEMENTS (ENG):</b>		
12th Street reconstruction	63,000	
2nd & Morton	186,000	
Slurry seals	55,000	
Spot Repairs	55,000	
Milton Street reconstruction	35,000	
7th Street Pedestrian Path	12,000	
Rehabilitation Program	90,000	
Undesignated projects	100,000	<u>596,000</u>
<b>72302 IMPROVEMENTS (MT):</b>		
Crack seals	10,000	
New Shop Site (Phase 1)	56,600	<u>66,600</u>
 <b><u>INTERFUND TRANSFERS</u></b>		
<b>90025 TO GIS FUND:</b>	7,000	<u>7,000</u>
<b>90035 TO STATE FOOT &amp; BIKE PATH:</b>	98,854	<u>98,854</u>
<b>90060 TO FAU STREET PROJECT:</b>	21,804	<u>21,804</u>
<b>90120 TO WATER CIP:</b>	96,500	<u>96,500</u>
<b>90125 TO WASTEWATER CIP:</b>	35,000	<u>35,000</u>

## **PROGRAM INFORMATION**

### **STREET CAPITAL IMPROVEMENT FUND - RESTRICTED**

Page 1 of 1

#### **PROGRAM DESCRIPTION:**

A agreement was reached with Linn County during the 1991-92 budget to 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. In addition, further such allocations of timber funds could become available each year. The fund is to be used for improvements exclusively, no engineering or administration expenditures are allowed.

Projects included during the 1992-93 budget include Oak Street (Main to 2nd) and the cities structural overlay program resulting from the development of a Pavement Management System. During 1993-94 projects include Milton (Main to Williams) and continuation of the cities structural overlay program.



Date : 1/19/94  
 Time : 2:20  
 Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 1/19/94

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

91-92	92-93	93-94		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
-----						
REVENUES						
0.00	280,834.00	448,000	41047 COUNTY GRANT FUNDS	448,000	448,000	448,000
0.00	727.84	0	48100 INTEREST ON INVESTMENT			
0.00	220.00	0	48140 MISCELLANEOUS REVENUE			
0.00	0.00	0	49901 BEGINNING BALANCE			
-----						
0.00	281,781.84	448,000	49998 TOTAL REVENUE	448,000	448,000	448,000
MATERIALS & SERVICES						
0.00	0.00	0	61011 ADVERTISING (ENG)			
0.00	0.00	0	61130 CONTRACT SERVICES			
0.00	0.00	0	61133 CONTRACT SERV (ENG)			
-----						
0.00	0.00	0	69999 TOTAL MAT & SERV	0	0	0
CAPITAL OUTLAY						
0.00	0.00	0	72300 IMPROVEMENTS			
0.00	292,457.64	395,000	72301 IMPROVEMENTS (ENG)	395,000	395,000	395,000
-----						
0.00	292,457.64	395,000	79999 TOTAL CAPITAL OUTLAY	395,000	395,000	395,000
INTERFUND TRANSFERS						
0.00	0.00	53,000	90025 TO GIS	53,000	53,000	53,000
-----						
0.00	0.00	53,000	90990 TOTAL INTERFUND TRANS	53,000	53,000	53,000
0.00	292,457.64	448,000	99000 TOTAL DEPT EXP	448,000	448,000	448,000
0.00	10,675.80	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 1

**FUND: 80 - SPECIAL REVENUE**

**DEPARTMENT: 841 - STREET CAPITAL IMPROVEMENT FUND - RESTRICTED**

<b><u>CAPITAL OUTLAY</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>72301 IMPROVEMENTS (ENG):</b>		
Milton Street reconstruction	125,200	
Preservation	190,000	
Undesignated projects	79,800	<u>395,000</u>

**INTERFUND TRANSFERS**

<b>90025 TO GIS FUND:</b>	53,000	<u>53,000</u>
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**SUPPLEMENTAL BUDGET**

The Streets Capital Projects budget was increased by \$120,000 to allow for receipt of reimbursement for and payment of the School District's portion of work on the Morton Street project.



## PROGRAM INFORMATION

### STREET CAPITAL IMPROVEMENT FUND - DIRECT ALLOCABLE COSTS

Page 1 of 1

#### PROGRAM DESCRIPTION:

This fund has been established this budget year to track the direct allocable costs associated with the cities Capital Improvement Program. Instead of allocating an estimated amount for each line item in each budget, all costs, less improvements, will be charged to this department. Then each month charges will be calculated and the fund will be reimbursed by the appropriate project. The fund is used for Capital Improvements Projects exclusively, no administrative, maintenance, or general overhead costs are allowed.

#### POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Engineering Technician II	.00 FTE	1.0000 FTE
Engineering Technician III	.00 FTE	1.0000 FTE
Senior Engineer	.00 FTE	1.0000 FTE
Project Engineer	<u>.00 FTE</u>	<u>1.0000 FTE</u>
 SUBTOTAL - Regular	 .00 FTE	 4.0000 FTE
 Temporary Public Works Accounting Clerk	 .00 FTE	 .0374 FTE
Temporary Secretary (CIP)	.00 FTE	.7500 FTE
Temporary Engineering (CIP)	<u>.00 FTE</u>	<u>.7500 FTE</u>
 TOTAL	 0.00 FTE	 5.5374 FTE

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 80 CAPITAL PROJECTS FUNDS  
 Dept : 842 ALLOCABLE DIRECT COSTS

90-91	91-92	92-93		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	49023 FROM WATER CIP	66,000	66,000	66,000
0.00	0.00	0	49026 FROM WW CIP	77,000	77,000	77,000
0.00	0.00	0	49095 FROM URBAN RENEW FUND	40,000	40,000	40,000
0.00	0.00	0	49105 FROM STR CAP PROJ	146,000	146,000	146,000
0.00	0.00	0	49125 FROM SDC-DRAINAGE	2,000	2,000	2,000
0.00	0.00	0	49998 TOTAL REVENUE	331,000	331,000	331,000
PERSONNEL SERVICES						
0.00	0.00	0	50001 SALARIES	131,082	131,082	131,082
0.00	0.00	0	50003 FRINGE BENEFITS	50,046	50,046	50,046
0.00	0.00	0	50600 OVERTIME	10,000	10,000	10,000
0.00	0.00	0	59999 TOTAL PERSONNEL SERV	191,128	191,128	191,128
MATERIALS & SERVICES						
0.00	0.00	0	61011 ADVERTISING (ENG)	10,000	10,000	10,000
0.00	0.00	0	61121 COMMUNICATION (ENG)	200	200	200
0.00	0.00	0	61126 COMPUTER EXP (ENG)	7,200	7,200	7,200
0.00	0.00	0	61131 CONTRACT SERVICES (PW)	680	680	680
0.00	0.00	0	61133 CONTRACT SERV (ENG)	50,600	50,600	50,600
0.00	0.00	0	61240 DEPT/OPERATING EXPENSE	900	900	900
0.00	0.00	0	61241 OPERATING EXP (ENG)	2,400	2,400	2,400
0.00	0.00	0	61251 OP SUPPLIES (ENG)	1,000	1,000	1,000
0.00	0.00	0	61291 DUES & SUBSCRIPT (ENG)	600	600	600
0.00	0.00	0	61300 DUPLICATION			
0.00	0.00	0	61321 EDUCATION & TRNG (ENG)	1,500	1,500	1,500
0.00	0.00	0	61501 UNIFORMS (ENG)	300	300	300
0.00	0.00	0	61561 MAINT/BLDG (ENG)	1,200	1,200	1,200
0.00	0.00	0	61571 MAINT/EQPT (ENG)	300	300	300
0.00	0.00	0	61581 MAINT/VEHICLES (ENG)	900	900	900
0.00	0.00	0	61601 MTGS & CONF (ENG)	2,800	2,800	2,800
0.00	0.00	0	61701 OFFICE SUPPLIES (ENG)	2,800	2,800	2,800
0.00	0.00	0	61801 PETROLEUM (ENG)	600	600	600
0.00	0.00	0	61881 RENT (ENG)	6,600	6,600	6,600
0.00	0.00	0	61901 UTILITIES (ENG)	2,400	2,400	2,400
0.00	0.00	0	69999 TOTAL MAT & SERV	92,980	92,980	92,980

CAPITAL OUTLAY



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 80 CAPITAL PROJECTS FUNDS  
 Dept : 842 ALLOCABLE DIRECT COSTS

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
0.00	0.00	0	72501 OFFICE EQPT (ENG)	7,500	7,500	7,500
0.00	0.00	0	72601 OTHER EQPT (ENG)	400	400	400
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	7,900	7,900	7,900
CONTINGENCIES						
0.00	0.00	0	80005 OPERATING CONTINGENCY	38,992	38,992	38,992
0.00	0.00	0	89999 TOTAL CONTINGENCIES	38,992	38,992	38,992
0.00	0.00	0	99000 TOTAL DEPT EXP	331,000	331,000	331,000
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 4

**FUND: 80 - SPECIAL REVENUE**

**DEPARTMENT: 842 - ALLOCABLE DIRECT COSTS**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61011 ADVERTISING (ENG):</b>		
Engineering consultant	2,000	
Project advertisement	7,500	
LID	500	<u>10,000</u>
<b>61121 COMMUNICATIONS (ENG):</b>		
Service and repair of radio equipment	200	<u>200</u>
<b>61126 COMPUTER EXPENSE (ENG):</b>		
Service and repair of hardware	300	
Training	500	
Software	5,700	
Supplies	700	<u>7,200</u>
<b>61131 CONTRACT SERVICES (PW):</b>		
Part-time temporary Public Works Accounting Clerk	680	<u>680</u>
<b>61133 CONTRACT SERVICES (ENG):</b>		
Engineering Services (0.75 FTE)	25,000	
Secretarial services (0.75 FTE)	15,000	
Consultant services	5,600	
Map digitizing	5,000	<u>50,600</u>
<b>61240 DEPARTMENT/OPERATING EXPENSE:</b>		
Employee Assistance program	326	
Safety Incentive program	450	
Misc. materials	124	<u>900</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 2 of 4

**FUND: 80 - SPECIAL REVENUE**

**DEPARTMENT: 842 - ALLOCABLE DIRECT COSTS**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61241 DEPARTMENT/OPERATING EXPENSE (ENG):</b>		
Mileage reimbursement	100	
Expense reimbursement	200	
Testing lab expense	1,500	
Misc. expenses	600	<u>2,400</u>
<b>61251 DEPARTMENT/OPERATING SUPPLIES (ENG):</b>		
Reference books	200	
Drafting supplies	300	
Surveying and inspection supplies	500	<u>1,000</u>
<b>61291 DUES &amp; SUBSCRIPTIONS (ENG):</b>		
American Public Works Association	300	
American Water Works Association	100	
Engineering dues and subscriptions	200	<u>600</u>
<b>61321 EDUCATION &amp; TRAINING (ENG):</b>		
Training, workshops, seminars	1,500	<u>1,500</u>
<b>61501 UNIFORM PURCHASE/LAUNDERING (ENG):</b>		
Rain gear	100	
Protective equipment	200	<u>300</u>
<b>61561 MAINTENANCE BUILDING &amp; GROUNDS (ENG):</b>		
Satellite office space	1,200	<u>1,200</u>

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 3 of 4

**FUND: 80 - SPECIAL REVENUE**

**DEPARTMENT: 842 - ALLOCABLE DIRECT COSTS**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>61571 MAINTENANCE/EQUIPMENT (ENG):</b>		
Service and repair of office/field equipment	300	<u>300</u>
<b>61581 MAINTENANCE/VEHICLES (ENG):</b>		
Engineering vehicles	900	<u>900</u>
<b>61601 MEETINGS &amp; CONFERENCES (ENG):</b>		
American Water Works Association Conference	1,100	
American Public Works Association Conference	1,100	
Business meetings and travel luncheons	600	<u>2,800</u>
<b>61701 OFFICE SUPPLIES (ENG):</b>	2,800	<u>2,800</u>
<b>61801 PETROLEUM PRODUCTS (ENG):</b>		
Gasoline, oil lubricants	600	<u>600</u>
<b>61881 RENT (ENG):</b>		
Satellite office space	6,600	<u>6,600</u>
<b>61901 UTILITIES (ENG):</b>		
Satellite office space	2,400	<u>2,400</u>



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 4 of 4

**FUND: 80 - SPECIAL REVENUE**

**DEPARTMENT: 842 - ALLOCABLE DIRECT COSTS**

<b><u>CAPITAL OUTLAY</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b>72501 OFFICE EQUIPMENT (ENG):</b>		
Digitizing tablet	5,000	
Computer	2,500	<u>7,500</u>
<b>72601 OTHER EQUIPMENT (ENG):</b>		
Roll a Tape	400	<u>400</u>

## 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 went 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 1992-93 budget year. For this reason, no detail sheet is provided for this fund.

#### POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Building Official	.03 FTE	.03 FTE
Director of Public Works	.03 FTE	.01 FTE
Engineering Division Manager	.02 FTE	.02 FTE
Engineering Technician III	<u>.02 FTE</u>	<u>.02 FTE</u>
TOTAL	.10 FTE	.08 FTE



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
5,370.67	4,503.35	1,000	42040 SDC PRINC - ASSESS	700	700	700
8,419.16	0.00	0	42045 SDC PRINCIPAL			
386.58	705.00	50	42050 SDC INTEREST	600	600	600
1,984.90	2,021.14	1,000	48100 INTEREST ON INVESTMENT	500	500	500
0.00	0.00	0	49120 FROM SDC-SEWER			
30,216.84	36,159.16	34,000	49901 BEGINNING BALANCE	21,413	21,413	21,413
46,378.15	43,388.65	36,050	49998 TOTAL REVENUE	23,213	23,213	23,213
PERSONNEL SERVICES						
0.00	251.09	3,716	50001 SALARIES	2,845	2,845	2,845
0.00	97.46	1,298	50003 FRINGE BENEFITS	1,055	1,055	1,055
0.00	0.00	0	50250 PART TIME			
0.00	0.00	0	50600 OVERTIME			
0.00	348.55	5,014	59999 TOTAL PERSONNEL SERV	3,900	3,900	3,900
MATERIALS & SERVICES						
0.00	0.00	100	61010 ADVERTISING	100	100	100
3,521.08	4,186.87	5,000	61130 CONTRACT SERVICES	5,000	5,000	5,000
51.66	0.07	100	61240 DEPT/OPERATING EXPENSE	300	300	300
0.00	0.00	100	61250 DEPT/OP SUPPLIES	200	200	200
3,572.74	4,186.94	5,300	69999 TOTAL MAT & SERV	5,600	5,600	5,600
CAPITAL OUTLAY						
0.00	0.00	0	72050 LAND			
6,526.25	0.00	25,243	72300 IMPROVEMENTS	13,713	13,713	13,713
0.00	0.00	0	72301 IMPROVEMENTS (ENG)			
6,526.25	0.00	25,243	79999 TOTAL CAPITAL OUTLAY	13,713	13,713	13,713
CONTINGENCIES						
0.00	0.00	493	80005 OPERATING CONTINGENCY			
0.00	0.00	493	89999 TOTAL CONTINGENCIES	0	0	0
10,098.99	4,535.49	36,050	99000 TOTAL DEPT EXP	23,213	23,213	23,213

**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 1

**FUND: 80 - SPECIAL REVENUE**

**DEPARTMENT: 850 - SDC DRAINAGE**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61010 ADVERTISING:	100	<u>100</u>
61130 CONTRACT SERVICES:		
Drainageway surveying and analysis	5,000	<u>5,000</u>
61240 DEPARTMENT/OPERATING EXPENSE:	300	<u>300</u>
61250 DEPARTMENT/OPERATING SUPPLIES:	200	<u>200</u>
 <b><u>CAPITAL OUTLAY</u></b>		
72300 IMPROVEMENTS:		
Weldwood Park drainage improvements	1,500	
12th Street (Cox Creek) culvert improvements	12,213	<u>13,713</u>



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	2,124.89	5,000	42040 SDC PRINC - ASSESS			
0.00	18,702.77	0	42045 SDC PRINCIPAL			
0.00	0.00	100	42050 SDC INTEREST			
0.00	729.98	500	48100 INTEREST ON INVESTMENT			2,000
0.00	0.00	19,000	49901 BEGINNING BALANCE	32,500	32,500	39,000
0.00	21,557.64	24,600	49998 TOTAL REVENUE	32,500	32,500	41,000
MATERIALS & SERVICES						
0.00	0.00	100	61240 DEPT/OPERATING EXPENSE	100	100	100
0.00	0.00	100	61250 DEPT/OP SUPPLIES	200	200	200
0.00	0.00	200	69999 TOTAL MAT & SERV	300	300	300
CAPITAL OUTLAY						
0.00	0.00	24,400	72300 IMPROVEMENTS	32,200	32,200	40,700
0.00	0.00	24,400	79999 TOTAL CAPITAL OUTLAY	32,200	32,200	40,700
0.00	0.00	24,600	99000 TOTAL DEPT EXP	32,500	32,500	41,000
0.00	21,557.64-	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>1992-93</u>	<u>1993-94</u>
Building Official	.03 FTE	.03 FTE
Director of Public Works	.03 FTE	.01 FTE
Engineering Division Manager	.02 FTE	.02 FTE
Engineering Technician III	<u>.02 FTE</u>	<u>.02 FTE</u>
TOTAL	.10 FTE	.08 FTE



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
1,303.22	1,650.53	500	42040 SDC PRINC - ASSESS	300	300	300
2,240.59	0.00	0	42045 SDC PRINCIPAL			
141.74	258.46	10	42050 SDC INTEREST	150	150	150
2,159.57	2,081.63	2,000	48100 INTEREST ON INVESTMENT	500	500	500
0.00	0.00	0	48140 MISCELLANEOUS REVENUE			
33,576.93	37,339.13	39,400	49901 BEGINNING BALANCE	18,042	18,042	30,720
39,422.05	41,329.75	41,910	49998 TOTAL REVENUE	18,992	18,992	31,670
PERSONNEL SERVICES						
1,445.76	251.09	3,717	50001 SALARIES	2,856	2,856	2,856
516.66	98.75	1,302	50003 FRINGE BENEFITS	1,059	1,059	1,059
1,962.42	349.84	5,019	59999 TOTAL PERSONNEL SERV	3,915	3,915	3,915
MATERIALS & SERVICES						
0.00	0.00	700	61010 ADVERTISING	200	200	200
0.00	147.50	25,000	61130 CONTRACT SERVICES	5,000	5,000	12,678
0.50	0.07	200	61240 DEPT/OPERATING EXPENSE	300	300	300
0.50	147.57	25,900	69999 TOTAL MAT & SERV	5,500	5,500	13,178
CAPITAL OUTLAY						
0.00	0.00	10,502	72050 LAND	2,000	2,000	2,000
0.00	0.00	0	72300 IMPROVEMENTS	7,577	7,577	7,577
0.00	0.00	10,502	79999 TOTAL CAPITAL OUTLAY	9,577	9,577	9,577
CONTINGENCIES						
0.00	0.00	489	80005 OPERATING CONTINGENCY			5,000
0.00	0.00	489	89999 TOTAL CONTINGENCIES	0	0	5,000
INTERFUND TRANSFERS						
0.00	0.00	0	90083 TO GAZEBO FUND			
0.00	0.00	0	90990 TOTAL INTERFUND TRANS	0	0	0

Date : 7/04/93  
Time : 4:57  
Dte Range: Complete Report

CITY OF LEBANON  
AIMS General Ledger System  
Budget Preparation

G10 Run Date : 7/04/93

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

90-91	91-92	92-93		93-94
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud Appr. Bud Adpt. Bud
-----	-----	-----	-----	-----
1,962.92	497.41	41,910	99000 TOTAL DEPT EXP	18,992 18,992 31,670
37,459.13-	40,832.34-	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**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61010 ADVERTISING:		
Project advertising	200	<u>200</u>
61130 CONTRACT SERVICES:		
Park facility plans	12,678	<u>12,678</u>
61240 DEPARTMENT/OPERATING EXPENSE:	300	<u>300</u>
 <b><u>CAPITAL OUTLAY</u></b>		
72050 LAND:	2,000	<u>2,000</u>
72300 IMPROVEMENTS	7,577	<u>7,577</u>

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	793.62	1,000	42040 SDC PRINC - ASSESS			
0.00	6,852.05	0	42045 SDC PRINCIPAL			
0.00	0.00	100	42050 SDC INTEREST			
0.00	267.84	500	48100 INTEREST ON INVESTMENT			
0.00	0.00	0	48140 MISCELLANEOUS REVENUE			
0.00	0.00	7,000	49901 BEGINNING BALANCE	12,500	12,500	12,500
0.00	7,913.51	8,600	49998 TOTAL REVENUE	12,500	12,500	12,500
MATERIALS & SERVICES						
0.00	0.00	100	61240 DEPT/OPERATING EXPENSE	100	100	100
0.00	0.00	100	61250 DEPT/OP SUPPLIES	100	100	100
0.00	0.00	200	69999 TOTAL MAT & SERV	200	200	200
CAPITAL OUTLAY						
0.00	0.00	8,400	72300 IMPROVEMENTS	12,300	12,300	12,300
0.00	0.00	8,400	79999 TOTAL CAPITAL OUTLAY	12,300	12,300	12,300
0.00	0.00	8,600	99000 TOTAL DEPT EXP	12,500	12,500	12,500
0.00	7,913.51-	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 went 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 one specific project committed in advance for the 1992-93 budget year is the extra-capacity portion of the new northwest Lebanon regional sewer pump station.

#### POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Building Official	.03 FTE	.03 FTE
Director of Public Works	.03 FTE	.01 FTE
Engineering Division Manager	.02 FTE	.03 FTE
Engineering Technician III	<u>.02 FTE</u>	<u>.02 FTE</u>
TOTAL	.10 FTE	.09 FTE

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
3,556.42	4,465.35	3,000	42040 SDC PRINC - ASSESS	500	500	500
6,108.62	0.00	0	42045 SDC PRINCIPAL	500	500	500
386.57	707.44	100	42050 SDC INTEREST			
21,747.31	21,077.57	10,000	48100 INTEREST ON INVESTMENT	10,000	10,000	10,000
4,170.96	0.00	0	48142 OVERPAY REFUND			
341,196.50	377,046.38	400,000	49901 BEGINNING BALANCE	365,031	365,031	410,031
377,166.38	403,296.74	413,100	49998 TOTAL REVENUE	376,031	376,031	421,031
PERSONNEL SERVICES						
0.00	251.09	3,716	50001 SALARIES	3,230	3,230	3,230
0.00	98.46	1,298	50003 FRINGE BENEFITS	1,193	1,193	1,193
0.00	0.00	0	50600 OVERTIME			
0.00	349.55	5,014	59999 TOTAL PERSONNEL SERV	4,423	4,423	4,423
MATERIALS & SERVICES						
0.00	0.00	300	61010 ADVERTISING	300	300	300
0.00	0.00	50,000	61130 CONTRACT SERVICES	10,000	10,000	10,000
0.00	0.07	200	61240 DEPT/OPERATING EXPENSE	200	200	200
0.00	0.07	50,500	69999 TOTAL MAT & SERV	10,500	10,500	10,500
CAPITAL OUTLAY						
0.00	0.00	357,094	72300 IMPROVEMENTS	361,108	361,108	396,108
0.00	0.00	0	72301 IMPROVEMENTS (ENG)			
0.00	0.00	0	72400 LAND			
0.00	0.00	357,094	79999 TOTAL CAPITAL OUTLAY	361,108	361,108	396,108
CONTINGENCIES						
0.00	0.00	492	80005 OPERATING CONTINGENCY			10,000
0.00	0.00	492	89999 TOTAL CONTINGENCIES	0	0	10,000
INTERFUND TRANSFERS						



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
0.00	0.00	0	90140 TO SDC-DRAINAGE			
0.00	0.00	0	90990 TOTAL INTERFUND TRANS	0	0	0
0.00	349.62	413,100	99000 TOTAL DEPT EXP	376,031	376,031	421,031
377,166.38-	402,947.12-	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**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61010 ADVERTISING:	300	<u>300</u>
61130 CONTRACT SERVICES:		
Design for undesignated projects	10,000	<u>10,000</u>
61240 DEPARTMENT/OPERATING EXPENSE:	200	<u>200</u>
 <b><u>CAPITAL OUTLAY</u></b>		
72300 IMPROVEMENTS:		
Harrison Street/Tek Park pump station	274,108	
New Park Street pump station	25,000	
Park Street pipe extension	8,000	
Weldwood pipe extension	17,000	
S. Main Street pipe extension	8,000	
Vaughan Lane pipe extension	29,000	
Undesignated projects	35,000	<u>396,108</u>



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91	91-92	92-93		93-94			
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud	
REVENUES							
0.00	2,124.89	5,000	42040 SDC PRINC - ASSESS				
0.00	18,702.77	0	42045 SDC PRINCIPAL				
0.00	0.00	500	42050 SDC INTEREST				
0.00	729.67	1,000	48100 INTEREST ON INVESTMENT				
0.00	0.00	19,200	49901 BEGINNING BALANCE	32,500	32,500	32,500	
0.00	21,557.33	25,700	49998 TOTAL REVENUE	32,500	32,500	32,500	
MATERIALS & SERVICES							
0.00	0.00	100	61240 DEPT/OPERATING EXPENSE	100	100	100	
0.00	0.00	100	61250 DEPT/OP SUPPLIES	100	100	100	
0.00	0.00	200	69999 TOTAL MAT & SERV	200	200	200	
CAPITAL OUTLAY							
0.00	0.00	25,500	72300 IMPROVEMENTS	32,300	32,300	32,300	
0.00	0.00	25,500	79999 TOTAL CAPITAL OUTLAY	32,300	32,300	32,300	
0.00	0.00	25,700	99000 TOTAL DEPT EXP	32,500	32,500	32,500	
0.00	21,557.33-	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 went 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 1993-94 budget year.

#### POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Building Official	.03 FTE	.03 FTE
Director of Public Works	.03 FTE	.01 FTE
Engineering Division Manager	.02 FTE	.02 FTE
Engineering Technician III	<u>.02 FTE</u>	<u>.02 FTE</u>
TOTAL	.10 FTE	.08 FTE



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
4,919.62	4,187.33	3,000	42040 SDC PRINC - ASSESS			
7,710.55	0.00	0	42045 SDC PRINCIPAL			
354.05	647.91	50	42050 SDC INTEREST			
8,090.11	5,479.77	50	48100 INTEREST ON INVESTMENT			
0.00	2,187.40	0	48140 MISCELLANEOUS REVENUE			
0.00	0.00	30,000	49012 FROM PUB IMPROV FUND	20,119	20,119	20,119
0.00	0.00	0	49097 FROM EQUIP ACQ FUND			
0.00	0.00	0	49150 FROM SCIP ACCESS ROAD			
122,195.96	121,845.53	3,000	49901 BEGINNING BALANCE	550	550	11,550
143,270.29	134,347.94	36,100	49998 TOTAL REVENUE	20,669	20,669	31,669
PERSONNEL SERVICES						
0.00	5,973.99	3,717	50001 SALARIES	3,230	3,230	3,230
0.00	2,454.47	1,310	50003 FRINGE BENEFITS	1,193	1,193	1,193
0.00	8,428.46	5,027	59999 TOTAL PERSONNEL SERV	4,423	4,423	4,423
MATERIALS & SERVICES						
0.00	0.00	100	61010 ADVERTISING	100	100	100
3,258.00	2,742.00	5,000	61130 CONTRACT SERVICES	2,000	2,000	2,000
0.00	14.75	100	61240 DEPT/OPERATING EXPENSE	200	200	200
3,258.00	2,756.75	5,200	69999 TOTAL MAT & SERV	2,300	2,300	2,300
CAPITAL OUTLAY						
18,046.76	119,488.53	25,382	72300 IMPROVEMENTS	13,946	13,946	24,946
0.00	0.00	0	72301 IMPROVEMENTS (ENG)			
18,046.76	119,488.53	25,382	79999 TOTAL CAPITAL OUTLAY	13,946	13,946	24,946
CONTINGENCIES						
0.00	0.00	491	80005 OPERATING CONTINGENCY			
0.00	0.00	491	89999 TOTAL CONTINGENCIES	0	0	0
INTERFUND TRANSFERS						

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
0.00	0.00	0	90060 TO FAU STREET PROJECT			
0.00	0.00	0	90990 TOTAL INTERFUND TRANS	0	0	0
LOANS						
0.00	0.00	0	93120 INTERFUND LOAN - SEWER			
0.00	0.00	0	93199 TOTAL LOANS	0	0	0
21,304.76	130,673.74	36,100	99000 TOTAL DEPT EXP	20,669	20,669	31,669
121,965.53-	3,674.20-	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**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61010 ADVERTISING:	100	<u>100</u>
61130 CONTRACT SERVICES:		
Traffic engineering and analysis	2,000	<u>2,000</u>
61240 DEPARTMENT/OPERATING EXPENSE:	200	<u>200</u>
 <b><u>CAPITAL OUTLAY</u></b>		
72300 IMPROVEMENTS:		
Undesignated projects	24,946	<u>24,946</u>

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	1,938.00	5,000	42040 SDC PRINC - ASSESS			
0.00	17,131.57	0	42045 SDC PRINCIPAL			
0.00	0.00	500	42050 SDC INTEREST			
0.00	670.89	1,000	48100 INTEREST ON INVESTMENT			
0.00	0.00	19,000	49901 BEGINNING BALANCE	30,500	30,500	35,000
0.00	19,740.46	25,500	49998 TOTAL REVENUE	30,500	30,500	35,000
MATERIALS & SERVICES						
0.00	0.00	100	61240 DEPT/OPERATING EXPENSE	100	100	100
0.00	0.00	100	61250 DEPT/OP SUPPLIES	100	100	100
0.00	0.00	200	69999 TOTAL MAT & SERV	200	200	200
CAPITAL OUTLAY						
0.00	0.00	25,300	72300 IMPROVEMENTS	30,300	30,300	34,800
0.00	0.00	25,300	79999 TOTAL CAPITAL OUTLAY	30,300	30,300	34,800
0.00	0.00	25,500	99000 TOTAL DEPT EXP	30,500	30,500	35,000
0.00	19,740.46-	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 went 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 1993-94 budget year. For this reason, no detail sheet is provided for this fund.

#### POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Building Official	.03 FTE	.03 FTE
Director of Public Works	.03 FTE	.01 FTE
Engineering Division Manager	.02 FTE	.03 FTE
Engineering Technician III	<u>.02 FTE</u>	<u>.02 FTE</u>
TOTAL	.10 FTE	.09 FTE

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
5,370.69	4,503.34	0	42040 SDC PRINC - ASSESS	500	500	500
8,536.71	0.00	0	42045 SDC PRINCIPAL			
386.55	705.03	0	42050 SDC INTEREST	500	500	500
1,290.83	1,613.93	500	48100 INTEREST ON INVESTMENT	1,000	1,000	1,000
14,447.83	26,610.57	30,931	49901 BEGINNING BALANCE	31,000	31,000	31,000
30,032.61	33,432.87	31,431	49998 TOTAL REVENUE	33,000	33,000	33,000
PERSONNEL SERVICES						
0.00	251.09	3,717	50001 SALARIES	3,230	3,230	3,230
0.00	98.46	1,298	50003 FRINGE BENEFITS	1,193	1,193	1,193
0.00	349.55	5,015	59999 TOTAL PERSONNEL SERV	4,423	4,423	4,423
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	0.07	100	61240 DEPT/OPERATING EXPENSE	300	300	300
0.00	0.07	300	69999 TOTAL MAT & SERV	500	500	500
CAPITAL OUTLAY						
3,303.04	0.00	25,624	72300 IMPROVEMENTS	27,000	27,000	27,000
3,303.04	0.00	25,624	79999 TOTAL CAPITAL OUTLAY	27,000	27,000	27,000
CONTINGENCIES						
0.00	0.00	492	80005 OPERATING CONTINGENCY	1,077	1,077	1,077
0.00	0.00	492	89999 TOTAL CONTINGENCIES	1,077	1,077	1,077
3,303.04	349.62	31,431	99000 TOTAL DEPT EXP	33,000	33,000	33,000
26,729.57-	33,083.25-	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**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61010 ADVERTISING:	100	<u>100</u>
61130 CONTRACT SERVICES:	100	<u>100</u>
61240 DEPARTMENT/OPERATING EXPENSE:	300	<u>300</u>

**CAPITAL OUTLAY**

**72300 IMPROVEMENTS:**

Wagon Wheel/S. Main Road pipe extension	20,000	
Vaughan Lane pipe extension	7,000	<u>27,000</u>

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	2,124.89	5,000	42040 SDC PRINC - ASSESS			
0.00	18,702.77	0	42045 SDC PRINCIPAL			
0.00	0.00	500	42050 SDC INTEREST			
0.00	729.98	1,000	48100 INTEREST ON INVESTMENT			
0.00	0.00	19,500	49901 BEGINNING BALANCE	32,200	32,200	39,000
0.00	21,557.64	26,000	49998 TOTAL REVENUE	32,200	32,200	39,000
MATERIALS & SERVICES						
0.00	0.00	100	61240 DEPT/OPERATING EXPENSE	100	100	100
0.00	0.00	100	61250 DEPT/OP SUPPLIES	100	100	100
0.00	0.00	200	69999 TOTAL MAT & SERV	200	200	200
CAPITAL OUTLAY						
0.00	0.00	25,800	72300 IMPROVEMENTS	32,000	32,000	38,800
0.00	0.00	25,800	79999 TOTAL CAPITAL OUTLAY	32,000	32,000	38,800
0.00	0.00	26,000	99000 TOTAL DEPT EXP	32,200	32,200	39,000
0.00	21,557.64-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0
946,966.11-	2,482,067.69-	10,000	99500 FUND TOTAL (SURP)/DEF	0	0	0



# TRUST & AGENCY FUND



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 90 TRUST AND AGENCY FUNDS  
 Dept : 910 BAIL

90-91	91-92	92-93		93-94			
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud	
REVENUES							
16,299.25	20,022.16	20,000	48155 BPST COLLECTED	20,000	20,000	20,000	
3,031.20	5,581.33	45,000	48240 SUSPENSE-BAIL	45,000	45,000	45,000	
18,544.00	16,393.00	6,000	48241 SUSP-LC ALC PROGRAM	6,000	6,000	6,000	
17,676.00	21,986.50	20,000	48242 SUSP-ST INTOX DRVR FND	20,000	20,000	20,000	
3,316.00	10,033.00	10,000	48243 SUSP-ALCH EVAL	10,000	10,000	10,000	
690.00	1,600.00	5,000	48244 SUSP-CT APPT ATTORN	5,000	5,000	5,000	
0.00	120.00	0	48245 SUSP-MJ. ASSESS				
0.00	0.00	0	48246 SUSP-LEMLA				
0.00	0.00	0	48247 SUSP-UNITARY ASSESS				
1,059.00	0.00	0	49901 BEGINNING BALANCE				
60,615.45	75,735.99	106,000	49998 TOTAL REVENUE	106,000	106,000	106,000	
MATERIALS & SERVICES							
2,937.25	4,922.84	20,000	61850 REFUNDS	20,000	20,000	20,000	
14,832.25	21,489.16	69,000	61950 PSTA	30,000	30,000	30,000	
19,603.00	16,393.00	2,000	61951 LINN CO. ALC PRO	2,000	2,000	2,000	
16,539.00	23,123.50	0	61952 ST INTOX DRIVER FUND	39,000	39,000	39,000	
3,115.00	9,561.00	10,000	61953 ALCOHOL EVALUATORS	10,000	10,000	10,000	
824.00	1,667.00	5,000	61954 CT. APPOINT. ATTORN.	5,000	5,000	5,000	
0.00	120.00	0	61955 MARIJUANA ASSESS.				
0.00	0.00	0	61956 LEMLA				
0.00	0.00	0	61957 UNITARY ASSESS				
57,850.50	77,276.50	106,000	69999 TOTAL MAT & SERV	106,000	106,000	106,000	
57,850.50	77,276.50	106,000	99000 TOTAL DEPT EXP	106,000	106,000	106,000	
2,764.95-	1,540.51	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0	
2,764.95-	1,540.51	0	99500 FUND TOTAL (SURP)/DEF	0	0	0	



**LEBANON URBAN RENEWAL DISTRICT**

**ADOPTED ANNUAL BUDGET**

**1993 - 1994**

## 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, the Walker/South Main signalization project, part of the improvements to Division Way and Market Streets in support of Wal-Mart's development and part of the parking area at Weldwood Park.

Projects included in the FY 1993-94 budget include engineering and improvements to Airport Road (Main to 5th) and 2nd Street (H to Airport). Also included is backstop replacement for the Weldwood Park baseball diamonds. This project will reduce the number of foul balls falling into the parking lot built in part with URD funds last year.

#### POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Administrative Secretary-Public Works	.010 FTE	.0100 FTE
City Administrator	.000 FTE	.0600 FTE
City Planner	.049 FTE	.0624 FTE
Director of Public Works	.030 FTE	.0500 FTE
Engineering Division Manager	.020 FTE	.0200 FTE
Finance Director	.000 FTE	.0500 FTE
Finance Operations Manager	.000 FTE	.0100 FTE
Secretary I	<u>.000 FTE</u>	<u>.0000 FTE</u>
TOTAL	.109 FTE	.2624 FTE



G10 Run Date : 7/04/93

## CONTINGENCIES

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
0.00	0.00	294	80005 OPERATING CONTINGENCY	100,000	100,000	110,000
0.00	0.00	294	89999 TOTAL CONTINGENCIES	100,000	100,000	110,000
INTERFUND TRANSFERS						
32,000.00	0.00	0	90010 TO GENERAL FUND			
0.00	0.00	0	90160 TO LEB URD BOND FUND			
32,000.00	0.00	0	90990 TOTAL INTERFUND TRANS	0	0	0
DEBT SERVICE						
20,000.00	25,000.00	0	95100 BOND PRINCIPAL			
31,150.00	29,156.25	0	95200 BOND INTEREST			
51,150.00	54,156.25	0	95999 TOTAL DEBT SERVICE	0	0	0
120,965.54	257,527.35	355,700	99000 TOTAL DEPT EXP	1,599,264	1,599,264	1,609,264
269,062.68-	201,354.18-	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



**PROGRAM EXPENDITURE DETAIL SHEET**

Page 1 of 1

**FUND: 92 - URBAN RENEWAL**

**DEPARTMENT: 920 - LEBANON URBAN RENEWAL DISTRICT**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61010 ADVERTISING:	100	<u>100</u>
61130 CONTRACT SERVICES		
Planning contract	5,000	<u>5,000</u>
61131 CONTRACT SERVICES (ENG):		
Airport Road Project	137,000	
Engineering consultant	50,000	<u>187,000</u>
61240 DEPARTMENT/OPERATING EXPENSE:		
Expense reimbursement	408	
Other misc. expenses	300	<u>708</u>
61250 DEPARTMENT/OPERATING SUPPLIES:		
Drafting, surveying and inspection supplies	100	<u>100</u>
61300 DUPLICATION:		
Printing costs	100	<u>100</u>
61700 OFFICE SUPPLIES:	100	<u>100</u>
 <b><u>CAPITAL OUTLAY</u></b>		
72301 IMPROVEMENTS:		
Full enclosure backstops - Weldwood Park	21,000	
Airport Road Combined Project	1,040,000	
Undesignated Projects	233,151	<u>1,294,151</u>

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

Fund : 92 URBAN RENEWAL FUNDS  
 Dept : 921 LEBANON URD BONDS

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	62,713	47010 CURRENT PROPERTY TAXES	75,307	75,307	75,307
0.00	0.00	4,000	47020 DELINQUENT PROP TAXES	2,000	2,000	2,000
0.00	0.00	200	48100 INTEREST ON INVESTMENT	100	100	100
0.00	0.00	25	48101 INTEREST ON TAXES	25	25	25
0.00	0.00	0	49095 FROM URBAN RENEW FUND			
0.00	0.00	5,000	49901 BEGINNING BALANCE	18,000	18,000	15,000
0.00	0.00	71,938	49998 TOTAL REVENUE	95,432	95,432	92,432
UNAPPROPRIATED						
0.00	0.00	20,000	92010 UNAPROP END FUND BAL	41,000	41,000	38,000
0.00	0.00	20,000	92199 TOTAL UNAPPROPRIATED	41,000	41,000	38,000
DEBT SERVICE						
0.00	0.00	25,000	95100 BOND PRINCIPAL	30,000	30,000	30,000
0.00	0.00	26,938	95200 BOND INTEREST	24,432	24,432	24,432
0.00	0.00	51,938	95999 TOTAL DEBT SERVICE	54,432	54,432	54,432
0.00	0.00	71,938	99000 TOTAL DEPT EXP	95,432	95,432	92,432
0.00	0.00	0	99450 TTL REV/EXP (SURP)/DEF	0	0	0



**NORTHWEST LEBANON  
URBAN RENEWAL DISTRICT**

**ADOPTED ANNUAL BUDGET**

**1993 - 1994**

## 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.

No projects are currently anticipated within this Fund. Revenue from this urban renewal district could be used to fund future improvements to Hansard Ave.

#### POSITIONS:

	<u>1992-93</u>	<u>1993-94</u>
Director of Public Works	.05 FTE	.0100 FTE
Engineering Division Manager	.04 FTE	.0000 FTE
City Planner	<u>.00 FTE</u>	<u>.0624 FTE</u>
TOTAL	.09 FTE	.0724 FTE



Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91	91-92	92-93		93-94		
Prior Yr-2	Prior Yr-1	Cur. Budg	Line Item Description	Prop. Bud	Appr. Bud	Adpt. Bud
REVENUES						
0.00	0.00	0	42030 BOND SALE PROCEEDS			
2,765.76	13,839.23	24,000	47010 CURRENT PROPERTY TAXES	23,910	23,910	23,910
0.00	133.36	100	47020 DELINQUENT PROP TAXES	600	600	600
38.04	173.59	200	48100 INTEREST ON INVESTMENT	150	150	150
4.54	29.24	10	48101 INTEREST ON TAXES	10	10	10
0.00	0.00	0	48140 MISCELLANEOUS REVENUE			
0.00	210.84	3,000	49901 BEGINNING BALANCE	5,500	5,500	8,500
2,808.34	14,386.26	27,310	49998 TOTAL REVENUE	30,170	30,170	33,170
PERSONNEL SERVICES						
0.00	3,909.21	3,777	50001 SALARIES	448	448	448
0.00	1,459.26	1,293	50003 FRINGE BENEFITS	167	167	167
0.00	0.00	0	50250 PART TIME			
0.00	0.00	0	50600 OVERTIME			
0.00	5,368.47	5,070	59999 TOTAL PERSONNEL SERV	615	615	615
MATERIALS & SERVICES						
0.00	122.95	200	61010 ADVERTISING	100	100	100
0.00	200.00	200	61124 COMPUTER EXPENSE			
2,597.50	6,558.58	19,926	61130 CONTRACT SERVICES	25,000	25,000	25,000
0.00	17.13	200	61240 DEPT/OPERATING EXPENSE	200	200	200
0.00	0.00	200	61250 DEPT/OP SUPPLIES	100	100	100
0.00	0.00	100	61300 DUPLICATION	100	100	100
0.00	0.00	100	61700 OFFICE SUPPLIES	100	100	100
2,597.50	6,898.66	20,926	69999 TOTAL MAT & SERV	25,600	25,600	25,600
CAPITAL OUTLAY						
0.00	0.00	0	72300 IMPROVEMENTS			3,000
0.00	0.00	0	79999 TOTAL CAPITAL OUTLAY	0	0	3,000
CONTINGENCIES						
0.00	0.00	1,314	80005 OPERATING CONTINGENCY	3,955	3,955	3,955
0.00	0.00	1,314	89999 TOTAL CONTINGENCIES	3,955	3,955	3,955

Date : 7/04/93  
 Time : 4:57  
 Dte Range: Complete Report

CITY OF LEBANON  
 AIMS General Ledger System  
 Budget Preparation

G10 Run Date : 7/04/93

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

90-91 Prior Yr-2	91-92 Prior Yr-1	92-93 Cur. Budg	Line Item Description	93-94 Prop. Bud	Appr. Bud	Adpt. Bud
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
2,597.50	12,267.13	27,310	99000 TOTAL DEPT EXP	30,170	30,170	33,170
210.84-	2,119.13-	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**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
61010 ADVERTISING:	100	<u>100</u>
61130 CONTRACT SERVICES:		
Planning contract	5,000	
Engineering Services	20,000	<u>25,000</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>
61700 OFFICE SUPPLIES:	100	<u>100</u>
 <b><u>CAPITAL OUTLAY</u></b>		
72300 IMPROVEMENTS:		
Undesignated projects	3,000	<u>3,000</u>